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Date: 9/25/03

From: YNPS Site Services Department

Document: Implementing Procedures to the Emergency Plan

1. Enter the attached documents in your manuals and/or files, discard all obsolete copies, and return this form to the Site Services Department at Yankee-Rowe within 30 Calendar days.

2. SAFEGUARDS INFORMATION DOCUMENTS

ALL OBSOLETE copies shall be returned to the Security Shift Supervisor for SHREDDING. SAFEGUARDS INFORMATION documents shall be hand-to-hand delivered or enclosed in two properly sealed and addressed envelopes. Return this form to the Site Services Department.

DESCRIPTION OF CHANGE:

ISSUANCE: Implementing Proc. to the E-Plan

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PROCEDURE NO.

REV. NO.

DP-3451

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Please sign and return to:

Renee Prilipp
Yankee Atomic Electric Co.
49 Yankee Rd.
Rowe, MA 01367

Departmental Working Copies have been Reviewed and Working Copy Files Updated.

N/A

Departmental Signature (N/A if not applicable)

The above documents have been entered in the applicable Department Manuals and/or files and all Obsolete copies have been discarded or identified as obsolete. [3, 5.2.15, Paragraph 9, Item 4] SAFEGUARDS INFORMATION documents will be handled per #2 above.

Signature

Date

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YANKEE NUCLEAR POWER STATION
IMPLEMENTING PROCEDURES TO THE EMERGENCY PLAN
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**RESPONSIBILITIES FOR MAINTAINING AND IMPLEMENTING
THE EMERGENCY PREPAREDNESS PROGRAM FOR YNPS**

SCOPE

This procedure delineates the responsibilities for maintaining and implementing the Emergency Preparedness (EP) Program for the Yankee Nuclear Power Station (YNPS).

ENCLOSURES

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REFERENCES

1. Framatome-ANP Emergency Support Plan
2. YNPS Defueled Emergency Plan
3. YNPS Emergency Plan Implementing Procedures
4. Op-Memos 2E-4, 2E-5 & 2E-6

DISCUSSION

Maintaining the EP Program is necessary so the Defueled Emergency Plan and Implementing Procedures can be effectively executed during an emergency response.

PRECAUTIONS

None

PREREQUISITES

1. The Responsible Individuals listed in Attachment A have been assigned and are aware of their responsibilities.

PROCEDURE

The purpose of the procedure is to provide a reference for those individuals responsible for maintaining and implementing the Yankee Emergency Preparedness Program.

Attachment A identifies the individuals or groups with maintenance and implementation responsibilities. Specific procedures or documents to be followed in order to satisfy these responsibilities are also listed in Attachment A.

ATTACHMENT A

Summary of Organizational Responsibilities for the Maintenance and
Implementation of the Yankee Emergency Preparedness Program

<u>ACTIVITIES</u>	<u>REFERENCE</u>	<u>RESPONSIBLE INDIVIDUAL</u>	<u>EXECUTING DOCUMENT</u>
A. <u>ORGANIZATION AND ADMINISTRATION</u>			
1. Overall management and company authority for all emergency preparedness functions.	(2)	Safety Oversight Manager (SOM)	Defueled Emergency Plan
2. Maintain roster of qualified individuals for each Emergency Response Organization (ERO) position in OP-Memo 2E-5. Update on a semi-annual basis.	(2)	Emergency Plan Coordinator (EPC)	OP-Memo 2E-5
3. Maintain the capability to account for all individuals on-site at the time of an emergency and ascertain the names of missing individuals.	(2), (3)	Security Shift Supervisor	OP-3344
4. Track and correct identified Emergency Response Program deficiencies.	(2)	EPC	ISR Open Item List and Condition Report Process
5. Audit the Emergency Preparedness Program at least once every calendar year.	(2)	QA Department Manager	Defueled Emergency Plan
6. Validate and update Letters of Agreement (annually).	(2)	SOM	AP-3400
7. Meet annually with representatives of Massachusetts Emergency Management Agency, Massachusetts Department of Public Health, Vermont Emergency Management Agency, and Vermont Department of Public Health to review the Defueled Emergency Plan.	(2)	SOM	Memorandum of Understanding

