



October 6, 2003

L-2003-242
10 CFR 50 Appendix E

U. S. Nuclear Regulatory Commission
Attn: Document Control Desk
Washington, D. C. 20555

Re: St. Lucie Units 1 and 2
Docket Nos. 50-335 and 50-389
Emergency Plan Implementing Procedures

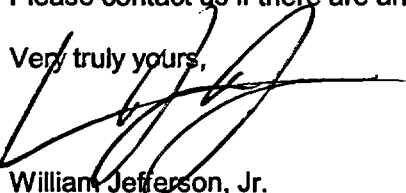
In accordance with 10 CFR 50 Appendix E, enclosed is a copy of the revised procedures that implement the Emergency Plan as listed below.

<u>Number</u>	<u>Title</u>	<u>Revision</u>	<u>Implementation Date</u>
EPIP-05	Activation And Operation Of The Operational Support Center	10	September 17, 2003
EPIP-06	Activation And Operation Of The Emergency Operations Facility	7	September 17, 2003

Revision 10 to EPIP-05 eliminated references to rooms 2200 and 2300; deleted instructions to obtain player badge; and added NRC recommended procedure improvements regarding a security event. Revision 7 to EPIP-06 incorporated changes to correct the location of the position notebooks; deleted instructions to obtain player badge; added note regarding Protective Actions Implemented (PAIs); and implemented administrative/editorial changes.

Please contact us if there are any questions regarding these procedures.

Very truly yours,


William Jefferson, Jr.
Vice President
St. Lucie Plant

WJ/tit

Enclosures

A045

**FPL**

ST. LUCIE PLANT

EMERGENCY PLAN IMPLEMENTING PROCEDURE

SAFETY RELATED

Procedure No.

EPIP-05

Current Revision No.

10

Effective Date

09/17/03

Title:

ACTIVATION AND OPERATION OF THE OPERATIONAL SUPPORT CENTER

Responsible Department: **EMERGENCY PREPAREDNESS****REVISION SUMMARY:**

Revision 10 - Incorporated PCR 03-2283 to eliminate references to rooms 2200 and 2300, delete instruction to obtain player badge, and add NRC recommended procedure improvements regarding security event. (J. R. Walker, 09/08/03)

Revision 9 - Incorporated PCR 02-2482 for CR 02-2096 to clarify exposure control for security. Revised OSC layout. Changed videolink channel. Made administrative/editorial changes. (J.R. Walker, 02/17/03)

Revision 8 - Added OSC manager position, deleted priority for re-entry teams, added EC approval, added references and made editorial and administrative changes. (J. R. Walker, 07/18/02)

Revision 7 - Updated instructions for obtaining EPIP list on Lotus Notes. (J.R. Walker, 10/11/01)

Revision 6 - Streamlined paperwork required for re-entry teams, defined response times as targets, and streamlined re-entry paperwork down to a checklist. (Donna Calabrese, 04/26/01)

REVISION 5 - Eliminated OSC paramedic position, revised re-entry guidelines and made editorial and administrative changes. (G. Varnes, 08/08/00)

CONTROL

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PROCEDURE PRODUCTION

Revision	FRG Review Date	Approved By	Approval Date	S__OPS
0	12/15/97	J. Scarola	12/15/97	DATE
		Plant General Manager		DOCT PROCEDURE
Revision	FRG Review Date	Approved By	Approval Date	DOCN EPIP-05
10	09/04/03	R. E. Rose	09/08/03	SYS
		Plant General Manager		COM COMPLETED
		N/A		ITM 10
		Designated Approver		
		N/A		
		Designated Approver		
		(Minor Correction)		

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1.0 PURPOSE

1.1 Discussion

This procedure provides instructions for activation and operation of the Operational Support Center. This procedure also provides instructions for the selection and deployment of Re-entry Teams.

1.2 Location and Description

The OSC is located on the second floor of the South Service Building in conference room 2200 and adjoining room 2300. Ample space is available for the assembly of auxiliary operators, Health Physics technicians, Maintenance personnel, and other personnel needed for emergency response. Due to potential habitability concerns, alternate locations capable of supporting OSC operations have been identified as follows:

1. North Service Building, conference area or maintenance shops
2. Blowdown Building
3. Unaffected Reactor Auxiliary Building (RAB)

1.3 OSC Functions

1. Mandatory Functions
 - A. Provide a resource pool of personnel to assist the Control Room and TSC in accident assessment and mitigation.
 - B. Respond to requests for Repair and Re-entry Teams.
 - C. Maintain radiological exposure controls in accordance with the HP-200 series procedures.
2. Additional Functions
 - A. Provide the interface with the Off-site Assembly Area.
 - B. Serve as access control point following site evacuation.

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1.4 Minimum Staffing

1. The following is the list of the minimum positions needed for OSC operation:

- OSC Supervisor / Manager (1)
- OSC Chemist
- OSC HP Technician (12)
- OSC Electrician (2)
- OSC Mechanic (2)
- OSC I&C Specialist

1.5 Activation

1. §2 Activation of the OSC is the responsibility of the Emergency Coordinator (EC) and is required for an Alert or higher declared emergency. Arrangements have been made to staff the OSC in a timely manner.
2. ¶9 In case of a Security Event, OSC responders may be directed to an alternate location.

1.6 Operations

The OSC has sufficient space available and radiation protection equipment and other supplies to support emergency response personnel conducting re-entry activities. The OSC has the capability to provide 24 hour continuous operation, as necessary.

Initial work activities directed by the OSC, at the Alert Level, are considered pre-re-entry and certain aspects of this procedure may be relaxed (e.g., HP coverage). Following a site evacuation order (evacuation of the Owner Controlled Area) or if radiological conditions exist outside the Radiation Controlled Area, all provisions of this procedure are required for re-entry into affected areas.

- ¶8 Exposure control of Security personnel in the field (i.e., not assigned to the OSC) shall be coordinated by the TSC HP Supervisor and the TSC Security Supervisor. Security field personnel are therefore exempted from the requirements of this procedure.

/R10 /R10 /R10

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2.0 REFERENCES / RECORDS REQUIRED / COMMITMENT DOCUMENTS

NOTE

One or more of the following symbols may be used in this procedure:

§ Indicates a Regulatory commitment made by Technical Specifications, Condition of License, Audit, LER, Bulletin, Operating Experience, License Renewal, etc. and shall NOT be revised without Facility Review Group review and Plant General Manager approval.

¶ Indicates a management directive, vendor recommendation, plant practice or other non-regulatory commitment that should NOT be revised without consultation with the plant staff.

Ψ Indicates a step that requires a sign off on an attachment.

2.1 References

1. §₁ St. Lucie Plant Technical Specifications Unit 1 and Unit 2
(Section 6.10.1)
2. St. Lucie Plant Updated Final Safety Analysis Report (UFSAR) Unit 1 and Unit 2
3. §₂ St. Lucie Plant Radiological Emergency Plan (E-Plan)
4. §₃ St. Lucie Plant Topical Quality Assurance Report (TQAR)
5. E-Plan Implementing Procedures (EIPs)
6. HP-200 Series Procedures
7. ADM-17.09, Invoking 10 CFR 50.54(x)
8. St. Lucie Plant Emergency Response Directory (ERD)
9. QI-17-PSL-1, Quality Assurance Records
10. Fitness for Duty Rule, 10 CFR 26

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2.2 Records Required

1. The following shall be retained following a plant emergency:
 - Checklists and paperwork generated per this procedure.
 - Logbooks maintained during the plant emergency.
2. §1 Recorded information shall be forwarded to Emergency Planning following the event, for review and archival in accordance with Technical Specification 6.10.1 and QI-17-PSL-1.

2.3 Commitment Documents

1. ¶1 PMAI PM97-04-142, Training Drill Critique 1/24/97 (Definition of contingency team and full staffing guidance).
2. ¶2 PMAI PM98-04-144, Evaluated Exercise Critique 3/18/98 (Establish threshold dose rate for OSC relocation).
3. ¶3 PMAI PM98-09-006 (Control of NLOs Under E-Plan)
4. ¶4 PMAI PM99-04-122 (Ops Re-entry Supervisor Role)
5. ¶5 PMAI PM99-04-143 (OSC Command and Control Assistance)
6. ¶6 PMAI PM99-09-079 (Hot Tool Room Access During an Emergency)
7. ¶7 Condition Report, CR 01-0078 (OSC Re-entry Team Improvements)
8. ¶8 Condition Report, CR 02-2096 (Emergency Dosimetry for Security Personnel)
9. ¶9 Condition Report, CR 03-0246 (NRC Recommended Procedure Improvements Regarding Security Event)

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3.0 RESPONSIBILITIES

3.1 OSC Supervisor

- 1. Provides command and control of OSC activities.**
- 2. Coordinates activities to ensure adequate support to the TSC/EC.**
- 3. Ensures that all Re-entry Teams are adequately briefed prior to leaving the OSC and thoroughly debriefed upon their return.**
- 4. Ensures communications flow is maintained within the facility, with the Re-entry Teams, and with the TSC.**
- 5. Coordinates facility briefings.**
- 6. Arranges for long term operation of the OSC.**

3.2 OSC Manager

- 1. Is a senior member of plant management that provides oversight to the OSC thereby ensuring that mandatory facility functions are successfully completed.**
- 2. Serves as the OSC Supervisor, implementing appropriate steps in the checklist, until that position is filled.**
- 3. Key aspects of facility operation that the OSC Manager monitors include:**
 - A. Prompt operational status**
 - B. Requests from the Technical Support Center (TSC)**
 - C. Resource availability (manpower and supplies)**
 - D. Repair / Re-entry Team formation and briefings**
 - E. Timely dispatch of teams**
 - F. Team debriefings**
 - G. Emergency awareness in the facility**
 - H. Radiological conditions and protective measures**
 - I. Interfacility communications**
 - J. Any other relevant aspect that could impact facility operation**

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3.3 OSC Coordinator with TSC

1. Serves as the coordinator with the TSC for Re-entry Team requests.
2. Logs and tracks re-entry activities.
3. Keeps the OSC Supervisor / Manager abreast of the emergency conditions and plant status.

3.4 OSC Re-entry Supervisor

NOTE

- Each of the following areas has a Re-entry Supervisor: (1) Mechanical Maintenance, (2) Electrical Maintenance, (3) I&C Maintenance, (4) Operations, (5) Chemistry, and (6) Health Physics.
- Responsibilities for the Health Physics Re-entry Supervisor (HPOSC) are provided in HP-200, Health Physics Emergency Organization.

1. Ensures departmental Emergency Response Organization (ERO) personnel are available for re-entry activities.
2. Assists the OSC Supervisor / Manager in selection of Re-entry Team members.
3. Provides task specific briefings to their departmental re-entry personnel.
4. Conducts Re-entry Team debriefings.

3.5 OSC Departmental Representative

NOTE

The following departments have representatives in the OSC:
(1) Nuclear Materials Management (NMM), (2) Safety, (3) Protection and Control, (4) Security and (5) Information Services.

1. Provides input to the OSC Supervisor / Manager, as requested in support of re-entry operations.
2. Participates in re-entries, as needed.

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4.0 DEFINITIONS

4.1 Facility Status

- 1. Activation** - the request to staff and establish an Emergency Response Facility (ERF).
- 2. Operational** - when sufficient personnel (i.e., minimum staff) are available to accomplish the mandatory function of conduct of re-entry activities.
- 3. Fully Staffed** - the complete complement of personnel is present in the facility.

4.2 FPL Emergency Recall System (ERS) - the call-out system used as a means of off-hours call-out, as described in EPIP-03, Emergency Response Organization/Staff Augmentation.

4.3 Re-entry - access to areas where evacuation (local or site) has been ordered constitutes a re-entry. Re-entry into an evacuated area is authorized only by the EC.

4.4 Re-entry Team - a group of qualified personnel who will enter an evacuated area under the authorization of the EC to accomplish an assigned task (e.g., repair damage control, rescue, etc.). The initial Re-entry Team shall consist of at least two qualified persons, one of whom shall be an OSC Health Physics Technician (HPT).

4.5 Videolink - a closed circuit audio/visual communications link originating in the TSC with feeds to the OSC and the EOF allowing the EC briefings to be available in all the Emergency Response Facilities (ERFs).

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5.0 INSTRUCTIONS

NOTE

- This section provides general information and instructions for all OSC responders.
- Position specific checklists are included as attachments to this procedure.
- Individuals specifically designated as members of the OSC Emergency Response Organization (ERO) are identified in the ERD.
- ¶ In case of a Security Event, OSC responders may be directed to an alternate location.

5.1 When notified, OSC emergency responders are to report to the facility as quickly as possible.

5.2 Upon arrival at the facility, each OSC responder should perform the following:

1. Sign-in instructions:
 - A. Persons working in the Supervisors' Area of the OSC should sign in on the status board.
 - B. All OSC Re-entry Supervisors should ensure that the names of their department's Re-entry Team members and foreman are signed in on the status board.
 - C. The OSC Administrative Tech/Logkeeper should ensure that all personnel are signed in on the status board and that this information concurs with Attachment 2A, OSC ERO Shift Staffing and Accountability Roster.
2. Obtain specific position notebook (if applicable) with procedural checklists, forms and instructions.
3. Make your workstation/location operational, as necessary.
4. Notify your supervisor or the OSC Supervisor / Manager of your readiness status.
5. Assist in establishing accountability by signing in on a form similar to Attachment 2A, OSC ERO Shift Staffing and Accountability Roster.

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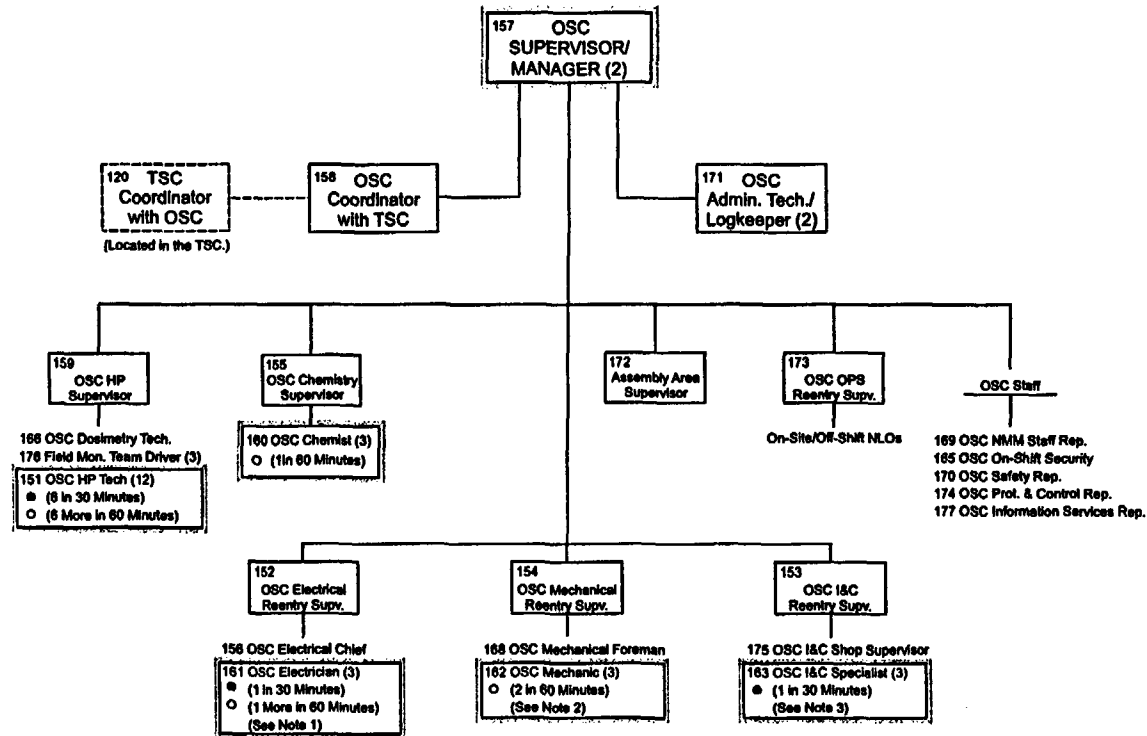
5.3 §3 Only controlled copies of nuclear safety-related procedures, drawings, and other available plant information shall be used. Non-controlled documents or drawings should be verified with a controlled copy prior to use in the OSC.

5.4 During facility briefings, stop what you're doing, pay attention, and contribute as requested.

5.5 Upon termination of the event:

1. All OSC personnel should return their workstations/locations to a normal state and assist in restoring the facility to a ready condition.
2. All OSC personnel should collect all significant information and documentation, such as notes and completed data sheets (not bound in position notebooks) and forward this material to the OSC Supervisor / Manager.

ATTACHMENT 1
OSC EMERGENCY RESPONSE ORGANIZATION AND SHIFT STAFFING
 (Page 1 of 1)



(P/PS/EPIP-05/Alt. 1-R3)

Autodialer position numbers are listed with position titles.

● 30 minute response goal, per NUREG 0654, Table B-1

○ 60 minute response goal, per NUREG 0654, Table B-1

Note 1- Minimum staffing requirements may be filled by Electrical Reentry Supervisor, Chief or Electrician.

Note 2- Minimum Staffing requirements may be filled by Mechanical Reentry Supervisor, Foreman or Mechanic.

Note 3- Minimum Staffing requirements may be filled by I&C Reentry Supervisor, Shop Supervisor or I&C Specialist.

Indicates minimum staffing positions that must be filled in order to declare the facility operational.

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ATTACHMENT 2
OSC SUPERVISOR / MANAGER CHECKLIST
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NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION	<u>INITIAL</u>
1. Refer to section 5 of this procedure (included in the position notebook) and review the general instructions.	_____
2. Determine operational readiness of the OSC by verifying the following:	
a. Communications established with the TSC.	_____
b. Minimum staff available (use Attachment 2A, OSC ERO Shift Staffing and Accountability Roster or refer to the sign in board).	_____
c. Communications equipment and other supplies are available and ready for use.	_____
d. Minimum staff prepared to accomplish mandatory facility functions.	_____
3. <u>If</u> Step 2 above is satisfied, <u>Then</u> declare the facility operational at _____.	_____
4. Notified the EC/TSC Supervisor that the OSC is operational.	_____

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ATTACHMENT 2
OSC SUPERVISOR / MANAGER CHECKLIST

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B. FACILITY OPERATION

INITIAL

NOTE

¶₁ Unless authorized by the EC, facility staffing should be in accordance with Attachment 2A, OSC ERO Shift Staffing and Accountability Roster.

1. OSC fully staffed. _____
2. Instruct personnel to verify their position notebook procedures against the posted revision number. _____
3. ¶₁ Direct the HPOSC to identify and prepare a representative from HP and each maintenance discipline for a rapid response contingency team. _____
4. Instruct the OSC Administrative Tech/Logkeeper to initiate the OSC Logbook. _____
5. Establish what team(s) or individual(s) is known to be working in the plant, the task/job, and the communications method/controlling facility. _____
6. ¶₆ Identify the necessity and means for providing access to all tool rooms (including the Hot Tool Room) and any other area with restricted access. _____
7. Obtain food and water supply for the OSC. _____
8. Arrange for long term staffing (use Attachment 2A, OSC ERO Shift Staffing and Accountability Roster). _____

CAUTION

¶₂ The OSC affords limited protection against a release of radioactive material. During the time that a radioactive release is occurring, the habitability of the OSC is to be monitored. A measured dose rate of 50 mrem/hr, in the facility, is established as the threshold for relocation of the OSC.

