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SUBJECT: Rev 8 to Procedures Manual 13.8.2, "Manual Offsite Dose Calculations" & Rev 10 to Procedures Manual 13.10.9.

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WASHINGTON PUBLIC POWER

SUPPLY SYSTEM

INTEROFFICE MEMORANDUM

9012130347 901205
PDR ADOCK 05000397
PDC

DATE: December 5, 1990

TO: Distribution

FROM: J. F. Peters, Plant Administration, WNP-2 (927S)

SUBJECT: WNP-2 PLANT PROCEDURES MANUAL - VOLUME 13
PACKAGE NO. 90-318

REFERENCE: PPM *1.2.4

The following Procedures have been revised/approved and are to be inserted in your controlled copy of Volume 13 of the Plant Procedures Manual, and the superseded revisions are to be removed and destroyed:

<u>Procedure</u>	<u>Rev.</u>	<u>Title</u>
13.8.2	8	Manual Offsite Dose Calculations
13.10.9	10	Operations Support Center Operations and Operations Support Center Director Duties
13.11.13	8	EOF News Writing Team Duties
13.14.1	8	Emergency Exposure Levels/Protective Action Guides
13.14.3	6	Supply System Health Physics Procedures, Radiological Programs Instructions, and Environmental Programs Instructions
13.14.4	10	Emergency Equipment
13.14.9	7	Emergency Program Maintenance

To verify receipt and inclusion of these Procedures, please sign, date and return this receipt to S. Legard, MD 927A within TEN (10) WORKING DAYS of the date of this IOM.

Date

Signature of Manual Holder

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Attachments

DISTRIBUTION - VOLUME 13

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			57	Benton County Dept. of. Emerg. Mgmt.	#
2	Control Room	927A	58	WNP-2 Security	913
3	Shift Manager	927A	60	WNP-2 Security	913
4	Plant Manager	927M	61	Operations Support Center/Cabinet	Lunchroom
5	Licensed Training	1022	63	Emergency Training	1020
6	Simulator	1034	64	Radwaste Control Room	927A
7	Technical Manager	988U	66	Simulator, Shift Manager	1034
8	Operations Manager	9270	68	Remote Shutdown Room (13.4.1)	927A
9	HP/Chemistry Manager	927K	69	EOF Communications Center (EOFCC)	1021
10	Maintenance Manager	927S	73	Dept. Soc. & Health Serv.	#
11	Plant Admin. Manager	927S	74	Dept. Soc. & Health Serv.	#
12	Engineering Services	981G	75	Dept. Soc. & Health Serv.	#
17	Central Training Services (Sec. 13.14)	1027	78	Shift Technical Advisor	927A
20	Chemistry Supervisor	927A	80	Plant Records	927A
21	Health Physics Supervisor	927A	82	EOF Decision Center	1020
24	Plant QA/QC Manager	956B	83	MUDAC	1020
25	Project Manager, Bechtel	964D	86	Simulator, Shift Technical Advisor (STA)	1034
26	Region V, NRC	****	87	Document Control Desk, NRC	Wash. D.C.
27	Security Programs Manager	1021	90	Corporate Communications	325
28	Region V, NRC	****	91	Emergency Preparedness Program	1020
29	WNP-3 Technical Library	700	92	Emergency Preparedness Program	1020
30	E.O.F. Records Room	1020	93	Radiological Programs	1020
31	TSC Emergency Response/Cabinet	927A	94	Offsite Agency Center	1020
33	Admin. Security Specialist	968	95	Security Decision Center	1020
34	HP Technicians Office	927H	96	Crisis Management Center	325
35	Resident Inspector	901A	97	Technical Data Center	1020
36	Emergency Preparedness Program	1020	98	Corporate Library	330
37	Mgr. of Emerg Plann & Environ Prog	1020	102	Telecommunication Services	1032
41	WNP-2 Security	913	104	Emergency Preparedness Program	1020
42	Maintenance Training	184	105	NRC Emergency Response	1020
46	IS&FP	982B	106	Emergency Preparedness Program	1020
47	Director Engineering	520	114	Emergency Training	1020
49	Security Training/Evaluation	1021	123	Planning & Scheduling	994E
50	Plant Emergency Director	927A	126	Asst. Managing Director for Operations	1023
51	Energy Fac. Site Eval. Council	#	127-132 (6)	Licensed Training	1020
52	Division of Emergency Management	#	133	Emergency Planning	1020
53	Dept. Soc. & Health Serv.	#	134-136 (3)	MUDAC Field Team Kits (13.9 series, 13.13.4 and 13.14.4)	1020
54	Dept. Soc. & Health Serv. (Seattle)	#	137-140 (4)	MPF Field Team Kits (13.5.4, 13.7.5, .13.9 series, 13.13.4, and 13.14.4)	1020
55	Federal Emergency Mgmt. Agency	#	142	Pacific N.W. Labs	****
56	U.S. Department of Energy	#	N/A	Kathy McCullough (Memo Only)	917Y

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WASHINGTON PUBLIC POWER
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PLANT PROCEDURES MANUAL

WNP-2

PROCEDURE NUMBER 13.8.2	APPROVED <i>[Signature]</i>	DATE 03/29/90
VOLUME NAME 13 EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION 13.8 OFFSITE DOSE CALCULATIONS		
TITLE 13.8.2 MANUAL OFFSITE DOSE CALCULATIONS		

13.8.2.1 Purpose

The purpose of this procedure is to provide instructions on using redundant EDPS Computer programs to predict offsite dose rates and integrated doses for populations downwind of WNP-2 during an emergency. These calculations are based upon actual meteorological data and the actual or projected airborne release rates. This procedure is limited to the airborne pathway, since it is considered the only credible release mode.

This procedure can be utilized by the Control Room, Technical Support Center, or MUDAC dose assessment personnel, if the Computerized Emergency Dose Projection System is not operational, or if desired. The dose rates calculated from this procedure should be confirmed by actual Environmental Field Team Measurements as soon as practicable.

13.8.2.2 References

EPIP 13.8.1, Computerized Emergency Dose Projection System Operations

13.8.2.3 Procedure

Responsibility

Assigned Dose Assessment Personnel
(Radiological Emergency Manager, Radiation Protection Manager, Shift Technical Adviser or other assigned individuals)

Action

1. Perform this procedure if the Emergency Dose Projection System (EDPS) is inoperable, and an Alert, Site Area or General Emergency including a release has been declared, or when directed by the Radiological Emergency Manager, Radiation Protection Manager or Plant Emergency Director.

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revised per Rev 8 to Procedure Nov 13.8.2, Rev 10 to 13.10.9
50-397 #9012130347 per memo dtd. 12/31/90
EPIP

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Responsibility

Assigned Dose Assessment Personnel (Radiological Emergency Manager, Radiation Protection Manager, Shift Technical Adviser or other assigned individuals) (Cont.)

Action

2. Utilize the TRS-80 Model 100 micro-computer, or IBM PS/2 as the redundant Emergency Dose Projection System (BEDPS). The TRS-80 is stored in the STA's office, the TSC, or the MUDAC. The TRS-80 Model can be operated on four (4) AA batteries or adapted to 120 VAC. IBM PS/2s loaded with BEDPS are located in the Control Room, the TSC and MUDAC.
3. Turn on the computer and select the program from the menu.
 - a. TRS-80 Model 100
 - 1) Turn the power switch ON. (The switch is on the right side of the computer.)
 - 2) Adjust the display intensity using the control "DISP" next to the power switch.
 - 3) Press the space bar until the cursor is over "BEDPS.BA" on the menu.
 - 4) Press "ENTER". The program will load and start asking interactive questions.
 - 5) Whenever possible, operate computer using available 120 VAC power and minimize battery use.
 - b. In the event that BEDPS.BA has been lost from the TRS-80 Model 100's memory, the program can be reloaded from the magnetic tape cassette stored with the TRS-80.
 - 1) Connect the tape recorder/player to the TRS-80 using the supplied cable.
 - 2) Turn on the TRS-80. Set tape recorder volume control to "P".

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Responsibility

Assigned Dose Assessment
Personnel (Radiological
Emergency Manager, Radiation
Protection Manager, Shift
Technical Adviser or other
assigned individuals) (Cont.)

Action

- 3) Insert the cassette containing the BEDPS.BA program and rewind. Reset tape counter to "000".
- 4) Make sure that the recorder/player is set for remote control. ("Pause" set to "Out")
- 5) Press the PLAY key and be sure that it locks down.
- 6) Access BASIC from the Main Menu of the TRS-80 (position cursor over BASIC and press ENTER).
- 7) Type CLOAD "BEDPS" and press ENTER.
- 8) The TRS-80 will search the tape for BEDPS.BA and print the names of any files it passes over. Once BEDPS.BA is loaded, the TRS-80 will print OK.
- 9) Type SAVE "BEDPS.BA". Stop tape recorder, rewind tape, remove tape and disconnect tape recorder.

c. IBM PS/2 (MUDAC)

- 1) Enter menu number for BEDPS selection.
- 2) Ensure laser printer is on.
- 3) Read and follow instructions shown on screen.
- 4) Default values must be entered.
- 5) If needed, a backup disk for the PS/2 is located in PSF Room 129F.
- 6) When a full page is not produced by the laser printer, you must eject the partial page before you begin another set of calculations.

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Responsibility

Assigned Dose Assessment Personnel (Radiological Emergency Manager, Shift Technical Adviser or other assigned individuals)(Cont.)

Action

4. Complete Attachment A, "Offsite Dose Calculation Data Sheet". See Attachment B for instructions on each individual question or entry.
5. Using the information on the data sheet answer the questions as they appear on the computer screen. Always press "ENTER" after answering each question.
6. At the completion of the program a "Summary of Doses" will be displayed.
7. Copy the results onto Attachment C, "Summary of EDPS Backup Calculation".
8. Perform calculations for 1.2, 2.0, 3.0 +, 5.0 and 10 miles downwind. Perform calculations for any other distance downwind, as needed.
+ NOTE: Also calculate 3.0 miles due to irregularities of 2.0 mile boundary.
9. Refer to EPIP 13.14.2, "Process for Determining Protective Action Recommendations". Initiate protective actions as required.
10. Attachments D, E, F and G contain blank copies of the 10 mile maps for
 - a) Whole Body Dose Rates,
 - b) Whole Body Integrated Dose,
 - c) Thyroid Dose Rate, and
 - d) Thyroid Integrated Dose.
11. Mark the calculated doses at the correct distances and in the downwind direction on all four maps. Indicate the centerline of the plume by a line on each map in the downwind direction. Label "Plume Centerline".

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Responsibility

Assigned Dose Assessment Personnel (Radiological Emergency Manager, Shift Technical Advisor or other assigned individuals) (Cont.)

Action

12. Include the maps with any recommendation for protective action recommendations made off-site using EPIP 13.14.2, "Process for Determining Protective Action Recommendations".
13. Maintain copies of all calculations, maps and Protective Action Recommendations made using this procedure.
14. Evaluate the need to update the dose assessment calculations if any of the following parameters change significantly (e.g., by 20% or more):
 - a. Elevated release point monitors.
 - b. Radwaste ventilation monitors.
 - c. Turbine building ventilation monitors.
 - d. Containment radiation level.
 - e. Measured effluent flow rate.
 - f. Containment pressure.
 - g. Wind speed.
 - h. Wind direction (change of 22.5 degree sector).
 - i. Pasquill stability class.
 - 1) Temperature Lapse Rate.
 - 2) Sigma theta.
 - j. Estimated duration of release.

