

ENTERGY NUCLEAR NORTHEAST  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
P.O. BOX 110, LYCOMING, NY 13093  
DOCUMENT TRANSMITTAL AND RECEIPT ACKNOWLEDGEMENT FORM

DATE: October 2, 2003  
CONTROLLED COPY NUMBER: 34

TO: U.S.N.R.C. Document Center/Washington, DC  
FROM: CATHY IZYK - EMERGENCY PLANNING DEPARTMENT  
SUBJECT: EMERGENCY PLAN AND IMPLEMENTING PROCEDURES

Enclosed are revisions to your assigned copy of the JAFNPP Emergency Plan and Implementing Procedures. Please remove and **DISCARD** the old pages. Insert the attached, initial and date this routing sheet and return the completed routing sheet to ***Cathy Izyk in the Emergency Planning Department within 15 days.*** If this transmittal is not returned within 15 days, your name will be removed from the controlled list.

**THESE PROCEDURES ARE EFFECTIVE**  
**Tuesday, October 7, 2003**

**VOLUME 2 Update List Dated October 7, 2003**

DOCUMENT	PAGES	REV. #	INITIALS/DATE
AP-1	REPLACE ALL	32	
EAP-14.1	REPLACE ALL	24	
EAP-14.2	REPLACE ALL	22	
EAP-14.5	REPLACE ALL	15	

A045

# EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 2 UPDATE LIST

CONTROLLED COPY # **34**

Date of Issue: OCTOBER 7, 2003

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
N/A	TABLE OF CONTENTS	REV. 19	02/98	N/A
IAP-1	EMERGENCY PLAN IMPLEMENTATION CHECKLIST	REV. 32	10/03	Informational
IAP-2	CLASSIFICATION OF EMERGENCY CONDITIONS	REV. 24	05/03	Informational
EAP-1.1	OFFSITE NOTIFICATIONS	REV. 49	08/03	Informational
EAP-2	PERSONNEL INJURY	REV. 26	01/03	Informational
EAP-3	FIRE	REV. 23	08/02	Informational
EAP-4	DOSE ASSESSMENT CALCULATIONS	REV. 33	06/03	Informational
EAP-4.1	RELEASE RATE DETERMINATION	REV. 16	05/03	Informational
EAP-5.1	DELETED (02/94)			
EAP-5.2	DELETED (04/91)			
EAP-5.3	ONSITE/OFFSITE DOWNWIND SURVEYS AND ENVIRONMENTAL MONITORING	REV. 9	08/02	Informational
EAP-6	IN-PLANT EMERGENCY SURVEY/ENTRY	REV. 17	05/03	Informational
EAP-7.1	DELETED (02/94)			
EAP-7.2	DELETED (02/94)			
EAP-8	PERSONNEL ACCOUNTABILITY	REV. 62	08/03	Informational
EAP-9	SEARCH AND RESCUE OPERATIONS	REV. 11	05/03	Informational
EAP-10	PROTECTED AREA EVACUATION	REV. 17	05/03	Informational
EAP-11	SITE EVACUATION	REV. 19	05/03	Informational
EAP-12	DOSE ESTIMATED FROM AN ACCIDENTAL RELEASE OF RADIOACTIVE MATERIAL TO LAKE ONTARIO	REV. 11	04/02	Informational
EAP-13	DAMAGE CONTROL	REV. 15	09/03	Informational
EAP-14.1	TECHNICAL SUPPORT CENTER ACTIVATION	REV. 24	10/03	Informational
EAP-14.2	EMERGENCY OPERATIONS FACILITY ACTIVATION	REV. 22	10/03	Informational
EAP-14.5	OPERATIONAL SUPPORT CENTER ACTIVATION	REV. 15	10/03	Informational

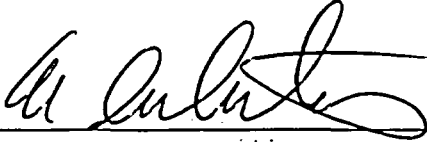
# EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 2 UPDATE LIST

Date of Issue: OCTOBER 7, 2003

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
EAP-14.6	HABITABILITY OF THE EMERGENCY FACILITIES	REV. 16	09/03	Informational
EAP-15	EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL	REV. 11	06/02	Informational
EAP-16	PUBLIC INFORMATION PROCEDURE	REV. 7	05/03	Informational
EAP-16.2	JOINT NEWS CENTER OPERATION	REV. 3	09/03	Informational
EAP-17	EMERGENCY ORGANIZATION STAFFING	REV. 107	08/03	Informational
EAP-18	DELETED (12/93)			
EAP-19	EMERGENCY USE OF POTASSIUM IODINE (KI)	REV. 23	09/03	Informational
EAP-20	POST ACCIDENT SAMPLE, OFFSITE SHIPMENT AND ANALYSIS	REV. 9	06/02	Informational
EAP-21	DELETED (12/85)			
EAP-22	DELETED (02/98)			
EAP-23	EMERGENCY ACCESS CONTROL	REV. 12	09/03	Informational
EAP-24	EOF VEHICLE AND PERSONNEL DECONTAMINATION	REV. 9	06/02	Informational
EAP-25	DELETED (02/94)			

ENERGY NUCLEAR OPERATIONS, INC.  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EMERGENCY PLAN IMPLEMENTATION CHECKLIST  
IAP-1  
REVISION 32

APPROVED BY:   
RESPONSIBLE PROCEDURE OWNER

DATE: 9/30/03

EFFECTIVE DATE: October 7, 2003

FIRST ISSUE ☐

FULL REVISION ☐

LIMITED REVISION ☒

*****	*****
*	*
* INFORMATIONAL USE *	* QUALITY RELATED *
*	*
*****	*****
*****	
*	
* ADMINISTRATIVE *	
*	
*****	

CONTROLLED COPY # 34

PERIODIC REVIEW DUE DATE: AUGUST 2007

## REVISION SUMMARY SHEET

## REV. NO.

- 32 • Added line "S" to attachment 1, the CR checklist and line "Y" to attachment 2, the TSC/EOF checklist providing a conference call bridge line number as an aid to better communications.
- 31 • On attachment 1 J & K and attachment 2 P & Q, added the words "including plant announcements".
- 30 • Modified order that information is given to SAS officer for pager/CAN activation in step C of Attachment 1 and 2.
  - Added provision to initiate EAP-19 upon declaration of a General Emergency.
- 29 • On attachment 1 and 2; section "C", added additional wording to clarify that this phone number is for CAN activation verification.
  - In section 4.2 deleted reference to the TSC or EOF in declaring or re-declaring an emergency, and changed the Emergency Director to Emergency Plant Manager.
  - On Attachment 1, sections K and L and on Attachment 2, section Q and R - changed Director to Plant Manager.
  - On Attachments 1 section L & Attachment 2 sections R added words to clarify the need to notify Security of SAE or GE classification time and direct them to start accountability.
- 28 • On attachment 1 and 2 section "C", corrected reference to EAP-17 attachment 4 not 5.
  - Added This is: (1) an actual emergency, OR (2) a drill, OR (3) a pager/on-call test" to attachments 1 and 2 section "C".
  - On attachment 1 and 2 section "C", added clarification wording that CAN will call 315-349-6261 (located near RECS line) for verification of CAN activation from the Control Room.

## TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 PURPOSE .....	4
2.0 REFERENCES .....	4
2.1 Performance References .....	4
2.2 Developmental References .....	4
3.0 INITIATING EVENTS .....	4
4.0 PROCEDURE .....	4
5.0 ATTACHMENTS .....	5
1. <u>CONTROL ROOM EMERGENCY PLAN IMPLEMENTATION CHECKLIST</u>	6
2. <u>TSC/EOF EMERGENCY PLAN IMPLEMENTATION CHECKLIST</u> ....	10

## 1.0 PURPOSE

The purpose of this procedure is to provide a checklist for implementing actions and direction in the use of additional procedures for implementing the emergency plan.

## 2.0 REFERENCES

### 2.1 Performance References

None

### 2.2 Developmental References

2.2.1 JAFNPP Emergency Plan, Volumes 2 & 3, Implementing Procedures.

## 3.0 INITIATING EVENTS

3.1 Either an Unusual Event, Alert, Site Area Emergency or General Emergency has been declared in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS.

## 4.0 PROCEDURE

NOTE: As a quick reference tool for the implementor of this procedure, a new checklist should be completed at initial declaration and each reclassification as appropriate. Additionally, a review of the checklist should be conducted for significant event related occurrences.

4.1 From the Control Room, when an emergency is classified or reclassified in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS, the immediate actions for the Emergency Director are (see Attachment 1):

## FACILITY ACTIVATION REQUIREMENTS

Facility	Unusual Event (0700-1530)	Unusual Event (After 1530, Weekends, Holidays)	Alert	Site Area Emergency	General Emergency
TSC	ED Decides	X <sup>(1)</sup>	X	X	X
OSC	ED Decides	X <sup>(1)</sup>	X	X	X
EOF	ED Decides	ED Decides	X	X	X
JNC	ED Decides	ED Decides	X	X	X

- (1) TSC and OSC must be activated at the Unusual Event classification during off-hours UNLESS the ED is confident that the emergency will not escalate.

(Facility activation may be modified by the Emergency Director if the safety of incoming personnel may be jeopardized by a security event or other event hazardous to incoming personnel.)

- 4.2 When an emergency is classified or reclassified in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS, then the immediate actions for the Emergency Director or Emergency Plant Manager are (see Attachment 2):

NOTE: As a quick reference tool for the implementor of this procedure, a new checklist should be completed at initial declaration and each reclassification as appropriate. Additionally, a review of the checklist should be conducted for significant event related occurrences.