9. If necessary, initiate steps for relocation of the OSC (use Attachment 2E, Guidelines for Relocation of the OSC). _____

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ATTACHMENT 2
OSC SUPERVISOR / MANAGER CHECKLIST
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B. (continued)

INITIAL

10. Steps to occur continually while the facility is in operation:

- a. **Oversee communications**
- b. **Maintain low noise level in the facility**
- c. **Conduct facility briefings (use Attachment 2F, OSC Facility Briefings).**
- d. **Ensure emergency status and plant conditions are routinely updated. (The videolink may be used for this purpose.)**
- e. **Re-entry Checklist - When requested by the OSC Coordinator with the TSC, complete the following in response to a request for a Re-entry Team:**
 - 1) **Review Attachment 2C, Re-entry Guidelines, to this attachment as necessary.**
 - 2) **Complete the Team Assignment section of Attachment 3A, Re-entry Log (letters D & E prior to team dispatch).**
 - 3) **Select the most appropriate Re-entry Supervisor based on the nature of the task.**
 - 4) **Assign completion of Parts I, II and III of Attachment 5A, Re-entry Team Form, to the chosen Re-entry Supervisor.**
 - 5) **Direct the HPOSC to assist in team development by satisfying the requirements of HP 203.1, Evacuated Area Re-entry Briefing Guidance, in HP-203, Personnel Access Control During Emergencies.**
 - 6) **Review Attachment 2D, Briefing Guidelines, to this procedure, as necessary.**
 - 7) **Verify Re-entry Team preparedness prior to dispatch.**

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ATTACHMENT 2
OSC SUPERVISOR / MANAGER CHECKLIST
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C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- | | | |
|----|---|-------|
| 1. | All Re-entry Teams are logged back in and accounted for. | _____ |
| 2. | All facility activities closed out. | _____ |
| 3. | All equipment and supplies returned to preactivation condition and/or location. | _____ |
| 4. | All paperwork collected. | _____ |
| 5. | Closed out the OSC Logbook. | _____ |
| 6. | Returned position notebook to storage shelf. | _____ |
| 7. | Provided all completed paperwork (not bound in position notebooks) to Emergency Planning. | _____ |

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ATTACHMENT 2A
OSC ERO SHIFT STAFFING AND ACCOUNTABILITY ROSTER
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Shift¹ _____, Hours: _____ To _____

<u>POSITION</u> {Minimum staff in bold ² }	<u>NAME</u>	<u>BADGE NO.</u>
OSC HP Supervisor:	_____	_____
OSC Manager:	_____	_____
OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
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OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
OSC HP Tech ³:	_____	_____
OSC Dosimetry Tech:	_____	_____
Field Mon Team Driver:	_____	_____
Field Mon Team Driver:	_____	_____
Field Mon Team Driver:	_____	_____

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ATTACHMENT 2A
OSC ERO SHIFT STAFFING AND ACCOUNTABILITY ROSTER
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<u>POSITION</u>	<u>NAME</u>	<u>BADGE NO.</u>
OSC I&C Re-entry Supv:	_____	_____
OSC I&C Shop Supervisor:	_____	_____
OSC I&C Specialist:	_____	_____
OSC I&C Specialist:	_____	_____
OSC I&C Specialist:	_____	_____
OSC Mech Re-entry Supv:	_____	_____
OSC Mechanical Foreman:	_____	_____
OSC Mechanic:	_____	_____
OSC Mechanic:	_____	_____
OSC Mechanic:	_____	_____
OSC Elec Re-entry Supv:	_____	_____
OSC Electrical Chief:	_____	_____
OSC Electrician:	_____	_____
OSC Electrician:	_____	_____
OSC Electrician:	_____	_____

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ATTACHMENT 2A
OSC ERO SHIFT STAFFING AND ACCOUNTABILITY ROSTER

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<u>POSITION</u>	<u>NAME</u>	<u>BADGE NO.</u>
OSC Supervisor:	_____	_____
OSC Coordinator with TSC:	_____	_____
OSC Chemistry Supv.:	_____	_____
OSC Chemist:	_____	_____
OSC Chemist:	_____	_____
OSC Chemist:	_____	_____
OSC On-Shift Security:	_____	_____
OSC On-Shift Security:	_____	_____
OSC On-Shift Security:	_____	_____
OSC OPS Re-entry Supv:	_____	_____
OSC Prot and Control Rep:	_____	_____
OSC NMM Staff Rep:	_____	_____
OSC Safety Rep:	_____	_____
OSC Information Services Rep:	_____	_____
OSC Admin Tech/Logkeeper:	_____	_____
OSC Admin Tech/Logkeeper:	_____	_____
Assembly Area Supervisor:	_____	_____

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ATTACHMENT 2A
OSC ERO SHIFT STAFFING AND ACCOUNTABILITY ROSTER

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<u>POSITION</u>	<u>NAME</u>	<u>BADGE NO.</u>
Other: _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

¹Long term staffing, refer to the St. Lucie Plant Emergency Response Directory (ERD) for position alternates.

²Refer to Attachment 2B for temporary alternates for minimum staff positions.

³Position fills the following positions:

- a. TSC HP Surveys
 - 1. Unit 1 Control Room/TSC
 - 2. Unit 2 Control Room
 - 3. OSC
 - 4. Access Control
- b. HP Field Teams
 - 1. Red Team
 - 2. Orange Team
 - 3. Blue Team

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ATTACHMENT 2B
OSC MINIMUM STAFFING
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Major Functional Area ¹	Position Title and ID No. ²	# in Position	Qualifications/ Temporary Alternate
Health Physics Technician	OSC HP Tech, 151	12	Member of the Health Physics Department
Rad/Chem Technician	OSC Chemist, 160	1	Member of the Chemistry Department
Electrical Maintenance	OSC Electrician, 161	2	Electrical Maintenance Journeyman or Chief or Supervisor
Mechanical Maintenance / Radwaste Operator	OSC Mechanic, 162	2	Mechanical Maintenance Journeyman or Foreman or Supervisor
I&C Technician	OSC I&C Specialist, 163	1	I&C Maintenance Specialist or Supervisor
Facility Command and Control	OSC Supervisor, 157	1	OSC Coordinator with TSC

¹ This function(s) may be accomplished during the first 75 minutes of an emergency by an individual(s) meeting the corresponding listed qualifications.

² These Emergency Response Organization (ERO) positions were established to accomplish the indicated function(s).

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ATTACHMENT 2C
RE-ENTRY GUIDELINES
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CAUTION

- ¶18 Exposure control of Security personnel in the field (i.e., not assigned to the OSC) shall be coordinated by the TSC HP Supervisor and the TSC Security Supervisor. Security field personnel are therefore exempted from the requirements of this procedure.
- As specified in ADM-17.09, Invoking 10 CFR 50.54(x), the Emergency Coordinator (EC) may (with the concurrence of a licensed senior operator) waive re-entry requirements to place the plant in a safe shutdown condition or mitigate a release, if this immediate action is needed to protect the health and safety of the public.

1. Prior to evacuation and with the Operational Support Center (OSC) NOT operational.

Re-entry guidelines do not apply.
2. Prior to evacuation and with the OSC operational.
 - a. ¶13 Operators in the field should return to the Control Rooms and obtain an Electronic Personal Dosimeter (EPD) from the Health Physics Emergency Kit prior to returning to field.
 - b. Since teams may be dispatched from the OSC prior to evacuation of any plant areas, the OSC Supervisor / Manager and Health Physics Supervisor in the OSC (HPOSC) should evaluate the event in progress and determine the most likely trends in radiological conditions. If the event is likely to result in evacuation(s), due to radiological concerns, the teams should be dressed, equipped, and briefed, similarly to Re-entry Teams.
3. ¶13 Evacuation ordered and with the OSC NOT operational.

Operator actions in the field must be viewed as re-entry activities. Operators shall return to the Control Rooms following the evacuation order. Operators shall obtain an Electronic Personal Dosimeter (EPD) from the Health Physics Emergency Kit, if not done previously. Re-entry into the plant requires:
 - a. The EC (initially the NPS) authorize the entry.
 - b. Maintenance of appropriate radiological and safety measures.
 - c. Tracking the whereabouts of the team.

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ATTACHMENT 2C
RE-ENTRY GUIDELINES

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4. Evacuation ordered and with the OSC operational
 - a. NLOs, from both Units, are to report to the OSC once it goes operational.
 - b. All field activities are re-entries and shall be coordinated and controlled by the OSC.
 - c. Re-entry into an evacuated area shall be made only when authorized by the EC and under the direction of the TSC HP Supervisor (TSCHPS) and the HPOSC for one or more of the following reasons:
 - 1) To ascertain that all personnel who were in the affected area have been evacuated and to search for unaccounted for personnel.
 - 2) To assist in evacuating injured or incapacitated personnel from the affected area.
 - 3) To perform operations which mitigate the effect of the emergency or hazardous condition.
 - 4) To determine the nature and extent of the emergency and/or radiological conditions.
 - 5) To establish definite personnel exclusion area boundaries.

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ATTACHMENT 2C
RE-ENTRY GUIDELINES
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5. General Consideration

- a. The Re-entry Team members should be selected based on appropriate qualifications relevant to the purpose for the entry.
- b. A Re-entry Team shall consist of at least two qualified persons, one of whom shall be knowledgeable in Health Physics procedures.
- c. The most qualified (relative to the entry) person should be selected to serve as the Re-entry Team Leader. He/she should be fully briefed concerning the nature of the emergency and the expectations for the entry.
- d. All Re-entry Team members shall wear protective clothing, dosimeters, respiratory devices, and other protective devices as specified by the HPOSC.
- e. ¶₁ A contingency Re-entry Team should be developed consisting of representatives from each of the maintenance disciplines and Health Physics. This team anticipates the need for a high priority, rapid response request from the EC/TSC.

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ATTACHMENT 2D
BRIEFING GUIDELINES
(Page 1 of 1)

PRE-ENTRY

1. The Re-entry Team Form takes the place of a Nuclear Plant Work Order (NPWO) package, therefore, careful documentation is required.
2. Ensure that the Re-entry Team members are instructed as to what is required of them during the entry by the assigned Re-entry Supervisor.
3. Ensure that the Re-entry Team members are briefed concerning the nature of the emergency and the possible radiation hazards present by the HPOSC.
4. Verify that the Re-entry Team understands that they should not deviate from the planned route and task, unless due to unanticipated circumstances such as rescue, performing an operation which would minimize the emergency condition, etc. and only after acknowledgement from the OSC.
5. Verify that the Re-entry Team understands that if the monitored dose rates encountered during the entry exceed the limits set by the HPOSC that the Team should return to the OSC or, at a minimum, move to an area of low background and review conditions with the OSC.
6. If a Re-entry Team is to be assigned a new or additional task while still in the field, Part II, Task, of Attachment 5A, Re-entry Team Form, must be re-evaluated by an appropriate Re-entry Supervisor and the HPOSC consulted, prior to providing a field briefing.

POST ENTRY

1. Evaluate the success of the Re-entry Team in completing the re-entry task.
2. Ensure that Part IV, Field Notes, of the Re-entry Team Form (Attachment 5A) is completed by the Re-entry Team for documentation.

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ATTACHMENT 2E
GUIDELINES FOR RELOCATION OF THE OSC
 (Page 1 of 2)

A. OSC Supervisor / Manager

1. In conjunction with the Emergency Coordinator and the TSC HP Supervisor, obtain approval to relocate the OSC to one of the following locations: (not in any priority)
 - a. North Service Building, conference area or maintenance shops
 - b. Blowdown Building
 - c. Unaffected Reactor Auxiliary Building (RAB)
 - d. Other location deemed appropriate
2. Organize three relocation teams as follows:
 - a. SETUP TEAM to prepare the alternate OSC location.
 - b. EQUIPMENT AND SUPPLY TEAM to arrange for and transport equipment to the alternate OSC location.
 - c. TURNOVER TEAM to maintain continuity with the TSC and communications with the Set Up Team.
3. Ensure that communications are established and checked at the alternate OSC.
4. Notify the TSC and Emergency Coordinator that the alternate OSC is operational and the primary OSC has been shutdown.

B. Maintenance Re-entry Supervisors

1. Identify tools and equipment for transfer.
2. Make vehicles available to transport equipment.
3. Maintain communications with Re-entry Teams.

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ATTACHMENT 2E
GUIDELINES FOR RELOCATION OF THE OSC
(Page 2 of 2)

C. HP and Chemistry

1. Develop a relocation briefing regarding radiological conditions and travel route.
2. Chemistry assist HP in gathering Emergency Kit equipment, dosimetry, and exposure records and prepare for transport.
3. At the new location, reestablish:
 - a. Access control
 - b. Habitability surveys
 - c. Decon location

D. Security

1. Reestablish accountability at the new location.
2. Ensure that the alternate location is identified to Security roadblocks.

E. Admin Tech and Logkeeper

1. Create a new layout for the OSC in the alternate location, as necessary.
2. Create a new call list of OSC phone numbers in the alternate location.
 - a. A minimum of ten (10) phone lines should be identified, including one line for a telecopy machine, if a machine is available.
 - 1) Radio channels may need to be substituted for missing phone lines.
3. Ensure all status board information is recorded and transferred.

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ATTACHMENT 2F
OSC FACILITY BRIEFINGS

(Page 1 of 1)

A. GENERAL GUIDELINES

1. Conducted by the OSC Supervisor / Manager or his/her designee.
2. Establish a frequency (e.g., every 30 minutes or directly following the EC portion of the TSC briefings via the "Videolink").
3. Set criteria (i.e., attendance, noise and activity level, circulation of information).

B. GENERAL FORMAT -the following information should be included in facility briefings.

1. Time of the briefing
2. Current emergency classification
3. Plant status (affected Unit, unaffected Unit)
4. Radiological conditions (e.g., release in progress, contaminated areas, etc.)
5. Status of protective actions (e.g., site evacuation, actions underway by the public, etc.)
6. Status of activities underway in the facility
7. Request input/update information from other representatives (e.g., OPS, HP, Chem, Maintenance, Engineering, Security, etc.)
8. Major activity(s) underway in other facilities (e.g., notifications, field monitoring, dose assessment, etc.)
9. Concerns or questions

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ATTACHMENT 3
OSC COORDINATOR WITH TSC CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | | | |
|-----------|--|-----------------------|
| A. | FACILITY ACTIVATION | <u>INITIAL</u> |
| | 1. Refer to section 5 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| | 2. Establish communication link with the TSC Coordinator with OSC (in the TSC). | _____ |
| | 3. Synchronize OSC clocks with the TSC. | _____ |
| B. | FACILITY OPERATION | |
| | 1. Steps to occur continually while the facility is in operation: | |
| | a. Ensure all requests for re-entry activities are documented on Attachment 3A, Re-entry Log. | |
| | 1) Complete the Task Request section of Attachment 3A (letters A - C) with information provided by the TSC Coordinator with OSC. | |
| | b. Give the Re-entry Log to the OSC Supervisor / Manager for completion of the Team Assignment section. | |
| | c. Upon return of the Re-entry Log form from the OSC Supervisor / Manager: | |
| | 1) Provide the information in the Team Assignment section of Attachment 3A, Re-entry Log (letters D - G) to the TSC. | |
| | 2) Instruct the OSC Administrative Tech/Logkeeper to update the OSC Status Board with Re-entry Team information. | |
| | d. Inform the OSC Supervisor / Manager when the EC/TSC will be conducting a facility briefing. | |
| | e. Monitor information on the status board for accuracy. | |

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ATTACHMENT 3
OSC COORDINATOR WITH TSC CHECKLIST
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B. 1. (continued) INITIAL

- f. Provide temporary coverage for the OSC Supervisor / Manager during Re-entry Team briefings and debriefings, as requested.

C. **FACILITY CLOSEOUT AND RESTORATION**

NOTE
All paperwork completed in the position notebook should remain in the position notebook.

- | | | |
|----|--|-------|
| 1. | Phone connection to TSC terminated. | _____ |
| 2. | All Re-entry Log entries completed and closed out. | _____ |
| 3. | Provided all completed paperwork (not bound in the position notebook) to the OSC Supervisor / Manager. | _____ |
| 4. | Returned position notebook to storage shelf. | _____ |

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**ATTACHMENT 3A
RE-ENTRY LOG
(Page 1 of 1)**

TASK REQUEST (TSC)
The TSC fills in this section and communicates the information to the OSC.

☐ Investigate ☐ Repair ☐ Other

A. Description

B. ☐ EC Review / Approval, as necessary

C. TSC Contact: _____ Phone: _____

TEAM ASSIGNMENT (OSC)
The OSC fills in this section and communicates the information to the TSC.

D. Team No: _____ E. Re-entry Supv.: _____

F. Time Out: _____ G. Time In: _____

TASK REQUEST (TSC)
The TSC fills in this section and communicates the information to the OSC.

☐ Investigate ☐ Repair ☐ Other

A. Description

B. ☐ EC Review / Approval, as necessary

C. TSC Contact: _____ Phone: _____

TEAM ASSIGNMENT (OSC)
The OSC fills in this section and communicates the information to the TSC.

D. Team No: _____ E. Re-entry Supv.: _____

F. Time Out: _____ G. Time In: _____

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ATTACHMENT 4
OSC ADMINISTRATIVE TECH/LOGKEEPER CHECKLIST
(Page 1 of 2)

NOTE

- Two persons serve in this position. A division of labor should be established that best supports the OSC Supervisor / Manager.
- When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5 of this procedure (included in the position notebook) and review the general instructions. _____
2. Ensure status boards in the OSC are clean prior to facility activation. _____
3. Ensure the television sets are turned on and set on channel 2 (for the "Videolink"). _____

B. FACILITY OPERATION

1. Ensure that all personnel are signed in on the status board and that this information concurs with Attachment 2A, OSC ERO Shift Staffing and Accountability Roster.
2. Steps to occur continually while the facility is in operation:
 - a. Maintain the OSC Supervisor / Manager Logbook once turned over from OSC Supervisor (use Attachment 4A, Log Keeping and Status Boards).
 - b. Maintain the OSC Status Board (use Attachment 4A, Log Keeping and Status Boards).
 - c. Review status board entries with the OSC Coordinator with TSC to ensure accuracy.
 - d. Provide administrative assistance and supplies to the OSC Supervisor / Manager and Re-entry Supervisors (supplies are available in the HP Emergency Kit).

/R10

/R10

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ATTACHMENT 4
OSC ADMINISTRATIVE TECH/LOGKEEPER CHECKLIST
(Page 2 of 2)

C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. The status board has been cleared and returned to preactivation condition. _____
2. Provided all completed paperwork (not bound in the position notebook) to the OSC Supervisor / Manager. _____
3. Returned position notebook to storage shelf. _____

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ATTACHMENT 4A
LOGKEEPING AND STATUS BOARDS

(Page 1 of 1)

LOG KEEPING

1. Example of information to be documented
 - a. Key events (e.g., classification changes, injuries, etc.)
 - b. Status changes in equipment, radiological conditions, personnel, etc.
 - c. Decisions or actions taken
 - d. Status board entries
 - e. Other items of significance
2. Log entry requirements
 - a. Time of entry
 - b. Use ink
 - c. Write legibly
 - d. Use concise and accurate wording
 - e. Strike through and initial any changes
 - f. Do not remove pages from the log

STATUS BOARDS

1. Information should be updated every 15-30 minutes and not longer than 60 minutes.
2. Review posted information for accuracy (e.g., review the Re-entry Team number against the Re-entry Log) and verify discrepancies with the OSC Coordinator with TSC.
3. Designate corrected information by circling the entry on the board.
4. When all available blanks are filled in for a given parameter/item, begin again with a different colored marker, erase the existing information (one blank/line at a time) and enter the new information.

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ATTACHMENT 5
OSC RE-ENTRY SUPERVISOR CHECKLIST
(Page 1 of 4)

NOTE

1. This checklist applies to the following Re-entry Supervisor positions (responsibilities of the OSC HP Re-entry Supervisor (HPOSC) are provided in HP-200, Health Physics Emergency Organization):

OSC Electrical Re-entry Supervisor	OSC I&C Re-entry Supervisor
OSC Mechanical Re-entry Supervisor	OSC Chemistry Supervisor
OSC OPS Re-entry Supervisor	

2. This attachment also provides guidelines for the following Re-entry Team members:

OSC Electrician	OSC I&C Specialist
OSC Mechanic	OSC Chemist
OSC Non Licensed Operators	

3. When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5 of this procedure (included in the position notebook) and review the general instructions. _____

2. Assist in preparation and set-up of the OSC. _____

NOTE

- Initially, on-shift Non-Licensed Operators (NLOs) are under the control of the NPS and are accounted for on the Operations Accountability Aid. Following site evacuation, NLOs report to the OSC and are then considered part of the OSC staff.

- Extra (non on-shift) NLOs report to the OSC and are part of the OSC staff.

3. Ensure departmental Re-entry Team members are signed-in on a form similar to Attachment 2A, OSC ERO Shift Staffing and Accountability Roster. _____

4. Provide activation status of your group to the OSC Supervisor / Manager. _____

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ATTACHMENT 5
OSC RE-ENTRY SUPERVISOR CHECKLIST
(Page 2 of 4)

B. FACILITY OPERATION

INITIAL

1. All Re-entry Supervisors initiate a Logbook. _____
2. Steps to occur continually by all Re-entry Supervisors while the facility is in operation:
 - a. Maintain documentation of activities in the Logbook.
 - b. Re-entry Checklist - When directed by the OSC Supervisor / Manager complete the following in response to a request for a Re-entry Team:
 - 1) Complete Part I, Team Assignment, portion of Attachment 5A, Re-entry Team Form, as requested by the OSC Supervisor / Manager by selecting Re-entry Team members and a Re-entry Team Leader. Provide names and TLD numbers to the HP OSC Supervisor.
 - 2) Work with other members of the OSC staff to complete Part II, Task, of the Re-entry Team Form.
 - 3) Review Attachment 5B, Re-entry Team Guidelines, as necessary.
 - 4) Complete Part III, Team Briefing, of Attachment 5A, Re-entry Team Form.
 - 5) Provide the Re-entry Team Form to the OSC Supervisor / Manager for briefing verification.
 - 6) Once dispatched, communicate with the Re-entry Team and keep the OSC Supervisor / Manager informed of status/activities.
 - 7) Upon return to the OSC, direct the Re-entry Team to complete Part IV, Field Notes, of Attachment 5A, Re-entry Team Form, as appropriate.
 - 8) Retain completed copies of Attachment 5A, Re-entry Team Form.

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ATTACHMENT 5
OSC RE-ENTRY SUPERVISOR CHECKLIST

(Page 3 of 4)

B. 2. (continued) INITIAL

- c. Coordinate shift relief activities with the OSC Supervisor / Manager.
- d. Perform shift turnover with an alternate Re-entry Supervisor, when directed.
 - 1) Ensure shift turnover of other departmental re-entry personnel.

3. ¶4 OPS Re-Entry Supervisor

- a. Establish link with OPS Conference Bridge (originated in the TSC).

NOTE

At site evacuation and at the direction of the EC, NLOs will report to the OSC.

- b. Verify that on-shift NLOs are aware of the following (may be communicated through the Control Room or directly):
 - 1) Emergency dosimetry (Electronic Personal Dosimeter (EPD)), in the Control Room HP Emergency Kits, must be used at ALERT or higher emergency class.
 - 2) The EC will direct the NLOs to the OSC following a site evacuation.
 - 3) Travel route to the OSC will be established by the HPOSC.

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ATTACHMENT 5
OSC RE-ENTRY SUPERVISOR CHECKLIST
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B. 3. (continued)

INITIAL

CAUTION

As specified in ADM-17.09, Invoking 10 CFR 50.54(x), the Emergency Coordinator (EC) may (with the concurrence of a licensed senior operator) waive re-entry requirements to place the plant in a safe shutdown condition or mitigate a release, if this immediate action is needed to protect the public health and safety.