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13.8.2.3 Attachments

- A. Offsite Dose Calculation Data Sheet.
- B. Instructions for Offsite Dose Calculation Data Sheet.
- C. Summary of EDPS Dose Calculations.
- D. 10 Mile Map - Whole Body Dose Rate.
- E. 10 Mile Map - Whole Body Integrated Dose.
- F. 10 Mile Map - Thyroid Dose Rate
- G. 10 Mile Map - Thyroid Integrated Dose
- H. Radwaste Building Exhaust Flow - Millivolt to CFM Conversion.

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OFFSITE DOSE CALCULATION DATA SHEET

DATE: _____ (1)
 TIME: _____ (2)
 NAME: _____ (3)
 CALCULATION: _____ (4)

	REACTOR BLDG	DRYWELL	TURBINE BLDG	RADWASTE BLDG	
A. Release Point (RX Bldg, DW, TG, RW) (Y or N)	_____	_____	_____	_____	(5)
B. Meteorology					
1. Stability Class (A-G)	_____				(6)
or $\Delta T / \Delta Z$	_____	°C/100m			
or Sigma Theta	_____	Degrees			
2. Distance Downwind (1.2, 2.0, 3.0, 5.0, 10.0 Miles)	_____		Miles		(7)
3. Wind Speed	_____	MPH			(8)
4. Wind Direction (From - To)	_____	- _____	Degrees		(9)
C. Time Since Reactor Shutdown	_____	Minutes			(10)
D. Stand By Gas Treatment System (SGTS) Efficiency	_____	%			(11)
E. Release Point Flow Rate (CFM)	_____ CFM	_____ CFM	_____ CFM	_____ CFM	(12)
F. Source Term-Radiation Monitors, Field Data or Sample Results (R, F, or S) (If source term is based on sample results complete attached sheet)	_____				(13)
1. Radiation Monitor Reading	Reactor Bldg	Turbine Bldg	Radwaste Bldg		
a. High Range Elevated Release Point (R/Hr)	_____ R/hr	XX	XX		(14)
b. Intermediate (extended) Range Noble Gas Monitor (PMU)	_____ PMU	_____ PMU	_____ PMU		(15)
c. Low Range Noble Gas Monitor (CPM)	_____ CPM	_____ CPM	_____ CPM		(16)

Attachment A
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OFFSITE DOSE CALCULATION DATA SHEET (Continued)

- | | <u>Reactor
Bldg</u> | <u>Turbine
Bldg</u> | <u>Radwaste
Bldg</u> | |
|---|-------------------------|-------------------------|--------------------------|------|
| 1. Radiation Monitor Reading | | | | |
| d. Drywell LOCA Rad Monitor
(CMS-RIS-27E) | _____ R/hr | XX _____ | XX _____ | (17) |
| e. Drywell LOCA Rad Monitor
(CMS-RIS-27F) | _____ R/hr | XX _____ | XX _____ | |
| 2. Field Data | | | | (18) |
| a. Plume Centerline Dose Rate | _____ mR/hr | at _____ | miles | |
| b. Plume Centerline Air Sample at
(Complete attached
Air Sample Data Sheet) | | _____ | miles | |
| G. Release Duration (Minutes) | _____ min | | | (19) |

Attachment A
Page 2 of 3

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SAMPLE RESULTS FOR GASEOUS RELEASE POINTS

(CONCENTRATIONS IN Ci/M^3 or $\mu\text{Ci}/\text{CM}^3$)

(See Attachment B, Item 20, for instructions)

NUCLIDE	REACTOR BUILDING PRE-SGTS _____ POST SGTS _____	DRYWELL	TURBINE BUILDING	RADWASTE BUILDING PRE-HEPA _____ POST-HEPA _____	PLUME CENTER LINE AT _____ MI
Kr-83M					
Kr-85M					
Kr-85					
Kr-87					
Kr-88					
Kr-89					
Xe-131M					
Xe-133M					
Xe-133					
Xe-135M					
Xe-135					
Xe-137					
Xe-138					
I-131					
I-132					
I-133					
I-134					
I-135					

Attachment A-1
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OFFSITE DOSE CALCULATION DATE SHEET INSTRUCTION

1. Date: Enter current date (mm:dd:yy).
2. Time: hh:mm, a.m. or p.m.
3. Name: Person performing calculation.
4. Calculation #: Sequential Number of calculations performed during current emergency.
5. Release Point: Indicate which building(s). There may be multiple points.

If the release point is the Reactor Building, and the Drywell LOCA rad monitors (CMS-RIS-27E or F) are being used to estimate the source term, mark the Drywell as the release point, not the Reactor Building.
6. Meteorology Conditions: Obtain necessary meteorological data from the plant Graphic Display System (GDS) or:
 - a. Telephone the PNL Weather Forecaster (Primary) at 373-2875 or:
 - b. Telephone the National Weather Service Forecaster at:

1-503-281-1911 Portland, Oregon

1-206-526-6083 Seattle, Washington
 - c. Stability Class vs. $\Delta T/\Delta z$ signal.

<u>Stability Classification</u>	<u>Pasquill Categories</u>	<u>Temperature Change With Height ($^{\circ}\text{C}/100\text{ m}$)</u>
Extremely unstable	A	$\Delta T/\Delta z$ -1.9
Moderately unstable	B	-1.9 $\Delta T/\Delta z$ -1.7
Slightly unstable	C	-1.7 $\Delta T/\Delta z$ -1.5
Neutral	D	-1.5 $\Delta T/\Delta z$ -0.5
Slightly stable	E	-0.5 $\Delta T/\Delta z$ 1.5
Moderately stable	F	1.5 $\Delta T/\Delta z$ 4.0
Extremely stable	G	4.0 $\Delta T/\Delta z$

Attachment B
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OFFSITE DOSE CALCULATION DATE SHEET INSTRUCTION (Continued)

d. Stability Class vs. Sigma Theta Signal

<u>Stability Classification</u>	<u>Pasquill Categories</u>	<u>(degrees)</u>
Extremely unstable	A	sigma theta _ 22.5
Moderately unstable	B	22.5 sigma theta _ 17.5
Slightly unstable	C	17.5 sigma theta _ 12.5
Neutral	D	12.5 sigma theta _ 7.5
Slightly stable	E	7.5 sigma theta _ 3.8
Moderately stable	F	3.8 sigma theta _ 2.1
Extremely stable	G	2.1 sigma theta

7. Distance Downwind: 1.2 miles is the exclusion area boundary. 2.0, 3.0, 5.0 and 10.0 miles are the increments for population evacuation.

Example: If the Dose Rate at 2 and 3 miles are above the Protective Action Guide (EPIP 13.14.1 and 2) but below it at 5 miles then shelter or evacuate that downwind sector(s) to five miles.

8. Wind speed: Enter in miles per hour.

9. Wind Direction: Enter direction from and to in degrees 0-360°.

10. Time Since Reactor Shutdown: Time in minutes since reactor went subcritical. (Used to calculate decay of radioactivity.)

11. Standby Gas Treatment System (SGTS) Efficiency (in percent):

a. If ON, use 99.7

b. If OFF, use 0

12. Ventilation Flow: In cubic feet per minute (CFM).

Default Values:

RX - 120,000 CFM normally, 4000 cfm if SGTS on

DW - 0.72% Leakage/day = $(.0072)(3.5E+5 \text{ ft.}^3)/24 \times 60 = 1.75 \text{ CFM}$.

TG - 310,000 CFM

RW - 84,000 CFM. - However, if getting Radwaste Building flow from Process Computer units are in millivolts not CFM. See Attachment H for graph for conversion to CFM.

Attachment B
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OFFSITE DOSE CALCULATION DATE SHEET INSTRUCTION (Continued)

13. Radiation Source Term: If release rates are being determined by the radiation monitors, mark (R); if they are based on sample results, mark (S); if based on field radioactivity samples or dose rates, mark (F). Refer to PPM 12.10 series "Post Accident Sampling and Analysis" if source term is based on samples.
14. High Range Elevated Release Point Monitor (CMS-RIS-27C or D) (R/hour). Enter value if Reactor Building is release point.
Use CMS-RIS-27C or 27D. (10^{-2} - 10^4 R/Hr)
15. Intermediate (extended) Range Noble Gas Radiation Monitors - Rx, TG or RW Indicate in Panel Meter Units (PMU).
- a. Rx - REA-RIS-19A ($1-10^5$ PMU)
 - b. TG - TEA-RIS-13A ($1-10^5$ PMU)
 - c. RW - WEA-RIS-14A ($1-10^5$ PMU)
16. Low range Noble Gas Radiation Monitors - Rx, TG or RW (CPM).
- a. Rx-REA-RIS-19 ($10-10^7$ cpm)
 - b. TG-TEA-RIS-13 ($10-10^7$ cpm)
 - c. RW-WEA-RIS-14 ($10-10^7$ cpm)
17. Drywell LOCA Radiation Monitor (R/Hr) - Use either one - not both.
- CMS-RIS-27E ($1-10^7$ R/Hr)
- CMS-RIS-27F ($1-10^7$ R/Hr)
18. Field Data: Enter plume centerline dose rate in mR/hr and distance from Plant to the measurement location. If calculation of dose is to be based on field team radioactivity measurements, enter measurement distance and complete air sample data sheet.
19. Release Duration in minutes: Length of time the release is expected to last. 120 minutes (two hours) is used as a default value. This is based on approximate time to evacuate a sector to 10 miles.
20. Sample Results Attachment A-1: (Ci/m^3 or $\mu\text{Ci}/\text{cm}^3$). If samples have been pulled and analyzed for any of the locations, (RX, DW, TG, RW or Plume Centerline) the results may be substituted into the calculations in place of the radiation monitor readings. Complete the appropriate columns in Attachment A-1 listing the concentrations of the thirteen (13) noble gas nuclides and five (5) radioiodines. Enter the concentrations in units of Ci/m^3 or $\mu\text{Ci}/\text{cm}^3$ when asked to by the computer.

Attachment B
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OFFSITE DOSE CALCULATION DATE SHEET INSTRUCTION (Continued)

21. Summary of EDPS Calculations, Attachment C
- a. Enter dose rates and exposure as listed by computer output on form.
 - b. $\text{Plume Transit Time} = \frac{\text{Distance (Miles)}}{\text{Windspeed (MPH)}}$
= Plume Transit Time (Hrs)
 - c. Enter the time the release started. (HH:MM AM or PM)
 - d. Completed By: Signature of individual completing Attachment C.