- 4.3 If plant conditions deteriorate, implement IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS, to reclassify the emergency.

#### 5.0 ATTACHMENTS

1. CONTROL ROOM EMERGENCY PLAN IMPLEMENTATION CHECKLIST
2. TSC/EOF EMERGENCY PLAN IMPLEMENTATION CHECKLIST



# CONTROL ROOM EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 1 of 4

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/>  UE* ALERT* SAE* GE*	_____ Initials  _____ Time	A. Implement EAP-1.1, <u>OFFSITE NOTIFICATIONS</u> , in order to notify offsite agencies.
<input type="checkbox"/>  GE*	_____ Initials  _____ Time	B. If a General Emergency has been declared in accordance with IAP-2, <u>CLASSIFICATION OF EMERGENCY CONDITIONS</u> , then recommend protective actions in accordance with procedure EAP-4, DOSE ASSESSMENT CALCULATIONS, Attachment 1, Initial Protective Actions.
<input type="checkbox"/>  UE* ALERT* SAE* GE*	_____ Initials  _____ Time	C. Per EAP-1.1, notify Security (ext. 3456) to activate pagers, and if necessary CAN. Pagers should be activated at the NUE, and once again at the ALERT or higher classification if escalation from the NUE occurs. Provide the following information: 1. This is: (1) an actual emergency, OR (2) a drill, OR (3) a pager/on-call test 2. Emergency Classification and time declared. 3. IF AOP-43 in process, THEN direct SAS Officer to have Shift Security Supervisor make the plant announcement and offsite notifications. 4. Activate Pagers    YES    NO a. IF YES, provide 3 digit Pager Code    _____ 5. Activate CAN        YES    NO 6. Facilities activated: a. "Group 1" for (CR/TSC/OSC /JAF) <u>or</u> b. "Group 2" for (CR/TSC/OSC/JAF/EOF/JNC) <u>or</u> c. Selected: CR / TSC / OSC / JAF / EOF / JNC IF Security is unable to activate pagers and/or CAN, THEN the Shift Manager should utilize EAP-17, Attachment 4 to make the activation. CAN will call 315-349-6261 (located near RECS line) for verification of CAN activation. This is the only CR number authorized for CAN activation verification from the CR.
PAGER CODES		
1=Actual Event  2=Drill or Exercise  9=Pager/on-call test only	1=NUE 2=Alert 3=SAE 4=GE 9=None	1 = Report to CR/OSC/TSC 2 = Report to CR/OSC/TSC/EOF/JNC 3 = On duty only report to CR/OSC/TSC/EOF/JNC 7 = Personnel assigned a pager call CAN 800-205-5175 (respond as directed) 8 = All personnel report to EOF for further instructions 9 = No response required

\* IMPLEMENTATION IS REQUIRED AT THIS EMERGENCY CLASSIFICATION.

# CONTROL ROOM EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 2 of 4

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/> ALERT* SAE* GE*	Initials Time	D. Activate emergency response facilities in accordance with the Facility Activation Requirements matrix in Section 4.1
<input type="checkbox"/>	Initials Time	E. If a Gaseous Radioactivity Release is suspected, imminent, underway or has occurred, then implement EAP-4, <u>DOSE ASSESSMENT CALCULATIONS</u> , Attachment 1, <u>INITIAL PROTECTIVE ACTIONS</u> , in order to determine recommendations to be given to the County and State.
<input type="checkbox"/>	Initials Time	F. If a Liquid Radioactivity Release is imminent, underway or has occurred, then implement EAP-12, <u>DOSE ESTIMATED FROM AN ACCIDENTAL RELEASE OF RADIOACTIVE MATERIAL TO LAKE ONTARIO</u> , in order to determine dose projections and protective action recommendations to be given to the County and State.
<input type="checkbox"/>	Initials TIME	G. If a fire has occurred then implement EAP-3, <u>FIRE</u> , and conduct fire fighting efforts.
<input type="checkbox"/>	Initials Time	H. If a personnel injury has occurred, then consider implementation of EAP-2, <u>PERSONNEL INJURY</u> , based on the initiating events.
<input type="checkbox"/>	Initials Time	I. If a protected area and/or site evacuation have been initiated and it is necessary to enter areas where abnormal radiological conditions exist, then consider implementation of EAP-6, <u>IN-PLANT EMERGENCY SURVEY/ENTRY</u> , based on initiating events.

\* IMPLEMENTATION IS REQUIRED AT THIS EMERGENCY CLASSIFICATION.

# CONTROL ROOM EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 3 of 4

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/> SAE* GE*	_____ Initials _____ Time	J. If a Site Area Emergency or General Emergency has been declared, or, if any of the following: unanticipated confirmed multiple area radiation monitor alarms, ventilation monitor alarms, fire, EAP-6 survey showing high radiation, high airborne activity indicated by process computer alarms, then implement EAP-10, <b>PROTECTED AREA EVACUATION</b> , including plant announcements.
<input type="checkbox"/> SAE+ GE*	_____ Initials _____ Time	K. If a General Emergency has been declared, or at the discretion of the Emergency Plant Manager, implement EAP-11, <b>SITE EVACUATION</b> , based on the initiating events. If a Site Area Emergency has been declared, then consider implementation of EAP-11, <b>SITE EVACUATION</b> , based on the initiating events, including plant announcements.
30 Minute Limit To Complete From Time Declared  <input type="checkbox"/> SAE* GE*	_____ Initials _____ Time	L. If a Site Area Emergency or General Emergency has been declared, a Protected Area Evacuation or Site Evacuation has been completed, or at the Emergency Plant Manager's request, implement EAP-8, <b>PERSONNEL ACCOUNTABILITY</b> .  <input type="checkbox"/> Notify Security of the time the SAE or GE was <u>DECLARED</u> , AND  <input type="checkbox"/> Direct Security to commence Accountability
<input type="checkbox"/>	_____ Initials _____ Time	M. If onsite personnel are unaccounted for, or an individual may be missing, trapped or disabled, then implement EAP-9, <b>SEARCH AND RESCUE OPERATIONS</b> , based on initiating events.
<input type="checkbox"/>	_____ Initials _____ Time	N. If the TSC and OSC have been activated, and plant equipment has been damaged, then consider implementation of EAP-13, <b>DAMAGE CONTROL</b> , based on initiating events.

+ IMPLEMENTATION SHALL BE CONSIDERED AT THIS EMERGENCY CLASSIFICATION.

\* IMPLEMENTATION IS REQUIRED AT THIS EMERGENCY CLASSIFICATION.

# CONTROL ROOM EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 4 of 4

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/>	<div>Initials</div> <div>Time</div>	O. If authorization to receive emergency exposures is needed, then implement EAP-15, EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL, based on initiating events.
<input type="checkbox"/> GE*	<div>Initials</div> <div>Time</div>	P. If abnormal radiological conditions are indicated in the plant or environs, or, if a General Emergency has been declared, then implement EAP-19, EMERGENCY USE OF POTASSIUM IODIDE (KI).
<input type="checkbox"/>	<div>Initials</div> <div>Time</div>	Q. If unusual weather conditions exist or are imminent, consider implementation of SAP-19, SEVERE WEATHER, based on initiating events.
<input type="checkbox"/>	<div>Initials</div> <div>Time</div>	R. If plant conditions deteriorate, implement IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS, to reclassify the emergency.
<input type="checkbox"/>	<div>Initials</div> <div>Time</div>	S. If desired, NEC Bridge Line 2 (349-6847) can be used for conference call use to facility leads and the ED/EPM.

Signature \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

IAP-1

Rev. No. 32

EMERGENCY PLAN  
IMPLEMENTATION CHECKLIST

ATTACHMENT 1

Page 9 of 14

# TSC/EOF EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 1 of 5

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/>  UE* ALERT* SAE* GE*	_____ Initials _____ Time	A. Implement EAP-1.1, OFFSITE NOTIFICATIONS, in order to notify offsite agencies.
<input type="checkbox"/>  GE*	_____ Initials _____ Time	B. If a General Emergency has been declared, or if a gaseous radioactivity release is suspected, imminent, underway, or has occurred, then implement procedure EAP-4, DOSE ASSESSMENT CALCULATIONS, Attachment 2, AUGMENTED DOSE ASSESSMENT PROTECTIVE ACTIONS, in order to determine recommendations to be given to the County and State.
<input type="checkbox"/>  UE* ALERT* SAE* GE*	_____ Initials _____ Time	C. IF not already accomplished from the CR, THEN Per EAP-1.1, notify Security (ext. 3456) to activate pagers, and if necessary CAN. Pagers should be activated at the NUE, and once again at the ALERT or higher classification if escalation from the NUE occurs. Provide the following information: 1. This is: (1) an actual emergency, OR (2) a drill, OR (3) a pager/on-call test 2. Emergency Classification and time declared. 3. Activate Pagers YES NO a. IF YES, provide 3 digit Pager Code    ___ 4. Activate CAN YES NO 5. Facilities activated: a. "Group 1" for (CR/TSC/OSC /JAF) <u>or</u> b. "Group 2" for (CR/TSC/OSC/JAF/EOF/JNC) <u>or</u> c. Selected: CR / TSC / OSC / JAF / EOF / JNC IF Security is unable to activate pagers and/or CAN, THEN activation must occur utilizing EAP-17, Attachment 4. CAN will call 315-349-6261 (located near RECS line) for verification of CAN activation. This is the only CR number authorized for CAN activation verification from the CR.
PAGER CODES		
1=Actual Event  2=Drill or Exercise  9=Pager/on-call test only	1=NUE 2=Alert 3=SAE 4=GE 9=None	1 = Report to CR/OSC/TSC 2 = Report to CR/OSC/TSC/EOF/JNC 3 = On duty only report to CR/OSC/TSC/EOF/JNC 7 = Personnel assigned a pager call CAN 800-205-5175 (respond as directed) 8 = All personnel report to EOF for further instructions 9 = No response required

\* IMPLEMENTATION IS REQUIRED AT THIS EMERGENCY CLASSIFICATION.