- c. Coordinate operator actions over the OPS Conference Bridge and in conjunction with the OSC Supervisor.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Directed departmental personnel to turn in documentation. _____
2. Closed out the Logbook. _____
3. Generate Nuclear Plant Work Orders (NPWOs), following termination of the emergency, to ensure all maintenance activities are recorded in plant maintenance program records, as necessary. _____
4. Provided all completed paperwork (not bound in the position notebook) to the OSC Supervisor / Manager. _____
5. Returned position notebook to storage shelf. _____

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**ATTACHMENT 5A
RE-ENTRY TEAM FORM**

(Page 1 of 1)

Part I. Team Assignment

A. Team No.: _____ B. Team Leader: _____

C. Team Members:

Name	TLD	Name	TLD
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Part II. Task () Investigate () Repair () Other

A. Task Description: _____

B. Assessment: (The Re-Entry Supervisor should ensure all applicable areas are considered.)

() Clearance (OPS)	() Security	() Safety / Heat Stress
() Radiological	() Tools	() Materials / Parts
() Procedures / Drawings		
() Special Considerations		

C. Communications:

Re-Entry Supervisor Name: _____

Primary: () Radio channel _____ Alternate: () Phone ext(s) _____

Part III. Team Briefing

Briefing Check-off: (The Re-Entry Supervisor should ensure all applicable areas have been reviewed during the briefing.)

() description of task	() team has necessary tools, etc
() HP briefing – radiological conditions / dress-out, etc	() communications
() Special considerations	

Completed by: _____, Re-entry Supervisor or OSC Supervisor / Manager

Verified by: _____, OSC Supervisor / Manager

Part IV. Field Notes

The Re-Entry team may use this section for any notes about conditions found, work completed, etc.

Part V. De-Brief

A. Time returned to OSC: _____

B. Conditions found / Task Completed?: _____

C. Task De-brief completed by: _____

D. Team report to HP / Dosimetry: _____

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**ATTACHMENT 5B
RE-ENTRY TEAM GUIDELINES**

(Page 1 of 1)

MEMBERS OF RE-ENTRY TEAMS:

1. Should obtain, as appropriate, tools, equipment, supplies, and communications equipment necessary to perform emergency repair / damage control activities.
2. Should report any equipment or supply problems to the Re-entry Supervisor.
3. Shall don personal protective equipment/clothing and dosimetry, if directed by the HPOSC.
4. Should proceed along the pre-planned route to the work location and perform emergency repair/damage control activities, as directed by the Re-entry Supervisor, HPOSC, and OSC Supervisor / Manager.
5. Should maintain communications with the Re-entry Supervisor.
6. Should request additional personnel/equipment, as necessary, through the Re-entry Supervisor.
7. Shall check dosimetry/monitor exposure. If the alarm of the Electronic Personal Dosimeter (EPD) sounds, follow the instructions provided by the HPOSC.
8. Should follow the self-monitoring and personnel decontamination procedures as specified by the HPOSC, when the re-entry is complete.
9. Should complete Part IV, Field Notes, in Attachment 5A, Re-Entry Team Form, and report to the OSC Supervisor / Manager for debrief on return to the OSC.
10. Should report to HP for exposure history update.
11. Should stand-by for further instructions from the Re-entry Supervisor.

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ATTACHMENT 6
OSC RE-ENTRY FOREMAN CHECKLIST
(Page 1 of 2)

NOTE

1. This checklist applies to the following Re-entry Foreman positions:

OSC Electrical Chief
OSC Mechanical Foreman
OSC I&C Shop Supervisor
2. When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5 of this procedure (included in the position notebook) and review the general instructions. _____
2. Assist the Re-Entry Team Supervisor in identification of departmental journeyman. _____

B. FACILITY OPERATION

1. Steps to occur continually while the facility is in operation:
 - a. Assist the Re-entry Supervisor in re-entry activities as follows:
 - 1) Evaluation of re-entry tasks.
 - 2) Selection of departmental personnel for re-entry tasks.

NOTE

- A computer provides a LAN connection and access to the Total Equipment Database (TEDB) in Passport.
- Procedures, Tech Manuals, and drawings are available across the hall from the OSC in the Maintenance Library (an Information Services representative is part of the OSC staff, if needed).

- 3) Determination of level of instruction needed by the Re-entry Team members.

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ATTACHMENT 6
OSC RE-ENTRY FOREMAN CHECKLIST
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- B. 1. a. (continued) INITIAL
- 4) Selection of tools, equipment, and supplies necessary to perform emergency repair/damage control activities.
- b. Perform as a Re-entry Team Leader, as directed. _____

C. **FACILITY CLOSEOUT AND RESTORATION**

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Directed departmental personnel to evaluate status of equipment and supplies and report deficiencies. _____
2. Had departmental Re-entry Team members return all equipment and supplies to normal/storage locations. _____
3. Provided all completed paperwork (not bound in the position notebook) to the OSC Supervisor / Manager. _____
4. Returned position notebook to storage shelf. _____

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ATTACHMENT 7
OSC DEPARTMENTAL REPS CHECKLIST
(Page 1 of 3)

NOTE

1. This checklist applies to the following OSC Department Reps:
OSC Safety Rep OSC NMM Staff Rep
OSC Information Services Rep OSC Protection and Control Rep
2. When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5 of this procedure (included in the position notebook) and review the general instructions. _____
 2. OSC Information Services Rep
 - a. Verify procedures by posting revision numbers on the status board. Post all procedures (EPIP, HP, Chem). Consult the control copy (#807) of procedures in the OSC HP Emergency Kit or follow the steps below to print out an EPIP list. _____
- 1) On the Nuclear Notes Page, PSL Notes Applications, CLICK on "Procedures".
 - 2) On the PSL Documents page, CLICK on "Procedures".
 - 3) On the "Search" toolbar, CLICK the far right tab labeled "More".
 - 4) In the lower middle portion of the expanded "Search" toolbar, CLICK on "Load Search".
 - 5) SELECT "Group Search (Shared)" from the drop down menu.
 - 6) In the "Search for" line, TYPE "EP" (where the "XX" is).
 - 7) CLICK on "Search" or HIT "Enter".

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ATTACHMENT 7
OSC DEPARTMENTAL REPS CHECKLIST
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A. 2. a. (continued) INITIAL

8) EPIP list is now displayed (procedures are not in any particular order).

9) To print the list, Click on "Print Index".

10) To print the list:

- Click the File.

- Select Print from the drop down menu.

- Select View Options in the dialogue box.

- Click OK.

b. Ensure copies of the Emergency Response Directory (ERD) are available for use by the OSC Supervisor / Manager and OSC Re-entry Supervisors. Copies of the ERD may be obtained from the HP Emergency Kit.

B. FACILITY OPERATION

NOTE

Computers are available for accessing the LAN, as needed.

1. Steps to occur continually while the facility is in operation:

a. OSC Safety Rep (or as designated by the OSC Supervisor / Manager)

1) Supervise activities by following the guidance provided in Attachment 7A, Guidelines for Departmental Personnel.

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B. 1. (continued) INITIAL

- b. Each representative should be alert to assist the OSC Supervisor in advising Re-entry Teams or participating in re-entry as needed.
- c. Provide support and/or expertise as follows:
 - 1) OSC NMM Staff Rep - materials and equipment in Stores
 - 2) OSC Protection and Control Rep - off-site power and switchyard issues
 - 3) OSC Information Services Rep - obtain and/or produce copies of tech manuals, drawings, procedures, diagrams and other controlled documents, as requested.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE
All paperwork completed in the position notebook should remain in the position notebook.

- 1. Provided all completed paperwork (not bound in the position notebook) to the OSC Supervisor / Manager. _____
- 2. Returned position notebook to storage shelf. _____

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ATTACHMENT 7A
GUIDELINES FOR DEPARTMENTAL PERSONNEL

(Page 1 of 2)

A. STAFF AND ACCOUNTABILITY

1. Assist Security in establishing accountability by instructing all personnel to sign in on Attachment 2A, OSC ERO Shift Staffing and Accountability Roster. Instruct all foremen to ensure their personnel are signed in.
2. Ensure one completed copy of Attachment 2A is provided to the OSC Supervisor / Manager and another completed copy is given to one of the OSC Administrative Tech/Logkeepers.

B. CONDUCT OF FACILITY OPERATIONS

1. Identify and process personnel from HP, OPS, Chemistry and Maintenance to initially establish a rapid response/contingency Re-entry Team.
2. Review the rules:
 - a. Orderly conduct is to be maintained at all times.
 - b. Personnel are to listen to TSC briefings broadcast over the Videolink.
 - c. Briefings will occur following the TSC briefings (approximately every 30 minutes) and will allow for questions.
 - d. Personnel are allowed to leave the OSC (to use the bathroom, make copies, go the Maintenance Library, etc.), but must notify their foreman if appropriate, and in all instances, sign out on roster provided by Security.
 - e. Personnel are NOT to enter the Supervisor's Area unless instructed to do so.
3. Have personnel identify any tools, instruments or other supplies that are necessary for their response efforts. These requests need to be provided to the OSC Supervisor / Manager so that arrangements can be made to obtain this material.

/R10

/R10

/R10

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ATTACHMENT 7A
GUIDELINES FOR DEPARTMENTAL PERSONNEL
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C. HP BRIEFINGS

1. In addition to re-entry specific briefings, HP should routinely provide general HP briefings to personnel addressing the following:
 - a. Location of the Access Control Point.
 - b. Current dress out requirements.
 - c. Dosimetry, alarm setpoints, and appropriate actions if an alarm should sound.
 - d. General radiological conditions based on on-site survey data.
 - e. Radiological conditions in the OSC.
 - f. Release or dose concerns.

D. SAFETY BRIEFINGS

1. Safety considerations associated with re-entries should include:
 - a. Clearance considerations.
 - b. Caution in unknown environments, for example, be wary of steam leaks or other potentially dangerous conditions.
 - c. Personal safety with respect to your physical condition, for example, remain sensitive to the dangers of Heat Stress.
 - d. Be familiar with surroundings and alert to changing conditions.
 - e. Keep in contact with the Re-entry Supervisor.
 - f. Perform the work as safely as possible.
2. When in the field, always review any proposed change in the re-entry plan (ingress, egress, or assigned task) with the Re-entry Supervisor.

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ATTACHMENT 8
OSC SECURITY CHECKLIST
(Page 1 of 3)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5 of this procedure (included in the position notebook) and review the general instructions.

NOTE

Priority is given to identifying the minimum staff (positions in bold on Attachment 2A) which allows the OSC Supervisor / Manager to declare the OSC operational. Accountability must be established for all personnel assigned to the OSC. The facility head count must agree with the number of persons signed in on the accountability forms.

2. Using Attachment 2A, OSC ERO Shift Staffing and Accountability Roster, initiate the establishment of initial facility accountability.

E. FACILITY OPERATION

NOTE

Priority is given to identifying the minimum staff (positions in bold on Attachment 2A) which allows the OSC Supervisor / Manager to declare the OSC operational. Accountability must be established for all personnel assigned to the OSC. The facility head count must agree with the number of persons signed in on the accountability forms.

1. Log the names and badge numbers of persons filling the following positions and maintain accountability for them even after leaving the facility and/or site:
 - a. Assembly Area Supervisor: _____
 - b. Control Room HP coverage
 - 1) Unit 1: _____
 - 2) Unit 2: _____

/R10

/R10

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ATTACHMENT 8
OSC SECURITY CHECKLIST
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B.	1.	(continued)	<u>INITIAL</u>
	c.	Field Monitoring Team - Red	
		1) Driver:	_____
		2) HP:	_____
	d.	Field Monitoring Team - Blue	
		1) Driver:	_____
		2) HP:	_____
	e.	Field Monitoring Team - Orange	
		1) Driver:	_____
		2) HP:	_____
	f.	Other (e.g., HP sent to off-site Assembly Area, hospital, etc.):	
2.	Establish initial facility personnel accountable roster required 30 minute following evacuation of non-essential personnel.		_____
3.	Revise accountability when Non Licensed Operators report to the OSC following site evacuation.		_____
4.	Coordinate with the Assembly Area Supervisor to establish Security at the off-site Assembly Area based on Security resources availability.		_____

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B. (continued)

INITIAL

5. Steps to occur continually while the facility is in operation:
- a. Assist the TSC Security Supervisor in maintaining site accountability.
 - b. Assist Re-entry Teams in gaining access to plant areas, as needed.
 - c. Assist off-site agencies in gaining plant access.
 - d. Advise the OSC Staff of security related matters.
 - e. Follow Security Procedures.

F. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Provided all completed paperwork (not bound in the position notebook) to the OSC Supervisor / Manager. _____
2. Returned position notebook to storage shelf. _____

**FPL**

ST. LUCIE PLANT

EMERGENCY PLAN IMPLEMENTING PROCEDURE

SAFETY RELATED

Procedure No.

EPIP-06

Current Revision No.

7

Effective Date

09/17/03

Title:

ACTIVATION AND OPERATION OF THE EMERGENCY OPERATIONS FACILITY

Responsible Department: **EMERGENCY PREPAREDNESS**

REVISION SUMMARY:

Revision 7 - Incorporated PCR 03-2285 to correct location of position books, delete instructions to obtain player badge, add note and implement administrative / editorial changes. (J. R. Walker, 09/08/03)

Revision 6 - Incorporated PCR 02-2469 for PMAI PM02-07-077 to add guidance for RM OPS Adv to give notif forms to communicators, elim priority on eng form, add guidance for ERDADS operation under SBO conditions, add new guidance for HPN communicator, revise info re LGR radio, and add instruction for ADM staff to use "rightfax". (J. R. Walker, 02/17/03)

Revision 5 - Updated instructions for obtaining EPIP list on Lotus Notes. (J. R. Walker, 10/11/01)

Revision 4 - Deleted exposure guideline basis, revised state liaison title, added GAM instruction reports to EOP org chart, clarified instructions, revised PAR briefing guidance and made editorial and administrative changes. (J. R. Walker, 06/11/01)

Revision 3 - THIS PROCEDURE HAS BEEN COMPLETELY REWRITTEN. Added new PAR brief attachment. Deleted notification and PAR attachment (relocated to new EPIP-08. Moved responsibility for preparing State Notification Form from EOF HRD Communicator to EOF RM Ops Advisor / Logkeeper. Add alternate instruction for procedure revision verification. Made editorial and administrative changes. Added ETM Activities List form. (Donna Calabrese, 05/31/00)

Revision	FRG Review Date	Approved By	Approval Date	S__OPS
<u>0</u>	<u>12/15/97</u>	<u>J. Scarola</u>	<u>12/15/97</u>	DATE
		<u>Plant General Manager</u>		DOCT
				DOCN
				SYS
				COM
				ITM
				PROCEDURE
				EPIP-06
				COMPLETED
				7

Revision	FRG Review Date	Approved By	Approval Date
<u>7</u>	<u>09/04/03</u>	<u>R. E. Rose</u>	<u>09/08/03</u>
		<u>Plant General Manager</u>	
		<u>N/A</u>	
		<u>Designated Approver</u>	
		<u>N/A</u>	
		<u>Designated Approver</u>	
		<u>(Minor Correction)</u>	

CONTROL

818

COPY

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1.0 PURPOSE

1.1 Discussion

This procedure provides instructions for the activation and operation of the Emergency Operations Facility (EOF).

1.2 Location and Description

The EOF is a dedicated facility located at the intersection of State Route 712 (Midway Road) and I-95 approximately 10 1/2 miles west of the St. Lucie Plant. The EOF has emergency communications equipment, precalculated emergency data, pertinent reports, plans, procedures, and drawings available for use.

1.3 EOF Functions

1. Accident assessment in conjunction with the Technical Support Center (TSC)
2. §2 Protective action decision making
3. §2 Off-site notifications (State, County, NRC)
4. Off-site dose assessment
5. Off-site field monitoring activities
6. Core damage assessment
7. Interfacility communications with the TSC
8. Interaction with off-site officials
9. Direction of recovery operations

1.4 Minimum Staffing

1. The following is a recommended list of the minimum positions needed for EOF operation:
 - Recovery Manager
 - EOF RM OPS Advisor / Logkeeper
 - EOF Communicator (HRD)
 - ERDADS Operator OR EOF Communicator (to TSC)
 - EOF Dose Assessor / FMT Coord

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1.5 §₂ Activation

Activation of the EOF is the responsibility of the Recovery Manager (RM) and is required for a Site Area Emergency or General Emergency. EOF personnel should be placed in the facility for an Alert, as conditions warrant. Arrangements have been made to activate the EOF in a timely manner.

1.6 Operations

The EOF has sufficient space to accommodate the Florida Power & Light Company (FPL) response organization and designated representatives of the Federal, State, and Local authorities. This co-location allows for an effective communications interface, coordinated decision making, and timely implementation of protective actions.

2.0 REFERENCES / RECORDS REQUIRED / COMMITMENT DOCUMENTS

NOTE

One or more of the following symbols may be used in this procedure:

§ Indicates a Regulatory commitment made by Technical Specifications, Condition of License, Audit, LER, Bulletin, Operating Experience, License Renewal, etc. and shall NOT be revised without Facility Review Group review and Plant General Manager approval.

¶ Indicates a management directive, vendor recommendation, plant practice or other non-regulatory commitment that should NOT be revised without consultation with the plant staff.

Ψ Indicates a step that requires a sign off on an attachment.

2.1 REFERENCES

- 1. §₁ St. Lucie Plant Technical Specifications Unit 1 and Unit 2 (Section 6.10.1)**
- 2. St. Lucie Plant Updated Final Safety Analysis Report (UFSAR) Unit 1 and Unit 2**
- 3. §₂ St. Lucie Plant Radiological Emergency Plan (E-Plan)**
- 4. St. Lucie Plant Physical Security Plan**
- 5. St. Lucie Plant Safeguards Contingency Plan**

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2.1 REFERENCES (continued)

6. ¶₁ St. Lucie Plant Topical Quality Assurance Report
7. E-Plan Implementing Procedures (EPIPs)
8. St. Lucie Plant Emergency Response Directory (ERD)
9. St. Lucie Plant Recovery Plan
10. Florida Power & Light Company Corporate Communications Nuclear Emergency Plan.
11. QI-17-PSL-1, Quality Assurance Records
12. §₃ Fitness for Duty Rule, 10 CFR 26
13. ¶₂ Reactor Operator Tech Manual 8770-12058
14. NUREG-0654, Rev. 1, FEMA Rep. 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants; November, 1980.
15. St. Lucie Unit 1 and 2 as-built drawings, Nuclear Engineering files, and Ebasco Engineering files
16. ¶₃ Institute of Nuclear Power Operations, Emergency Resources Manual - INPO 86-032.
17. ¶₄ Nuclear Energy Policy on Exposure Limits for Emergency Response Personnel, Revision to Policy Statement, Ltr. No. JNO-HP-94-056, 26 October, 1994.
18. ¶₆ NRC Regulatory Issue Summary (RIS) 2002-16, Current Incident Response Issues

2.2 RECORDS REQUIRED

1. The following shall be retained following a plant emergency:
 - Checklists, data and paperwork generated per this procedure.
 - Log books maintained during the plant emergency.
2. §₁ Recorded information shall be forwarded to Emergency Planning following the event, for review and archival in accordance with Technical Specification 6.10.1 and QI-17-PSL-1.

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2.3 COMMITMENT DOCUMENTS

- 1. §₄ Condition Report 96-2900, (Review and approval of Recovery Plan)**
- 2. ¶₅ PMAI 99-0-024 (RM Briefing Consistency)**

3.0 RESPONSIBILITIES

3.1 Recovery Manager (RM)

- 1. §₂ Declares the EOF operational for any Site Area Emergency or General Emergency.**
- 2. Establishes and maintains command and control of the EOF.**
- 3. §₂ Assumes the following responsibilities from the Emergency Coordinator (EC) when the EOF is prepared to go operational:**
 - A. Notification of off-site agencies (State and Counties), and**
 - B. Develops and issues Protective Action Recommendations (PARs) to State and County officials.**
- 4. §₂ Declares the EOF operational with the concurrence from the EC.**
- 5. §₂ Ensures notification of State and County agencies occurs within fifteen (15) minutes following any change in emergency classification and notification of the NRC occurs immediately following notification of the State and Counties, and in all cases within one (1) hour.**
- 6. §₂ Establishes policies, for situations in which no company policy currently exists, to support the actions that will aid in mitigation of the emergency.**
- 7. §₂ Expends funds as necessary to cope with emergency situations.**
- 8. §₂ Provides support to the EC as necessary.**
- 9. §₂ Provides concurrence to the EC for exceeding 10 CFR 20 limits for emergency response personnel, as appropriate.**
- 10. §₂ Requests additional support as necessary.**
- 11. Interfaces with the Nuclear Regulatory Commission, Director of Site Operations (NRC, DSO) when the NRC Site Team arrives at the EOF.**

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3.1 Recovery Manager (RM) (continued)

- 12.** De-escalates all events classified as Site Area Emergency or General Emergency.
- 13.** §2 Prepares an Incident Report for submittal to the State Division of Emergency Management (DEM) and the NRC within twenty-four (24) hours after termination of an Alert or higher emergency event.

3.2 EOF Emergency Technical Manager (ETM)

- 1.** §2 Provides engineering support to the EOF by directing all engineering response including:
 - A.** Nuclear Engineering
 - B.** Nuclear Fuels Engineering and core damage analysis
 - C.** Electrical Engineering
 - D.** I&C Engineering
 - E.** Mechanical Engineering
 - F.** Civil Engineering
- 2.** Supports the TSC in problem solving based on engineering design and as-built construction details.
- 3.** Oversees plant data acquisition and posting.
- 4.** Interfaces with the NRC Reactor Safety Coordinator when the NRC Site Team arrives at the EOF.