Attachment B
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SUMMARY OF EDPS OFFSITE DOSE CALCULATIONS

(See Attachment B, Item 21, for instructions)

Dist (mi)	Whole Body Dose Rate (REM/Hr)	Whole Body Integrated Dose (REM)	Thyroid Dose Rate (REM/Hr)	Thyroid Dose (REM)	Plume Transit Time (Hrs)
1.2					
2.0					
3.0					
5.0					
10.0					
Other					

Time Release Started: _____

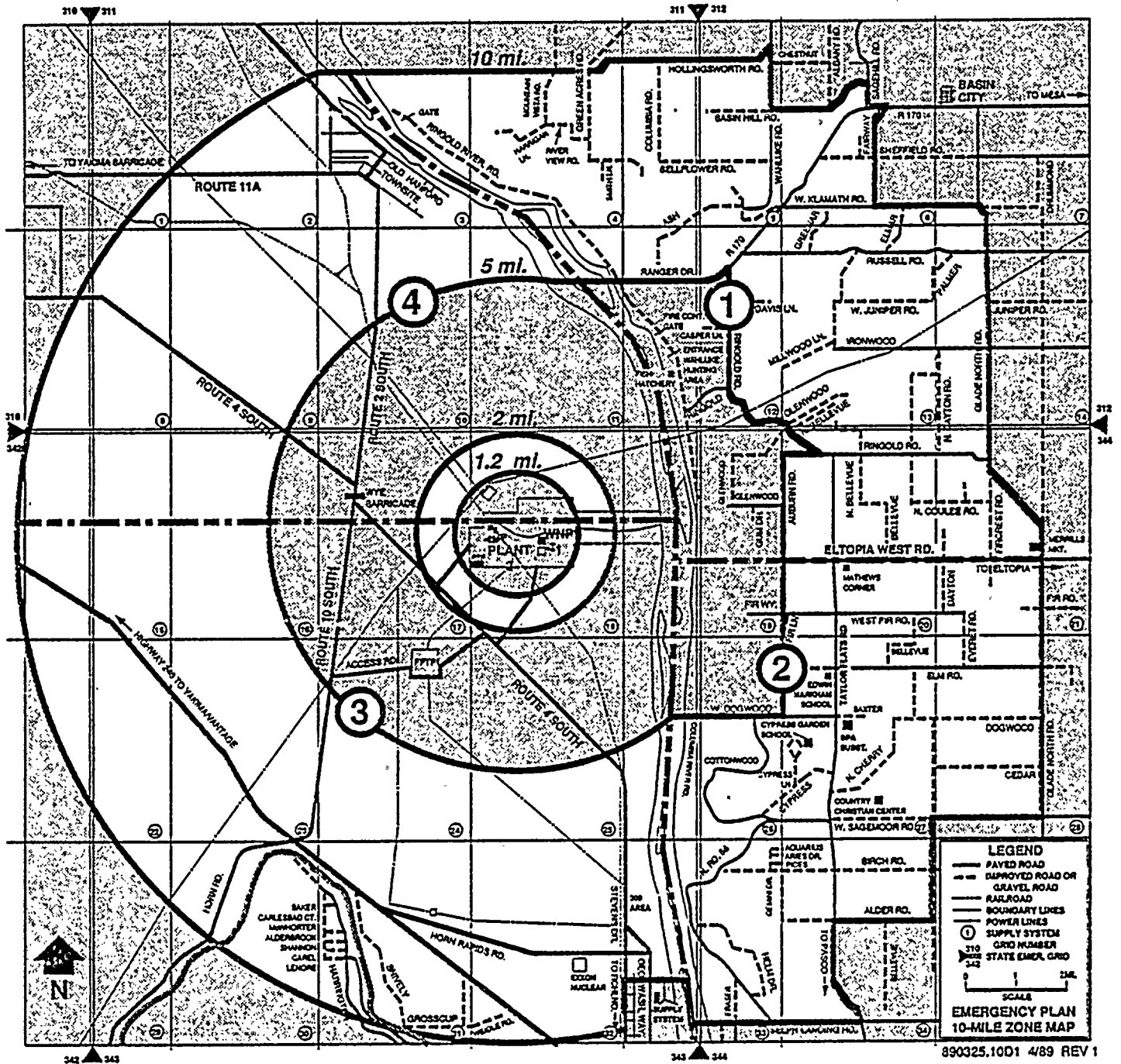
Completed By: _____
(Name)

Attachment C

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10 MILE EPZ - WHOLE BODY DOSE RATE MAP



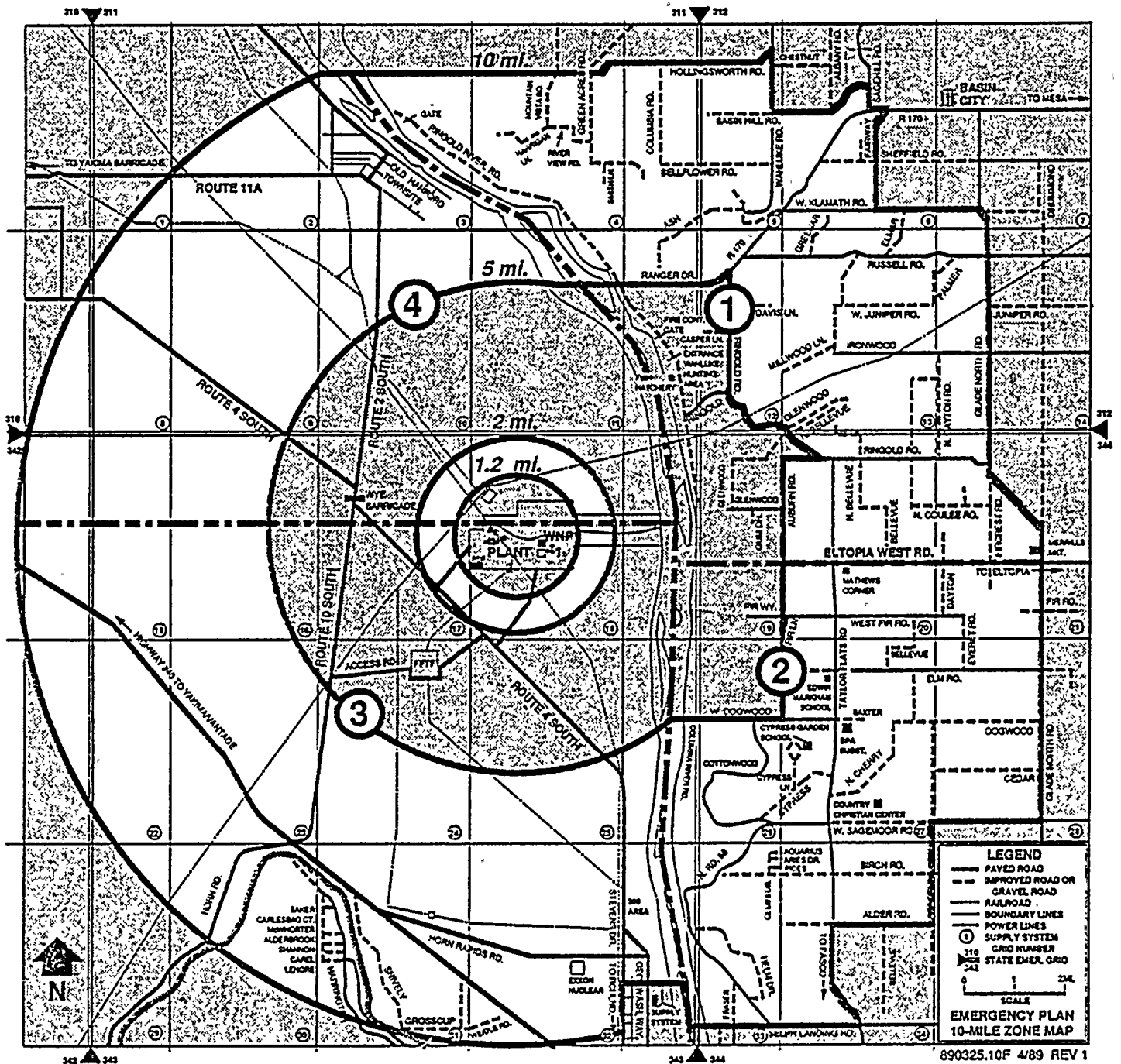
Attachment 0

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10 MILE EPZ – THYROID DOSE RATE MAP

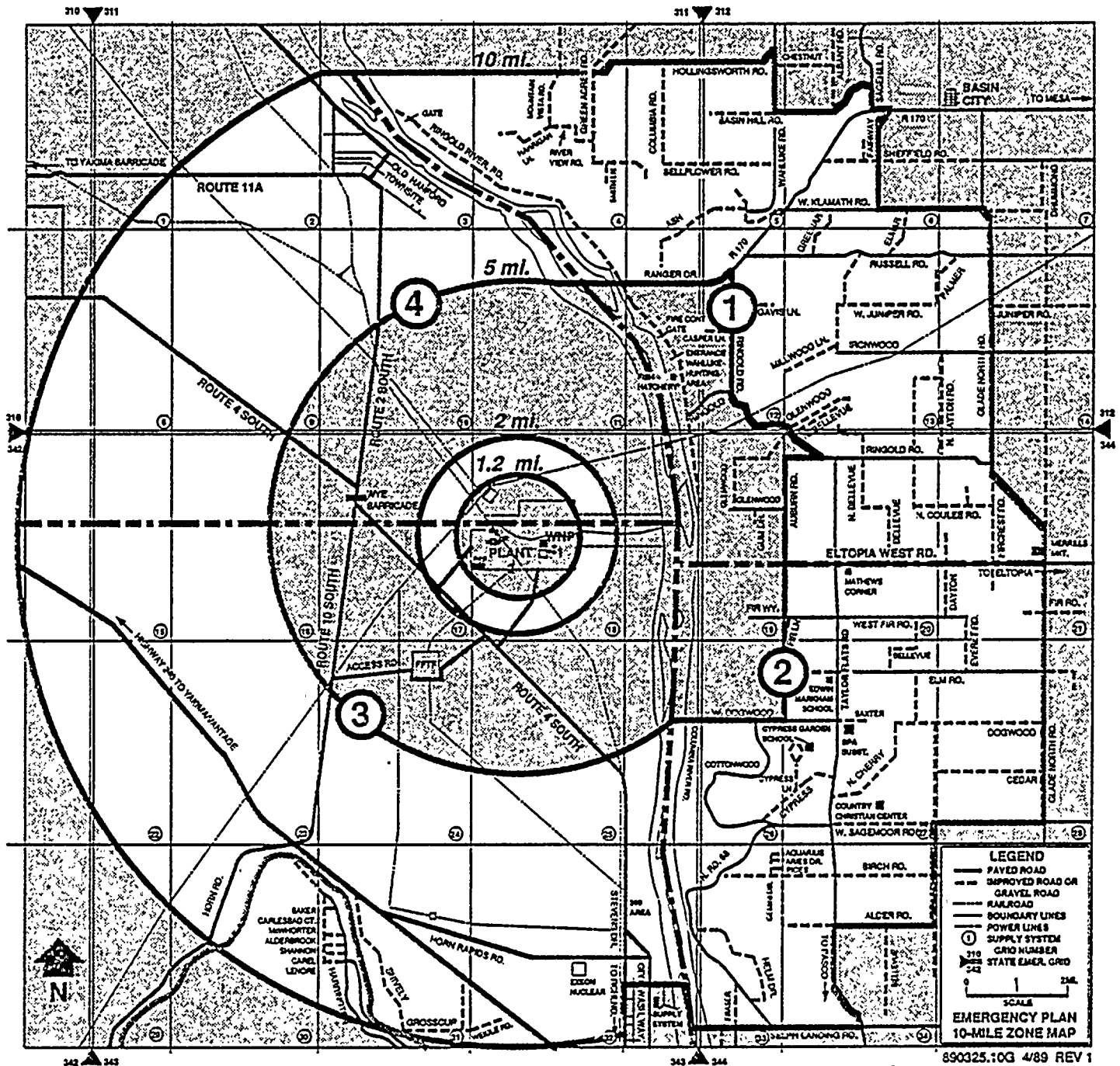


Attachment F

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10 MILE EPZ - THYROID INTEGRATED DOSE MAP



