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TO: GERLACH*ROSE M 08/14/2003

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THE FOLLOWING CHANGES HAVE OCCURRED TO THE HARDCOPY OR ELECTRONIC MANUAL ASSIGNED TO YOU:

131 - 131 - DAMAGE CONTROL TEAM COORDINATOR (DCTC): EMERGENCY PLAN-POSITION
SPECIFIC PROCEDURE

REMOVE MANUAL TABLE OF CONTENTS DATE: 06/26/2003

ADD MANUAL TABLE OF CONTENTS DATE: 08/13/2003

CATEGORY: PROCEDURES TYPE: EP

ID: EP-PS-131

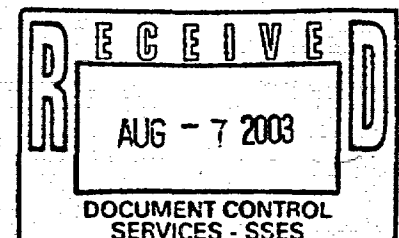
ADD: PCAF 2003-1577 REV: N/A

UPDATES FOR HARD COPY MANUALS WILL BE DISTRIBUTED WITHIN 5 DAYS IN ACCORDANCE WITH DEPARTMENT PROCEDURES. PLEASE MAKE ALL CHANGES AND ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX UPON RECEIPT OF HARD COPY. FOR ELECTRONIC MANUAL USERS, ELECTRONICALLY REVIEW THE APPROPRIATE DOCUMENTS AND ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX.

A045

PROCEDURE CHANGE PROCESS FORM

1. PCAF NO. <u>203-1577</u>	2. PAGE 1 OF <u>6</u>	3. PROC. NO. <u>EP-PS-131</u> REV. <u>89</u>
4. FORMS REVISED - <u>B</u> <u>R</u> <u>4</u> , - <u> </u> <u>R</u> <u> </u> , - <u> </u> <u>R</u> <u> </u> , - <u> </u> <u>R</u> <u> </u> , - <u> </u> <u>R</u> <u> </u>		
5. PROCEDURE TITLE Emergency Plan Position Specific Instruction: DAMAGE CONTROL TEAM COORDINATOR: EMERGENCY PLAN POSITION-SPECIFIC INSTRUCTION		
6. REQUESTED CHANGE PERIODIC REVIEW <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES INCORPORATE PCAFS <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES # <u> </u> # <u> </u> # <u> </u> # <u> </u> REVISION <input type="checkbox"/> PCAF <input checked="" type="checkbox"/> DELETION <input type="checkbox"/> (CHECK ONE ONLY)		
7. SUMMARY OF / REASON FOR CHANGE Added clarification steps to direct the Damage Control Team Coordinator to provide assistance to Control Room operations personnel in dispatching field operators when requested. This is an administrative change since it provides clarification to an existing requirement.		
Continued <input type="checkbox"/>		
8. DETERMINE COMMITTEE REVIEW REQUIREMENTS (Refer to Section 6.1.4) PORC REVIEW REQ'D? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		9. PORC MTG# <u> </u>
BLOCKS 11 THRU 16 ARE ON PAGE 2 OF FORM		
17. T.C. Dalpiaz / <u>3227</u> / <u>08/04/2003</u> PREPARER ETN DATE (Print or Type)		18. COMMUNICATION OF CHANGE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES (TYPE) <u>E Mail Notification</u>
19. <u>Jeffrey Hulsewood</u> RESPONSIBLE SUPERVISOR <u>8/5/03</u> DATE		SIGNATURE ATTESTS THAT RESPONSIBLE SUPERVISOR HAS CONDUCTED QADR AND TECHNICAL REVIEW UNLESS OTHERWISE DOCUMENTED IN BLOCK 16 OR ATTACHED REVIEW FORMS. CROSS DISCIPLINE REVIEW (IF REQUIRED) HAS BEEN COMPLETED BY SIGNATURE IN BLOCK 16 OR ATTACHED REVIEW FORMS.
20. <u>Jeffrey Hulsewood</u> FUM APPROVAL <u>8/5/03</u> DATE		
21. RESPONSIBLE APPROVER <u>N/A</u> INITIALS <u> </u> DATE <u> </u>		ENTER N/A IF FUM HAS APPROVAL AUTHORITY



PROCEDURE CHANGE PROCESS FORM

1. PCAF NO. 203-1577 | 2. PAGE 2 OF 6 | 3. PROC. NO. EP-RS-131 REV. 89

11. This question documents the outcome of the 50.59 and 72.48 Review required by NDAP-QA-0726. Either 11a, b, c or d must be checked "YES" and the appropriate form attached or referenced.
- a. This change is an Administrative Correction for which 50.59 and 72.48 are not applicable. ☐ YES ☒ N/A
- b. This change is a change to any surveillance, maintenance or administrative procedure for which 50.59 and 72.48 are not applicable. ☒ YES ☐ N/A
- c. This change is bounded by a 50.59/72.48 Screen/Evaluation, therefore, no new 50.59/72.48 Evaluation is required. ☐ YES ☒ N/A
Screen/Evaluation No. _____
- d. 50.59 and/or 72.48 are applicable to this change and a 50.59/72.48 Screen/Evaluation is attached. ☐ YES ☒ N/A
12. This change is consistent with the FSAR or an FSAR change is required. ☒ YES
Change Request No. _____
13. Should this change be reviewed for potential effects on Training Needs or Material? ☐ YES ☒ NO
If YES, enter an Action Item @ NIMS/Action/Gen Work Mech/PICN _____
14. Is a Surveillance Procedure Review Checklist required per NDAP-QA-0722? ☐ YES ☒ NO
15. Is a Special, Infrequent or Complex Test/Evolution Analysis Form required per NDAP-QA-0320? (SICT/E form does not need to be attached.) ☐ YES ☒ NO