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3.3 EOF Licensing Manager

- 1. Oversees EOF communications performed by the following communicators:**
 - A. Hot Ring Down (HRD) Communicator**
 - B. Emergency Notification System (ENS) Communicator**
 - C. Health Physics Network (HPN) Communicator**
 - D. TSC Communicator**
- 2. §3 Ensures that the Institute of Nuclear Power Operations (INPO) is kept abreast of emergency status and resource requirements.**
- 3. Serves as primary liaison with the NRC once the Site Team arrives at the EOF, interfacing with the Emergency Response Coordinator.**

3.4 EOF Health Physics Manager (HPM)

- 1. Directs the collection, assessment, and interpretation of all radiological and radiochemistry information in the EOF.**
- 2. Assists the RM in PAR decision making.**
- 3. Ensures that radiological questions / concerns arising from the Emergency News Center (ENC) are addressed / resolved.**
- 4. Interfaces with the State of Florida's Department of Health, Bureau of Radiation Control on all radiological matters.**
- 5. Interfaces with the Protective Measures Coordinator when the NRC Site Team arrives at the EOF.**

3.5 EOF Emergency Security Manager (ESM)

- 1. Establishes facility security and personnel accountability throughout the emergency.**
- 2. §3 Ensures the requirements of the Fitness for Duty rule are met by persons reporting for duty in EOF positions.**
- 3. Coordinates with the TSC Security Supervisor to support any on-site security functions and in determining the need to suspend safeguards.**
- 4. §2 Provides the interface with local law enforcement and rescue agencies.**

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3.5 EOF Emergency Security Manager (ESM) (continued)

5. Tracks the status of all site personnel transported to off-site medical facilities.
6. Interfaces with the Safeguards / Security Coordinator when the NRC Site Team arrives at the EOF.

3.6 EOF Administrative Supervisor

1. Oversees all administrative services such as:

CAUTION

¶1 Documents, such as instructions, procedures, drawings, and software which provide guidance, specifications, or requirements affecting the quality of safety-related structures, systems, and components, shall be controlled.

- A. Availability of controlled documents
- B. Reproduction and distribution services
- C. Support for telephone and telecopy operations
2. Makes arrangements for long term facility operations including personnel, supplies, and equipment.

3.7 EOF RM OPS Advisor / Logkeeper

1. Assists the RM in all assigned responsibilities including off-site notifications and Protective Action Recommendations (PARs).
2. Fulfills the role of RM in the "bullpen" when the RM is in conference.
3. Maintains the RM Logbook which serves as the primary facility log.

3.8 Nuclear Division Duty Officer (NDDO)

1. This position is not required to be in the EOF.
2. Maintains 24 hour a day on-call availability.
3. Serves as a technical advisor to the Emergency Control Officer (ECO).
4. Performs the duties of the ECO if one can not be located.
5. Establishes initial contact with INPO.

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<p>3.9 Emergency Control Officer (ECO)</p> <ol style="list-style-type: none"> 1. §2 Acts as the Chief Nuclear Officer in his / her absence. 2. §2 Serves as the official spokesperson for the Nuclear Division. 3. Approves all press releases for the Nuclear Division. <p>3.10 Governmental Affairs Manager (GAM)</p> <ol style="list-style-type: none"> 1. This position is not required to be in the EOF. 2. §2 Provides liaison function between the ECO and public officials. 3. Works with the State Coordinating Officer (SCO) and Governor's Advisor. <p>3.11 Risk Manager</p> <ol style="list-style-type: none"> 1. This position is not required to be in the EOF. 2. Provides liaison to the nuclear insurance industry. <p>3.12 EP Manager</p> <ol style="list-style-type: none"> 1. This position is not required to be in the EOF. 2. Provides emergency preparedness program expertise to the RM and other EOF staff as necessary. <p>3.13 EOF Emergency Information Manager (EIM)</p> <ol style="list-style-type: none"> 1. Delegates responsibility for verbal and written communication as needed. 2. Determines when an emergency is serious enough to activate the Corporate Communications (CC) Nuclear Emergency Plan (CCNEP), including initiating notifications and calling for additional communications support as needed. 3. Calls for the activation of an Emergency News Center (ENC), after consulting with the ECO. 4. Invites Federal, State and County public information officers to respond to ENC where information can be jointly provided to the news media. 5. Declares the ENC operational, in coordination with the ENC Manager and ECO. 6. Ensures that technical advisors are assigned to the County Emergency Operations Centers (EOCs) and that contact is established. 		

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<p>4.0 DEFINITIONS</p> <p>4.1 Emergency Planning Zones:</p> <ol style="list-style-type: none"> 1. Plume Exposure Pathway (10 mile EPZ) - that area, approximately 10 miles in radius from the center of the plant, for which detailed plans are made to protect people from exposure to a plume containing radioactive materials. 2. Ingestion Exposure Pathway (50 mile EPZ) - that area, approximately 50 miles in radius from the center of the plant, for which plans are made to protect people from ingestion of food-stuffs and water contaminated by radioactive materials released from the plant. <p>4.2 Facility Status:</p> <ol style="list-style-type: none"> 1. Activation - the request to staff and establish an Emergency Response Facility (ERF). 2. Operational - when sufficient personnel (i.e., minimum staff) are available to accomplish the mandatory facility functions of off-site notifications and development of PARs AND the RM has completed a turnover with the EC for assumption of these functions. 3. Fully Staffed - the complete complement of personnel is present in the facility. <p>4.3 FPL Emergency Recall System (ERS) - the call-out system used as the means of off hours call-out, as described in EPIP-03, Emergency Response Organization Notifications / Staff Augmentation.</p> <p>4.4 Protective Actions Implemented (PAIs) - actual protective action instructions given to the general public based on the evaluation, by State and County officials, of the Protective Action Recommendations (PARs) received from FPL (i.e., actual shelter and / or evacuation response actions taken by the public).</p> <p>4.5 Risk Counties - those counties located within the 10 mile Emergency Planning Zone of a nuclear plant. For St. Lucie Plant, the risk counties are St. Lucie and Martin.</p>		

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4.6 State Agencies:

- 1. Florida Division of Emergency Management (DEM) -** headquartered in Tallahassee, responsible for the State of Florida Radiological Emergency Management Plan.
- 2. Florida Department of Health (DOH), Bureau of Radiation Control -** headquartered in Orlando, responsible for radiological monitoring and dose assessment.

- 4.7 "Videolink" -** a closed circuit audio / visual communications link originating in the TSC with feeds to the OSC and the EOF allowing the EC briefings to be available in all the Emergency Response Facilities (ERFs).

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5.0 INSTRUCTIONS

NOTE

- This section provides general information and instructions for all EOF responders.
- Position specific checklists are included as attachments to this procedure.
- Individuals specifically designated as members of the EOF Emergency Response Organization (ERO) are identified in the ERD.

5.1 Report when notified to the EOF as quickly as possible if available and able to safely do so.

5.2 Upon arrival at the facility, each EOF emergency responder should perform the following:

1. Present Security with a form of picture identification.
2. Inform Security of your "fitness for duty" status.
3. Obtain position specific notebook with procedural checklists, forms and instructions.
4. Sign-in on the Staffing Board located on the south wall of the "bullpen" (room 101).
5. Make your workstation / location operational.
6. Notify your supervisor of your readiness status.

NOTE

- ¶1 Only controlled copies of nuclear safety-related procedures, drawings, and other available plant information shall be used. Non-controlled documents or drawings shall be verified with a controlled copy prior to use in the EOF.

5.3 Communications to the plant should be made through the phonetalkers and / or the TSC.

5.4 During facility briefings, stop what you are doing, pay attention and contribute as requested.

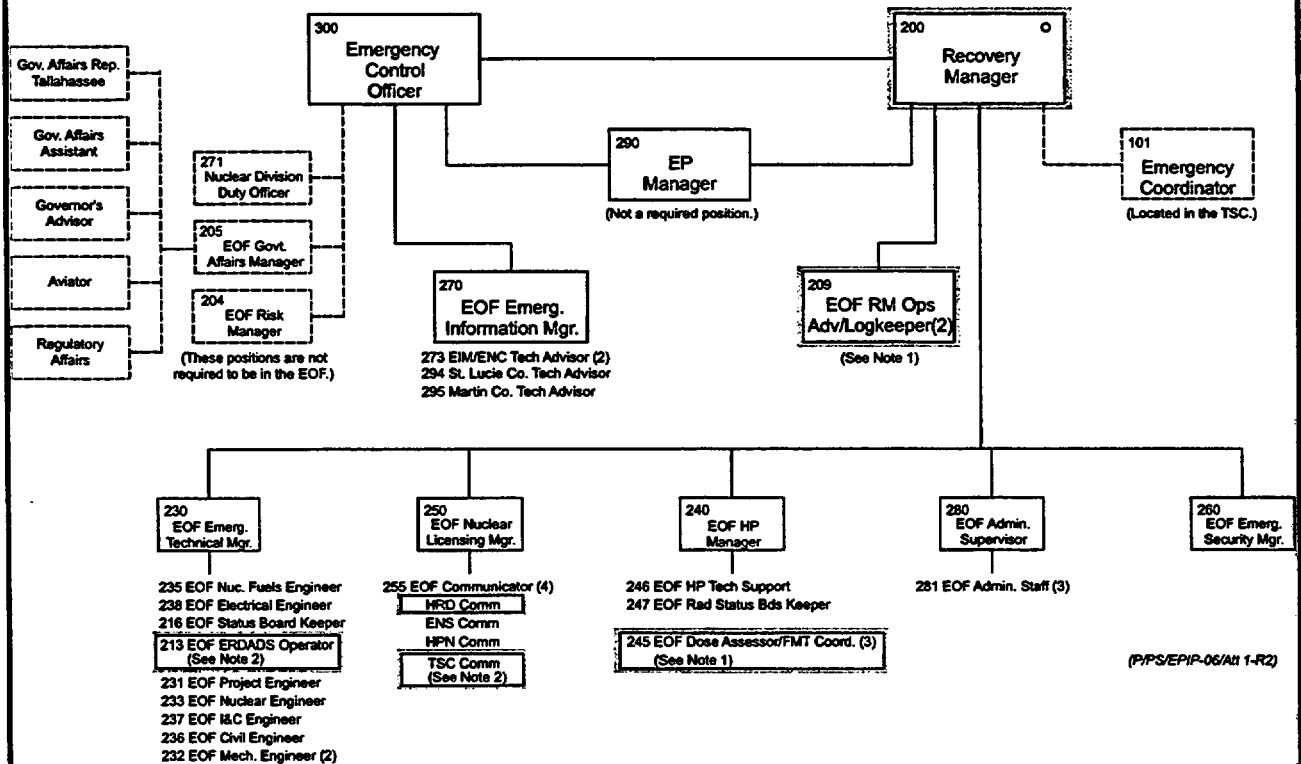
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5.5 Upon termination of the event:

- 1. All EOF personnel should return their workstations / locations to a normal state and assist in restoring the facility to a ready condition.**
- 2. Collect all significant information and documentation, such as completed EIPs and attachments, logs, notification forms and other notes and data sheets, and forward this material to Emergency Planning.**

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ATTACHMENT 1
EOF EMERGENCY RESPONSE ORGANIZATION
 (Page 1 of 1)



Autodialer position numbers are listed with position titles.

○ 60 minute response goal, per NUREG 0654, Table B-1

Note 1- One needed for minimum staffing.

Note 2- Either an ERDADS Operator OR a TSC Communicator is acceptable to meet the minimum staffing recommendation.

☐ Indicates minimum staffing to declare the facility operational.

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ATTACHMENT 2
RECOVERY MANAGER CHECKLIST
(Page 1 of 4)

CAUTION

- The mandatory function of the EOF is to assume responsibility for making notifications and PARs. The RM should assume this responsibility as soon as practicable, but not before the EOF staff is fully prepared to do so.
- The RM shall not delegate the following:
 - Declaring the EOF operational
 - State Notification Form approval
 - Recommendation of Protective Actions
 - Expenditure of Funds (above current limits)
 - Policy Setting

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | A. <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|---|-----------------------|
| 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. Determine if minimum staff is available (refer to Attachment 2A, EOF Emergency Response Organization and Shift Staffing). | _____ |
| 3. Determine from the Ops Advisor that EOF communications are available. | _____ |
| 4. Notify the EC of the EOF's readiness to take responsibility for off-site notifications (State, Counties and NRC) and PARs. | _____ |
| 5. Based on concurrence from the EC, declare EOF operational (steps 3 & 4 must be completed). Operational at _____. | _____ |

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ATTACHMENT 2
RECOVERY MANAGER CHECKLIST
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A. FACILITY ACTIVATION (continued) INITIAL

6. Notify the following that the EOF is operational:

- a. EC _____
- b. EOF staff _____
- c. State and local authorities _____
- d. NRC _____
- e. ECO _____

7. Request that all facility clocks be synchronized with ERDADS. In case of ERDADS failure, synchronize with the affected Control Room.

8. EOF fully staffed. _____

B. FACILITY OPERATION INITIAL

1. Establish briefing frequency for facility updates. _____

2. Direct an RM OPS Advisor / Logkeeper to keep Logbook. _____

3. Steps to occur continually while the facility is in operation:

- a. Off-site notifications for both State / County and the NRC are approved and provided in a timely manner and in accordance with EPIP-08, Off-site Notifications and Protective Action Recommendations.
- b. Develop / adjust and approve PARs, as necessary in accordance with EPIP-08 and with the assistance of the EOF RM OPS Advisor / Logkeeper and the EOF HP Manager.
- c. Provide PAR Briefings to State and County personnel in the EOF with the assistance of the EOF RM OPS Advisor / Logkeeper and EOF HP Manager and using Attachment 2C, State and County PAR Briefing Guideline.

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ATTACHMENT 2
RECOVERY MANAGER CHECKLIST
(Page 3 of 4)

B. FACILITY OPERATION (continued)

INITIAL

3. (continued)

- d. Request an RM OPS Advisor / Logkeeper act as temporary relief when leaving the "Bull Pen".
- e. Ensure that Protective Actions Implemented (PAIs) are posted in the EOF and reported to the EC.
- f. Maintain facility command and control.
- g. Conduct facility briefings (use Attachment 2B to this attachment).
- h. Contact the EC frequently to maintain awareness of plant conditions and actions. (The "Videolink may be used for this purpose.)
- i. §2 Provide support / resources to the EC from other FPL sources, nuclear power plants and / or vendors.
- j. §2 Review emergency dose extensions with the EC (use Attachment 12A, Exposure Limits for Emergency Response Personnel.
- k. Request additional support as necessary.
- l. Routinely review status with the ECO.
- m. Establish policies when situations arise where no company policy is in place to support the actions that will aid in mitigation of the emergency.
- n. Expend funds (above current limits) as necessary to cope with emergency situations. (Solicit authorization from the Chief Nuclear Officer)
- o. Interface with the NRC Director of Site Operations (DSO) and other members of the Site Team, as required.

- 4. Direct the EOF Administrative Supervisor to establish the capability for 24 hour operation of the EOF.**

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ATTACHMENT 2
RECOVERY MANAGER CHECKLIST
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B. FACILITY OPERATION (continued) INITIAL

5. §₂ De-escalate the emergency classification to Site Area
 Emergency or lower class (use Attachment 2D,
 De-escalation Guidelines). _____
6. Initiate the recovery plans (use Attachment 2E, Recovery
 Planning). _____

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the
position notebook.

1. §₂ Direct Licensing to prepare the Incident Report for submittal
 to DEM and NRC (within 24 hours after termination of an
 Alert or higher emergency event). _____
2. All facility activities closed out. _____
3. All paperwork collected. _____
4. All equipment and supplies returned to pre-activation condition
 and / or location. _____
5. Provided all completed paperwork (not bound in the position
 notebook) to Emergency Planning. _____
6. Returned position notebook to storage shelf. _____

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**ATTACHMENT 2A
EOF ERO SHIFT STAFFING***
(Page 1 of 1)

Shift*:** _____ **Hours:** _____ **To:** _____

***Recovery Manager**

***Ops Advisor**

Ops Advisor

Nuclear Licensing Manager

***EOF Communicator (HRD)**

EOF Communicator (ENS)

EOF Communicator (HPN)

***EOF Communicator (TSC)**

HP Manager

HP Tech Support

***Dose Assessor/FMT Coord**

Dose Assessor/FMT Coord

Dose Assessor/FMT Coord

Rad Status Brd Kpr

Admin Supervisor

Admin Staff

Admin Staff

Admin Staff

Emergency Technical Manager

Project Eng

Nuclear Eng

I&C Eng

Civil Eng

Mechanical Eng

Mechanical Eng

Nuc Fuels Eng

Electrical Eng

**** EP Manager**

Emergency Control Officer

****Nuclear Division Duty Officer**

****Risk Manager**

****Gov. Affairs Manager**

Emergency Info. Manager

EIM/ENC Tech Adv

EIM/ENC Tech Adv

St. Lucie County Tech

Martin County Tech Adv
Corp Comm / ENC Staff

Plant Status Brd Kpr

***ERDADS Oper**

Emergency Security Manager

* Recommended minimum staffing in bold

Acceptable alternates for recommended minimum staffing:

Recovery Manager - Designated alternates in ERD.

RM OPS. Advisor - Any responder with active or past operating license or equivalent (RO, SRO, SRO Cert) at PSL or PTN.

HRD Communicator - Any responder

ERDADS Operator - Any responder with working familiarity with ERDADS computer

TSC Communicator - Any responder with plant technical background

Dose Assessment Coordinator - Any responder trained in radiological assessment.

** Optional staffing (not typically EOF responders)

*** Long term staffing, refer to the St. Lucie Plant Emergency Response Directory (ERD) for position alternates.

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ATTACHMENT 2B
EOF STAFF BRIEFING / UPDATE AGENDA
 (Page 1 of 2)

TIME: _____

NOTE

1. Updates should occur approximately every 30 minutes. Significant changes in events should be announced promptly.
2. Briefings should not exceed 10 minutes.
3. Reference in RM Log and retain for documentation.

Emergency Classification:

Unit 1 Status:

Unit 2 Status:

Current Information:

NOTE

Take the time necessary to explain events at the plant.

1. Classification changes
2. Radiological release occurrence or termination (this includes significant changes in source term or meteorological data)
3. Loss or restoration of significant equipment and / or system, such as loss of make-up capability, containment failure, etc.
4. Changes to PARs or to Protective Actions Implemented (PAIs)
5. Injured / Contaminated Personnel
6. Current mission(s) of EOF, assign task(s), as necessary.

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ATTACHMENT 2B
EOF STAFF BRIEFING / UPDATE AGENDA
(Page 2 of 2)

Other Information (Request input / update information from other representatives.
Remind contributors to be brief and limit comments to significant new information.)

1. Health Physics Representative:
2. Engineering Representative:
3. Security Representative:
4. State Representative:
 - A. DEM:
 - B. DOH:
5. St. Lucie County Representative:
6. Martin County Representative:
7. NRC Representative:

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ATTACHMENT 2C
§5 STATE AND COUNTY PAR BRIEFING GUIDELINE
(Page 1 of 2)

Once the EOF is declared operational, the Recovery Manager has primary responsibility for development of Protective Action Recommendations (PARs). PARs are included in the State Notification Form. Notification of State and County officials is accomplished through the conduct of PAR Briefings.

Specific Guidance

1. State and County PAR Briefings shall be conducted only if the following is true:
 - A. The EOF has been declared operational.
 - B. The following agencies are represented in the briefing:
 - (1) Florida DEM
 - (2) Florida BRC
 - (3) St. Lucie County DPS
 - (4) Martin County DES
2. The RM shall approve the Florida Nuclear Plant Emergency Notification Form.
3. The RM shall review the information from the above notification forms with State and County representatives during the PAR Briefing.
4. Following initial review and discussion, the RM should return to the "Bull Pen", leaving the EOF RM OPS Advisor and EOF HP Manager, and others as needed, to answer any technical questions or to provide additional clarification.
5. Protective Actions - Implementation

NOTE

Protective Actions Implemented (PAIs) will be converted from affected sectors to Emergency Planning Areas ("Areas") by the state and county officials.

- A. The State and Counties will determine resulting protective actions to implement.
- B. As soon as practical after the PAR Briefing, the RM shall consult with DEM and County representatives in the EOF concerning the actual Protective Actions Implemented (PAIs).

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ATTACHMENT 2C
¶5 STATE AND COUNTY PAR BRIEFING GUIDELINE
 (Page 2 of 2)

5. (continued)

- C. The State Coordinating Officer (SCO) should announce the PAIs to the EOF staff (the RM should make the announcement if the SCO is unavailable).
- D. Once determined, the PAIs (using "Areas") should be recorded in the RM Logbook and posted in the EOF.
- E. The RM should notify the EC of the PAIs.

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ATTACHMENT 2D
DE-ESCALATION GUIDELINES

(Page 1 of 1)

The following guidelines provide points to consider when de-escalation may be appropriate.

1. Review the Emergency Classification Tables in EPIP-01 with the Emergency Coordinator to assure that the classification criteria to enter the event are no longer applicable.
2. Verify additionally that the plant is stable, under control, and trend or prognosis indicates that improvement is the most likely prospect. Consider the following:
 - a. Subcriticality
 - b. Core Cooling Mode
 - c. Heat Sink Mode
 - d. RCS Pressure Boundary Integrity
 - e. Inventory Control (Primary and Secondary Coolant)
3. Verify there is no foreseeable likelihood of a significant uncontrolled release. Consider containment pressure, containment / auxiliary building radiation levels, waste gas storage tank pressures and activities, and containment water volumes and activities.
4. Verify that the long-term staffing for both the site and the EOF is organized and in place as appropriate for the event.

NOTE

De-escalation of the event does not mean that protective actions for the general public would terminate. This issue should be addressed separately and special attention should be given via the ENC to ensure that public information channels are aware of the difference.