Attachment G

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13.8.2

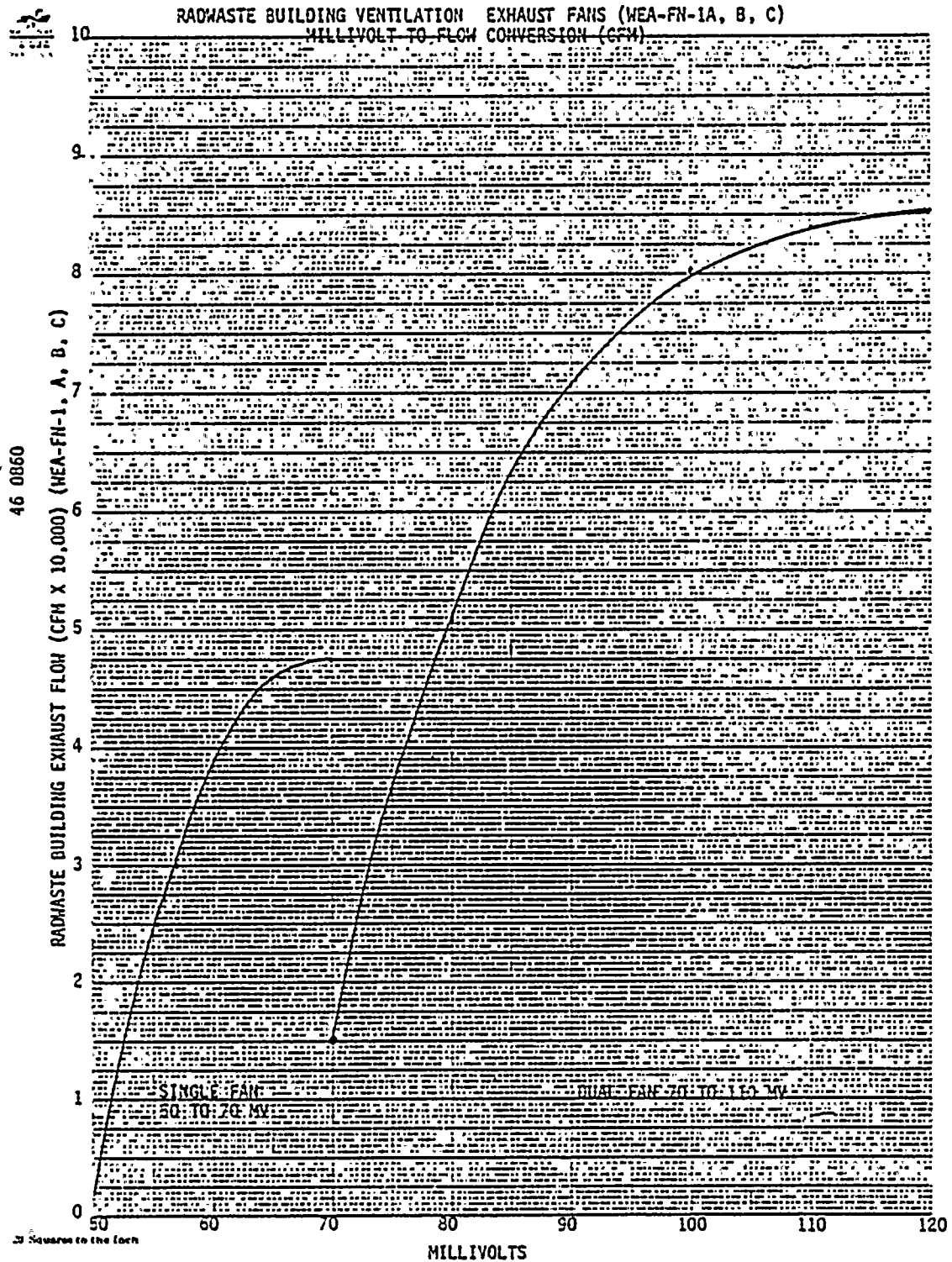
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RADWASTE BUILDING EXHAUST FLOW - MILLIVOLT TO CFM CONVERSION



Attachment H

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WASHINGTON PUBLIC POWER
SUPPLY SYSTEM

PLANT PROCEDURES MANUAL

WNP-2

PROCEDURE NUMBER 13.10.9	APPROVED <i>C. M. Burns</i>	DATE 03/22/90
VOLUME NAME 13 EMERGENCY PLAN IMPLEMENTING PROCEDURE		
SECTION 13.10 PLANT EMERGENCY FACILITIES		
TITLE 13.10.9 OPERATIONS SUPPORT CENTER OPERATIONS AND OPERATIONS SUPPORT CENTER DIRECTOR DUTIES		

13.10.9.1 Purpose

The purpose of this procedure is to describe the responsibilities of the Operations Support Center Director and the operation of the Operations Support Center. The Service Building lunchroom will normally serve as the center. If the need arises, the Mechanical Maintenance office space in the Service Building basement can serve as an alternate location for the Center.

13.10.9.2 References

- A. EPIP 13.5.1, Controlled Evacuation of the Protected Area
- B. EPIP 13.5.5, Personnel Accountability
- C. EPIP 13.5.6, Personnel Search and Rescue
- D. EPIP 13.7.8, Transportation of Injured or Contaminated Injured Personnel to an Offsite Medical Facility
- E. EPIP 13.10.12, Reentry Team Duties
- F. EPIP 13.10.13, Recovery Team Duties
- G. EPIP 13.11.18, Information Network
- H. EPIP 13.13.4, Post Incident Reporting

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13.10.9.3 Procedure

Responsibility

Operations Support Center
Director

Action

1. Upon notification of an Alert, Site Area or General Emergency, or if so directed, proceed to the Operations Support Center (OSC) and assume the Director's duties.
2. Obtain appropriate briefing from the Shift Manager (SM) or Plant Emergency Director (PED) on current Plant systems status, locations and task assignments for Plant Emergency Teams (PETs), and known or anticipated Plant hazards.
3. Determine when adequate staff and resources are in a state of readiness and the OSC can be declared "ACTIVATED". Announce Activated status to the OSC staff and direct they assume control for their procedural responsibilities.
4. Announce OSC activation to the SM, PED, and other Plant emergency centers.
5. Assume control of accountability and direction for any Plant emergency response teams activated by the Shift Manager.

NOTE: If certain Operations personnel (who may be PET members) are needed to complete critical tasks under Control Room direction, discuss this with the SM (or PED). When determined, they will remain under Control Room (rather than OSC) that will be announced to them by the SM (or PED).

6. Direct the initiation of accountability operations per EPIP 13.5.5, "Personnel Accountability."
7. For personnel unaccounted for, initiate search and rescue per EPIP 13.5.6, "Personnel Search and Rescue".
8. Assign administrative support personnel as defined in Attachments D-1 through D-13.

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Responsibility

Operations Support Center
Director (Cont.)

Action

9. Maintain a chronology of significant inputs, actions, events and their resolutions on an already established log, or on a log similar to the "Emergency Response Log", for attachment to your After Action Report. See EPIP 13.13.4, "Post Incident Reporting".
10. Ensure habitability monitoring of the OSC has been implemented.
11. If the OSC becomes uninhabitable:
 - a. Have the Lead Health Physics Person determine the habitability of the Mechanical Maintenance office space in the Service Building.
 - b. Relocate select OSC personnel to the alternate OSC and notify the Plant Emergency Director and other center directors of the move.
 - c. Evacuate non-selected OSC personnel per instructions in EPIP 13.5.1 "Controlled Evacuation of the Protected Area".
12. If a controlled or immediate evacuation is needed, refer to the appropriate section of EPIP 13.5.5 "Personnel Accountability" for guidance in accountability for emergency and non-essential personnel.
13. Direct the OSC Information Coordinator to transmit announcements over the information network that personnel in other centers should know.
14. Ensure that the Significant Events Status Board, similar to Attachment B, and other status boards are being maintained as necessary.
15. If you require additional manpower resources, contact the Plant Administrative Manager in the TSC.

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Responsibility

Operations Support Center
Director (Cont.)

Action

16. Initiate personnel accountability for entry or exit of personnel for all areas of the Protected Area, and when the PED directs restriction of Protected Area entry or exit:
 - a. Coordinate with the Security Operations Coordinator to allow or deny entry into the Protected Area via the Primary (PAP) and Secondary Access Points (AAP).
 - b. Coordinate with the Security Operations Coordinator to allow or deny exit from the Protected Area via PAP and AAP.
 - c. Coordinate with the Central Alarm Station, the Technical Support Center and the Control Room (or any other manned area in the Protected Area) that movement of personnel from those areas into other areas of the Protected Area is reported to the OSC Accountability Coordinator, and that personnel receive briefing on radiological hazards, or HP support is provided.
17. For medical emergencies requiring transportation of individual(s) offsite, refer to EPIP 13.7.8, "Transportation of Injured or Contaminated Injured Personnel to an Offsite Medical Facility."
18. When advised by the Plant Emergency Director or Shift Manager to initiate reentry into radiological areas for the manipulation or modification of equipment, confer with the Lead Health Physics Person and initiate the appropriate section of EPIP 13.10.12 "Reentry Team Duties".
19. Keep the Plant Emergency Director and Shift Manager appraised of the Reentry Team's progress.

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Responsibility

Operations Support Center
Director (Cont.)

Action

20. When conditions allow, have the Chemistry Support personnel man the Chemistry Lab. Provide Health Physics coverage as required. Provide additional Chemistry personnel to perform logkeeping tasks as necessary.
21. When advised to have Chemistry personnel pull PASS samples, assign a Health Physics Technician and a PASS qualified Chemistry Technician.
22. When the recovery phase of an emergency is declared and entry into radiological areas is required for manipulation or modification of equipment, confer with the Lead Health Physics Person and implement EPIP 13.10.13 "Recovery Team Duties".
23. Refer incoming media calls to the Joint Information Center.
24. Upon shift change, turn over Log and fully brief your relief of responsibilities, duties and current status.
25. Upon shift change or termination of the emergency:
 - a. Prepare your individual After Action Reports. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Collect After Action Reports prepared by staff personnel.
 - c. Deliver all After Action Reports, Status Board Logs, and Significant Events Logs to the Plant Emergency Director.
26. Perform preassigned duties.
27. Maintain a chronology of significant inputs, actions, events and their resolutions on an already established log, or on a log similar to the "Emergency Response Log", for attachment to your After Action Report. See EPIP 13.13.4, "Post Incident Reporting."
28. Perform other assignments as directed.