IAP-1

Rev. No. 32

EMERGENCY PLAN

IMPLEMENTATION CHECKLIST

ATTACHMENT 2

Page 10 of 14

TSC/EOF EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 2 of 5

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/>  ALERT* SAE* GE*	_____ Initials  _____ Time	D. Activate emergency response facilities in accordance with the Facility Activation Requirements matrix in Section 4.1
<input type="checkbox"/>  ALERT* SAE* GE*	_____ Initials  _____ Time	E. If the TSC is activated, then implement EAP-14.1, TECHNICAL SUPPORT CENTER ACTIVATION.
<input type="checkbox"/>  ALERT* SAE* GE*	_____ Initials  _____ Time	F. If the OSC is activated, then implement EAP-14.5, OPERATIONAL SUPPORT CENTER ACTIVATION.
<input type="checkbox"/>  ALERT* SAE* GE*	_____ Initials  _____ Time	G. If the EOF is activated, then implement EAP-14.2, EMERGENCY OPERATIONS FACILITY ACTIVATION.
<input type="checkbox"/>  	_____ Initials  _____ Time	H. If abnormal radiological conditions exist or are suspected, then consider implementation of EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES, based on the initiating events.
<input type="checkbox"/>  	_____ Initials  _____ Time	I. If a liquid radioactivity release is imminent, underway or has occurred then implement EAP-12, DOSE ESTIMATED FROM AN ACCIDENTAL RELEASE OF RADIOACTIVE MATERIAL TO LAKE ONTARIO, in order to determine dose projections and protective action recommendations to be given to the County and State.

\* IMPLEMENTATION IS REQUIRED AT THIS EMERGENCY CLASSIFICATION.

TSC/EOF EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 3 of 5

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/>	_____ Initials  _____ Time	J. If a fire has occurred then implement EAP-3, FIRE, and conduct fire fighting efforts.
<input type="checkbox"/>	_____ Initials  _____ Time	K. If a personnel injury has occurred, then consider implementation of EAP-2, PERSONNEL INJURY, based on the initiating events.
<input type="checkbox"/>	_____ Initials  _____ Time	L. If downwind surveys/environmental monitoring are needed, then consider implementation of EAP-5.3, ONSITE/OFFSITE DOWNWIND SURVEYS AND ENVIRONMENTAL MONITORING, based on initiating events.
<input type="checkbox"/>  ALERT* SAE* GE*	_____ Initials  _____ Time	M. If an Alert or higher is declared, then implement EAP-23, EMERGENCY ACCESS CONTROL, based on initiating events.
<input type="checkbox"/>  ALERT* SAE* GE*	_____ Initials  _____ Time	N. If an Alert or higher has been declared and the TSC has been activated, then implement EAP-28, EMERGENCY RESPONSE DATA SYSTEM (ERDS) ACTIVATION.
<input type="checkbox"/>	_____ Initials  _____ Time	O. If a protected area and/or site evacuation have been initiated and it is necessary to enter areas where abnormal radiological conditions exist, then consider implementation of EAP-6, IN-PLANT EMERGENCY SURVEY/ENTRY, based on initiating events.

\* IMPLEMENTATION IS REQUIRED AT THIS EMERGENCY CLASSIFICATION.

## TSC/EOF EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 4 of 5

Implemented	Initials/Time	Actions/Procedures
<input type="checkbox"/> SAE* GE*	_____ Initials _____ Time	P. If a Site Area Emergency or General Emergency has been declared, or, if plant conditions reflect the initiating events, then implement EAP-10, PROTECTED AREA EVACUATION, including plant announcements.
<input type="checkbox"/> SAE+ GE*	_____ Initials _____ Time	Q. If a General Emergency has been declared, or at the discretion of the Emergency Plant Manager, implement EAP-11, SITE EVACUATION, based on initiating events. If a Site Area Emergency has been declared, then <u>consider</u> implementation of EAP-11, SITE EVACUATION, based on the initiating events, including plant announcements.
30 Minute Limit To Complete From Time Declared  <input type="checkbox"/> SAE* GE*	_____ Initials _____ Time	R. If a Site Area Emergency or General Emergency has been declared, a Protected Area Evacuation or Site Evacuation has been completed, or at the Emergency Plant Manager's request, implement EAP-8, PERSONNEL ACCOUNTABILITY.  <input type="checkbox"/> Notify Security of the time the SAE or GE was <u>DECLARED</u> , AND  <input type="checkbox"/> Direct Security to commence Accountability
<input type="checkbox"/>	_____ Initials _____ Time	S. If onsite personnel are unaccounted for, or an individual may be missing, trapped or disabled, then implement EAP-9, SEARCH AND RESCUE OPERATIONS, based on initiating events.
<input type="checkbox"/>	_____ Initials _____ Time	T. If the TSC and OSC have been activated, and plant equipment has been damaged, then consider implementation of EAP-13, DAMAGE CONTROL, based on initiating events.
<input type="checkbox"/>	_____ Initials _____ Time	U. If authorization to receive emergency exposures is needed, then implement EAP-15, EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL, based on initiating events.

+ IMPLEMENTATION SHALL BE CONSIDERED AT THIS EMERGENCY CLASSIFICATION.

\* IMPLEMENTATION IS REQUIRED AT THIS EMERGENCY CLASSIFICATION.

IAP-1  
Rev. No. 32EMERGENCY PLAN  
IMPLEMENTATION CHECKLISTATTACHMENT 2  
Page 13 of 14



TSC/EOF EMERGENCY PLAN IMPLEMENTATION CHECKLIST

Page 5 of 5

<input type="checkbox"/> GE*	<div>Initials</div> <div>Time</div>	V. If abnormal radiological conditions are indicated in the plant or environs, or, if a General Emergency has been declared, then implement EAP-19, EMERGENCY USE OF POTASSIUM IODIDE (KI).
<input type="checkbox"/>	<div>Initials</div> <div>Time</div>	W. If unusual weather conditions exist or are imminent, consider implementation of SAP-19, SEVERE WEATHER, based on initiating events.
<input type="checkbox"/>	<div>Initials</div> <div>Time</div>	X. If all emergency facilities have been activated and it is necessary to provide long term staffing, then implement EAP-43, EMERGENCY FACILITIES LONG TERM STAFFING.
<input type="checkbox"/>	<div>Initials</div> <div>Time</div>	Y. If desired, NEC Bridge Line 2 (349-6847) can be used for conference call use to facility leads and the ED/EPM.

Signature \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

ENTERGY NUCLEAR OPERATIONS, INC.  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TECHNICAL SUPPORT CENTER ACTIVATION  
EAP-14.1  
REVISION 24

APPROVED BY: *[Signature]*  
RESPONSIBLE PROCEDURE OWNER

DATE: 9/24/03

EFFECTIVE DATE: October 7, 2003

FIRST ISSUE ☐

FULL REVISION ☐

LIMITED REVISION ☒

*****	*****
* INFORMATIONAL USE *	* QUALITY RELATED *
*****	*****
* ADMINISTRATIVE *	CONTROLLED COPY # <u>34</u>
*****	

PERIODIC REVIEW DUE DATE: APRIL 2007

## REVISION SUMMARY SHEET

## REV. NO.

- 24
  - Updated emergency log keeper's phone number.
  - Added an instruction on Attachment 2 that if a checklist item is not applicable it is to be marked NA.
- 23
  - Added reference to the new position of Emergency Plant Manager and replaced some functions of Emergency Director to Emergency Plant Manager. The following sections were effected: 3.2, 4.1., 4.1.1 & notes, 4.2.1, 4.2.4 & note, 4.2.5, 4.4, 4.4.1, 4.4.4, and ATTACHMENTS 2 and 3.
  - In section 4.3.5 added words "If requested by the EOF".
  - In section 4.3.11 added information to brief the EOF of changes in plant conditions and event classifications.
- 22
  - Changed coversheet and section 4.3.6 to reflect company's name change.
  - In section 4.2.4 - deleted Parameter Assessment Advisor and System Assessment Advisor as they now report to the Control Room, and also changed M. from Pub...Liaison and Assistant to Pub.....Technical Assistant.
  - In section 4.3.4 changed reference from attachment 3 to attachment 4.
  - Changed section 4.3.6 to reflect Niagara Mohawk's name change to Constellation, and deleted Entergy Information Center.
  - In section 4.3.7 - replaced Authority Headquarters with WPO
  - On attachment 2 #8, updated computer terminals to be activated.
  - On attachment 3 added a #1 in front of 700 number.
- 21
  - Added instructions for relocating the TSC to other areas (Sections 4.2.1, new 4.4, new attachment 5).

## TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 PURPOSE .....	4
2.0 REFERENCES .....	4
3.0 INITIATING EVENTS .....	5
4.0 PROCEDURE .....	5
4.1 Procedural Responsibilities .....	5
4.2 TSC Activation .....	6
4.3 TSC Activities .....	9
4.4 Alternate Technical Support Center Activation .....	10
5.0 ATTACHMENTS .....	11
1. <u>FACILITY STATUS GUIDELINES</u> .....	12
2. <u>TSC ACTIVATION CHECKLIST</u> .....	13
3. <u>TSC TELEPHONE LIST</u> .....	14
4. <u>TSC BRIEFING CHECKLIST</u> .....	15
5. <u>ALTERNATE TSC ACTIVATION CHECKLIST</u> .....	16

## 1.0 PURPOSE

This procedure provides instructions necessary to activate the Technical Support Center (TSC) located on the second floor of the Old Administration Building and includes the adjacent office area.

## 2.0 REFERENCES

### 2.1 Performance References

- 2.1.1 EAP-17, EMERGENCY ORGANIZATION STAFFING
- 2.1.2 OP-55B, CONTROL ROOM VENTILATION AND COOLING
- 2.1.3 F-OP-59B, ADMINISTRATION BUILDING VENTILATION AND COOLING; SYSTEM NO. 72
- 2.1.4 EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES
- 2.1.5 EAP-8, PERSONNEL ACCOUNTABILITY
- 2.1.6 IAP-1, EMERGENCY PLAN IMPLEMENTATION CHECKLIST
- 2.1.7 EAP-4, DOSE ASSESSMENT CALCULATIONS
- 2.1.8 EAP-1.1, OFFSITE NOTIFICATIONS
- 2.1.9 EAP-10, PROTECTED AREA CALCULATION
- 2.1.10 EAP-11, SITE EVACUATION
- 2.1.11 EAP-5.3, ONSITE/OFFSITE DOWNWIND SURVEYS AND ENVIRONMENTAL MONITORING
- 2.1.12 EAP-28, EMERGENCY RESPONSE DATA SYSTEM (ERDS) ACTIVATION

### 2.2 Developmental References

- 2.2.1 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS
- 2.2.2 EAP-17, EMERGENCY ORGANIZATION STAFFING
- 2.2.3 F-OP-59B, ADMINISTRATION BUILDING VENTILATION AND COOLING; SYSTEM NO. 72
- 2.2.4 EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES

- 2.2.5 JAF-CALC-RAD-00023, Power Uprate Program -  
Technical Support Center Post-Accident  
Radiological Habitability Study

### 3.0 INITIATING EVENTS

- 3.1 An emergency has been declared in accordance with IAP-2,  
Classification of Emergency Conditions, and
- 3.2 A decision has been made by the Emergency Director or  
Emergency Plant Manager to activate the TSC.

### 4.0 PROCEDURE

#### 4.1 Procedural Responsibilities

- 4.1.1 The Emergency Plant Manager is responsible for  
facility activation. This procedure describes a  
method to activate the TSC, Attachment 1, Facility  
Status Guidelines. Individual TSC team members  
can be designated to complete the listed  
procedural items.

NOTE: The Emergency Plant Manager need not be present in  
the TSC for the facility to be considered  
"Staffed".

NOTE: The TSC, under certain accident conditions, may  
require the restriction of use of certain TSC  
office areas. EAP-14.6, HABITABILITY OF THE  
EMERGENCY FACILITIES, should be instituted to  
insure TSC habitability. Based on the information  
from these habitability surveys, a decision shall  
be made by the Emergency Plant Manager or TSC  
Manager regarding access to certain TSC areas.

## 4.2 TSC Activation

- 4.2.1 The TSC shall provide the necessary area, outside the Control Room to accomplish the technical support necessary for the command and control of the emergency situation. These functions include furnishing in-depth diagnostic and corrective engineering assistance to Control Room emergency personnel. The TSC functions may initially be performed in the Control Room but should be shifted to the TSC as soon as it is operational. If the Emergency Plant Manager determines the TSC is uninhabitable or continued occupation of the TSC is undesirable, TSC functions may be shifted to any appropriate area giving first consideration to the Control Room or the remainder of the Old Administration building within the TSC ventilation pressure boundary. Refer to section 4.4 for instructions.
- 4.2.2 As TSC staff arrive, they should assume the responsibilities of their emergency assignments and activate the TSC. A checklist is provided to aid in facility activation, see Attachment 2, TSC Activation Checklist.
- 4.2.3 The first TSC staff members to arrive shall unlock the TSC using a key obtained from the Control Room and verify TSC set-up. If radiological conditions warrant, contact the Control Room to request a verify activation of the Control Room and TSC filtered ventilation systems in accordance with OP-55B and F-OP-59B, and request the OSC ensure the TSC pressure boundaries are intact.

4.2.4 The normal positions to staff an operational TSC will include (see EAP-17, EMERGENCY ORGANIZATION STAFFING):

- A. Emergency Plant Manager\*
- B. TSC Manager\*
- C. Emergency Security Coordinator\*
- D. Security Staff (as needed)
- E. Technical Coordinator\*
- F. Plant Engineers (as needed)\*
- G. Communication and Records Coordinator\*
- H. Communicators (as needed)\*
- I. Emergency Maintenance Coordinator\*
- J. Radiological Support Coordinator\*
- K. Radiological Support staff (as needed)\*
- L. Public Information Technical Assistant

\*indicates functions that should be staffed prior to declaring the TSC operational. However, the Emergency Plant Manager may change the staff required based upon the event at hand.

Functionally, the TSC should be able to provide direction for onsite response, technical engineering assistance, assist with communications, coordinate the OSC and onsite security, and coordinate the onsite radiological actions.



NOTE: Prior to the TSC being declared operational, the Emergency Plant Manager may decide to relieve the Control Room staff of the responsibility for offsite notifications if those notifications can be handled effectively from the TSC with a minimum number of communicators.

4.2.5 To assure proper activation of the TSC the following tasks are necessary:

Emergency Security Coordinator and Staff - assure accountability logs are established once the Emergency Plant Manager calls for accountability. (Use Attachment 3 in procedure EAP-8, PERSONNEL ACCOUNTABILITY.) In addition, assure that after initial accountability is completed, continuous accountability is maintained.

Rad Support Coordinator and Staff - habitability shall be determined in accordance with EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES. Make a plant announcement prohibiting smoking, eating and drinking if abnormal radiological conditions exist or are suspected. Activate radio system and Meteorological/Dose Assessment capabilities. Verify equipment listed in EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES, Section 3.0 (Initiating Events) is operational so indicators of abnormal radiological conditions can be monitored.

Technical Coordinator and Plant Engineer - update status boards using EPIC information and provide engineering support to Control Room.

Communications and Records Coordinator and Staff - ensure hotlines, telecopiers and other communications equipment are ready for service. Attachments 2 and 3 (TSC Activation Checklist and TSC Telephone List, respectively) may be referred to as a guide.

Accident Management Team - Obtain relevant information about plant parameter and system information and current EOP legs and prognosis.

### 4.3 TSC Activities

- 4.3.1 The Licensed SRO communicator maintains continuous communications with Control Room, EOF and OSC on emergency facility hotline for status reporting.
- 4.3.2 Implement appropriate portions of the Emergency Plan Implementing Procedures using IAP-1, EMERGENCY PLAN IMPLEMENTATION CHECKLIST, as a guide.
- 4.3.3 Direct the Control Room to sound appropriate alarms (i.e. station, evacuation, fire) and make announcements as necessary.
- 4.3.4 Announce plant status updates over TSC and/or plant public address system. Attachment 4, TSC Briefing Checklist, provides guidance.
- 4.3.5 Determine protective actions to be recommended to state and local officials using EAP-4, DOSE ASSESSMENT CALCULATIONS, and transmit them in accordance with EAP-1.1, OFFSITE NOTIFICATIONS, if requested by the EOF.
- 4.3.6 Determine onsite protective actions to be implemented. Consider notification of:
- Security
  - Nine Mile Point Units I and II
  - Constellation's Training Center
  - JAF Training Center
- 4.3.7 Perform initial and update notifications to WPO, INPO, ANI, etc. as required using TSC/EOF checklist Attachment 8 of EAP-1.1, OFFSITE NOTIFICATIONS.
- 4.3.8 Coordinate accountability of personnel via EAP-8, PERSONNEL ACCOUNTABILITY, whenever a protected area or site evacuation is required as outlined in EAP-10, PROTECTED AREA EVACUATION, and EAP-11, SITE EVACUATION, respectively.

- 4.3.9 Assign engineers to act as data plotters and assistants to Technical Coordinator in developing corrective actions, which will minimize accident consequences. Ensure, if possible, an engineer attends the OSC Repair Team briefings.
- 4.3.10 Brief and dispatch downwind survey/sample teams in accordance with EAP-4, DOSE ASSESSMENT CALCULATIONS, and EAP-5.3, ONSITE/OFFSITE DOWNWIND SURVEYS AND ENVIRONMENTAL MONITORING.
- 4.3.11 Continue to evaluate and re-evaluate plant status and effectiveness of emergency actions. As appropriate, recommend reclassification of the emergency to the ED. Also as appropriate, brief EOF of changes in plant conditions and event classifications.
- 4.3.12 Coordinate the development, review and OSRC approval of any ad hoc procedures for damage control (i.e. equipment modifications, tech. spec. violations, etc.).

NOTE: Attachment 5, Alternate TSC Activation Checklist, maybe used as a guide during TSC relocation.

#### 4.4 Alternate Technical Support Center Activation

The Alternate TSC will be utilized if the primary TSC becomes uninhabitable or continued occupation of the TSC is undesirable. When directed by the Emergency Plant Manager, the alternate TSC may be located in any appropriate area giving first consideration to the Control Room or the remainder of the Old Administration building within the TSC ventilation pressure boundary.