5. §2 Verify that the Emergency Coordinator, Emergency Control Officer, DEM State Coordinating Officer, County Emergency Management Directors and the NRC are informed that de-escalation of the emergency classification is in order.

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ATTACHMENT 2E
§4 RECOVERY PLANNING
(Page 1 of 1)

NOTE

The St. Lucie Plant Recovery Plan and other FPL company plans may be referenced as guidance to assist in the organization of recovery activities.

- A. Formulate general plans for recovery operations using a typical outage management / work control format and including the following additional considerations:
1. Identification of organization, personnel, and facilities to be used in recovery operations.
 - a. Portions of the ERO continue to function during recovery operations including lead emergency response managers:
 1. EC / Plant General Manager
 2. RM / Site Vice President
 - b. Emergency response facilities (TSC, OSC, EOF) may be used for recovery activities.
 2. Identification of external (FPL and industry) assistance for inclusion in the recovery organization.
 3. Identification of interfaces between FPL organizations, off-site emergency authorities, regulatory agencies, and other applicable organizations.
 4. Identification of interfaces between FPL and the news media.
 - a. Corporate Communications organization used during the emergency may remain in place, if deemed appropriate.

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ATTACHMENT 3
EOF RM OPS ADVISOR / LOGKEEPER CHECKLIST
(Page 1 of 3)

<p><u>NOTE</u> When necessary or appropriate, steps of this checklist may be performed out of sequence.</p>

- | A. <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|---|-----------------------|
| 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. Assist the RM in declaring the EOF operational by verifying the following: | |
| a. Minimum staff available | _____ |
| b. Communications equipment, procedures and other supplies are available, checked and ready for use. | _____ |
| • Commercial phone as backup to State / County and NRC Notifications (DO NOT test call HRD or ENS). | |
| • Extension phones in EOF. | |
| • EOF personnel are verifying procedures in position notebooks. | |
| c. Minimum staff prepared to accomplish mandatory facility functions | _____ |
| d. EC turnover completed | _____ |
|
B. <u>FACILITY OPERATION</u> | |
| 1. Initiate the RM Logbook (use Attachment 3A, Typical Information to be Included in the RM Logbook). | _____ |
| 2. Review Attachment 2, Recovery Manager Checklist. | _____ |

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ATTACHMENT 3
EOF RM OPS ADVISOR / LOGKEEPER CHECKLIST
 (Page 2 of 3)

B. FACILITY OPERATION (continued)

3. Steps to occur continually while the facility is in operation:
- a. Routinely review Emergency Operating Procedures (EOPs) progress with the RM
 - b. Continue to look ahead at possible emergency classifications and PARs
 - c. Maintain the RM Logbook
 - d. Assist the RM in preparing notification forms for the State and NRC, as necessary and developing PARs (use EPIP-08, Off-site Notifications and Protective Action Recommendations).
 - e. Give completed notification forms to the HRD and ENS Communicators, as appropriate, for transmittal.

CAUTION

Responsibilities not delegable by the RM:

- Declaring the EOF operational
- State Notification Form approval
- Recommendation of Protective Actions
- Expenditure of Funds (above current limits)
- Policy setting

- f. Temporarily relieve the RM in the "Bull Pen" when RM is in conference
- g. Support the RM as needed or requested
- h. Provide operations status during PAR briefings
- i. Serve as an alternate interface to the NRC DSO and other members of the NRC Site Team

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ATTACHMENT 3
EOF RM OPS ADVISOR / LOGKEEPER CHECKLIST
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C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- | | | |
|----|--|-------|
| 1. | Ensured all facility activities closed out. | _____ |
| 2. | Ensured all paperwork collected. | _____ |
| 3. | Closed out the RM Log, returned the logbook to the RM position notebook. | _____ |
| 4. | Provided all completed paperwork (not bound in the position notebook) to Emergency Planning. | _____ |
| 5. | Returned position notebook to storage shelf. | _____ |

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ATTACHMENT 3A
TYPICAL INFORMATION TO BE INCLUDED IN THE RM LOGBOOK
 (Page 1 of 1)

Maintaining concise, detailed logs during an emergency event is important. Following the event, all information recorded will be needed to provide a clear picture of actions taken.

A. The following information should be included in the RM Logbook:

1. Time of each entry.
2. Emergency classification changes.
3. Notable changes in plant conditions.
4. Protective Action Recommendations and Protective Actions Implemented.
5. Summary of any directions given to other emergency responders (who was told what to do when).
6. Summary of discussions / updates with Federal, State and Local agencies.
7. Summary of discussions / updates with Emergency Managers.
8. A detailed explanation of changes to or establishment of new company policy(s).
9. Significant information, events and actions taken relative to the emergency period should be recorded.

B. Log entry requirements:

1. Time of entry.
2. Use ink.
3. Write / print legibly.
4. Use concise and accurate wording.
5. Strike through and initial changes.
6. Do not remove pages from logbook.

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ATTACHMENT 4
EOF EMERGENCY TECHNICAL MANAGER CHECKLIST
 (Page 1 of 3)

NOTE
 When necessary or appropriate, steps of this checklist may be performed out of sequence.

A.	<u>FACILITY ACTIVATION</u>	<u>INITIAL</u>
1.	Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions.	_____
2.	Verify that the following positions are filled:	
a.	EOF ERDADS Operator (minimum staff)	_____
b.	EOF Nuc Fuels Engineer	_____
c.	EOF Electrical Engineer	_____
d.	EOF Project Engineer	_____
e.	EOF Nuclear Engineer	_____
f.	EOF I&C Engineer	_____
g.	EOF Civil Engineer	_____
h.	EOF Mech Engineer	_____
i.	EOF Mech Engineer	_____
j.	EOF Status Board Keeper	_____

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ATTACHMENT 4
EOF EMERGENCY TECHNICAL MANAGER CHECKLIST
(Page 2 of 3)

B. <u>FACILITY OPERATION</u>	<u>INITIAL</u>
1. Initiate the Engineering Logbook.	_____
2. Obtain System availability status from System Operations.	_____
3. Steps to occur continually while the facility is in operation:	
a. Review need for engineering support with the RM.	
b. Log requests for engineering support.	
c. Assign engineering tasks through the EOF Project Engineer.	
d. Participate in facility briefings conducted by the RM by providing status of engineering issues and progress of technical assistance. The form provided in Attachment 4A, ETM Activities List may be used to organize briefing information.	
e. Ensure plant parameter and sequence of events data are maintained current and are correct / reasonable.	
f. Manage engineering activities in support of the TSC.	
g. Review the redundancy of critical plant equipment.	
h. Evaluate the long term plant actions to mitigate the consequences of the event.	
i. Interface with the EOF Health Physics Manager to resolve issues involving plant components effecting plant releases.	
j. Support the RM during PAR Briefings to the State and Counties.	
k. Interface with the NRC Reactor Safety Coordinator when the NRC Site Team arrives at the EOF.	
l. Promptly inform the RM of engineering recommendations, determinations, or analysis results.	

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ATTACHMENT 4
EOF EMERGENCY TECHNICAL MANAGER CHECKLIST
(Page 3 of 3)

B. FACILITY OPERATION (continued) INITIAL

3. (continued)

- m. Support recovery planning as requested by the RM by evaluating long-term plant actions to mitigate the consequences of the event.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. All engineering tasks / projects are completed or assigned to a Condition Report. _____
2. All engineering paperwork is collected. _____
3. All documents, equipment, and supplies returned to pre-activation condition and / or location. _____
4. Closed out the Engineering Logbook. _____
5. Provided all completed paperwork (not bound in the position notebook) to the RM. _____
6. Returned position notebook to storage shelf. _____

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ATTACHMENT 4A
ETM ACTIVITIES LIST

Item	Problem Description	Probable Cause	ETM Recommendation	Status

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ATTACHMENT 5
EOF PROJECT ENGINEER CHECKLIST
(Page 1 of 3)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | A. | <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|-----------|---|-----------------------|
| 1. | Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. | Notify the ETM when full engineering complement (as listed below) is available: | _____ |
| | a. EOF ERDADS Operator | |
| | b. EOF Nuc Fuels Engineer | |
| | c. EOF Electrical Engineer | |
| | d. EOF Nuclear Engineer | |
| | e. EOF I&C Engineer | |
| | f. EOF Civil Engineer | |
| | g. EOF Mech Engineer (2) | |
| | h. EOF Status Board Keeper | |
| 3. | Assign the following set-up items to the Engineering Staff: | _____ |
| | a. Synchronize clocks in the Engineering area with ERDADS. In case of ERDADS failure, synchronize with the affected Control Room. | |
| | b. Obtain pens, pencils, paper and other necessary supplies from the Administration area. | |

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ATTACHMENT 5
EOF PROJECT ENGINEER CHECKLIST
 (Page 2 of 3)

B. FACILITY OPERATION

1. Steps to occur continually while the facility is in operation:
 - a. Review requests for Engineering Support (use Attachment 5A, Engineering Task and Technical Response Form) with the ETM.
 - b. Assign engineering tasks.
 - c. Enter engineering task assignments on Attachment 5B, Engineering Task List.
 - d. Oversee progress on assigned engineering tasks
 - e. Post tasks / projects being worked and status on status board in ETM office.
 - f. Review completed work for accuracy.
 - g. File completed task sheets (Attachment 5A, Engineering Task and Technical Response Form).
 - h. Serve as alternate interface to NRC Reactor Safety Coordinator.
 - i. Promptly inform the ETM of engineering recommendations, determinations or results of analyses.
 - j. Provide a copy of the current Attachment 5B, Engineering Task List, to the ETM for facility status meetings / briefings.
 - k. Support the EOF ETM in establishing 24-hour staffing by completing Attachment 5C, Engineering Shift Staffing Schedule and provide a copy of the completed form to the EOF Administrative Supervisor.

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ATTACHMENT 5
EOF PROJECT ENGINEER CHECKLIST
 (Page 3 of 3)

C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Identified all engineering tasks / projects to the ETM for final action(s). _____
2. Supported restoration of all documents, equipment, and supplies to pre-activation condition and / or location. _____
3. Provided all completed paperwork (not bound in the position notebook) to the ETM. _____
4. Returned position notebook to storage shelf. _____

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ATTACHMENT 5A
ENGINEERING TASK AND TECHNICAL RESPONSE FORM
 (Page 1 of 1)

TO: _____ NO: _____

SUBJECT:									
DATE & TIME RECEIVED:	REQUESTER:								
REQUEST:									
RESPONSE:									
<table border="1"> <tr> <td>BY:</td> <td>VERIFIED:</td> </tr> <tr> <td colspan="2">PROJECTS:</td> </tr> <tr> <td colspan="2">EMERGENCY TECHNICAL MANAGER:</td> </tr> <tr> <td colspan="2">DATE & TIME:</td> </tr> </table>		BY:	VERIFIED:	PROJECTS:		EMERGENCY TECHNICAL MANAGER:		DATE & TIME:	
BY:	VERIFIED:								
PROJECTS:									
EMERGENCY TECHNICAL MANAGER:									
DATE & TIME:									

REVISION NO.: 7	PROCEDURE TITLE: ACTIVATION AND OPERATION OF THE EMERGENCY OPERATIONS FACILITY ST. LUCIE PLANT	PAGE: 41 of 110
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**ATTACHMENT 5B
ENGINEERING TASK LIST**
(Page 1 of 1)

To: Recovery Manager

Date: ____/____/____

From: Emergency Technical Manager

Time: _____

TASK NO.		UNIT NO.	DATE & TIME COMPLETE
	Task Title: _____ _____ _____ Assigned To: _____		

TASK NO.		UNIT NO.	DATE & TIME COMPLETE
	Task Title: _____ _____ _____ Assigned To: _____		

TASK NO.		UNIT NO.	DATE & TIME COMPLETE
	Task Title: _____ _____ _____ Assigned To: _____		

TASK NO.		UNIT NO.	DATE & TIME COMPLETE
	Task Title: _____ _____ _____ Assigned To: _____		

TASK NO.		UNIT NO.	DATE & TIME COMPLETE
	Task Title: _____ _____ _____ Assigned To: _____		

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ATTACHMENT 5C
ENGINEERING SHIFT STAFFING SCHEDULE
(Page 1 of 1)

Emergency Technical Manager Approved: _____

	<u>SHIFT 1</u>	<u>SHIFT 2</u>	<u>SHIFT 3</u>
	Time _____ to _____	Time _____ to _____	Time _____ to _____
	Date _____ to _____	Date _____ to _____	Date _____ to _____
Emergency Tech. Mgr. EOF Ph # _____	_____	_____	_____
Projects EOF Ph # _____	_____	_____	_____
Plant Status Board EOF Ph # _____	_____	_____	_____
Nuclear EOF Ph # _____	_____	_____	_____
Mechanical EOF Ph # _____	_____	_____	_____
Electrical EOF Ph # _____	_____	_____	_____
I&C EOF Ph # _____	_____	_____	_____
Civil EOF Ph # _____	_____	_____	_____
Fuels EOF Ph # _____	_____	_____	_____
Other EOF Ph # _____	_____	_____	_____
	_____	_____	_____

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ATTACHMENT 6
EOF ENGINEER CHECKLIST
(Page 1 of 2)

NOTE

1. This checklist applies to the following positions:

EOF Nuclear Engineer	EOF Nuclear Fuels Engineer
EOF Mechanical Engineer	EOF Civil Engineer
EOF I&C Engineer	EOF Electrical Engineer

2. When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. _____
2. Identify availability to the EOF Project Engineer. _____

B. FACILITY OPERATION

1. Steps to occur continually while the facility is in operation:
 - a. Work tasks assigned by the EOF ETM or EOF Project Engineer.
 - b. Confer with other EOF personnel as needed to complete problem resolutions.
 - c. (Nuclear Fuels) perform core damage assessment in accordance with EPIP-11, Core Damage Assessment.
 - d. (Nuclear Fuels) provide core damage assessment results to the EOF ETM and EOF Health Physics Manager.
 - e. (Nuclear Fuels) Support Severe Accident Management Guidelines evaluations being conducted in the Technical Support Center (TSC).
 - f. Keep the EOF Project Engineer apprised of status of working tasks / projects.
 - g. Document assessment / review and recommendation / response on Attachment 5A, Engineering Task and Technical Response Form, for each task / project.

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ATTACHMENT 6
EOF ENGINEER CHECKLIST
 (Page 2 of 2)

B. FACILITY OPERATION (continued) INITIAL

1. (continued)

h. Evaluate posted plant parameter data for accuracy.

i. Ensure sequence of events board has sufficient detail to understand events in progress.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- | | |
|---|-------|
| 1. Completed all assigned tasks, as appropriate. | _____ |
| 2. Returned all documents, equipment, and supplies to pre-activation condition and / or location. | _____ |
| 3. Provided all completed paperwork (not bound in the position notebook) to the EOF Project Engineer. | _____ |
| 4. Returned position notebook to storage shelf. | _____ |

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ATTACHMENT 7
EOF ERDADS OPERATOR CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION INITIAL

1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. _____
2. Identify availability to the EOF Project Engineer. _____

B. FACILITY OPERATION

CAUTION

Ensure data is being collected for the affected unit. Each unit has predesignated ERDADS terminals, one in the engineering area and one in the dose assessment area.

1. Check out ERDADS terminals and determine operability status. _____
If ERDADS is inoperable or printouts are not available, Then:
 - a. Assist the EOF Communicator (to TSC) in collecting plant parameter and radiological data by completing Attachment 10B (Plant Data Sheet). _____
 - b. Contact TSC ERDADS Tech to report the problem. _____
2. Steps to occur continually while the facility is in operation:
 - a. Callup EPIP screens and additional data as requested, refer to Attachment 7A, ERDADS Data Acquisition.
 - b. Provide the following printouts to the EOF Administrative Staff:
 1. St. Lucie EOF Data Sheet (EF 1/2).
 2. Radioactive Gaseous Source Terms (RG 1/2).
 3. Other screens, as requested.

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ATTACHMENT 7
EOF ERDADS OPERATOR CHECKLIST

(Page 2 of 2)

B. FACILITY OPERATION (continued) INITIAL

2. (continued)

- c. Support dose assessment by providing requested data from ERDADS.
- d. Observe ERDADS data during interval between report printing for significant changes and trends, report changes to the EOF ETM and dose assessment, as appropriate.
- e. Refer to Attachment 7B, ERDADS Data Points, to this attachment for a description of ERDAD data points.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- 1. ERDADS system returned to pre-activation condition per the instructions on the terminal. _____
- 2. Provided all completed paperwork (not bound in the position notebook) to the RM. _____
- 3. Returned position notebook to storage shelf. _____

REVISION NO.: 7	PROCEDURE TITLE: ACTIVATION AND OPERATION OF THE EMERGENCY OPERATIONS FACILITY ST. LUCIE PLANT	PAGE: 47 of 110
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ATTACHMENT 7A
ERDADS DATA ACQUISITION
(Page 1 of 4)

I. DATA ACQUISITION

A. ERDADS - Emergency Response Data Acquisition and Display System, the following information is available on the display screens indicated.

1. Meteorological Data -

Display: SMD (Site Meteorological Data)

2. Plant Parameter Data -

CAUTION

Certain parameters (e.g., fan status) available on Unit 2 are NOT available on Unit 1.

Display: in the EOF - EF (1/2) (Safety Functions and Equipment Status)

3. Radiological Data -

Display: RG (1/2) (Radiation Gaseous Source Term) RBS (Health Physics Evaluation Screen - containment radiation levels and trends) R11 (Area Radiation Monitors, Unit 1) R21 (Area Radiation Monitors, Unit 2)

4. Chemistry Data -

Display: R12 (S/G Blowdown, Steam Jet Air Ejector, Unit 1) R22 (S/G Blowdown, Steam Jet Air Ejector, Unit 2)

5. To access data -

- 1 - Press "CLEAR"**
- 2 - Type in "Pup Unit (1/2)"**
- 3 - Press "EXEC"ute, top of screen will read "Unit change is complete" or "Current Unit is same as entered Unit"**
- 4 - Press "EPIP"**
- 5 - The "PAGE UP" and "PAGE DOWN" keys will cause the following display sequence:**

SMD - RG(1/2) - SF(1/2) - RBS - EF(1/2) - SMD

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**ATTACHMENT 7A
ERDADS DATA ACQUISITION**

(Page 2 of 4)

I. DATA ACQUISITION (continued)

A. (continued)

6. To go directly to a screen -

- 1 - Press "CLEAR"
- 2 - Type in screen designation, e.g., "RG1"
- 3 - Press "DISPLAY"

B. TSC Communicator - The TSC Communicator can be utilized as a primary source of information or as an alternate method to ERDADS.

- 1. Primary source - status of fans needed for dose assessment exhaust fans 6, 7, 8, 9, 10, 15, 16, and 17.

C. Station Blackout (SBO) Conditions

1. Background

SBO is a total loss of power to both Units, no off-site power and no Emergency Diesel Generators (EDGs). In SBO conditions, ERDADS is powered by battery backed inverters. Power availability is limited to approximately 1 hour using station batteries.

The Safety Assessment System (SAS) Static Uninterruptible Power Supply (SUPS) provides power to ERDADS components. SUPS inverters 1C, 1D, 2A & 2B are used. Each inverter has both an AC and DC (battery) source. Power Panels 1D, 1D, 265 & 264 are used for power distribution. For additional information, see plant drawings.

Each battery backed SAS SUPS has an engineering calculation that specifies the duration of power availability. The limiting condition for power availability on each battery varies. ERDADS Operators should expect a maximum duration of 1 hour.

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ATTACHMENT 7A
ERDADS DATA ACQUISITION
(Page 3 of 4)

I. **DATA ACQUISITION** (continued)

C. 1. (continued)

Plant data is acquired by ERDADS from multiple data sources. Data is supplied from both plant systems and instruments. The sources are:

MODACS	pressure, flow, valve positions and other instrument loops are input to the ERDADS using 1-10V analog and discrete (digital) inputs.
Met Data	weather data is provided via data link
Rad Monitoring	Unit 1 (Eberline) data is provided via data link Unit 2 (GA/PC-11) data is provided via data link
QSPDS	data is provided from both Units via multiple data links (A&B channels)

2. **Actions**

- a. Communicate with the ERDADS Technician to confirm system status following loss of power.
- b. Use the "SYS" display to determine system health.
- c. Notify the Emergency Technical Manager and HP Manager of any lost data sources indicated by the "SYS" display.

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**ATTACHMENT 7A
ERDADS DATA ACQUISITION**

(Page 4 of 4)

II. ERDADS - COLOR / SYMBOL CONVENTIONS

<u>Color / Symbol</u>	<u>Explanation</u> ¹
Numeric value in white on dark green background	Data Value is valid and within the instrument range
Numeric value blinking (yellow on blue / red on white)	Value may be yellow on blue background (urgent alarm) or red on white background (critical alarm), indicates an alarm setting has been exceeded, the alarm must be acknowledged in the Control Room (operators are unable to acknowledge ERDADS alarms in the Simulator Control Room), the value will continue to blink until acknowledged; the value will continue to update
"BAD" (blue on white)	Preceded by a numeric value in white on a blue background signifying a suspect value indicating that one or several inputs to this composite point is / are out of instrument range, when all inputs to the point are out of range the word "BAD" replaces the numeric value
"FAILED"	Point is from a single instrument and the value is out of range
"NO DATA"	Point does not have input to ERDADS, usually point available on one unit, but not the other

¹Based on Table 4.1 in the ERDADS Reactor Operator's Manual (8770-12058)

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ATTACHMENT 7B
12 ERDADS DATA POINTS
(Page 1 of 8)

The following data point descriptions for St. Lucie Plant correspond with the data normally tracked on the plant parameters status board. Consult ERDADS Manual, as necessary, for verification of point IDs, point names or description information.

POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
Avg. RCS T Hot (HLA and HLB) (deg. F)	QTA541-1/2		Average	This parameter is the average of the "A" and "B" steam generator inlet temperature. It is also referred to as the average hot leg temperature. The individual "A" and "B" hot leg temperatures are derived by choosing between current narrow and wide range sensor values. The choice depends on the current values, qualities, and direction of the rates of change of the instrumentation values, as well as two pairs of overlapping switching limits and the most recent range utilized. The outputs from the calculation consist of the choice of range, the associated value, and rate of change together with the quality of each.
RCS Pressure WR (psia)	QA0501-1/2	RCS Pressure	Average	<p>This parameter is a Reactor Coolant System (RCS) wide range instrument. It derived from Pressurizer Pressure signals PT1107-2 and PT1108-2 which are linear. These signals are processed by an average with expanded quality algorithm. This function obtains the average of all values with a good status. It also sets the quality of the result based on the number of values with good status, versus the total number of inputs. The possible status values are:</p> <ul style="list-style-type: none"> • Greater than 50% of inputs have good status, result is good. • Only one good value and the total inputs are 3 or more, the result is poor. • When there are no good data values, but there are some with poor or suspect, the result is poor. • The result is suspect for all other cases except all bad, in this case the result is bad.

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ATTACHMENT 7B
12 ERDADS DATA POINTS
(Page 2 of 8)

POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
RCS Pressurizer Level (%)	QA0001-1/2	PRZR LVL	Average	<p>This parameter is pressurizer level. It is derived from Pressurizer Level control signals LT1110X-2 and LT1110Y-2 which are linear. These two signals are processed by an average with expanded quality algorithm. This function obtains the average of all values with a good status. It also sets the quality of the result based on the number of values with good status, versus the total number of inputs. The possible status values are:</p> <ul style="list-style-type: none"> • Greater than 50% of all inputs have good status, result is good. • Only one good value and the total inputs are 3 or more, the result is poor. • When there are no good data values, but there are some with poor or suspect, the result is poor. • The result is suspect for all other cases except all bad, in this case the result is bad. <p>The top of the heaters is 73.98 inches above the lower top centerline.</p>
Charging Flow to Regen Hx (GPM)	FT2212-1/2	RCS CHG/MU	N/A	<p>This parameter is reactor coolant system makeup flow. It is converted to engineering units using a linear equation.</p>
Subcooling Margin (deg. F)	QA0005-1/2	Submargin	Minimal	<p>This parameter is derived from eight subcooled values, TMARHEAD-A-1/2, TMARRCS-B-1/2, TMARUR-A-1/2, TMARHEAD-B-1/2, TMARCET-A-1/2, TMARUR-B-1/2, TMARRCS-A-1/2, and TMARCET-B-1/2, which are provided by the Qualified Safety Parameter Display System (QSPDS). They are processed by a signal auctioneering minimum algorithm. This function finds the highest usable data value in a specified group. Each data value of the group and its quality is examined and the following quantities are obtained:</p> <ol style="list-style-type: none"> 1. Lowest usable data value., 2. Point number of the lowest usable data value, 3. Number of usable data values, and 4. Lowest quality of the usable data. <ul style="list-style-type: none"> • For two or more usable data values, the result is the highest usable value and the quality is the lowest quality of the usable data. • For only one usable data value, the result is set to that value and the quality is poor. • For no usable data, the value of the result is set to the highest of all the (bad) data and the quality is bad.

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ATTACHMENT 7B
12 ERDADS DATA POINTS
(Page 3 of 8)

POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
Avg. Core Exit Temperature (deg. F)	QA0003-1/2	Temp. Core Ex.	Average	<p>This parameter is derived from 45 Unit 1 detectors, or 56 Unit 2 detectors located just above the upper fuel alignment plate. The Qualified Safety Parameter Display System (QSPDS) provides the values. They are processed by an average with expanded quality algorithm. This function obtains the average of all values with a good status. It also sets the quality of the result based on the number of values with good status, versus the total number of inputs. The possible status values are:</p> <ul style="list-style-type: none"> • Greater than 50% of inputs have good status, result is good. • Only one good value and the total inputs are 3 or more, the result is poor. • When there are no good data values, but there are some with poor or suspect, the result is poor. • The result is suspect for all other cases except all bad, in this case the result is bad.
Reactor Vessel Level (%)	Unit 1: QA0004-1 Unit 2: RLEV H-2 RLEV P-2		Minimum	<p>The reactor vessel level for Unit 1 QA0004-1 is derived from the reactor vessel levels RLEV-A-1 and RLEV-B-1 which are provided by the Qualified Safety Parameter Display System. The ERDADS select the lowest of the two values. For only one good data value, the result is set to that value and the quality is poor.</p> <p>The reactor vessel level for Unit 2 is displayed as reactor plenum level RLEV PB-2 and reactor head level RLEV HB-2 which is provided by the "B" side Qualified Safety Parameter Display System (QSPDS). These two parameters are displayed with no calculations being performed by the ERDADS computer system.</p> <p>The QSPDS obtains these values from the heated and unheated junction thermocouples located inside the reactor. They are positioned between the head and upper fuel alignment plate in the reactor internals.</p>

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ATTACHMENT 7B
1/2 ERDADS DATA POINTS
(Page 4 of 8)

POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
Reactor Vessel Level % (continued)				Unit 1 Level Information: Head and Plenum together
				<div> <div>Location* (* in. to fuel alignment plate)</div> <div>Level Segment (%)</div> <div>Value if Uncovered (%)</div> </div>
				<div> <div>Sensor</div> <div>None</div> <div>1</div> <div>2</div> <div>3</div> <div>4</div> <div>5</div> <div>6</div> <div>7</div> <div>8</div> </div> <div> <div>186 1/4</div> <div>144 3/8</div> <div>108</div> <div>71 5/8</div> <div>50 5/8</div> <div>29 5/8</div> <div>19 5/8</div> <div>10 5/8</div> </div> <div> <div>20</div> <div>19</div> <div>18</div> <div>14</div> <div>10</div> <div>7</div> <div>5</div> <div>7</div> </div> <div> <div>100</div> <div>80</div> <div>61</div> <div>43</div> <div>29</div> <div>19</div> <div>12</div> <div>7</div> <div>0</div> </div>
				Unit 2 Level Information: Head separate from Plenum
				<div> <div>Location* (* in. to fuel alignment plate)</div> <div>Level Segment (%)</div> <div>Value if Uncovered (%)</div> </div>
				<div> <div>Sensor</div> <div>None</div> <div>1</div> <div>2</div> <div>3</div> </div> <div> <div>170 1/2</div> <div>140 3/4</div> <div>111 1/8</div> </div> <div> <div>52</div> <div>28</div> <div>20</div> </div> <div> <div>100</div> <div>48</div> <div>20</div> <div>0</div> </div>
				<div> <div>Sensor</div> <div>None</div> <div>4</div> <div>5</div> <div>6</div> <div>7</div> <div>8</div> </div> <div> <div>98 5/8</div> <div>74 5/8</div> <div>53 5/8</div> <div>32 5/8</div> <div>12 5/8</div> </div> <div> <div>18</div> <div>21</div> <div>20</div> <div>19</div> <div>22</div> </div> <div> <div>100</div> <div>82</div> <div>61</div> <div>41</div> <div>22</div> <div>0</div> </div>

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ATTACHMENT 7B
¶₂ ERDADS DATA POINTS
 (Page 5 of 8)

POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
HPSI Total Flow (GPM)	HSITTLF-1/2	HPSI Flow	Sum	This parameter measures total HPSI flow and is derived from HPSI Header Flow signals FT3311-1/2, FT3321-1/2, FT3331-1/2 and FT3341-1/2 which are square roots. The signals are processed with a sum of inputs algorithm. This function obtains the algebraic sum of values with a good status.
LPSI Total Flow (GPM)	QA0908-1/2	LPSI Flow	Sum	This parameter measures total LPSI flow and is derived from LPSI Header Flow signals FT3312-1/2, FT3322-1/2, FT3332-1/2 and FT3342-1/2 which are square roots. These signals are processed by an algorithm which provides a sum of the inputs. This function obtains the algebraic sum of values with a good status.
Containment Temp. (deg. F)	TE07-3B-1/2	Cntmnt Temp	N/A	This parameter is a containment temperature instrument. It is converted to engineering units using a linear equation.
Containment Pressure WR (psig)	QA0507-1/2	Ctmnt Press	Average	<p>This parameter measures containment pressure and is a wide range indicator. It is derived from Wide Range Containment Pressure signals PT07-4A1-1/2 and PT07-4B1-1/2 which are linear. They are processed by an average with expanded quality algorithm. This function obtains the average of all values with a good status. It also sets the quality of the result based on the number of values with good status, versus the total number of inputs. The possible status values are:</p> <ul style="list-style-type: none"> • Greater than 50% of all inputs have good status, result is good. • Only one good value and the total inputs are 3 or more, the result is poor. • When there are no good data values, but there are some with poor or suspect, the result is poor. • The result is suspect for all other cases except all bad, in this case the result is bad.

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ATTACHMENT 7B
1/2 ERDADS DATA POINTS
(Page 6 of 8)

POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
Containment Sump Level WR (Ft.)	QA0008-1/2	Cntrmnt Smp WR	Maximum	<p>This parameter is a containment sump wide range instrument. It is derived from Containment Sump Level signals LT07-13A-1/2 and LT07-13B-1/2 which are linear. They are processed by a signal auctioneering maximum algorithm. This function finds the highest usable data value in the specified group. Each data value of the group and its quality is examined and the following rules are used.</p> <ul style="list-style-type: none"> For two or more usable data values, the result is the highest usable data value and the quality is the lowest quality of the usable data. For only one usable data value, the result is set to that value and the quality is poor. For no usable data, the value of the result is set to the highest of all the (bad) data and the quality is bad.
Containment Hydrogen (%)	CH2-1/2	H2 Conc.	Average	<p>This parameter is a containment hydrogen average concentration measurement. It is derived from Hydrogen Concentration signals A-HYDROGEN-1/2 and B-HYDROGEN-1/2 which are linear. These signals are processed by an average with expanded quality algorithm. This function obtains the average of all values with a good status. It also sets the quality of the result based on the number of values with good status, versus the total number of inputs. The possible status values are:</p> <ul style="list-style-type: none"> Greater than 50% of all inputs have good status, result is good. Only one good value and the total inputs are 3 or more, the result is poor.
SG Level A WR (%)	LT9012-1/2	SG Level A	N/A	<p>This parameter is the "A" steam generator wide range level instrument. It is converted to engineering units using a linear equation. LTCL = Lower Tap Center Line. The lower tap is 21 inches above the bottom of the U tubes.</p>
SG Level B WR (%)	LT9022-1/2	SG Level B	N/A	<p>This parameter the "B" steam generator wide range level instrument. It is converted to engineering units using a linear equation. LTCL = Lower Tap Center Line. The lower tap is 21 inches above the bottom of the U tubes.</p>

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ATTACHMENT 7B
12 ERDADS DATA POINTS
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POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
SG Pressure A (psig)	QA0021-1/2	SG Pres./A	Redundant Sensor Algorithm	This parameter is the "A" steam generator pressure. It is derived from three Steam Generator Pressure Signals, PT8013A-1/2, PT8013B-1/2, and PT8013C-1/2, which are linear. These signals are processed by a redundant sensor algorithm. This function obtains the average of the current values that have a good status and are close to the statistical majority.
SG Pressure B (psig)	QA0022-1/2	SG Pres./B	Redundant Sensor Algorithm	This parameter is the "B" steam generator pressure. It is derived from three Steam Generator Pressure Signals, PT8023A-1/2, PT8023B-1/2, and PT8023D-1/2, which are linear. These signals are processed by a redundant sensor algorithm. This function obtains the average of the current values that have a good status and are close to the statistical majority.
Refueling Water Tank Avg. Level (Ft.)	RWTAL-1/2	BWST Level	Average	<p>This parameter measures refueling water tank level. It is derived from three inputs. They are LT07-2A-1/2, LT07-2B-1/2, and LT07-2C-1/2. These points are processed by an average with expanded quality algorithm. This function obtains the average of all values with a good status. It also sets the quality of the result based on the number of values with good status, versus the total number of inputs. The possible status values are:</p> <ul style="list-style-type: none"> • Greater than 50% of inputs have good status, result is good. • Only one good value and the total inputs are 3 or more, the result is poor. • When there are no good data values, but there are some with poor or suspect, the result is poor. • The result is suspect for all other cases except all bad, in this case the result is bad. <p>Tank bottom refers to zero gallons.</p>

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ATTACHMENT 7B
1/2 ERDADS DATA POINTS
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POINT DESCRIPTION	PT ID	POINT NAME	TYPE CALCULATION	NOTES
CHRRM. Channel (R/HR)	Unit 1: RE 26-58-1 (A Channel) RD 26-59-1 (B Channel) Unit 2: RIM 26-40-2 (A Channel) RIM 26-41-2 (B Channel)	Cntmnt. Rad	Maximum	<p>The high containment radiation instruments for Unit 1 are the "A" side monitor RE26-58-1 and the "B" side monitor RE 26-59-1. These monitors are only range checked and flagged bad if out of range. Both detectors are located at the 90 foot containment elevation and are positioned at 0 and 180 degrees.</p> <p>The high containment radiation instruments for Unit 2 are the "A" side monitor RIM 26-40-2 and the "B" side monitor RIM 26-41-2. These monitors are only range checked and are flagged bad if out of range. Both detectors are located at the 90 foot containment elevation and are positioned at 0 and 180 degrees.</p>

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ATTACHMENT 8
EOF STATUS BOARD KEEPER CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | | <u>INITIAL</u> |
|---|----------------|
| A. <u>FACILITY ACTIVATION</u> | |
| 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. Identify availability to EOF Project Engineer. | _____ |
| B. <u>FACILITY OPERATION</u> | |
| 1. Steps to occur continually while the facility is in operation: | |
| a. Obtain the following ERDADS data sheets (printouts) from the EOF Administrative Staff: | |
| 1. St. Lucie EOF Data Sheet (EF 1/2). | |
| 2. Radioactive Gaseous Source Terms (RG 1/2). | |
| b. Update status boards with new ERDADS data. | |
| c. Verify that all data has been accurately transferred to the status boards. | |
| d. Update the sequence of events board following each facility briefing and as needed. Provide relevant information concerning items such as: | |
| 1. Change in classification. | |
| 2. Significant change in plant condition. | |
| 3. Status of plant system(s) of concern. | |
| 4. Injured personnel status. | |
| 5. Other items of relevant interest. | |
| e. Make corrections, when identified, by circling the corrected data. | |

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ATTACHMENT 8
EOF STATUS BOARD KEEPER CHECKLIST
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B. FACILITY OPERATION (continued) INITIAL

1. (continued)

- f. When all status board columns / blanks are filled, erase the first two columns / blanks, enter new data, with a different colored marker, leaving a space between the new and the old data.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Status boards have been cleared and returned to pre-activation condition. _____
2. Provided all completed paperwork (not bound in the position notebook) to the EOF Project Engineer. _____
3. Returned position notebook to storage shelf. _____

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ATTACHMENT 9
EOF NUCLEAR LICENSING MANAGER CHECKLIST
(Page 1 of 2)

NOTE
When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | | | |
|-----------|--|-----------------------|
| A. | <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
| | 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| | 2. Verify that the following positions are filled: | _____ |
| | a. EOF Communicator (4) | |

NOTE
Positions should be filled in this order.

1. Hot Ring Down (HRD) Phone
2. Emergency Notification System (ENS)
3. TSC (direct line) (should be filled second if no ERDADS Operator is available)
4. Health Physics Network (HPN)

- | | | |
|-----------|---|-------|
| B. | <u>FACILITY OPERATION</u> | |
| | 1. Initiate the Licensing Logbook (use Attachment 9A, Typical Information to be included in the Logbook). | _____ |
| | 2. ¶3 Verify INPO was notified. | _____ |
| | 3. Ensure backup communications devices are available and operable (work with the EOF Administrative Supervisor). | |
| | 4. Steps to occur continually while the facility is in operation: | |
| | a. Manage / supervise activities of EOF communicators (HRD, ENS, TSC, HPN). | |
| | b. Ensure communications with the NRC (ENS, HPN) are logged by the communicators. | |

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ATTACHMENT 9
EOF NUCLEAR LICENSING MANAGER CHECKLIST

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B. FACILITY OPERATION (continued)

INITIAL

4. (continued)

- c. Ensure coordination with INPO is maintained concerning industry assistance requests (if not being handled by the NDDO).
- d. Serve as primary liaison with the NRC once the Site Team arrives at the EOF, interfacing with the Emergency Response Coordinator.
 - 1. Ensure NRC work locations are functional.
 - 2. Coordinate the NRC interface with the FPL ERO, and State and County representatives in the EOF.
 - 3. Provide access to notification forms, press releases, and other information, as requested.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- 1. All communications links terminated. _____
- 2. All communications paperwork collected. _____
- 3. All documents, equipment, and supplies returned to pre-activation condition and / or location. _____
- 4. Closed out the Licensing Logbook. _____
- 5. Prepared Incident Report (format available in the St. Lucie Plant Recovery Plan) for review and approval by RM. _____
- 6. Provided all completed paperwork (not bound in the position notebook) to the RM. _____
- 7. Returned position notebook to storage shelf. _____

/R7

/R7

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ATTACHMENT 9A
TYPICAL INFORMATION TO BE INCLUDED IN THE LOGBOOK
(Page 1 of 1)

Maintaining concise, detailed logs during an emergency event is important. Following the event, all information recorded will be needed to provide a clear picture of actions taken.

A. The following information should be included in the Logbook:

1. Key events (e.g., classification changes, injuries, etc.).
2. Status changes in equipment, radiological conditions, personnel, etc.
3. Decisions made or actions taken.
4. Other items of significance.

B. Log entry requirements:

1. Time of entry.
2. Use ink.
3. Write / print legibly.
4. Use concise and accurate wording.
5. Strike through and initial changes.
6. Do not remove pages from Logbook.

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ATTACHMENT 10
EOF COMMUNICATOR CHECKLIST
(Page 1 of 4)

NOTE

1. This checklist applies to all EOF Communicator positions as follows:

HRD Communicator
TSC Communicator

ENS Communicator
HPN Communicator

2. When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions.

NOTE

The first EOF Communicator to arrive at the EOF should identify himself / herself to the RM.

2. Identify availability to the EOF Licensing Manager.

3. Review Attachment 10A, Communications Guidelines.

4. (TSC) Request copy of the EC Log, completed notification forms (State and NRC) and checklists, and other pertinent information be transmitted to the EOF.

B. FACILITY OPERATION

1. (HRD) Complete turnover with TSC HRD Communicator, assume responsibility for State / County notifications.

2. (ENS) Complete turnover with TSC ENS Communicator, assume lead responsibility for NRC notifications.

3. (TSC) Establish direct line link with TSC.

4. (HPN) Establish connection on NRC HP conference bridge.

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ATTACHMENT 10
EOF COMMUNICATOR CHECKLIST
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B. FACILITY OPERATION (continued)

5. Steps to occur continually while the facility is in operation:

HRD Communications

- a. Assist the RM with State and County notifications by:
 1. Reviewing the Florida Nuclear Plant Emergency Notification Form for completeness.
 2. As necessary, ensuring Protective Action Recommendations (PARs) match the PAR Worksheet (Determination of Protective Action Recommendations (PARs) in EPIP-08).
 3. Ensuring the RM has approved the form.
- b. Transmit the notification forms in accordance with Appendix C, Notifications From the Emergency Operations Facility (EOF) in EPIP-08.
- c. Request the EOF RM OPS Advisor / Logkeeper log notification times.
- d. Following transfer of Net Control, assist the ENS and / or HPN Communicator in information gathering, as necessary.

NOTE

Initial contact with the NRC requires use of the NRC Reactor Plant Event Notification Worksheet (Attachment 4 to EPIP-08) notification form. Control Room or TSC personnel may have already accomplished this task. The ENS Communicator will need to ensure that an initial NRC notification form has been completed.

ENS / HPN Communications

- a. Maintain an open line of communication and a transmission log.

/R7
/R7

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ATTACHMENT 10
EOF COMMUNICATOR CHECKLIST
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B. FACILITY OPERATION (continued)

5. (continued)

- b. (ENS) Ensure notifications are initiated within 1 hour (immediately following State and County notification) of a classification / PAR change or other significant event. Refer to Appendix C in EPIP-08 if additional information is needed.
- c. (HPN) Initiate an open line of communication with the NRC by dialing one of the numbers shown on the phone or in the ERD and request to be placed on the conference bridge with the NRC. Refer to Appendix 10A, Communications Guidelines under HPN Communicator if additional information is needed.
- d. Request the EOF RM OPS Advisor / Logkeeper log notification times.
- e. Log all questions asked by NRC.
- f. Obtain answers to questions from appropriate EOF Manager.
- g. Obtain RM approval prior to providing additional information to the NRC.

TSC Communications

- a. Maintain an open line of communication with the TSC.
- b. If ERDADS is out of service, obtain plant parameter and radiological data (use Attachment 10B, Plant Data Sheet and Radioactive Gaseous Source Terms) through phone conversation with the TSC (via the TSC EOF Communicator).
- c. Clarify any discrepant information with the TSC (via the TSC EOF Communicator), as requested.