Responding OSC Support
Personnel

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13.10.9.4 Attachments

- A. Emergency Team Tracking Log
- B. Significant Events Log
- C. Operations Support Center Activation Cards
- D. Operations Support Center Administrative Staff
- E. Service Building Checkout Log
- F. Operations Support Center Floor Plan
- G. Operations Support Center Director Checklist

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EMERGENCY TEAM TRACKING LOG

EVENT NO.	TEAM MEMBERS/ TITLE	LEAVE OSC	DESTINATION	PHONE NO.	ARRIVE DEST.	LEAVE WORK AREA	ARRIVE OSC	COMMENTS

Attachment A

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OPERATIONS SUPPORT CENTER SIGNIFICANT EVENTS STATUS BOARD

DATE: _____

RECORDER: _____

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Attachment B

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OPERATIONS SUPPORT CENTER ACTIVATION CARDS

- C-1 Person in Charge
- C-2 Equipment Person
- C-3 Radiological Monitor A
- C-4 Radiological Monitor B
- C-5 Accountability Person

Attachment C
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OPERATIONS SUPPORT CENTER ACTIVATION CARDS

Activation Card #1: Person in Charge

- A. Coordinate activation of Operations Support Center functions. Direct setup similar to Attachment F, OSC Floor Plan.
- B. Assign Activation Cards sequentially to responding personnel, attempting to give card #5 to one familiar with Personnel Accountability. Observe any special instructions on each card. Ensure the actions are being carried out.
- C. Ensure that all arriving personnel log in via the manual accountability log system. Direct emergency personnel to the equipment lockers area, and nonessential personnel to the other side of the room.
- D. Instruct arriving emergency personnel to remain in the Operations Support Center until directed otherwise. Instruct arriving non-essential evacuation/assembly personnel to remain in the GSB hallway or other locations out of the way of the entrance to the OSC.
- E. Notify the Control Room and the Technical Support Center of your arrival, name, emergency organization assignment and the status of the Operations Support Center. Keep the Shift Manager and the Plant Emergency Director informed of operational status.
- F. Establish contact with the Shift Support Supervisor and provide information on personnel status and support as requested.
- G. Properly brief and be relieved by the Operations Support Center Director upon his arrival.

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Activation Card #2: Equipment Person (2nd Arriving Emergency Response Person)

- A. If a Health Physics person with locker and cabinet keys is not available, proceed to Access Control and obtain Operations Support Center emergency equipment locker and emergency supplies cabinet keys from the key box.
- B. Return to Operations Support Center and unlock the Operations Support Center emergency equipment locker and emergency supplies cabinet. Remove and set up overhead projector.
- C. Distribute Significant Events Logs to overhead projector location.
- D. Remove radio(s), charger(s), and base unit. Plug in.
- E. Assist person in charge as needed.
- F. Obtain the key from the inside of the cabinet door for the telephone box. Unlock the box and remove phones. Place all equipment in accordance with locations similar to Operations Support Center Floor Plan. Refer to diagram Attachment F.

Attachment C
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SPECIAL INSTRUCTIONS: Assign this card to the first available Health Physics person arriving.

Activation Card #3: Health Physics Tech. A

- A. Obtain portable monitoring equipment from the cabinet. Perform operational checks on equipment before using.
- B. As directed by the Lead HP, if a radiological release is in progress to the environment, or if there is a reason to believe contamination control is in question, establish contamination control points at Access Control, the Service Building entrance, and the Operations Support Center entrance. Survey personnel in the Center that were not surveyed for contamination as they entered. Segregate any personnel found contaminated. The portal monitors in HP Access Control may be utilized to expedite contamination monitoring of personnel if conditions permit.
- C. As directed by the Lead HP, or if a radiological release is in progress to the environment, restrict access through the Maintenance Shop South roll-up door and the 441' level I&C Shop North door.
- D. Make arrangements for personnel decontamination as necessary.
- E. Maintain a continuous surveillance of the radiological habitability of the Center (dose rate and airborne levels and periodically perform contamination surveys). The center dose rates should be monitored utilizing portable Area Radiation Monitors and the airborne levels should be monitored utilizing a portable Continuous Air Monitor (CAM). Keep the Operations Support Center Director informed.
- F. Brief the Lead Health Physics Person upon his arrival.

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SPECIAL INSTRUCTIONS:

Assign this card to the second available Health Physics person arriving.

Activation Card #4: Health Physics Tech. 8

- A. If Plant Emergency Teams or Reentry Teams are to be dispatched, assist team members with dress out (in anti-Cs or fire gear), and obtaining emergency dosimetry.
- B. When assisting team members that are being dispatched into areas with a potential for airborne radioiodine exposure, check protective clothing to insure no skin areas are exposed.
- C. Perform the following duties until relieved by the Health Physics Logkeeper.
 - o Distribute emergency dosimetry and keep a log of exposure history.
 - o Read and log in pencil dosimeters and estimated dose from returning teams.

Attachment C
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Activation Card #5: Accountability Person

Refer to EPIP 13.5.5 "Personnel Accountability" Attachment A and implement "Activation Card #5 Accountability Duties".

Attachment C
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OPERATIONS SUPPORT CENTER ADMINISTRATION STAFF DUTIES

D-1 Significant Events Logkeeper
D-2 Team Tracking Locator
D-3 Radio Communicator
D-4 Phone Communicator
D-5 Information Coordinator
D-6 Stenographer
D-7 Records Coordinator
D-8 Health Physics Logkeeper
D-9 Accountability Coordinator
D-10 Team Briefer/Debriefer
D-11 Dosimetry Support
D-12 Warehouse Coordinator
D-13 Security Operations Coordinator

Attachment D

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Duties of: Operations Support Center Significant Events Logkeeper

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Maintain the Significant Events Board, similar to Attachment B (i.e., status board via overhead projection).
2. When full, file the log in a notebook for the briefing of incoming personnel. Preserve the log for After Action Reports at the termination of the emergency.
3. Assist with other administrative duties as directed by Operations Support Center Director.
4. Upon shift change, fully brief your relief on responsibilities, duties, and current status.
5. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-1

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Duties of: Operations Support Center Team Tracking Locator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Maintain the Team Location Status Board up to date.
2. When full, make a log copy of the status board similar to Attachment A. Maintain the log for future reconstruction documentation upon termination of the emergency.
3. Assist the Operations Support Center Director in team control and other administrative duties as directed.
4. Assist the Radio Communicator and/or Phone Communicator in maintaining contact with the teams on assignment.
5. Upon shift change, fully brief your relief on responsibilities, duties, and current status.
6. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-2

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Duties of: Operations Support Center Radio Communicator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert.

Responsibilities

1. Set up and maintain radio communications with dispatched teams as necessary.
2. Maintain a radio traffic log so that requests for equipment or action can be relayed and tracked accurately.
3. Assist the Team Tracking Locator.
4. Coordinate with the Operations Support Center Director in communicating duties and directions to each team.
5. Relay team messages to the Operations Support Center Director as necessary.
6. Assist the Operations Support Center Director with other administrative duties as directed.
7. Upon shift change, fully brief your relief on responsibilities, duties, and current status.
8. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports and Logs to the OSC Director.

Attachment 0-3

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Duties of: Operations Support Center Phone Communicator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Act as the phone communicator for the Operations Support Center Director.
2. Assist the Team Tracking Locator if teams are utilizing phones for communications.
3. Assist with other administrative duties as directed by Operations Support Center Director.
4. Upon shift change, brief your relief on responsibilities, duties, and current status.
5. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-4

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Duties of: Operations Support Center Information Coordinator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

Implement duties as directed in EPIP 13.11.18 "Information Network".

Attachment D-5

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Duties of: Operations Support Center Stenographer

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Maintain a log of all major events and activities involving the OSC Director or his designee, with emphasis on:
 - a. Receipt of notifications of changes in emergency classification.
 - b. The content of briefings and the identity of persons with whom he interfaces.
 - c. Significant telephone conversations.
 - d. The input and orders for decisions made.
 - e. Any entry at his request.
2. Perform other duties as requested by the OSC Director or his designee.
3. Upon shift change:
 - a. Fully brief your relief of responsibilities, duties and current status.
 - b. Forward your log to the OSC Director.
4. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the OSC Director.
5. Upon termination of the emergency, provide the OSC Director with any required After Action Report typing and report consolidation needed.

Attachment D-6

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Duties of: Records Coordinator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Perform record searches, retrievals, and administrative duties as directed by the Operations Support Center Director.
2. Verify that the most up-to-date revision of records/documents are being utilized, i.e., procedures, drawings, forms, etc.
3. Upon shift change, fully brief your relief on responsibilities, duties, and current status.
4. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-7

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Duties of: Health Physics Logkeeper

Assignment Location: Operations Support Center

Report to: Operations Support Center Lead Health Physicist

Activation Level: Alert

Responsibilities

1. Document all reported health physics data. Keep the Lead Health Physics Person informed.
2. Update the survey maps with the most current data.
3. Update the Hazardous Area(s) Status Board.
4. Assist the Lead Health Physics person as directed.
5. Distribute emergency dosimetry and keep a log of exposure history.
6. Read and log in pencil dosimeters and estimated dose from returning teams.
7. Upon shift change, fully brief your relief of responsibilities, duties and current status.
8. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the Lead Health Physicist Person.

Attachment D-8

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Duties of: Operations Support Accountability Coordinator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Refer to EPIP 13.5.5 "Personnel Accountability Duties" and implement the applicable section.
2. Assist the Operations Support Center Director in other administrative duties as directed.
3. Maintain a log similar to Attachment E "Service Building Checkout Log" of all personnel who leave the OSC.
4. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-9

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Duties of: Operations Support Center Briefer/Debriefers

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Complete, process and maintain a team briefing/debriefing form for each reentry/recovery team dispatched from, and returning to the OSC pursuant to EPIP 13.10.12/13.10.13.
2. Assist the OSC Director in the briefing/debriefing of the teams and with other administrative duties as directed.
3. Assist the Team Tracking Locator and Accountability Coordinator in the tracking of teams/personnel as required.
4. Upon shift change, fully brief your relief on responsibilities, duties, and current status.
5. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting."
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-10

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Duties of: Dosimetry Support

Assignment Location: Operations Support Center

Report to: Lead Health Physicist

Activation Level: Alert

Responsibilities

1. Distribute emergency dosimetry and keep log of exposure history.
2. Read and log in pencil dosimeters and estimated dose from returning teams.
3. Verify exposure, medical and training data by way of the RER system as needed.
4. Update exposure data on the RER system as directed.
5. Perform habitability check of OSC every 15 minutes by observing the CAM and ARM performing radiation surveys if needed, and by spot checking for contamination.
6. Remind personnel in the OSC to read their dosimetry periodically as established by Lead HP.
7. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting".
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-11

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Duties of: Warehouse Coordinator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Provide the OSC Director with assistance in locating and obtaining warehouse materials and parts needed by Plant emergency personnel.
2. Notify Warehouse Management/Supervisor that an emergency condition exists, and request additional manpower resources that may be needed to support emergency operations.
3. Upon shift change, fully brief your relief on responsibilities, duties and current status of emergency operations.
4. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting".
 - b. Deliver all After Action Reports to the OSC Director.