- 4.4.1 If it is determined the primary TSC is uninhabitable or continued occupation of the TSC is undesirable, the Emergency Plant Manager will direct the TSC Manager to relocate to the Alternate TSC.
- 4.4.2 The TSC Manager will select appropriate personnel to relocate based on staffing needs outlined in step 4.2.4. Other personnel will be relocated to habitable areas or offsite.

4.4.3 The TSC Manager will take the following equipment to the Alternate TSC: (and any other equipment/supplies that he deems necessary.)

A. Necessary Emergency procedures

B. Telephone lists

C. Appropriate communications equipment (eg Cell phones, portable radios, etc)

4.4.4 The Emergency Plant Manager, TSC Manager, or designee will announce on the public address system the TSC relocation to affected personnel, as well as the new telephone number for the TSC Manager.

## 5.0 ATTACHMENTS

1. FACILITY STATUS GUIDELINES
2. TSC ACTIVATION CHECKLIST
3. TSC TELEPHONE LIST
4. TSC BRIEFING CHECKLIST
5. ALTERNATE TSC ACTIVATION CHECKLIST

FACILITY STATUS GUIDELINES

These three conditions describe the various stages of facility readiness:

Activated - An order has been made to activate an emergency response facility, and the facility is in the process of being staffed.

Staffed - The emergency response facility has been activated and sufficient personnel are available to perform the required functions as determined by the facility manager.

Operational - The emergency facility has been activated and staffed, and has assumed responsibilities for performing its intended functions.

TSC ACTIVATION CHECKLIST

Page 1 of 1

## Requirements for TSC Activation:

	Verified	
	By	Time
1. Institute TSC habitability survey per EAP-14.6 (as conditions warrant)		
2. Activation of the TSC and Control Room ventilation system (as radiological conditions warrant)		
3. Positions listed in Step 4.2.4 are staffed, as appropriate		
4. Prohibit Smoking, eating and drinking if abnormal radiological conditions exist or are suspected (see EAP-14.6)		
5. Ensure communications equipment ready <ul style="list-style-type: none"><li>- Gaitronics volume turned up</li><li>- Podium P.A. system on and operable</li><li>- Satellite phone power turned on</li></ul>		
6. Dose Assessment capability available		
7. Status Boards updated		
8. Computer terminals (SAP, Plant Parameters, EPIC, etc.) are activated		
9. Clock is synchronized with Control room, OSC and, if applicable, EOF		
10. If an <u>ALERT</u> or higher classification has been declared, activate ERDS in accordance with EAP-28		
11. Emergency Plant Manager shall make an announcement over the P.A. system declaring the facility operational		
12. If EOF ACTIVATED during normal working hours, ensure Environmental Lab notified		

Note: If a checklist item is not applicable it is to be marked NA.

## ATTACHMENT 3

Page 1 of 1

TSC TELEPHONE LIST

Emergency Plant Manager ..... JAF Ext. 6710  
or 782-6477

TSC Manager ..... JAF Ext. 6711

Emergency Director Aide ..... JAF Ext. 6772

Emergency Security Coordinator and Staff ..... JAF Ext. 6121

Technical Coordinator and Plant Engineers ..... JAF Ext. 6778

Communication & Records Coordinator & Staff ..... JAF Ext. 6780  
or 342-5120  
TSC-WPO Hotline

Emergency Log Keeper ..... JAF Ext. 6715

Emergency Maintenance Coordinator ..... JAF Ext. 6771  
or 342-1183

Fax (Receiving) ..... JAF Ext. 6053

Fax (Sending) ..... 342-4268

Fax (Verification) ..... JAF Ext. 6052

Rad Support Coordinator and Staff ..... JAF Ext. 6719

Rad Engineer ..... JAF Ext. 6770  
TSC-EOF Hotline  
or 342-2367

Radio Dispatcher ..... JAF Ext. 6707

Public Information ..... JAF Ext. 6776

Communicators ..... JAF Ext. 6778

NRC Communicator ..... JAF Ext. 6779

RECS Communicator ..... JAF Ext. 6170

Emergency Notification System (ENS) ..... FTS: 1-700-371-5321

Health Physics Network (HPN) ..... FTS: 1-700-371-6773

EPIC Computer Room ..... JAF Ext. 6164

Computer Room ..... JAF Ext. 6165

Tie Lines: TSC to EOF - 85  
TSC to JNC - 81

CELLULAR PHONES

TSC Manager: 591-0479  
Dispatcher: 591-0476  
Near RECS: 591-0473

Watertown Lines: 315-782-6477  
315-782-6478  
315-782-6479

## ATTACHMENT 4

Page 1 of 1

TSC BRIEFING CHECKLIST

TSC Manager should brief the facility EVERY 60 MINUTES or sooner if plant conditions change.

TSC Manager should call on group leaders to provide briefing information in their area of expertise.

- I. Emergency Classification and Reason for Classification
- II. Plant Conditions
  - A. Plant Status (stable, improving, degrading)
  - B. Equipment Failures (inoperative, malfunctioning)
  - C. Status of Restorative Activities
  - D. Offsite Assistance Requested, if any
- III. Is a Release in Progress?
  - A. Source of Release
  - B. Release Characteristics (source: PASS, Stack Sample, Reactor Sample, Default)
  - C. Expected Release Duration
  - D. General Wind Direction and Speed
  - E. Release Rate
  - F. Actions Underway to Stop or Reduce Releases
  - G. Maximum Offsite and Onsite Doses and Location
    - 1. Measured, or
    - 2. Calculated
- IV. Protective Action Recommendations
  - A. JAFNPP Protective Action Recommendations
  - B. Oswego County or New York State Protective Actions Implemented
- V. Facility Habitability: CR, TSC and OSC
- VI. Accountability Status (if necessary) and Missing Persons
- VII. Engineering Projects Assigned and Their Priorities
- VIII. Solicit Reports from Group Leaders (as necessary)
- IX. Solicit Questions from Staff



ALTERNATE TSC ACTIVATION CHECKLIST

DESCRIPTION	VERIFIED	
	INIT	TIME
Notify Control Room and OSC Manager that Alternate TSC is Operational.		
Verify that the Alternate TSC location is habitable per EAP-14.6.		
Select appropriate personnel to relocate to the Alternate TSC per 4.2.4		
Direct remaining personnel to go to: _____  (identify location)  NOTE: TSC personnel may be staged in any habitable area such as the TSC and CR ventilation boundaries, remote buildings not affected by the incident, or they may be directed off-site.		
Take/obtain the following equipment: <ul style="list-style-type: none"><li>• Emergency procedures</li><li>• Telephone lists</li><li>• Communication equipment</li><li>• Other equipment as needed</li></ul>		
WHEN established, notify the Control Room and OSC Manager of phone numbers at TSC location.		
Utilize TSC <u>Activation Checklist, Attachment 3</u> , to complete Alternate TSC activation		

ENTERGY NUCLEAR OPERATIONS, INC.  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EMERGENCY OPERATIONS FACILITY ACTIVATION  
EAP-14.2  
REVISION 22

APPROVED BY:

*[Signature]*  
RESPONSIBLE PROCEDURE OWNER

DATE:

9/30/07

EFFECTIVE DATE:

October 7, 2003

FIRST ISSUE ☐

FULL REVISION ☐

LIMITED REVISION ☒

\*\*\*\*\*  
\*  
\* INFORMATIONAL USE \*  
\*  
\*\*\*\*\*  
\*\*\*\*\*  
\*  
\* ADMINISTRATIVE \*  
\*  
\*\*\*\*\*

\*\*\*\*\*  
\*  
\* QUALITY RELATED \*  
\*  
\*\*\*\*\*  
\*\*\*\*\*

CONTROLLED COPY #

34

PERIODIC REVIEW DUE DATE:

APRIL 2007

## REVISION SUMMARY SHEET

## REV. NO.

- 22
  - In section 4.5 changed company on who to contact for rental of an emergency generator.
  - Added a note to attachment 5 instructing entering NA for non applicable checklist items.
- 21
  - In section 4.2.1 deleted the words "designated as EOF Manager" and the word keys. Also added the words access codes.
  - In section 4.2.9 deleted the reference to emergency director just above the note.
  - Added section 4.3.2.
  - In section 4.5 - added a note.
- 20
  - Changed title page and section 4.5.1 to reflect company's new name.
  - In section 4.2.9 and on Attachment 3 VIII.F. changed title of position from Liaison to technical.
  - In section 4.3.3 - changed Authority Headquarters and replaced it with WPO.
  - In section 4.5 - added Auburn Armature.
  - On attachment 2 changed Niagara Mohawk to Constellation and updated WPO Authority Headquarters numbers.
  - On Attachment 4 #6. deleted NYPA.
- 19
  - On page 13, added number 4 "Ensure portal monitor and portable frisker are setup and ready for use.
- 18
  - Add Attachment 4 to provide instructions for use of video equipment at the EOF. (ACT-98-33547)
  - Add Attachment 5 to provide a checklist as an aid in ensuring EOF readiness.

## TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 PURPOSE .....	4
2.0 REFERENCES .....	4
3.0 INITIATING EVENTS .....	4
4.0 PROCEDURE .....	5
4.1 Procedural Responsibilities .....	5
4.2 EOF Activation .....	5
4.3 EOF Activities (when operational): .....	7
5.0 ATTACHMENTS .....	8
1. <u>FACILITY STATUS GUIDELINES</u> .....	9
2. <u>EOF TELEPHONE LIST</u> .....	10
3. <u>EOF BRIEFING CHECKLIST</u> .....	11
4. <u>EOF VIDEO SYSTEM OPERATION</u> .....	12
5. <u>EOF ACTIVATION CHECKLIST</u> .....	13

## 1.0 PURPOSE

This procedure provides instructions necessary to activate the Emergency Operations Facility (EOF) located next to the Oswego County Airport near Fulton (Volney), N.Y.