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ATTACHMENT 10
EOF COMMUNICATOR CHECKLIST
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C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- | | | |
|----|---|-------|
| 1. | All communication links (HRD, ENS, HPN, TSC) terminated. | _____ |
| 2. | All communications paperwork collected. | _____ |
| 3. | All phone equipment returned to pre-activation condition. | _____ |
| 4. | Provided all completed paperwork (not bound in the position notebook) to the EOF Nuclear Licensing Manager. | _____ |
| 5. | Returned position notebook to storage shelf. | _____ |

IR7

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**ATTACHMENT 10A
COMMUNICATIONS GUIDELINES**

(Page 1 of 7)

I. General Guidelines

1. Always speak clearly, firmly, and with normal tone when using any communications system.
2. The sender and receiver shall be clearly identified.
3. Message text:
 - a. Communication must be free of ambiguity. Slang terms shall not be used. Avoid the use of words that sound alike; for example, avoid increase and decrease, use raise and lower instead.
 - b. Communications must be specific. Use noun names for plant equipment, not acronyms; for example use low pressure safety injection pump instead of LPSI.
 - c. The phonetic alphabet will be used to identify specific train, bus, channel, or equipment designations, not just letter identifier; for example, refer to the 1 Alpha heater drain pump, not the 1A heater drain pump. The following is the phonetic alphabet to be used:

A Alpha	J Juliet	S Sierra
B Bravo	K Kilo	T Tango
C Charlie	L Lima	U Uniform
D Delta	M Mike	V Victor
E Echo	N November	W Whiskey
F Foxtrot	O Oscar	X X-ray
G Golf	P Papa	Y Yankee
H Hotel	Q Quebec	Z Zulu
I India	R Romeo	
 - d. The phonetic alphabet should not be used for stringed letter references, acceptable acronyms, or location symbols; for example, AB bus, AC or DC, TSC, respectively.

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**ATTACHMENT 10A
COMMUNICATIONS GUIDELINES**

(Page 2 of 7)

I. General Guidelines (continued)

4. Acknowledgement and confirmation (3-way communication) - messages shall be comprised of proper transmission, acknowledgement, and confirmation.
 - a. The message is properly transmitted from the originator to the receiver.
 - b. The message receiver shall acknowledge the communication by giving a functional repeat-back to the message originator. The repeat-back can be provided by either paraphrasing or explaining the message in one's own words, or by verbatim repeat-back. In all cases, verbatim repeat-back shall be used for equipment identifiers.
 - c. If the message receiver does not understand the message he / she shall ask for the message to be repeated.
 - d. If an incorrect repeat-back is given, the message originator shall immediately correct the miscommunication with a statement such as, "WRONG", followed by restating the correct message.
 - e. The message originator shall confirm the acknowledgement (repeat-back) with a statement such as, "That is correct".
5. Use of a Call Sign is not necessary when communicating with the HP Off-site Channel radio (station ID occurs every 30 minutes automatically).
6. Prior to transmission, ensure that information has been verified and approved by the appropriate authority, as necessary.
7. Ensure that any incoming pertinent information is provided to the Recovery Manager or an RM OPS Advisor / Logkeeper.
8. Maintain documentation of any significant information provided or received.

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ATTACHMENT 10A
COMMUNICATIONS GUIDELINES
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II. Communications Systems

1. HRD Communicator

A. §2 State Warning Point (SWP) Hot Ring Down Phone (HRD)

- 1. This is the primary communications pathway to the State Warning Point and St. Lucie and Martin Counties.**
- 2. A self-verifying phone system which is initiated by entering the 3 digit code corresponding to the desired location of contact. The phone dialing location codes are available in the St. Lucie Plant Emergency Response Directory (ERD). A confirmation ring-back (double tone) will be heard if the dialed terminal is successfully contacted. When the party answers, begin transmission by depressing the "push-to-talk" bar in the handset. Release the "push-to-talk" bar to receive response.**

B. §2 Commercial Telephone

- 1. This is the first alternate communications pathway to the State Warning Point and St. Lucie and Martin Counties.**
- 2. EOF Telephone System**
 - a. Long Distance Calls (off-network):**
8+1+area code+seven digit number+authorization code (if prompted)

C. §2 Emergency Satellite Communications System (ESATCOM)

- 1. This is the second alternate communications pathway to the State Warning Point and St. Lucie and Martin Counties.**
- 2. A backup communications system to the State and Counties. To initiate transmission, lift the handset and depress the "push-to-talk" bar in the handset. Wait 3-5 seconds to hear a beep before starting to talk. The red light on the phone is a power indicator, when lit, power is available.**

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**ATTACHMENT 10A
COMMUNICATIONS GUIDELINES**

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II. Communications Systems (continued)

2. ENS Communicator

A. Emergency Notification System (ENS)

- 1. This is the primary communications pathway to the NRC.**
- 2. The ENS is part of the NRC Emergency Telecommunications System (ETS). Initiate contact by dialing one of the phone numbers provided on the phone of in the St. Lucie Plant Emergency Response Directory (ERD). The ENS will become an open line of communication at an ALERT or higher emergency class. The TSC should maintain that open line until the EOF is adequately staffed, then both the TSC and EOF should stay on the line.**

B. Commercial Telephone

- 1. This is the backup communications pathway to the NRC.**
- 2. EOF Telephone System**
 - a. Long Distance Calls (off-network):**
8+1+area code+seven digit number+authorization code (if prompted)

3. TSC Communicator

A. TSC Direct-line Telephone

- 1. This is a direct line to the Technical Support Center (TSC). Initiate contact by removing the handset from the cradle which will cause the phone in the TSC to ring. When the phone is answered, begin transmission. This link can also be initiated from the TSC.**

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**ATTACHMENT 10A
COMMUNICATIONS GUIDELINES**

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II. Communications Systems (continued)

4. HPN Communicator

A. Health Physics Network (HPN)

1. The HPN is part of the NRC Emergency Telecommunications System (ETS). The HPN will become open line of communication at an ALERT or higher emergency class. Initiate contact by dialing one of the phone numbers provided in the St. Lucie Plant Emergency Response Directory (ERD). Request that the NRC Operations Center (NRCOC) duty officer establish the HPN Bridge for St. Lucie Plant. If the TSC has already established the bridge (with the NRCOC), request to be added on.
2. ¶6 Typical information requested over the Health Physics Network:
 - a. Is there any change to the classification of the event? If so, what is the reason?
 - b. Have toxic or radiological releases occurred or been projected (including changes in release rate)? If so, what are the actual or currently projected on-site and off-site releases, and what is the basis for this assessment?
 - c. What are the health effects or consequences to on-site and off-site people? How many on-site and off-site people are being or will be affected and to what extent?
 - d. Is the event under control? When was control established, or what is the planned action to bring the event under control? What mitigative actions are currently underway or planned?
 - e. What on-site protective measures have been taken or are planned?

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**ATTACHMENT 10A
COMMUNICATIONS GUIDELINES**

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II. Communications Systems (continued)

4. A. 2. (continued)

- f. What off-site protective actions are being considered or have been recommended to state and local officials?
- g. What are the current meteorological conditions?
- h. What are the dose and dose rate readings on-site and off-site?

III. Other Communications Systems

1. EOF Telephone System

A. St. Lucie Plant:

For 4000 and 7000 numbers; Dial the 4 digit extension

For 3000 numbers; Dial 9+465-3550+the 4 digit extension

B. Network of Interoffice:

8+FPL network number (example - to the GO 8+552-XXXX)

C. Intrafacility:

Dial the 4 digit extension

D. Local Calls (off-network):

9+outside 7 digit number

E. Long Distance Calls (off-network):

8+1+area code+7 digit number+authorization code (on the phone)

F. Local Directory Assistance

9+411

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**ATTACHMENT 10A
COMMUNICATIONS GUIDELINES**

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III. Other Communications Systems (continued)

2. HP Off-site Radio Channel

- A.** A unique 900 Mhz channel for communications with the off-site field monitoring teams. The TSC has the primary responsibility for communicating with the field teams and use of this radio in the EOF is only as a backup to the TSC. The radio is a Motorola Spectra which has been set up so that the HP Off-site Channel is the "home" channel.

1. To power-up the radio:

- a.** Plug the power cord into the wall outlet behind the table.
- b.** Press the red button on the speaker box (Astron RS-12S) to the up position, button will illuminate.
- c.** Depress the "pwr" button on the Spectra radio.

2. To operate the radio:

- a.** Depress the transmit side (with the lightning bolt) of the microphone base and begin transmission.

3. §2 Local Government Radio (LGR) - CALL SIGN: KILO NOVEMBER GOLF ROMEO 8-7-4 (KNGR874)

- A.** The LGR System operates on frequencies allocated in the State Division of Emergency Management (DEM) and is typically used to maintain communications with the State Department of Health (DOH), Mobile Emergency Radiological Laboratory (MERL) and the DOH field monitoring teams.

- B.** The system has two low band radio frequencies. There are separate Motorola Command Series table radios, one set to the primary channel, F2 (39.180 Mhz, State channel 1) and the other set to the secondary channel, F1 (39.100 Mhz, State channel 2). The radios can be operated either by depressing the "transmit" button on the console or by removing the handset and depressing the "push-to-talk" bar in the handset. The "xmit" light is lit during transmission. (Preference should be given to using the handset).

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**ATTACHMENT 10B
PLANT DATA SHEET**
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1

ERDADS RG1 Screen Mimic

				10 METER		57.9 METER	
				MPH		MPH	
				DEG		DEG	
				DEG F		DEG F	
				DEG F / 50 METER			
<u>CHANNEL</u>	<u>MAIN STEAM</u>	<u>VALUE</u>	<u>UNITS</u>	<u>CHANNEL</u>	<u>CONTAINMENT</u>	<u>VALUE</u>	<u>UNITS</u>
05-01	A MAIN STM	_____	MR/HR	58	A HI RANGE	_____	R/HR
05-02	B MAIN STM	_____	MR/HR	59	B HI RANGE	_____	R/HR
					PRESSURE	_____	PSIG
<u>CHANNEL</u>	<u>ECCS 1A</u>	<u>VALUE</u>	<u>UNITS</u>	<u>CHANNEL</u>	<u>PLANT VENT</u>	<u>VALUE</u>	<u>UNITS</u>
02-05	LOW RANGE	_____	uC/cc	01-05	LOW RANGE	_____	uC/cc
02-07	MID RANGE	_____	uC/cc	01-07	MID RANGE	_____	uC/cc
02-09	HI RANGE	_____	uC/cc	01-09	HI RANGE	_____	uC/cc
02-10	FLOW	_____	SCFM	01-10	FLOW	_____	SCFM
<u>CHANNEL</u>	<u>ECCS 1B</u>	<u>VALUE</u>	<u>UNITS</u>	<u>CHANNEL</u>	<u>FUEL BLDG</u>	<u>VALUE</u>	<u>UNITS</u>
03-05	LOW RANGE	_____	uC/cc	04-05	LOW RANGE	_____	uC/cc
03-07	MID RANGE	_____	uC/cc	04-07	MID RANGE	_____	uC/cc
03-09	HI RANGE	_____	uC/cc	04-09	HI RANGE	_____	uC/cc
03-10	FLOW	_____	SCFM	04-10	FLOW	_____	SCFM

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**ATTACHMENT 10B
PLANT DATA SHEET
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ERDADS RG2 Screen Mimic

2

					10 METER	57.9 METER
					_____ MPH	_____ MPH
					_____ DEG	_____ DEG
					_____ DEG F	_____ DEG F
					_____ DEG F	

<u>CHANNEL</u>	<u>MAIN STEAM</u>	<u>VALUE</u>	<u>UNITS</u>	<u>CHANNEL</u>	<u>CONTAINMENT</u>	<u>VALUE</u>	<u>UNITS</u>
631	A MAIN STM	_____	MR/HR	40	A HI RANGE	_____	R/HR
632	B MAIN STM	_____	MR/HR	41	B HI RANGE	_____	R/HR
633	BACKGROUND	_____	MR/HR		PRESSURE	_____	PSIG

<u>CHANNEL</u>	<u>ECCS 2A</u>	<u>VALUE</u>	<u>UNITS</u>	<u>CHANNEL</u>	<u>PLANT VENT</u>	<u>VALUE</u>	<u>UNITS</u>
601	LOW RANGE	_____	uC/cc	621	LOW RANGE	_____	uC/cc
602	MID RANGE	_____	uC/cc	622	MID RANGE	_____	uC/cc
603	HI RANGE	_____	uC/cc	623	HI RANGE	_____	uC/cc
604	EFFLUENT	_____	uC/SEC	624	EFFLUENT	_____	uC/SEC

<u>CHANNEL</u>	<u>ECCS 2B</u>	<u>VALUE</u>	<u>UNITS</u>
611	LOW RANGE	_____	uC/cc
612	MID RANGE	_____	uC/cc
613	HI RANGE	_____	uC/cc
614	EFFLUENT	_____	uC/SEC

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ATTACHMENT 11
COUNTY TECHNICAL ADVISOR CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

A.	<u>FACILITY ACTIVATION</u>	<u>INITIAL</u>
-----------	-----------------------------------	-----------------------

1. If arriving at EOF:

- | | | |
|----|---|-------|
| a. | Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| b. | Identify availability to the EIM. | _____ |
| c. | Take a copy of your checklist when dispatched to the County. | _____ |

OR

If arriving at the Emergency Operation's Center or having been dispatched from the EOF:

- | | | |
|----|--|-------|
| a. | Introduce yourself to the EOC staff. | _____ |
| b. | Contact the EOF and notify The EIM or an EIM / ENC Technical Advisor of your contact phone number. | _____ |
| c. | Request a copy of your checklist be telecopied to you. | _____ |

B.	<u>FACILITY OPERATION</u>
-----------	----------------------------------

1. Steps to occur continually while the facility (EOC) is in operation:

- | | | |
|----|---|--|
| a. | Provide overview of accident conditions and plant status. | |
| b. | Answer technical questions and add clarification of issues not understood in the EOC. | |
| c. | Contact personnel in the EOF for assistance in obtaining information (use the ERD). | |
| d. | Participate in facility (EOC) briefings, as requested. | |

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ATTACHMENT 11
COUNTY TECHNICAL ADVISOR CHECKLIST
(Page 2 of 2)

C. FACILITY CLOSEOUT AND RESTORATION

1. Debriefed with EOC Manager. _____
2. Collected all generated paperwork. _____
3. Closed out with the EIM or EIM / ENC Technical Advisor. _____
4. Return position notebook and completed paperwork to
Emergency Planning as soon as possible.

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ATTACHMENT 12
EOF HEALTH PHYSICS MANAGER CHECKLIST

(Page 1 of 3)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | A. <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|--|-----------------------|
| 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. Verify that the following positions are filled: | |
| a. EOF Dose Assessor / FMT Coord (3) | _____ |
| b. EOF HP Tech Support | _____ |
| c. EOF Rad Status Boards Keeper | _____ |
|
B. <u>FACILITY OPERATION</u> | |
| 1. Initiate the HP Logbook. | _____ |
| 2. Conduct a turnover with the TSC Chemistry Supervisor prior to commencing dose assessment. | _____ |
| 3. Conduct a turnover with the TSC HP Supervisor prior to taking over the Field Monitoring Teams. | _____ |
| 4. Request that clocks in the Dose Assessment area be synchronized with ERDADS. In case of ERDADS failure, synchronize with the affected Control Room. | _____ |
| 5. Steps to occur continually while the facility is in operation: | |
| a. Monitor radiological conditions associated with the emergency. | |
| b. Manage the dose assessment and field monitoring activities in the EOF. | |
| c. Routinely update the RM on radiological / meteorological conditions and potential impact to the event. | |

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ATTACHMENT 12
EOF HEALTH PHYSICS MANAGER CHECKLIST
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B. FACILITY OPERATION (continued)

5. (continued)

- d. Assist the RM in determining PARs based on radiological conditions (use the Determination of Protective Action Recommendations (PARs) attachment in EPIP-08, Off-site Notifications and Protective Action Recommendations).
- e. Assist the EOF RM OPs Advisor / RM in determining the "Off-site Release Significance Category" as called for on the State Notification Form, as necessary.
- f. Review emergency dose extensions with the RM and the EC (use Attachment 12A, Exposure Limits for Emergency Response Personnel).
- g. Provide technical support to EOF Communicators.
- h. Interface with the EOF ETM to resolve issues involving plant components affecting plant releases.
- i. Provide radiological information to support the EOF EIM and the Emergency News Center (ENC).
- j. Interface with the State Bureau of Radiation Control.
- k. Keep the RM abreast of the status of Bureau of Radiation Control activities.
- l. Interface with the NRC Protective Measures Coordinator when the NRC Site Team arrives onsite.
- m. Support recovery planning as requested by the RM.

IR7

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ATTACHMENT 12
EOF HEALTH PHYSICS MANAGER CHECKLIST
(Page 3 of 3)

C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- | | | |
|----|--|-------|
| 1. | All radiological assessment activities in the EOF have been terminated. | _____ |
| 2. | All HP paperwork is collected. | _____ |
| 3. | All documents, equipment, and supplies returned to pre-activation condition and / or location. | _____ |
| 4. | Closed out the HP Logbook. | _____ |
| 5. | Provided all completed paperwork (not bound in the position notebook) to the RM. | _____ |
| 6. | Returned position notebook to storage shelf. | _____ |

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ATTACHMENT 12A
§2.14 EXPOSURE LIMITS FOR EMERGENCY RESPONSE PERSONNEL
(Page 1 of 1)

NOTE

1. Both Total Dose (TEDE) and Thyroid Dose (CDE) should be used for purposes of controlling exposure.
2. Protective clothing, including respirators, should be used where appropriate.

For the following missions, the exposure limit is ⁽¹⁾ :	Total Dose ⁽²⁾ (TEDE)	THYROID ⁽³⁾ (CDE)
Performance of actions that would not directly mitigate the event, minimize escalation, or minimize effluent releases.	5 REM	50 REM
Performance of actions that mitigate the escalation to the event, rescue persons from a <u>non-life</u> threatening situation, minimize exposures or minimize effluent releases.	10 REM	100 REM
Performance of actions that decrease the severity of the event or terminate the processes causing the event in an attempt to control effluent releases to avoid extensive exposure of large populations. Also, rescue of persons from a <u>life-threatening</u> situation.	25 REM	250 REM
Rescue of person from a <u>life-threatening</u> situation. (Volunteers ⁽⁴⁾ should be above the age of 45.)	(5)	(5)

- (1) Exposure limits to the lens of the eye are 3 times the Total Dose (TEDE) values listed.
- (2) Total Dose (TEDE) is the total whole body exposure from both external and internal (weighted) sources - Total Effective Dose Equivalent.
- (3) Thyroid Dose (CDE) commitment from internal sources - Committed Dose Equivalent. The same dose limits also apply to other organs (CDE), skin (Shallow Dose Equivalent) and extremities (Extremity Dose Equivalent).
- (4) Volunteers with full awareness of risks involved including numerical levels of dose at which acute effects of radiation will be incurred and numerical estimates of the risk of delayed effects.
- (5) No upper limit for Total Dose (TEDE) and / or Thyroid Dose (CDE) exposure has been established because it is not possible to prejudge the risks that one person should be allowed to take to save the life of another. Also, no specific limit is given for thyroid exposure since in the extreme case, complete thyroid loss might be an acceptable sacrifice for a life saved. This should not be necessary if respirators and / or thyroid protection for rescue personnel are available as the result of adequate planning.

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ATTACHMENT 13
EOF DOSE ASSESSOR / FMT COORD CHECKLIST
(Page 1 of 2)

NOTE

1. The responsibilities of the FMT Coordinator are provided in EPIP-10, Off-Site Radiological Monitoring.
2. When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. _____
2. Identified availability to RM (serve as initial EOF HP Manager) _____

OR

Identified availability to EOF HP Manager. _____

B. FACILITY OPERATION

NOTE

1. Initial operating instructions for use of the Class A Model are provided in EPIP-09, Off-Site Dose Calculations.
2. If the computerized Class A Model is not available, dose assessment shall be conducted in accordance with EPIP-09.

1. Establish communication link with the TSC Dose Assessor. _____
2. Request all previous dose calculation paperwork from the TSC. _____
3. Complete Class A Model QC check. _____

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ATTACHMENT 13
EOF DOSE ASSESSOR / FMT COORD CHECKLIST
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B. FACILITY OPERATION (continued) INITIAL

4. Steps to occur continually while the facility is in operation:
 - a. Obtain input data for the Class A Model from the EOF ERDADS Operator (RG 1/2 Screen).
 - b. Coordinate dose assessment with the TSC.
 - c. Provide status board update information to the EOF Rad Status Board keeper (use the "Status Board" printout from the Class A Program.
 - d. Coordinate dose assessment with the State Bureau of Radiation Control.
 - e. Review / compare field monitoring results with dose calculations.
 - f. Report dose assessment results to the EOF HP Manager.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. All dose assessment activities terminated. _____
2. TSC communications link terminated. _____
3. All documents, equipment, and supplies returned to pre-activation condition and / or location. _____
4. All paperwork collected. _____
5. Provided all completed paperwork (not bound in the position notebook) to EOF HP Manager. _____
6. Returned position notebook to storage shelf. _____

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ATTACHMENT 14
EOF HP TECH SUPPORT CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | A. <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|--|-----------------------|
| 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. Identify availability to EOF Health Physics Manager. | _____ |
| B. <u>FACILITY OPERATION</u> | |
| 1. Synchronize clocks in the HP area with ERDADS. In case of ERDADS failure, synchronize with the affected Control Room. | _____ |
| 2. Steps to occur continually while the facility is in operation: | |
| a. Assist in dose assessment and / or field monitoring activities, as needed. | |
| b. Ensure HP data posted on status boards are current. | |
| c. Provide support to the EOF Health Physics Manager as requested. | |
| d. Support the EOF Health Physics Manager in establishing 24 hour staffing, report staffing to the EOF Administrative Supervisor. | |
| e. Provide HP technical information / support to the Emergency News Center (ENC) and assist with press briefings, as necessary. | |

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ATTACHMENT 14
EOF HP TECH SUPPORT CHECKLIST
(Page 2 of 2)

C. FACILITY CLOSEOUT AND RESTORATION INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- | | | |
|----|--|-------|
| 1. | Assisted with termination of all HP activities in the EOF / ENC. | _____ |
| 2. | All documents, equipment, and supplies returned to pre-activation condition and / or location. | _____ |
| 3. | Provided all completed paperwork (not bound in the position notebook) to the EOF HP Manager. | _____ |
| 4. | Returned position notebook to storage shelf. | _____ |

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ATTACHMENT 15
EOF RAD STATUS BOARD KEEPER CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | | <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|-----------|---|-----------------------|
| 1. | Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. | Identify availability to the EOF Health Physics Manager. | _____ |
| B. | <u>FACILITY OPERATION</u> | |
| 1. | Verify HP Emergency Kit inventory. | _____ |
| 2. | Steps to occur continually while the facility is in operation: | |
| a. | Obtain data from the EOF Dose Assessor and EOF FMT Coordinator. | |
| b. | Update status boards with new radiological data. | |
| c. | Verify that all data has been accurately transferred to the status boards. | |
| d. | Make corrections, when identified, by circling the corrected data. | |
| e. | When all status board columns / blanks are filled, erase the first two columns / blanks, enter new data, with a different colored marker, leaving space between the new and the old data. | |

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ATTACHMENT 15
EOF RAD STATUS BOARD KEEPER CHECKLIST
(Page 2 of 2)

C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Status boards have been cleared and returned to pre-activation condition.
2. Equipment and supplies have been returned to the HP Emergency Kit.
3. Provided all completed paperwork (not bound in the position notebook) to the EOF HP Manager.
4. Returned position notebook to storage shelf.