Attachment D-12

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Duties of: Security Operations Coordinator

Assignment Location: Operations Support Center

Report to: Operations Support Center Director

Activation Level: Alert

Responsibilities

1. Provide the OSC Director, Security Manager, and TSC Administrative Manager with periodic briefings on specific security contingency events that may influence the movement of Plant emergency personnel within Protected or Owner Controlled Areas of the Plant during emergency events.
2. Maintain contact with the Security Shift Supervisor in order to keep the OSC Director informed of Security Force personnel's locations and actions.
3. Assist the OSC Accountability Coordinator in tracking Security personnel as required.
4. When required, ensure the Primary Access Point (PAP) and Alternate Access Point (AAP) are directing personnel to process through the OSC before entering or exiting the Plant Protected Area.
5. Obtain information from the OSC Lead HP in order to coordinate instructions with the Security Shift Supervisor on the nature and location of Plant radiological hazards; and where necessary, coordinate protective clothing needs and HP support for Security personnel that must operate in radiologically hazardous areas.
6. Upon shift change, fully brief your relief on responsibilities, duties and current status of emergency operations.
7. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to EPIP 13.13.4, "Post Incident Reporting".
 - b. Deliver all After Action Reports and Logs to the OSC Director.

Attachment D-13

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SERVICE BUILDING CHECKOUT LOG

Attachment E

WP-598 R1 (9-83)

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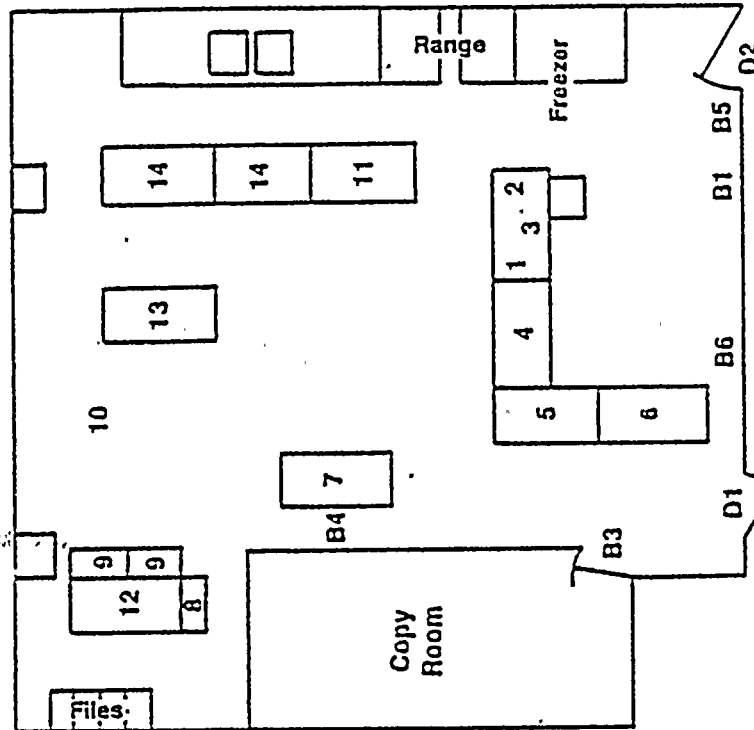
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Operations Support Center Floor Plan (Similar to)

050851.1A



1. OSC Director
2. Phone Communicator (dedicated phone)
3. Stenographer
4. Information Coordinator (dedicated phone, projector, Information Coordinator Checklist, Significant Events Log)
5. Personnel Accountability (Room phone, Personnel Accountability Log, Missing Individual Log)
6. Team Tracking (Room phone, Radio Base Station, Team Tracking Log, Team Leader Cards)
7. Lead Health Physicist (Dedicated phone, Health Physics Log)
8. OSC Supplies Cabinet
9. Emergency Equipment Cabinet
10. Emergency Equipment Lay Down Area
11. Team Briefing / Debriefing Area
12. Print Tables (No Chairs)
13. Plant Emergency Team
14. Maintenance Support Personnel

Boards located on walls

- B1. Classification Status Board, Plant Status Board
- B2. OSC Status Board (Team Tracking)
- B3. OSC Personnel Board
- B4. HP Plant Maps
- B5. Plant Hazardous Areas Board
- B6. Screen for Significant Events
- D1. OSC Access
- D2. Closed during OSC Activation

Attachment F

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OSC DIRECTOR CHECKLIST

OSC Director _____

Date _____

<u>Action</u>	<u>Time Initiated</u>	<u>Time Completed</u>
1. Upon arrival, assess the state of readiness for OSC personnel and resources to perform defined tasks.	_____	_____
2. Obtain briefing from Shift Manager on Plant conditions, hazards, and status of Plant Emergency Teams (PETs).	_____	_____
3. Establish with SM/PED what teams will be under OSC or Control Room control.	<u>N/A</u>	<u>N/A</u>
4. OSC declared "ACTIVATED" at _____ hrs. By _____	_____	_____
a) PA announcement that OSC is activated and any special instructions.	<u>N/A</u>	_____
b) Announcement that OSC is activated to OSC staff, and other Plant emergency centers.	<u>N/A</u>	_____
5. Ensure OSC habitability monitoring has commenced.	<u>N/A</u>	_____
6. Direct Plant accountability commence per EPIP 13.5.5.	_____	_____
7. If OSC uninhabitable:	_____	_____
a. Relocate select personnel to alternate OSC.	_____	_____
b. Notify PED and other Plant emergency centers of OSC relocation.	<u>N/A</u>	_____
c. If required evacuate OSC non-selected personnel per EPIP 13.5.1.	<u>N/A</u>	_____
8. If additional OSC manpower is needed, notify the Plant Administrative Manager at the TSC.	<u>N/A</u>	_____

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OSC DIRECTOR CHECKLIST (Continued)

<u>Action</u>	<u>Time Completed</u>	<u>Initials</u>
9. If required, transport injured or contaminated personnel offsite per EPIP 13.7.8.	_____	_____
10. Chemistry Lab activated with Health Physics coverage as required.	_____	_____
11. PASS samples obtained with HPs and PASS qualified Chemistry Technicians.	_____	_____
12. If PED directs restriction of Protected Area entry or exit, coordinate PAP/AAP actions with OSC Security Coordinator.	_____	_____
13. Coordinate Plant's material needs with OSC Warehouse Coordinator.	_____ N/A _____	_____
14. Conduct Reentry Team actions per EPIP 13.10.12.	_____	_____
15. Conduct Recovery Team actions per EPIP 13.10.13.	_____	_____
16. Upon shift change, turn over OSC Director Log and fully brief your relief.	_____ N/A _____	_____
17. Upon termination of emergency, prepare After Action Report, then collect all staff After Action Reports and Logs, and deliver to Plant Emergency Director.	_____ N/A _____	_____

Attachment G
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PLANT PROCEDURES MANUAL WNP-2

PROCEDURE NUMBER 13.11.13	APPROVED <i>C. J. Powers</i>	DATE 08/08/89
VOLUME NAME 13 EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION 13.11 EMERGENCY OPERATIONS FACILITY		
TITLE 13.11.13 EOF NEWS WRITING TEAM DUTIES		

13.11.13.1 Purpose

This procedure describes the activation and operation of the Emergency Operations Facility (EOF) News Writing Team. The purpose of this team is to prepare written Supply System news releases and technical bulletins and ensure timely transmission of these items to the Joint Information Center (JIC) Assistant JIC Director for dissemination to the JIC Director, Spokesperson, and Technical Spokesperson. This team also develops and transmits emergency information to INPO via Nuclear Network. The team reports to the Recovery Manager. The team consists of the EO Public Information Officer and the Network Coordinator and technical liaisons.

13.11.13.2 References

EPIP 13.13.4, Post Incident Reporting

INPO 84-014 Rev. 4, Nuclear Network User's Manual

INPO 87-014 Rev. 1, NPRDS Access Guide

13.11.13.3 Procedure

<u>Responsibility</u>	<u>Action</u>
EOF News Writing Team Member	<ol style="list-style-type: none">1. Upon notification of an Alert, Site Area or General Emergency, proceed to the Emergency Operations Facility (EOF). Show emergency ID to Hanford Security at checkpoint(s).2. Upon arrival at the EOF, enter through Ambulance Bay door if area is activated. If the ambulance bay is not activated enter via normal entry points.

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Responsibility

Action

EOF News Writing Team
Member

3. Sign in on staffing board in the Supply System Decision Center and on the log-in sheet in the Media Briefing Preparation Area (MBPA). Pick up materials from the Offsite Agency Coordination Center (OACC) emergency cabinet.

EOF Public Information
Officer

4. Upon arrival at the EOF notify the Administrative Support of availability.
5. Establish contact with the JIC Director and the JIC Director's Secretary.
6. Coordinate and direct activities of the EOF News Writing Team as needed.
7. Advise the Recovery Manager on matters pertinent to public information and JIC status and operations.
8. Obtain approval from the Recovery Manager for media tours and briefings at the EOF. Ensure detailed coordination with the JIC Director/Media Manager.

EOF Public Information
Officer/Technical
Liaisons

9. Ascertain the status of the event. Prepare news releases, technical bulletins and Nuclear Network Bulletins as appropriate. Obtain technical approval from the Assistant Recovery Manager before transmitting to the JIC. Remember that Counties report protective actions.
10. Establish computer link with JIC to transmit releases/bulletins to the Assistant JIC Director thru the JIC Editor. Remind JIC staff that if the technical content of a news release is changed, JIC must obtain approval from the Assistant Recovery Manager.
11. Transmit Emergency Information Bulletins to INPO via Nuclear Network. Report emergency classification changes (upgrade, downgrade or termination) and major events occurring during the emergency. See Attachment A, for Nuclear Network Information Bulletin format.

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Responsibility

Action

Network Coordinator (Cont.)

EOF News Writing Team
Members

12. As directed, access the Nuclear Plant Reliability Data System (NPRDS) to obtain information on the nationwide location of spare parts or sources for system information.
13. Utilize communication equipment located in the PSF to access Nuclear Network and other information data bases. If necessary relocate portable equipment to the MBPA.
14. Maintain a chronology of significant inputs, actions, events and their resolutions on an already established log, or on a log similar to the "Emergency Response Log", for attachment to your After Action Report. See EPIP 13.13.4, "Post Incident Reporting".
15. Refer any calls from the news media to the Joint Information Center.
16. Upon shift change, fully brief your relief as to events which have transpired.
17. Upon shift change or termination of the JIC function:
 - a. Prepare an individual After Action Report (Refer to EPIP 13.13.4, "Post Incident Reporting").
 - b. Deliver the original After Action Report to the JIC Director and provide a duplicate After Action Report to the Assistant Recovery Manager.

13.11.13.4 Attachments

- A. Format For Nuclear Network Information Bulletin

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FORMAT FOR NUCLEAR NETWORK INFORMATION BULLETIN

NT Topic (Specified by INPO)

(If THIS IS A DRILL - SO NOTE AT BEGINNING AND END OF THE TRANSMISSION)

GENERAL INFORMATION

Utility. Washington Public Power Supply System
Plant. WNP-2
Location Richland, Washington
Date _____

Classification _____

Time _____

Release No. _____

SUBJECT:

MESSAGE:

INFORMATION CONTACT

NAME

PHONE

Approved by: _____ Date _____ Time _____

Attachment A

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WASHINGTON PUBLIC POWER
SUPPLY SYSTEM

PLANT PROCEDURES MANUAL WNP-2

PROCEDURE NUMBER 13.14.1	APPROVED <i>C. McPawin</i>	DATE 06/25/90
VOLUME NAME 13	EMERGENCY PLAN IMPLEMENTING PROCEDURES	
SECTION 13.14	SUPPORTING INFORMATION PROCEDURES	
TITLE 13.14.1	EMERGENCY EXPOSURE LEVELS/PROTECTIVE ACTION GUIDES	

13.14.1.1 Purpose

This procedure outlines the authority and process to exceed administrative exposure guides, and to implement 10CFR20 limits and implement emergency worker Protective Action Guides (PAGs). Additionally, it provides Supply System, State, and Federal PAGs as references. PAGs are numerical projected or monitored doses or dose rates that act as trigger points to initiate Protective Action Decisions (PADs) for Supply System emergency workers and field team members and/or trigger Protective Action Recommendations (PARs) for other emergency workers and/or the general public outside of the Supply System's area of authority. This procedure is divided into two parts: Part A deals with Emergency Exposure levels and Part B deals with PAGs.