## 2.0 REFERENCES

### 2.1 Performance References

- 2.1.1 EAP-1.1, Offsite Notifications
- 2.1.2 EAP-4, Dose Assessment Calculations
- 2.1.3 EAP-5.3, Onsite/Offsite Downwind Surveys and Environmental Monitoring
- 2.1.4 EAP-17, Emergency Organization Staffing
- 2.1.5 EAP-29, EOF Ventilation Isolation During an Emergency
- 2.1.6 EAP-37, Security of the EOF and EL During Drills, Exercises and Actual Events
- 2.1.7 SAP-13, EOF Security and Fire Alarm Systems During Normal Operations

### 2.2 Developmental References

- 2.2.1 IAP-2, Classification of Emergency Conditions

## 3.0 INITIATING EVENTS

### 3.1 Both of the following conditions exist:

- 3.1.1 An emergency has been declared per IAP-2.
- 3.1.2 A decision has been made by the Emergency Director to activate the EOF.

#### 4.0 PROCEDURE

#### 4.1 Procedural Responsibilities

##### 4.1.1 EOF Manager

Responsible for facility activation. This procedure describes a method to activate the EOF (Attachment 1, Facility Status Guidelines). The EOF Manager can vary this procedure to accommodate ad hoc changes that may be necessary. Individual EOF team members can be designated to complete the listed procedural items.

##### 4.1.2 EOF Personnel Responsibilities

As EOF staff arrives at the EOF, they shall ascertain if the EOF is being activated per this procedure. If not, they should attempt EOF activation per this procedure until arrival of the EOF Manager.

#### 4.2 EOF Activation

4.2.1 Numerous JAFNPP employees are supplied with access codes to the EOF.

4.2.2 Upon arrival at the facility, personnel access shall be in accordance with EAP-37, along with any needed reference to SAP-13.

4.2.3 Follow appropriate instructions regarding the use of monitoring instruments inside the entrance to the EOF and ensure their use by entering personnel. (Materials/equipment are in the decon room area).

4.2.4 The Rad Support Coordinator shall determine if at any time the need exists for an EOF Radiation Protection Technician to perform habitability surveys, distribution of personnel dosimetry, and necessity to implement EAP-29.

4.2.5 Assure log sheets, message forms, in (and out) baskets, pads and pens, and phone books are at the appropriate desks.

- 4.2.6 Turn the volume up on the radios and RECS speaker and assign an individual to monitor them.
- 4.2.7 Verify all necessary communications equipment is present and test for proper operation. Attachment 2, EOF Telephone List, may be referred as a guide.
- 4.2.8 Ensure the Radiological Emergency Communications System (RECS) and other communications links are staffed by appropriate personnel (technical/non-technical).
- 4.2.9 The EOF Manager, in consultation with the Staffing Coordinator, if necessary, shall inform the ED when the EOF is STAFFED. The normal positions to staff the EOF will include (see EAP-17):
  - A. Emergency Director/Recovery Manager
  - B. EOF Manager\*
  - C. Emergency Director Aide
  - D. Rad Support Coordinator\*
  - E. Rad Support Staff (as needed)\*
  - F. Public Information Technical Assistant
  - G. Technical Liaison\*
  - H. Staffing Coordinator
  - I. Communicators (as needed)\*

\*indicates functions that should be able to be performed prior to declaring EOF staffed or operational. However, the Emergency Director may change the staff required based upon the event at hand.

Functionally, the EOF should be able to provide direction for offsite response, including dose assessment and protective action recommendations, assist with communications, coordinate offsite security and provide in depth information to offsite authorities and the JNC.

**NOTE:** Prior to the EOF being declared operational, the Emergency Director may decide to relieve the TSC staff of the responsibility for dose assessment if that activity can be handled effectively. Once the ED has assumed responsibilities at the EOF, it may be declared operational.

- 4.2.10 Assign clerk to assist State/County liaisons if requested.
- 4.2.11 Synchronize clock with TSC.
- 4.2.12 Ensure video equipment is ready for use per Attachment 4.
- 4.2.13 Verify EOF readiness using Attachment 5.
- 4.3 EOF Activities (when operational):
  - 4.3.1 Technical liaison maintains continuous communications with Control Room, TSC, and OSC on emergency facility hotline for status reporting.
  - 4.3.2 Reclassify the event as conditions warrant.
  - 4.3.3 Determine protective actions to be recommended to state, local, and federal officials using EAP-4, and transmit them in accordance with EAP-1.1.
  - 4.3.4 Perform initial and update notifications to WPO, INPO, ANI, etc. as required using TSC/EOF checklist, Attachment 8 of EAP-1.1.
  - 4.3.5 Brief, dispatch, and control downwind survey/sample teams per EAP-5.3.
  - 4.3.6 Review press releases to be used at the Joint News Center.
  - 4.3.7 Coordinate availability of staffing for 24 hour coverage.
  - 4.3.8 Coordinate requests for assistance from outside agencies.
  - 4.3.9 Emergency Director or EOF Manager periodically brief staff using Attachment 3, EOF Briefing Checklist, for guidance.



4.4 The Oswego County Liaison should report to the EOF for a plant status briefing from the EOF Manager or designee prior to being dispatched to the Oswego County Emergency Operations Center.

4.4.1 The Oswego County Liaison shall be dispatched at a Site Area Emergency or General Emergency, and may be dispatched at other classifications if necessary.

4.5 If an emergency generator is required, call Penn Power at 451-3838 with the following information. Ensure an EOF call-back number is provided:

NOTE: Contact the JNC Administrative Manager and coordinate that facility generator order.

NOTE: Cable for generator connection is in loading dock area.

4.5.1 Entergy Nuclear Operations, Inc. has an emergency situation and needs to rent a generator.

4.5.2 Minimum generator requirements are:

- 175 KW
- 277/480 volt
- 3-phase

4.5.3 EOF location is Route 176 at the Oswego County Airport.

4.6 EOF personnel will secure the EOF to normal status, as directed by the Emergency Director, when the EOF is no longer needed for the control of the situation with reference to EAP-37.

## 5.0 ATTACHMENTS

1. FACILITY STATUS GUIDELINES
2. EOF TELEPHONE LIST
3. EOF BRIEFING CHECKLIST
4. EOF VIDEO SYSTEM OPERATION
5. EOF ACTIVATION CHECKLIST

---

ATTACHMENT 1  
FACILITY STATUS GUIDELINES

Page 1 of 1

These three conditions describe the various stages of facility readiness:

Activated - An order has been made to activate an emergency response facility, and the facility is in the process of being staffed.

Staffed - The emergency response facility has been activated and sufficient personnel are available to perform the required functions as determined by the facility manager.

Operational - The emergency facility has been activated and staffed, and has assumed responsibilities for performing its intended functions.

ATTACHMENT 2  
EOF TELEPHONE LIST

Page 1 of 1

All extensions are prefixed with 593-  
 To activate paging system – dial "5899"

<u>Position</u>	<u>Extension</u>	<u>Position</u>	<u>Extension</u>
Clerks	5955	Constellation ED	5864
	5960		5874
Communicators	5830	Oswego Co. Liaison	5970
Computer Operator	5923	Public Information	5700
Conference Room Speaker Phone	5800	Public Information Fax	5834
		Technical Assistance	
Conference Room Wall Phone	5802	Purchasing/Account	5885
Dose Assessment Clerk	5993	Rad Data Coordinator	5996
Dose Assessment Coordinator	5995	Rad Support Coordinator	5850
Downwind Survey Team	5991		
Radio Operator		RECS Communicator	5875
Cellular Phone	593-4183		
Emergency Director Aide	5844	Security Entrance	5716
Emergency Director	5840		
	5845	Security Office	5715
Cellular Phone	439-6879		
EOF Manager	5835	Staffing Coordinator	5880
Fax (receiving #1)	5951		
Fax (receiving #2)	5953	Technical Liaison	5825
Fax (sending)	5952	Telephone.Mech Room	5721
Fax (verification)	5955		
	5960	<u>TIE LINES</u>	
Kitchen	5801	86 – SYRACUSE	
Loading Dock	5780	87 – WATERTOWN	
Main Switchboard Number	5700	82 - JAF PLANT	
		<u>TIES LINES OFF JAF SWITCH</u>	
Meteorologist	5994	711 – NYO	
		718 – WPO	
New York State Liaison	5972	714 - IP3	
New York State Liaison Fax	5975	<u>WPO</u>	
		TIE LINE 82-719-XXXX	

---

ATTACHMENT 3  
EOF BRIEFING CHECKLIST

Page 1 of 1

EOF Manager should brief the facility **EVERY 60 MINUTES** or sooner if plant conditions change.