B. PLANS AND PROCEDURES

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|----|--|-----|---|--------------------------------------|
| 1. | Review and update the Emergency Plan annually, as a minimum. | (2) | SOM | AP-3452 |
| 2. | Review and revise the Emergency Plan Implementing Procedures biennially and as-needed to incorporate changes resulting from drills and exercises, or changes in facilities or the environment. | (2) | EPC | AP-0001 |
| 3. | Verify accuracy of names, titles, and phone numbers in the E-Plan OP-Memos 2E-4 and 2E-6. Review and update telephone numbers semi-annually. | (2) | EPC | OP Memo 2E-4
OP Memo 2E-6 |
| 4. | Maintain the North Adams Regional Hospital Plan. | (2) | EPC | Defueled Emergency Plan |
| 5. | Maintain and review, at least annually, the Mutual Assistance Agreement. | (1) | Contingency Management Support Group (CMSG) Manager | Framatome-ANP Emergency Support Plan |
| 6. | Emergency response exercise scenario preparation, review, and approval. | (3) | EPC | AP-3400 |
| 7. | Maintain and revise Framatome-ANP Emergency Support Plan and Procedures. | | CMSG | Framatome-ANP Emergency Support Plan |

C. TRAINING

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|----|---|-----|-----|---------|
| 1. | Arrange for instructors. | (3) | EPC | AP-3450 |
| 2. | Review, revise, and approve formal lesson plans for each category of training. | (3) | EPC | AP-3450 |
| 3. | Ensure training or retraining is completed at least annually for Emergency Response Organization (ERO) members. | (3) | EPC | AP-3450 |

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|----|---|----------|-----------------------------------|---------|
| 4. | Maintain ERO personnel required training records. | (3) | Training Coordinator | AP-3450 |
| 5. | Offer annual training to support organizations: | (2), (3) | | AP-3450 |
| | a. Local emergency medical services. | | EPC | |
| | b. Local fire fighting services. | | Fire Protection Coordinator (FPC) | |

D. FACILITIES, EQUIPMENT, AND RESOURCES

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|----|--|----------|-----|-------------------------|
| 1. | Maintain, revise, and repair (as necessary) on-site facilities (TSC/CR) and equipment in a ready status. | (2), (3) | EPC | AP-3425 and 3426 |
| 2. | Inventory and maintain operability of the off-site medical facility emergency response equipment. | (3) | EPC | AP-3425 |
| 3. | Inventory and maintain operability of the Alternate TSC location response equipment. | (3) | EPC | AP-3427 |
| 4. | Maintain arrangements for: | | | |
| | a. The services of physicians qualified to handle radiation emergencies. | (2) | SOM | Letters of Agreement |
| | b. The transportation of contaminated injured individuals from the site to specifically identified treatment facilities outside the plant. | (2) | SOM | Defueled Emergency Plan |
| | c. Treatment of contaminated injured individuals to treatment facilities outside of the plant. | (2) | SOM | Defueled Emergency Plan |
| 5. | Maintain and test (monthly) communications from the on-site facilities to outside emergency response organizations. | (2), (3) | EPC | AP-3426 |

E. EXERCISES AND DRILLS

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|----|---|-----|-----------------------------------|---------|
| 1. | Conduct emergency preparedness exercises annually. | (2) | SOM | AP-3400 |
| a. | Radiation Protection Drill (annually) | | EPC | AP-3400 |
| b. | Fire Drills | | Fire Protection Coordinator (FPC) | AP-0503 |
| c. | Communication Tests (weekly and monthly) | | EPC | AP-0711 |
| d. | Medical Drill (annually) | | EPC | AP-3400 |
| e. | Augmentation Drill (annually) | | EPC | AP-0711 |
| 2. | Provide formal critiques which identify weak or deficient areas that need correction. | (2) | SOM | AP-3400 |