13.14.1.2 References

- A. 10CFR20.101 - Radiation Dose Standards for Individuals in Restricted Areas
- B. Washington State Department of Health (DOH), Response Procedures for Radiation Emergencies, Appendix A, "Protective Action Guides"
- C. PPM 11.2.5.1 - Personnel Exposure Limits and Guides
- D. EPIP 13.14.2 - Process for Determining Protective Action Recommendations and Protective Action Decisions

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13.14.1.3 Procedure

A. Emergency Exposure Levels

<u>Responsibility</u>	<u>Action</u>
Radiation Protection Manager (for emergency workers within the Protected Area) and Radiological Emergency Manager (for Supply System emergency workers and field team members at any location outside of the Protected Area)	<ol style="list-style-type: none">1. Apply the principles of ALARA.2. If practical, do not authorize exposures exceeding Supply System Administrative Exposure Guides (Attachment A).3. When necessary, authorize exposure(s) in excess of Supply System Administrative Exposure Guides (but not to exceed 10CFR20 Limits, Attachment B).4. Prior to authorizing increased exposures, if practical review individual exposure histories on the Radiation Exposure Records (RER) System.5. Caution personnel to maximize efforts to remain below 10CFR20 Limits.6. Document authorization and include in After Action Report.7. As needed, obtain permission from the Plant Emergency Director or Recovery Manager (as applicable) to implement emergency exposure guides above 10CFR20 limits.8. When implementing the emergency exposure guides for emergency workers, ensure that:<ol style="list-style-type: none">a. Persons involved are volunteers who are broadly familiar with the consequences of such exposures.b. First consideration is given to volunteers above the age of 45.c. Women of child bearing age are not normally included.

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Responsibility

Action

Plant Emergency Director
(for emergency workers within
the Protected Area) and
Recovery Manager
(for Supply System emergency
workers and field team members
at any location outside of the
Protected Area)

9. Evaluate alternatives prior to granting authorization to exceed Attachment B, "10CFR20 Limits".
10. When authorizing exposures in excess of 10CFR20 Limits, refer to Attachment C "Protective Action Guide for Plume Exposure Pathway" and Attachment D, "Additional Emergency Worker Protective Action Guidance".
11. Authorize utilization of applicable emergency guides in Attachments C and D, when necessary, and after consultation with the Radiation Protection Manager, or with the Radiological Emergency Manager for respective areas, .
12. Document authorization for later incorporation into your After Action Report.

B. Protective Action Guides

Plant Emergency Director,
Recovery Manager
Radiation Protection Manager and
Radiological Emergency Manager

1. Refer to Attachment E, "Guidance in Administering Potassium Iodide", for guidance in developing recommendations to all emergency workers for the self-administration of (KI).

Plant Emergency Director
Shift Technical Advisor and
Radiation Protection Manager
or
Recovery Manager
Radiological Emergency Manager
and
Protective Action Decision Group
in MUDAC

2. Refer to Attachment C, "Protective Action Guide for Plume Exposure Pathway", for guidance in developing public PARs for the Plume Emergency Planning Zone.
3. Refer to EPIP 13.14.2, "Process for Determining Protective Action Recommendations" for guidance in the handling of PARs and PADs.

Recovery Manager,
Radiological Emergency Manager
and Protective Action Decision
Group in MUDAC

4. Refer to Attachments F for standards in developing PARs for the Ingestion Zone.

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Responsibility

Life-Saving Emergency Worker

Action

5. To avoid restricting actions that may be necessary to save lives, use your judgement to determine the amount of exposure you will accept to perform emergency lifesaving actions (normally should not exceed 75 REM - see Attachment C).

13.14.1.3 Attachments

- A. Supply System Administrative Exposure Guides
- B. 10CFR20 Limits
- C. Protective Action Guide for Plume Exposure Pathway
- D. Additional Emergency Worker Protective Action Guidance
- E. Guidance for Administering Potassium Iodide (KI)
- F. State Derived Intervention Levels (DILs), Ingestion Exposure Pathway
- G. State Radioactivity Contamination Guide
- H. State Surface Radioactivity Contamination Guide

PROCEDURE NUMBER

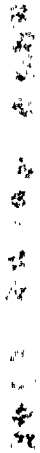
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SUPPLY SYSTEM ADMINISTRATIVE EXPOSURE GUIDES (a)

NOTE: Authorization approval to exceed guides differs under emergency conditions, see EPIP 13.14.1.3 as allowed by Reference D.

1. The administrative exposure guide for the whole body shall be 300 mrem per day. This administrative exposure guide should not be exceeded without the prior approval of the Health Physics/Chemistry Manager or designated representative.
2. In keeping with the Supply System commitment to ALARA, the normal quarterly exposure guide is 1000 mrem, exposures greater than 1000 mrem per quarter will be controlled by the Health Physics/Chemistry Manager who will ensure reasonable efforts are made to maintain personnel exposure to less than 5 rem per calendar year.
3. For the calendar year, the external whole body exposure guide shall be 5.0 rem. Recommendations by the Health Physics/Chemistry Manager, concurrence of the Plant Manager and approval of the Assistant Managing Director for Operations is required to exceed this guide.

(a) Reference C

Attachment A

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10CFR20 LIMITS (a)

Permissible Doses, Levels, and Concentrations

20.101 Radiation dose standards for individuals in restricted areas.

- (a) In accordance with the provisions of 20.102(a), and except as provided in paragraph (b) of this section, no licensee shall possess, use, or transfer licensed material in such a manner as to cause any individual in a restricted area to receive in any period of one calendar quarter from radioactive materials and other sources of radiation a total occupational dose in excess of the standards specified in the following table:

REMS Per Calendar Quarter

- | | |
|---|--------|
| 1. Whole body; head and trunk; active blood forming organs; lens of eyes; or gonads | 1 1/4 |
| 2. Hands and forearms, feet and ankles | 18 3/4 |
| 3. Skin of whole body | 7 1/2 |

- (b) A licensee may permit an individual in a restricted area to receive a total occupational dose to the whole body greater than that permitted under paragraph (a) of this section, provided:

1. During any calendar quarter the total occupational dose to the whole body shall not exceed 3 rems; and
2. The dose to the whole body, when added to the accumulated occupational dose to the whole body, shall not exceed 5 (N-18) rems where "N" equals the individual's age in years at his last birthday; and
3. The licensee has determined the individuals accumulated occupational dose to the whole body on Form NRC-4 or on a clear and legible record containing all the information required in that form; and has otherwise complied with the requirements of 20.102. As used in paragraph (b), "Dose to the whole body" shall be deemed to include any dose to the whole body, gonads, active blood-forming organs, head and trunk, or lens of eye.

(25 FR 10914, Nov. 17, 1960, as amended at 44FR32352, June 6, 1979)

From the "Code of Federal Regulations-Energy-10 Parts 0-199 Rev. Jan 1, 1987.

(a) Reference A

Attachment B

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PROTECTIVE ACTION GUIDE FOR PLUME EXPOSURE PATHWAY (a)

<u>Population at Risk</u>	<u>Projected Whole Body Gamma Dose (rem)</u>	<u>Projected Thyroid Dose (rem)</u>
General population	1	5
Emergency workers	25	125
Lifesaving activities	75	(b)

(a) Reference A

(b) No specific upper limit is given for thyroid exposure since, in the extreme case, complete thyroid loss might be an acceptable penalty for a life saved. However, this should not be necessary if respirators and/or thyroid protection for rescue personnel are available.

Attachment C

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ADDITIONAL EMERGENCY WORKER PROTECTIVE ACTION GUIDANCE

Function	Exposure Level Projected or Actual Dose/Rate	Emergency Action
I. Operational and maintenance actions to limit accident.	<ol style="list-style-type: none"> 1. 5 rem whole body. 2. 25 rem thyroid. 3. 75 rem extremities. 	<ol style="list-style-type: none"> 1. Emergency Operations Procedures (EOP) and activities associated with performing the procedures. 2. Volume IV), Abnormal Procedures, and activities associated with performing these guidelines. 3. Maintenance activities to correct equipment and repair system under Emergency Operations Procedures and Volume IV, Abnormal Procedures.
II. Liquid, air, and other environmental sampling under accident conditions.	<ol style="list-style-type: none"> 1. 5 rem whole body. 2. 25 rem thyroid. 3. 75 rem extremities. 	<ol style="list-style-type: none"> 1. Collect in-plant airborne and liquid samples. Use the Post Accident Sampling System (PASS). 2. Determine offsite dose rate and collect environmental samples.
III. Corrective or protective actions.	<ol style="list-style-type: none"> 1. 25 rem whole body. 2. 125 rem thyroid. 3. 375 rem extremities. 	<ol style="list-style-type: none"> 1. Provide first aid, ambulance service, fire fighting. 2. Any corrective or emergency action undertaken to plant systems and equipment for onsite and offsite safety purposes. May include activation under EOP and Volume IV, Abnormal Procedures.
IV. Lifesaving or rescue.	<ol style="list-style-type: none"> 1. 75 rem whole body. 2. No limit thyroid. (a) 	<ol style="list-style-type: none"> 1. Rescue or removal of injured personnel from plant or offsite area.

(a) Thyroid exposure should be minimized to the extent feasible by the use of respiratory protection and/or thyroid prophylaxis. However, no upper limit is specified for life-saving action since complete loss of thyroid function may be considered an acceptable risk for saving life.

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ADDITIONAL EMERGENCY WORKER PROTECTIVE ACTION GUIDANCE (Continued)

Function	or Actual Dose/Rate	Emergency Action
V. Use and/or administration of Potassium Iodide (KI) for emergency workers. Refer to Attachment E.	1. Projected dose rate to the thyroid greater than or equal to 250 mrem/hr or radioiodine concentration are projected, expected, or measured to exceed 1.4×10^{-7} uCi/cc (15 MPC).	1. Personnel in the Control Room, Technical Support Center, Operations Support Center, and Emergency Operations Facility self-administer (KI). Potassium Iodide (KI) is available in kit located in each of the areas. 2. If (KI) is not available, avoid activities in areas with dose projected to be greater than 250 mrem/hr to the thyroid or above 15 MPC.
VI. Habitability—Critical Area ^(b)		
A. Noncritical Functions	1. 50 mrem/hr to whole body.	1. At 50 mR/hr whole body field, evacuate all emergency workers not critical to controlling the accident. ^(c) (Based on a 12-hour workday.)
B. Critical Functions	1. 250 mrem/hr to whole body.	1. At 250 mR/hr whole body field, limit time to critical workers to 12 hours or less. Take other corrective actions as appropriate to reduce exposure levels.

(b) Critical areas include Control Room, Technical Support Center, and Emergency Operations Facility.