16. Reviews may be documented below or by attaching Document Review Forms NDAP-QA-0101-1.

REVIEW	REVIEWED BY WITH NO COMMENTS	DATE
QADR	_____	_____
TECHNICAL REVIEW	_____	_____
REACTOR ENGINEERING/NUCLEAR FUELS *	_____	_____
IST **	_____	_____
OPERATIONS	_____	_____
NUCLEAR SYSTEMS ENGINEERING	_____	_____
NUCLEAR MODIFICATIONS	_____	_____
MAINTENANCE	_____	_____
HEALTH PHYSICS	_____	_____
NUCLEAR TECHNOLOGY	_____	_____
CHEMISTRY	_____	_____
OTHER <u>10 CFR 50.54Q</u>	<u><i>[Signature]</i></u>	<u>8/6/03</u>

* Required for changes that affect, or have potential for affecting core reactivity, nuclear fuel, core power level indication or impact the thermal power heat balance. ⁽⁵⁸⁾

** Required for changes to Section XI Inservice Test Acceptance Criteria.

**DAMAGE CONTROL TEAM COORDINATOR
(DCTC):**

Emergency Plan Position-Specific
Procedure

WHEN: Technical Support Center (TSC) is activated
HOW NOTIFIED: Phone or Beeper
REPORT TO: Operations (OPS) Coordinator
WHERE TO REPORT: TSC

OVERALL DUTY:

Insure that resources are being allocated on the right priorities.

MAJOR TASKS:

TAB:

REVISION:

Set up Damage Control Team, then notify Operations Coordinator and Emergency Director that you're ready.

TAB A

7

Manage Damage Control efforts to solve problems and repair plant components to mitigate the consequences of the event.

TAB B

34

Make sure information - especially updates on priorities - is being communicated between the Operations Coordinator, Tech Support Coordinator, Damage Control Teams, and, when things change, Emergency Director.

TAB C

4

Direct appropriate coordinator to dispatch India Teams, as required.

TAB D

1

Make sure information and functions that are in progress during shift relief are turned over smoothly.

TAB E

2

When emergency is terminated, help close out your team's activities.

TAB F

1

Deleted Tab

TAB G

Reset RCIC Back Draft dampers, when required during an emergency.

TAB H

1

Consider options for mitigation of a liquid

TAB I

0

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(DCTC):

Emergency Plan Position-Specific
Procedure

WHEN: Technical Support Center (TSC) is activated
HOW NOTIFIED: Phone or Beeper
REPORT TO: Operations (OPS) Coordinator
WHERE TO REPORT: TSC

OVERALL DUTY:

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MAJOR TASKS:

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REVISION:

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Reset RCIC Back Draft dampers, when
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TAB H

1

MAJOR TASK:

Manage Damage Control efforts to solve problems and repair plant components to mitigate the consequences of the event.

SPECIFIC TASKS:

HOW:

- | | |
|--|--|
| 1. Make sure priorities are understood by the Damage Control Team. | 1a. Obtain Station Priorities from Operations Coordinator. |
| | 1b. Communicate priorities:
(1) Brief team frequently
(2) Keep TSC Radio Communicator informed of damage control priorities. |
| | 1c. Notify OSC Coordinator to assemble and dispatch in-plant teams. |
| | 1d. Assign resources by priority of open items. |

NOTE:

Priority actions as defined by the Operations Coordinator or ED should be dispatched within 20 minutes. (The time may vary and exceed 20 minutes depending on the nature of the task and in-plant conditions.)

SPECIFIC TASKS:

HOW:

- 1e. Provide assistance in dispatching Operations personnel to perform in-field activities when contacted by Control Room personnel:
 - Discuss the request with the Operations Coordinator to establish the appropriate priority.
 - Discuss the request with the OSC Coordinator to provide:
 - An INDIA team designation.
 - Required briefings
2. Assign lead person and team to address longer-term or lower priority actions (that is, items not crucial to plant stability/damage control).
3. Monitor the performance of the Damage Control Team.
- 3a. Insure Coordinators are performing as described in their individual Position Specific Procedures.
 - (1) Maintenance/I&C Coordinators
 - (2) Health Physics Specialists
 - (3) Chemistry Coordinator
 - (4) Tech Support Coordinator
 - (5) TSC Radioman
 - (6) OSC Coordinator
4. Maintain log of activities.