/R7

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ATTACHMENT 16
EOF ADMINISTRATIVE SUPERVISOR CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | A. <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|---|-----------------------|
| 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. Identify availability to the Recovery Manager. | _____ |
| 3. Direct an EOF Administrative staff member to post all EPIP revision numbers on the status board. | _____ |
| 4. Ensure facility public address system is turned on (amplifier in Administration area, Room 102) and conduct a test page using the RM microphone. | |
| a. Coverage includes the Bullpen and the surrounding office areas. | |
| b. Coverage DOES NOT include the Emergency News Center (ENC). | _____ |
| 5. Ensure the "Videolink" system is turned on. | |
| a. Turn on the master video switch located in the rack mount cabinet in Room 132 (key #14 in keybox). | |
| b. In the "Bullpen" turn on the two television sets using the remote controls (one for each television set) on the RM table. | |
| c. Set the channel selector to channel 7 and adjust volume. | |
| B. <u>FACILITY OPERATION</u> | |
| 1. Ensure procedures, other documents and drawings are available and the revision numbers verified. | _____ |
| 2. Steps to occur continually while the facility is in operation: | |
| a. Manage EOF Administrative Staff. | |

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ATTACHMENT 16
EOF ADMINISTRATIVE SUPERVISOR CHECKLIST
(Page 2 of 2)

B. FACILITY OPERATION (continued) INITIAL

2. (continued)

- b. Ensure photocopiers, telecopiers, computers, printers, and telephones are maintained operable.
- c. Supervise distribution of all data, notification forms, and other information.
- d. Facilitate distribution of clerical supplies to all groups in the EOF.
- e. Coordinate with facility managers or designee, to establish 24 hour staffing and completing Attachment 2A, EOF ERO Shift Staffing, Emergency Response Organization and Shift Staffing, (all positions should be filled, except as authorized by the RM).
- f. Ensure arrangements for food, water, and other necessities are made for next 48 to 72 hours, if necessary.
- g. Arrange for hotel reservations and car rentals for incoming personnel as directed by the RM.
- h. Work with the RM for authorization for the expenditure of funds.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- 1. Supervised facility walkthrough to ensure all documents, equipment, and supplies were returned to pre-activation condition and / or location. _____
- 2. Provided all completed paperwork (not bound in the position notebook) to the RM. _____
- 3. Returned position notebook to storage shelf. _____
- 4. Advise EP Department of any supply issues or tickets submitted for equipment (faxes, copiers, computers, etc.) repairs. _____

/R7
/R7

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ATTACHMENT 17
EOF ADMINISTRATIVE STAFF CHECKLIST
(Page 1 of 3)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | A. | <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|-----------|---|-----------------------|
| 1. | Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. | Identify availability to the EOF Administrative Supervisor. | _____ |
| 3. | Verify procedures by posting revision numbers on the status board. Post all procedures (EPIP, HP, Chem). Consult Control Copy 1 in the Recovery Manager's Office or follow the steps below to print out an EPIP list. | _____ |
| a. | On the Nuclear Notes Page, PSL Notes Applications, CLICK on "Procedures". | |
| b. | On the PSL Documents page, CLICK on "Procedures". | |
| c. | On the "Search" toolbar, CLICK the far right tab labeled "More". | |
| d. | In the lower middle portion of the expanded "Search" toolbar, CLICK on "Load Search". | |
| e. | SELECT "Group Search (Shared)" from the drop down menu. | |
| f. | In the "Search for" line, TYPE "EP" (where the "XX" is). | |
| g. | CLICK on "Search" <u>or</u> HIT "Enter". | |
| h. | EPIP list is now displayed (procedures are not in any particular order). | |
| i. | To print the list, CLICK on "Print Index". | |

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ATTACHMENT 17
EOF ADMINISTRATIVE STAFF CHECKLIST
(Page 2 of 3)

B. FACILITY OPERATION

INITIAL

- | | |
|--|-------|
| 1. All photocopiers, telecopiers, computers, printers, etc. energized and problems reported to EOF Administrative Supervisor. | _____ |
| 2. Switchboard phone manned. | _____ |
| 3. Establish log for incoming / outgoing telecopiers, using Attachment 17A, Telecopy Log. | _____ |
| 4. Steps to occur continually while the facility is in operation: | |
| a. Provide clerical supplies to all groups in the EOF, as needed. | |
| b. Produce required / requested copies, retain originals. | |
| c. Distribute copies, telecopies, etc. to recipients as quickly as possible (e.g., ERDADS data sheets, notification forms, news releases, etc.). | |
| d. Distribute copies of notification forms and press releases using "Right Fax". | |
| e. Provide any incoming telecopy materials to the RM, RM OPS Advisor / Logkeeper or as designated on the cover page. | |
| f. Assist the EOF Administrative Supervisor in establishing 24 hour staffing. | |
| g. Perform duties assigned by the EOF Administrative Supervisor. | |

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ATTACHMENT 17
EOF ADMINISTRATIVE STAFF CHECKLIST
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C. FACILITY CLOSEOUT AND RESTORATION

INITIAL

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. All photocopiers, telecopiers, computers, printers, etc. de-energized and problems reported to EOF Administrative Supervisor. _____
2. Conducted facility walkthrough to ensure all documents, equipment, and supplies were returned to pre-activation condition and / or location. _____
3. Provided completed paperwork (not bound in the position notebook) to the EOF Administrative Supervisor. _____
4. Returned position notebook to storage shelf. _____

/R7

/R7

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ATTACHMENT 18
EOF EMERGENCY SECURITY MANAGER CHECKLIST
(Page 1 of 3)

<p><u>NOTE</u> When necessary or appropriate, steps of this checklist may be performed out of sequence.</p>

- | A. <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
|--|-----------------------|
| 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. Identify availability to the RM. | _____ |
| 3. § ₃ Establish controls to ensure all EOF personnel comply with the requirements of the Fitness for Duty Rule. | _____ |
| 4. Verify operability of the intoxilyzer. | _____ |
| 5. Ensure EOF security force established. | _____ |
|
B. <u>FACILITY OPERATION</u> | |
| 1. Establish access control for the EOF and Emergency News Center (ENC). | _____ |
| 2. Contact the TSC Security Supervisor. | _____ |
| a. Establish responsibility / protocol for notification of off-site authorities regarding the status of site evacuation. | |
| 3. Initiate the Security Logbook. | _____ |
| 4. Steps to occur continually while the facility is in operation: | |
| a. Advise RM on security related matters. | |
| b. § ₂ Provide liaison function between local law enforcement and rescue agencies and FPL for issues such as: | |
| 1. Bomb threats or acts of terrorism. | |
| 2. Members of the public or the media arriving at the site. | |

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ATTACHMENT 18
EOF EMERGENCY SECURITY MANAGER CHECKLIST
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B. FACILITY OPERATION (continued) INITIAL

4. (continued)
 - b. (continued)
 3. Site egress and ingress.
 4. Fire or rescue / medical response.
 - c. Coordinate safeguards suspension with the TSC Security Supervisor.
 - d. Monitor site accountability status.
 - e. Interface with NRC Safeguards / Security Coordinator when the NRC Site Team arrives at the EOF.
 - f. Track status of injured personnel taken to an off-site medical facility (use Attachment 18A, Injured Person Report).
 - g. Maintain the Security Logbook.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. All paperwork collected. _____
2. Closed out with the local law enforcement agencies. _____
3. Closed out Security Logbook. _____
4. Provided all completed paperwork (not bound in the position notebook) to the RM. _____
5. Returned position notebook to storage shelf. _____
6. All access badges returned to pre-activation location. _____

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ATTACHMENT 18
EOF EMERGENCY SECURITY MANAGER CHECKLIST
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- | | | |
|-----------|---|-----------------------|
| C. | <u>FACILITY CLOSEOUT AND RESTORATION</u> (continued) | <u>INITIAL</u> |
| | 7. Facility sweep completed. | _____ |
| | 8. Facility locked and alarm set. | _____ |

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**ATTACHMENT 18A
INJURED PERSON REPORT
(Page 1 of 1)**

NAME:		EMPLOYER: <input type="checkbox"/> FPL <input type="checkbox"/> OTHER (list company name)	JOB DESCRIPTION:
TIME INJURED:	TIME REPORTED:	NATURE OF INJURY:	LOCATION WHERE INJURY OCCURRED:
IS THE VICTIM CONTAMINATED? <input type="checkbox"/> NO <input type="checkbox"/> YES		WHAT BODY PARTS CONTAMINATED?	LEVEL OF CONTAMINATION AREA _____ LEVEL _____ DPM _____ CPM AREA _____ LEVEL _____ DPM _____ CPM AREA _____ LEVEL _____ DPM _____ CPM
TRANSPORTED TO HOSPITAL? <input type="checkbox"/> NO <input type="checkbox"/> YES		HOW TRANSPORTED?	NAME OF HOSPITAL OR OTHER LOCATION
ACTIVITY AT THE TIME INJURY OCCURRED		CURRENT MEDICAL CONDITION	
MISC. INFO.			

NAME:		EMPLOYER: <input type="checkbox"/> FPL <input type="checkbox"/> OTHER (list company name)	JOB DESCRIPTION:
TIME INJURED:	TIME REPORTED:	NATURE OF INJURY:	LOCATION WHERE INJURY OCCURRED:
IS THE VICTIM CONTAMINATED? <input type="checkbox"/> NO <input type="checkbox"/> YES		WHAT BODY PARTS CONTAMINATED?	LEVEL OF CONTAMINATION AREA _____ LEVEL _____ DPM _____ CPM AREA _____ LEVEL _____ DPM _____ CPM AREA _____ LEVEL _____ DPM _____ CPM
TRANSPORTED TO HOSPITAL? <input type="checkbox"/> NO <input type="checkbox"/> YES		HOW TRANSPORTED?	NAME OF HOSPITAL OR OTHER LOCATION
ACTIVITY AT THE TIME INJURY OCCURRED		CURRENT MEDICAL CONDITION	
MISC. INFO.			

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ATTACHMENT 19
NUCLEAR DIVISION DUTY OFFICER CHECKLIST
 (Page 1 of 2)

NOTE

1. The following information is provided when responding in the EOF.
2. When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | | | |
|-----------|--|-----------------------|
| A. | <u>FACILITY ACTIVATION</u> | <u>INITIAL</u> |
| | 1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| B. | <u>FACILITY OPERATION</u> | |
| | 1. Initiate the Emergency Control Officer (ECO) Logbook. | _____ |
| | 2. Notify INPO that an Alert (or higher) emergency class was declared. | _____ |
| | 3. Steps to occur continually while the facility is in operation: | |
| | a. Maintain 24 hour per day on-call availability. | |
| | b. Serve as a technical advisor for the ECO. | |
| | 1. Serve as advisor to the EIM on technical matters that may aid in the formation of news releases. | |
| | 2. Serve as advisor to the GAM, Risk Manager, or to State and County agencies on technical matters. | |
| | 3. Make notifications for the ECO, as directed. | |
| | 4. Serve as "interim ECO" in the EOF during periods of time when the ECO leaves the facility. | |
| | c. Maintain a record of the event and activities in the ECO Logbook (use Attachment 19A, Typical Information to be Included in the ECO Logbook). | |

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ATTACHMENT 19
NUCLEAR DIVISION DUTY OFFICER CHECKLIST
 (Page 2 of 2)

B. FACILITY OPERATION (continued)

INITIAL

3. (continued)

d. Request that INPO assist FPL by performing the following:

1. As requested, submit press releases over Nuclear Network.
2. Promptly inform FPL of any media inquiries or industry offers to provide assistance by contacting you (NDDO) in the EOF (or other location) at your number.
3. Record all conversations with INPO in detail in the ECO Logbook.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Terminated assistance to the ECO. _____
2. Collected all paperwork. _____
3. Closed out the ECO Log, returned the Logbook to the ECO position notebook office. _____
4. Provided all completed paperwork (not bound in the position notebook) to the RM. _____
5. Returned position notebook to storage shelf. _____

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ATTACHMENT 19A
TYPICAL INFORMATION TO BE INCLUDED IN THE ECO LOGBOOK
 (Page 1 of 1)

Maintaining concise detailed logs during an emergency event is very important. Following the event, all information recorded will be needed to provide a clear picture of actions taken. Regulatory agencies will use this information to evaluate the adequacy of mitigative and corrective actions taken by the Emergency Responders:

The following information should be included in the ECO Logbook:

- Time of each entry.
- Summary of any directions given to other Emergency Responders (i.e., who was told what to do when).
- Summary of discussions with Emergency Managers.
- Summary of discussions with the Chief Nuclear Officer.

Do not remove pages from the Logbook.

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ATTACHMENT 20
EMERGENCY CONTROL OFFICER CHECKLIST
 (Page 1 of 1)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION **INITIAL**

1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. _____

B. FACILITY OPERATION

1. Steps to occur continually while the facility is in operation:
 - a. Approve news releases.
 - b. Serve as official spokesperson for the Nuclear Division.
 - c. Ensure the RM is aware of the primary concerns of the media / public.
 - d. Act as the chief nuclear officer.
 - e. Keep the RM abreast of activities involving the Governmental Affairs Manager and Risk Manager, if they are not in the EOF.
 - f. Maintain awareness of plant status and radiological conditions.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

1. Spokesperson responsibilities have been returned to Corporate Communications. _____
2. Provided all completed paperwork (not bound in the position notebook) to the RM. _____
3. Returned position notebook to storage shelf.

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ATTACHMENT 21
GOVERNMENTAL AFFAIRS MANAGER CHECKLIST
(Page 1 of 2)

NOTE

1. The following information is provided when responding in the EOF.
2. When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION

INITIAL

1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. _____
2. Verify that the following are notified:
 - a. Gov Affairs Rep (Tallahassee) _____
 - b. Governor's Advisor _____
 - c. Governmental Affairs Assistant _____
 - d. Aviation Department _____

B. FACILITY OPERATION

NOTE

The liaison function between the ECO and public officials is accomplished by the GAM in conjunction with the Governmental Affairs Assistant, Governmental Affairs Representative in Tallahassee and the Governor's Advisor.

1. Steps to occur continually while the facility is in operation:
 - a. Share informational updates.
 - b. Refer any specific questions or comments from elected or political authorities to the ECO.
 - c. Report summaries of interface with governmental officials routinely to the ECO.
 - d. Promptly report rumors that could significantly impact emergency response capability to the ECO.
 - e. Keep a log of all significant information.

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ATTACHMENT 21
GOVERNMENTAL AFFAIRS MANAGER CHECKLIST
(Page 2 of 2)

- | C. | <u>FACILITY CLOSEOUT AND RESTORATION</u> | <u>INITIAL</u> |
|----|---|----------------|
| 1. | All off-site interfaces have been discontinued. | _____ |
| 2. | Turnover and closeout provided to the ECO regarding liaison activities with off-site officials. | _____ |
| 3. | All paperwork collected. | _____ |
| 4. | All completed paperwork forwarded to Emergency Planning. | _____ |

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ATTACHMENT 22
EMERGENCY INFORMATION MANAGER CHECKLIST
 (Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

- | | | <u>INITIAL</u> |
|-----------|---|----------------|
| A. | <u>FACILITY ACTIVATION</u> | |
| 1. | Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. | _____ |
| 2. | Obtain an update from the ECO or RM. | _____ |
| 3. | Re-establish contact with the Emergency News Center (ENC) Manager. | _____ |
| 4. | Re-establish contact with the "acting" EIM. | _____ |
| 5. | Resume responsibility for all communications, as appropriate. | _____ |
| 6. | Determine when sufficient staff is present to handle all further media briefings from the ENC. | _____ |
| 7. | Recommend to the ECO that the ENC should be declared operational. Operational at _____. | _____ |
| B. | <u>FACILITY OPERATION</u> | |
| 1. | Request that clocks in the ENC be synchronized with EOF (based on ERDADS). | |
| 2. | Issue a news release announcing operation of the ENC, its location and the media phone number. | _____ |
| 3. | Ensure a County Technical Advisor is dispatched to St. Lucie and Martin Counties. | _____ |
| 4. | Direct an EIM / ENC Technical Advisor to keep Logbook. | _____ |
| 5. | Steps to occur continually while the facility is in operation: | |
| a. | When developing updates, subsequent statements and / or news releases, obtain approval from the ECO. | |

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ATTACHMENT 22
EMERGENCY INFORMATION MANAGER CHECKLIST
(Page 2 of 2)

B. FACILITY OPERATION (continued)

INITIAL

5. (continued)

- b. Coordinate reviews with State, County and Federal representatives in the EOF.**
- c. Ensure that all FPL news releases are delivered to the EOF Administrative Staff for distribution to the appropriate agencies (including the Corporate Communications (CC) staff in Juno Beach).**
- d. Ensure that all FPL news releases are delivered to the ENC and shared among the participants in the joint news center prior to briefings.**
- e. Conduct new briefings (use Attachment 22A, News Briefing Guidelines, to this attachment).**
- f. Attend EOF briefings and meetings, especially those called to determine State and County Protective Action Recommendations (PARs) if possible.**

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

- As necessary, continued interface with the media should be in accordance with standard Corporate Communications procedures.**
- All paperwork completed in the position notebook should remain in the position notebook.**

- 1. Media notified of ENC deactivation.**
- 2. ENC returned to pre-activation condition.**
- 3. County Technical Advisors recalled.**
- 4. Provided all completed paperwork (not bound in the position notebook) to the RM.**
- 5. Returned position notebook to storage shelf.**

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**ATTACHMENT 22A
NEWS BRIEFING GUIDELINES**

(Page 1 of 1)

NOTE

These guidelines are taken from the Corporate Communications Nuclear Emergency Plan (CCNEP). For additional information, the CCNEP should be consulted.

1. In coordination with the ENC Manager, schedule and moderate media briefings in the ENC Media Briefing Room.
2. These briefings should be proceeded by a briefing in the ENC to determine the following:
 - A. Who has announcements
 - B. What the announcements are
 - C. What priority they should be in
3. Briefings should be conducted every hour.
4. Use the ECO, other FPL decisionmakers, FPL technical staff and representatives from State, County and Federal emergency agencies as spokespersons.
5. Use FPL's technical advisors to conduct background briefings between news briefings, as appropriate.
6. During the briefing, refer the media's questions to the agency having jurisdiction of the subject of the question.

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ATTACHMENT 23
EIM / ENC TECHNICAL ADVISOR CHECKLIST
(Page 1 of 2)

NOTE

When necessary or appropriate, steps of this checklist may be performed out of sequence.

A. FACILITY ACTIVATION INITIAL

1. Refer to section 5.0 of this procedure (included in the position notebook) and review the general instructions. _____

B. FACILITY OPERATION

1. Initiate the EIM Logbook. _____
2. Steps to occur continually while the facility is in operation:
 - a. Gather information and ensure the EIM is up-to-date on the emergency status in the following areas:
 - Emergency Classifications
 - Corresponding Emergency Action Levels (EALs)
 - Associated Protective Action Recommendations (PARs)
 - Plant conditions and parameters
 - b. Assist the EIM with interpreting technical data to ensure accuracy of news releases.
 - c. Assist in obtaining data from the EOF staff for use in news releases, as needed (pay particular attention to updates of radiological information through dose assessment).
 - d. Verify that you are on the routing lists for the following information:
 - HP / Chemistry data
 - ETM / ERDADS updates
 - Nuclear licensing / communications data

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ATTACHMENT 23
EIM / ENC TECHNICAL ADVISOR CHECKLIST
(Page 2 of 2)

B. FACILITY OPERATION (continued) INITIAL

2. (continued)

- e. Review content of news releases for technical accuracy.
- f. Ensure that the ENC is receiving accurate, up-to-date information needed for media backgrounders.
- g. Conduct technical briefings, as requested.

C. FACILITY CLOSEOUT AND RESTORATION

NOTE

All paperwork completed in the position notebook should remain in the position notebook.

- 1. Assisted EIM in ENC closeout. _____
- 2. Returned all documents, equipment and supplies to pre-activation condition and / or location. _____
- 3. Closed out the EIM Log, returned Logbook to the EIM position notebook, and returned the notebook to the RM office. _____
- 4. Provided all completed paperwork (not bound in the position notebook) to the EIM. _____
- 5. Returned position notebook to storage shelf. _____