- I. Emergency Classification
- II. Plant Conditions
  - A. Plant Status (stable, improving, degrading)
  - B. Major Equipment Failures or Problems Encountered (inoperative, malfunctioning)
  - C. Other Changes in Plant Condition since last briefing
  - D. Maintenance Work in Plant
  - E. Offsite Assistance called for
- III. Radiological Conditions
  - A. Source of Release if occurred, potential for or releasing
  - B. Expected Release Duration
  - C. General Wind Direction and Speed
  - D. Release Rate
  - E. Maximum Offsite Doses and Location
    - 1. Measured, or
    - 2. Calculated
- IV. Protective Action Recommendations
  - A. JAFNPP Building Evacuations or Site Evacuation
  - B. JAFNPP Protective Action Recommendations
- V. Governmental and Media Actions
  - A. County Implemented Protective Actions
  - B. Prompt Notification System Use
  - C. Joint News Center Status
  - D. Law Enforcement Actions
  - E. Reception Center Status
  - F. Press Releases
- VI. JAFNPP Accountability Status
  - A. Missing Persons
  - B. Injured Personnel
- VII. Status of Other Facilities
- VIII. Solicit Additional Information from EOF Staff
  - A. Technical Coordinators
  - B. Rad Assessment Coordinator
  - C. Oswego County
  - D. New York State
  - E. Federal Agencies
  - F. Public Information Technical Assistant

ATTACHMENT 4  
EOF VIDEO SYSTEM OPERATION

Page 1 of 1

**NOTE:** The following table shows use of EOF displays:

DISPLAY	SOURCE
Left Monitor	EPIC
Right Monitor	Technical Liaison Computer
Left Screen	SONY Projector
Right Screen	EPIC

1. Turn on track lighting using dimmer switches on east wall of entrance hallway.
2. Turn off fluorescent lights in the front portion of the EOF using the top row of dimmer switches on the west wall of entrance Hallway.
3. Lower both overhead projection screens using the UP/DOWN switches on the east wall of the entrance hallway.
4. Turn on each of the two 42 inch Mitsubishi monitors as follows:
  - a. Depress the power switch on front of the unit and verify the Red power light is on.
  - b. Depress the pushout panel to the right of the power button to slide the control panel out.
  - c. Depress the power button on the control panel and verify the power light turns Green.
5. At the audio/video communications rack in the Communications Room, ensure the Black Box selector switch is in the EPIC position.
6. Turn on the Technical Liaison PC and monitor.
7. Turn on each of the two overhead projectors as follows:
  - a. Turn on power using the switch next to the power cord (rear of unit, upper right). Verify status light is Orange or Green.

NOTE: Orange light indicates unit is in standby mode.  
Green light indicates unit is in projection mode.

- b. Depress POWER button on bottom of unit as necessary until status light is Green.
8. Turn on Sony projector using power switch.

ATTACHMENT 5  
EOF ACTIVATION CHECKLIST

Page 1 of 1

DESCRIPTION	VERIFIED	
	INIT	TIME
1. ED at TSC or Control Room notified when EOF is staffed per Step 4.2.9		
2. ED has made a facility announcement declaring the EOF operational		
3. Ensure communications equipment ready for use: <ul style="list-style-type: none"><li>• RECS speaker volume turned up</li><li>• Radio speaker volume turned up</li><li>• FAX machines on</li><li>• Telephones have dial tone</li></ul>		
4. Ensure portal monitor and portable frisker are setup and ready for use.		
5. Status boards updated		
6. Clock synchronized with Control Room, OSC, TSC, and JNC as applicable		
7. Environmental Lab notified if EOF activated during normal working hours		
8. Video display equipment ready for use per Attachment 4		
9. Rad Support Coordinator has taken the following actions if abnormal radiological conditions exist or are suspected, as necessary: <ul style="list-style-type: none"><li>• Assigned a Rad Tech to conduct habitability surveys (EAP-14.6)</li><li>• Distributed dosimetry to EOF personnel (EAP-35)</li><li>• Isolated EOF ventilation (EAP-29)</li></ul>		

Note: Enter NA for non applicable checklist items.

NEW YORK POWER AUTHORITY  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

OPERATIONAL SUPPORT CENTER ACTIVATION  
EAP-14.5  
REVISION 15

APPROVED BY: *Al [Signature]*  
RESPONSIBLE PROCEDURE OWNER

DATE: 9/30/03

EFFECTIVE DATE: October 7, 2003

FIRST ISSUE ☐

FULL REVISION ☐

LIMITED REVISION ☒

*****	*****
* INFORMATIONAL USE *	* QUALITY RELATED *
*****	*****
* ADMINISTRATIVE *	CONTROLLED COPY # <u>34</u>
*****	

PERIODIC REVIEW DUE DATE: MARCH 2005

## REVISION SUMMARY SHEET

## REV. NO.

- 15
  - Added a note to the activation checklists to enter NA for non-applicable lines.
  - Removed PORC line and changed TSR to QUALITY RELATED on cover page per AP.
- 14
  - Annual review and revision for consistency with AP-02.01, Procedure Writing Manual.
  - Added asterisks after all of the procedure titles on pages 4, 5, 6 and 7.
  - Added EAP-1.1, OFFSITE NOTIFICATIONS to sections 2.1 and 2.2.
  - Changed EAP-17 to EAP-1.1 in section 4.2.1. A procedure change in EAP-1.1 allows the ED to activate facilities from that procedure without turning to EAP-17.
  - Sections 4.1.2 and 4.4 were rewritten for clarification.
  - Moved the note in section 4.3.1 to before step B.
  - Added notes prior to sections 4.2 and 4.4 referring to attachments.
  - Added Attachments 3 and 4 to the Table of Contents and Section 5.0.
  - Attachments 3 and 4 were added in order to be used as a guide line during the event of an OSC Activation or RE-location.
  - Added ability for the ED to re-locate the OSC to any acceptable area.
  - Editorial changes to the following sections: 2.1, 2.2, 4.1.2, 4.2.1, 4.3.1, 4.3.3.D, 4.4



## TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 PURPOSE .....	4
2.0 REFERENCES .....	4
3.0 INITIATING EVENTS .....	5
4.0 PROCEDURE .....	5
4.1 Procedural Responsibilities .....	5
4.2 OSC Activation .....	6
4.3 OSC Activities (When Operational) .....	7
4.4 Alternate Operational Support Center Activation .....	9
5.0 ATTACHMENTS .....	10
1. <u>FACILITY STATUS GUIDELINES</u> .....	11
2. <u>OSC BRIEFING CHECKLIST</u> .....	12
3. <u>OSC ACTIVATION CHECKLIST</u> .....	13
4. <u>ALTERNATE OSC ACTIVATION CHECKLIST</u> .....	14

## 1.0 PURPOSE

This procedure provides instructions for the activation and operation of the Operational Support Center (OSC) and Alternate Operational Support Center (AOSC). The OSC has been designed to provide services such that personnel designated to assist in bringing the emergency under physical control may be expeditiously contacted and dispatched. The AOSC may be activated if the primary OSC becomes uninhabitable.

## 2.0 REFERENCES

### 2.1 Performance References

- 2.1.1 EAP-8, PERSONNEL ACCOUNTABILITY
- 2.1.2 EAP-6, INPLANT EMERGENCY SURVEY/ENTRY
- 2.1.3 EAP-13, DAMAGE CONTROL
- 2.1.4 EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES
- 2.1.5 EAP-15, EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL
- 2.1.6 EAP-17, EMERGENCY ORGANIZATION STAFFING
- 2.1.7 EAP-1.1 OFFSITE NOTIFICATIONS

### 2.2 DEVELOPMENT REFERENCES

- 2.2.1 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS
- 2.2.2 EAP-8, PERSONNEL ACCOUNTABILITY
- 2.2.3 EAP-13, DAMAGE CONTROL
- 2.2.4 EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES
- 2.2.5 EAP-15, EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROLS
- 2.2.6 EAP-17, EMERGENCY ORGANIZATION STAFFING
- 2.2.7 EAP-1.1, OFFSITE NOTIFICATIONS

---

### 3.0 INITIATING EVENTS

3.1 An emergency has been declared in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS, and

3.2 A decision has been made by the Emergency Director to activate the OSC.

### 4.0 PROCEDURE

#### 4.1 Procedural Responsibilities

4.1.1 This procedure describes a method to activate the OSC/AOSC; Attachment 1, Facility Status Guidelines.

4.1.2 The Operational Support Center (OSC) is the central point from which personnel are assigned and scheduled to accomplish a variety of emergency tasks. The OSC is located on the first floor of the Administration Building and includes the Chemistry Lab. When directed by the Emergency Director, the alternate OSC may be located in any appropriate area giving first consideration to the old Work center adjacent to the Control Room or the remainder of the Old Administration building within the TSC ventilation pressure boundary.

- A. The following functions should be able to be performed prior to declaring the OSC operational. However, the Emergency Director, Emergency Maintenance Coordinator, or OSC Manager may change the staff required based upon the event at hand. See EAP-17, EMERGENCY ORGANIZATION STAFFING, for full staffing complement.

OSC Manager (An Electrical, Mechanical or I&C Supervisor may function as OSC Manager while designated OSC Manager is en route to plant.)

- Electrical Supervisor
- Electricians (as needed)
- Mechanical Supervisor
- Mechanics (as needed)
- Radiation Protection Supervisor
- Radiation Protection Technicians (as needed)
- I&C Supervisor
- I&C Technicians (as needed)
- Chemistry Technicians (as needed)
- Operators (as needed)
- Planners (as needed)
- OSC Support Personnel (as needed)

Functionally, the OSC should be able to coordinate maintenance, operational and survey actions in the physical plant.

**NOTE:** Attachment 3, OSC Activation Checklist, maybe used as a guide during OSC Activation.

#### 4.2 OSC Activation

- 4.2.1 The Emergency Director shall activate the OSC according to this procedure and EAP-1.1, OFFSITE NOTIFICATIONS.

- A. In-plant repair personnel assigned to the OSC (i.e. rad protection technicians, mechanics, electricians, I&C technicians, Buildings and Grounds, and warehouse personnel) shall report to the OSC area.
- B. Chemistry technicians assigned as OSC staff shall report to the Chemistry Lab.
- C. If a release is in progress, access through the foyer shall be limited by RES personnel.
- D. Upon initiation of accountability, access shall be in accordance with EAP-8, PERSONNEL ACCOUNTABILITY. Access through the west side roll-up door and personnel door shall be prohibited (unless a security guard has been assigned to these doors to perform continuous accountability).
- E. RES technicians in the Chemistry Lab shall proceed to the OSC office area for accountability.

#### 4.3 OSC Activities (When Operational)

##### 4.3.1 The Radiation Protection Supervisor shall assure:

- A. check of radiological conditions in the OSC shall be completed in accordance with EAP-14.6, HABITABILITY OF THE EMERGENCY FACILITIES.

NOTE: Normal radiation protection procedures and practices shall be adhered to prior to the need for implementing EAP-6, IN-PLANT EMERGENCY SURVEY/ENTRY.

- B. Consideration is given to implementing EAP-6, IN-PLANT EMERGENCY SURVEY/ENTRY and EAP-15, EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL for dispatching OSC personnel as applicable.

- 4.3.2 The Emergency Maintenance Coordinator shall:
- A. Designate an individual to serve as the OSC Manager.
  - B. Notify the Emergency Director when the OSC is staffed and operational.
  - C. Provide detailed instruction to the OSC Manager in accordance with EAP-13, DAMAGE CONTROL.
- 4.3.3 The designated OSC Manager shall:
- A. Designate a communicator/record keeper (if possible, a licensed SRO) on the CR/OSC/TSC/EOF (4 way), emergency hotline.
  - B. Synchronize clocks with TSC.
  - C. Assure OSC activities are reported to the Emergency Maintenance Coordinator, Emergency Director or other appropriate individual. (This includes report to the Emergency Maintenance Coordinator that OSC is staffed and operational).
  - D. Request from the Emergency Maintenance coordinator additional staff or expertise as needed.
  - E. Coordinate the development and review of any ad hoc procedures for damage control with the Emergency Maintenance Coordinator and the Emergency Director.
  - F. Dispatch damage control teams under the guidance of the Emergency Maintenance Coordinator.
  - G. If Accountability has been called for, designate the OSC supervisors to be responsible for continuous accountability in the OSC. These individuals will ensure sign-in and sign-out through the security guard post using Attachment 3 of EAP-8, PERSONNEL ACCOUNTABILITY.

- H. Designate an individual to be responsible for keeping records of team actions and personnel exposures.
- I. Ensure all teams are briefed regarding to corrective actions (i.e. EAP-13, DAMAGE CONTROL) and radiological conditions (i.e. EAP-6, IN-PLANT EMERGENCY SURVEY/ENTRY).
- J. Request the Operations Coordinator inform the OSC if operators are needed to staff the Work Center.
- K. Contact the Control Room to transfer control of any repair teams to the OSC who were dispatched prior to OSC activation. (Ensure teams are notified to report to the OSC.)
- L. Provide frequent briefings to OSC personnel; Attachment 2, OSC Briefing Checklist, provides guidance.

4.3.4 The designated OSC communicator shall:

- A. Test all communications equipment.
- B. Assure that OSC Manager is kept abreast of plant conditions and team results.
- C. Assure that information boards in the OSC are kept up-to-date.

NOTE: Attachment 4, Alternate OSC Activation Checklist, maybe used as a guide during AOSC Activation.

4.4 Alternate Operational Support Center Activation

The Alternate OSC will be utilized if the primary OSC becomes uninhabitable or hazardous. When directed by the Emergency Director, the alternate OSC may be located in any appropriate area giving first consideration to the old Work Center adjacent to the Control Room or the remainder of the Old Administration building within the TSC ventilation pressure boundary.

- 4.4.1 If it is determined the primary OSC is uninhabitable, the Emergency Director will direct the OSC Manager to relocate to the Alternate OSC.

- 4.4.2 The OSC Manager will select appropriate personnel to relocate and to staff damage control teams. Other personnel will be relocated to habitable areas or offsite.
- 4.4.3 The OSC Manager will take the following equipment to the Alternate OSC: (and any other equipment/supplies that he deems necessary.)
  - A. Protective clothing and respiratory protection.
  - B. Records of teams; exposures.
  - C. Emergency procedures; telephone lists.
- 4.4.4 The Emergency Director, TSC Manager, or designee will announce on the public address system the relocation to affected personnel as well as the new telephone number for the OSC Manager.

## 5.0 ATTACHMENTS

- 1. FACILITY STATUS GUIDELINES
- 2. OSC BRIEFING CHECKLIST
- 3. OSC ACTIVATION CHECKLIST
- 4. ALTERNATE OSC ACTIVATION CHECKLIST



## ATTACHMENT 1

PAGE 1 OF 1

FACILITY STATUS GUIDELINES

These three conditions describe the various stages of facility readiness:

Activated - An order has been made to activate an emergency response facility, and the facility is in the process of being staffed.

Staffed - The emergency response facility has been activated and sufficient personnel are available to perform the required functions as determined by the facility manager.

Operational - The emergency facility has been activated and staffed, and has assumed responsibilities for performing its intended functions.

OSC BRIEFING CHECKLIST

Page 1 of 1

Time: \_\_\_\_\_

NOTE: Ensure all areas of the OSC are briefed

OSC Manager should brief the facility EVERY 60 MINUTES or sooner if plant conditions change.

OSC Manager should call on group leaders to provide briefing information in their area of expertise.

I. Emergency Classification and Reason for: \_\_\_\_\_

II. Plant Status (Stable, Improving, Degrading) Changes in Plant Status since Last Briefing \_\_\_\_\_

III. Offsite Protective Actions Implemented \_\_\_\_\_

IV. Major Equipment Inoperative: \_\_\_\_\_

V. Work directed out of OSC and priorities of that work included if working/planned: \_\_\_\_\_

VI. General Onsite Radiological Conditions: \_\_\_\_\_

VII. Status of any of the following not previously covered:

- A. Accountability
- B. Search and Rescue
- C. Fire Brigade
- D. First Aid Team
- E. Radiological Survey Teams
- F. TSC Engineering Activities
- G. Offsite Agencies Assistance Requested
- H. Use of Potassium Iodide
- I. Emergency Dose to Workers

# OSC ACTIVATION CHECKLIST

Page 1 of 1

DESCRIPTION	VERIFIED	
	INIT	TIME
Notify Emergency Maintenance Coordinator when OSC is Staffed IAW step 4.1.2.		
Notify Emergency Maintenance Coordinator when OSC is Operational.		
Brief facility every 60 minutes or sooner if conditions change, utilizing OSC Briefing Checklist, Attachment 2		
Designate a communicator/record keeper to man the 4-way hotline (use SRO if possible).		
Synchronize clocks with TSC.		
IF accountability has been called for, THEN designate supervisors to be responsible for continuous accountability (EAP-8) sign-in/sign-out.		
Designate individual to be responsible for keeping records of team actions - this will normally be the Team Supervisor in the OSC.		
IF the RP dose tracking computer fails, THEN designate an individual to be responsible for keeping records of team member dose.		
Request that the OPS Coordinator (in the Control Room) inform the OSC if operators are needed to staff the WCC.		
WHEN the OSC is Operational, contact the Control Room to transfer control of any repair teams to the OSC that were dispatched from the CR.		
Ensure communications equipment is ready for use. (Fax, Phones, 4 way, OSC-only Gai-tronics, security radios for use by damage control teams).		
Ensure Rad Protection Supervisor completes habitability surveys if required based on EAP-14.6		
IF the OSC is not habitable, THEN relocate to the alternate OSC utilizing the <u>Alternate OSC Activation Checklist</u> , Attachment 4, as a guide.		
IF a release is in-progress, THEN ensure foyer access is limited by RP and ensure all other accesses are secured.		
Assess the availability of full SCBA air cylinders and clean face pieces to support the damage control actions planned. Initiate on-site recharging of empty cylinders to maintain an adequate supply.		
IF additional staff is needed, THEN make requests through the Emergency Maintenance Coordinator.		

NOTE: Enter N/A for non-applicable lines

EAP-14.5

OPERATIONAL SUPPORT CENTER

ATTACHMENT 3

Rev. No. 15

ACTIVATION

Page 13 of 14

# ALTERNATE OSC ACTIVATION CHECKLIST

Page 1 of 1

DESCRIPTION	VERIFIED	
	INIT	TIME
Notify Emergency Maintenance Coordinator that Alternate OSC is Operational.		
Verify that the Alternate OSC location is habitable.		
Select appropriate personnel to relocate to the Alternate OSC		
Direct remaining personnel to go to: _____  (identify location)  NOTE: OSC personnel may be staged in any habitable areas such as the TSC and CR ventilation boundaries, remote buildings not affected by the incident, or they may be directed off-site.		
Take/obtain the following equipment: <ul style="list-style-type: none"> <li>• Protective clothing</li> <li>• Respiratory protection equipment</li> <li>• Records of teams activities</li> <li>• Records of personnel exposures</li> <li>• Emergency procedures</li> <li>• Telephone lists</li> <li>• Other equipment as needed</li> </ul>		
WHEN established, notify the Emergency Maintenance Coordinator and ED of phone numbers at AOSC location.		
Utilize OSC Activation Checklist, Attachment <u>3</u> , to complete Alternate OSC activation		