(c) Evacuation of noncritical personnel to areas with lower exposure levels. Evaluations should be made to ensure that egress dose to the individual does not exceed the dose if the individual remained in the area.

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GUIDANCE FOR ADMINISTERING POTASSIUM IODIDE (KI)

A. Purpose

This attachment provides guidelines for recommending administration of potassium iodide (KI) to all emergency workers both on and offsite as a thyroid-blocking agent to provide protection against airborne radioiodine.

B. Location of KI Supplies

1. Control Room
2. Technical Support Center
3. Operations Support Center
4. In-plant Emergency Equipment Cabinets
5. Emergency Operations Facility
6. Field Team Kits
7. Primary Access Point

C. Procedure for Administration

1. Within the protected area, the Plant Emergency Director, in consultation with the Radiation Protection Manager, shall recommend that emergency workers in the Control Room, Central Alarm Station, Operations Support Center, Technical Support Center, and any other Protected Area location deemed necessary, take KI:
 - o When radioiodine concentrations in air are known, projected or expected to exceed 1.4×10^{-7} uCi/cc (15 MPC), if the projected dose rate to the thyroid is greater than or equal to 250 mrem/hr, or if the release is from an unmonitored source known to contain radioiodine.
2. The Radiological Emergency Manager shall recommend that Supply System emergency workers and all Field Teams at locations outside the Protected Area take KI and make the recommendation to the Recovery Manager for all other emergency workers:
 - o When radioiodine concentrations in air are known, projected or expected to exceed 1.4×10^{-7} uCi/cc (15 MPC), if the projected dose rate to the thyroid is greater than or equal to 250 mrem/hr, or if the release is from an unmonitored source known to contain radioiodine.

Attachment E
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GUIDANCE FOR ADMINISTERING POTASSIUM IODIDE (KI) (Continued)

3. The Recovery Manager should transmit required protective action recommendations to authorities (State, County and DOE), recommending KI for emergency workers.
4. Individuals recommending the use of KI tablets should direct personnel to follow the "Directions for Use" on the bottle's label (copy attached to each bottle).
5. As directed by the Radiation Protection Manager, or the Radiological Emergency Manager for respective areas, personnel shall use respirators in addition to KI for thyroid protection.
6. Personnel precluded from taking KI due to medical or other reasons shall inform the Radiation Protection Manager or Radiological Emergency Manager as to their situation.

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STATE DERIVED INTERVENTION LEVELS (DILs), INGESTION EXPOSURE PATHWAY

Preventative Level (a)

A. Total Projected Dose Commitment For One Year Ingestion++

Whole Body	0.5 rem
Thyroid	1.5 rem

	DERIVED INTERVENTION LEVELS				
	I-131	Cs-134	Cs-137	Sr-89	Sr-90
B. Deposition on Ground (picocuries/square meter)	61,000+	160,000	72,000	690,000	31,000
C. Deposition on Pasture (picocuries/kilogram)	23,000+	64,000	31,000	260,000	11,000
D. Milk (picocuries/liter)	7,000+	12,000	5,800	12,000	550
E. Water (picocuries/liter)	11,000+	51,000	25,000	46,000	2,400
F. Leafy Vegetables (picocuries/kilogram)	7,800	12,000	6,000	13,000	580
G. Produce+++ (picocuries/kilogram)	15,000+	1,100	480	3,900	40
H. Meat (picocuries/kilogram)	38,000	14,000	7,300	15,000	680
I. Fish (picocuries/kilogram)	12,000	13,000	6,300	13,000	590

+Taken from the Infant Derived Intervention Levels: All other values taken from Child Derived Intervention Levels.

++Except contaminated water ingested for only five days.

+++The reason the produce numbers are low is that they do not include weathering. Most produce is harvested when ripe and then stored, during which there is only decay.

(a) Excerpted from State Department of Health (DOH) Procedures (Reference B)

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STATE DERIVED INTERVENTION LEVELS (DILs), INGESTION EXPOSURE PATHWAY

Emergency Level (a)

A. Total Projected Dose Commitment For One Year Ingestion++

Whole Body	5.0 rem
Thyroid	15.0 rem

DERIVED INTERVENTION LEVELS

	I-131	Cs-134	Cs-137	Sr-89	Sr-90
B. Deposition on Ground (picocuries/square meter)	610,000+	1,600,000	720,000	6,900,000	310,000
C. Deposition on Pasture (picocuries/kilogram)	230,000+	640,000	310,000	2,600,000	110,000
D. Milk (picocuries/liter)	70,000+	120,000	58,000	120,000	5,550
E. Water (picocuries/liter)	110,000+	510,000	250,000	460,000	24,000
F. Leafy Vegetables (picocuries/kilogram)	78,000	120,000	60,000	130,000	5,800
G. Produce+++ (picocuries/kilogram)	150,000+	11,000	4,800	39,000	400
H. Meat (picocuries/kilogram)	380,000	140,000	73,000	150,000	6,800
I. Fish (picocuries/kilogram)	120,000	130,000	63,000	130,000	5,900

+Taken from the Infant Derived Intervention Levels: All other values taken from Child Derived Intervention Levels.

++Except contaminated water ingested for only five days.

+++The reason the produce numbers are low is that they do not include weathering. Most produce is harvested when ripe and then stored, during which there is only decay.

(a) Excerpted from State DOH Procedures (Reference B)

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STATE RADIOACTIVITY CONTAMINATION GUIDE (a)

	ALPHA[1] dpm/per 100 cm ²		BETA-GAMMA[2] dpm/per 100 cm ²	
	Emergency Worker	General Public	Emergency Worker	General Public
Personnel [3]	200	100	2000	1000
Clothing and Personal Equipment	200	100	2200	1000
Vehicles and Large Equipment	2000	100	5000	2000

- [1] Nuclear Weapon Accident Response Procedures Manual, Department of Defense, January 1984.
- [2] Preparedness and Response in Radiation Accidents, Devices and Radiological Health PB 84-104736, August 1983.
- [3] National Council on Radiation Protection, Report #65, Management of Persons Accidentally Contaminated with Radionuclides, 1980.
- (a) Excerpted from state Department of Health Procedures (Reference 8), however, not included in the base document is the applicability of this guide to smearable contamination only.

Attachment G

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STATE SURFACE RADIOACTIVITY CONTAMINATION GUIDE + [d]

Areas and/or items that have radioactive contaminants exceeding the levels specified in this guide shall be decontaminated, restricted from access and/or use by the public, or removed, packaged, and disposed of as radioactive waste. This guide also applies to personnel that may become contaminated.

ITEM	ACTION LEVEL [a]	ACTION
1. Personnel	Less than 100 cpm(b)	Unconditional release.
	100-1000 cpm(b)	Decontaminate if time allows; may be released without decontamination if necessary.
	Greater than 1000 cpm(b)	Decontamination required.
2. Personal Belongings (Except Clothing), Equipment, Tools, Vehicles, Other Materials/items	Less than 1000 cpm(b)	Unconditional use.
	Greater than 1000 cpm(b) and/or equal to or greater than 1 mR/hr	Decontaminate; hold for radioactive decay or disposal as radioactive waste.
3. Areas	(Equal to or [e]) Less than 1 mR/hr Less than .2 uCi/m ² (alpha)	Uncontrolled access to area. Limited precautions may be recommended.
	Greater than 1 mR/hr (Greater than [e]) .2 uCi/m ² -6 uCi/m ² (alpha)	Control access to area until decay to below these levels or decontaminate area.

[a] Above background.

[b] At 1/2 inch, using a beta-gamma pancake or thin-end window G-M survey meter; cpm = counts per minute as read from the survey meter.

[c] dpm = disintegrations per minute, determined by correcting the cpm observed by the appropriate background, efficiency, and geometric factors for the counting instrument used.

[d] Excerpted from state Department of Health Procedures (Reference B)

[e] Not included in base document.

+ The purpose of this guide is only to indicate if surface contamination is about or below the established levels.

Attachment H

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WASHINGTON PUBLIC POWER
SUPPLY SYSTEM

PLANT PROCEDURES MANUAL WNP-2

PROCEDURE NUMBER 13.14.3	APPROVED <i>J. W. Baker</i>	DATE 04/28/89
VOLUME NAME 13	EMERGENCY PLAN IMPLEMENTING PROCEDURES	
SECTION 13.14	SUPPORTING INFORMATION PROCEDURES	
TITLE 13.14.3	SUPPLY SYSTEM HEALTH PHYSICS PROCEDURES, RADIOLOGICAL PROGRAMS INSTRUCTIONS, AND ENVIRONMENTAL PROGRAMS INSTRUCTIONS	

13.14.3.1 Purpose

This procedure provides instructions on the use of Health Physics Procedures from the Plant Procedures Manual, the Radiological Programs Instructions Manual, and the Environmental Programs Instruction Manual for emergency activities. This guidance is divided into three parts, applying to Health Physics Procedures in the Plant, Radiological Program Instructions in the Emergency Operations Facility, and Environmental Programs Instructions.

13.14.3.2 References

- A. WNP-2 Plant Procedures Manual, Volume No. 11, "Health Physics Procedures"
- B. Radiological Programs Instruction Manual
- C. Environmental Programs Instruction Manual

13.14.3.3 Procedure

- A. Plant Emergency Activities

Responsibility

Radiation Protection Manager 1.
Health Physics/Chemistry
Personnel

Action

Utilize the applicable Health Physics Procedures in Volume No. 11 of the Plant Procedures Manual during emergency situations. During a declared emergency, refer to the Special Instructions and Modifications, Attachment A, for details of the projected

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Responsibility

Action

Radiation Protection Manager
Health Physics/Chemistry
Personnel (cont'd)

changes to Volume No. 11 of the Plant Procedures Manual (normal Health Physics Procedures) during emergency activities. Refer to Attachment B for projected changes of RPI's which may effect plant Health Physics operations.

Radiation Protection
Manager (RPM)

2. Review and approve changes to the normal practices specified in the Health Physics Procedures as outlined by Attachment A.

B. Emergency Operations Facility Activities

Responsibility

Action

Radiological Emergency
Manager/MUDAC Staff (to
include State and
Federal Representatives

1. Utilize the listing of procedures and instructions in Attachment B for guidance applicable to the work performed at the Emergency Operations Facility.
2. Take the appropriate actions in the listed procedures and instructions in Attachment B. This is a compilation of procedures applicable to emergency activities, and the Special Instructions column details modifications to the procedure. This column also provides additional guidance and criteria for use of the procedure.

Radiological Emergency
Manager (REM)

3. Review and approve changes to Supply System procedures used in the Emergency Operations Facility as authorized by Attachment B.

C. Offsite Emergency Activities

Responsibility

Action

Radiological Emergency
Manager/Environmental Field
Monitoring Teams/
Offsite Recovery Teams

1. Review the listing of procedures and instructions in Attachment C for guidance applicable to the work performed in the field.

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Responsibility

Action

Radiological Emergency
Manager/Environmental Field
Monitoring Teams/
Offsite Recovery Teams
(cont'd)

2. Take the appropriate actions to perform the Field Team/Recovery Team activities. Attachment C is a compilation of the Environmental Programs Instructions applicable to Emergency Field Team activities. The Special Instructions column of Attachment C provides details of the modifications to the procedures and additional guidance.

Radiological Emergency
Manager

3. Review and approve changes to Offsite Field Monitoring and Recovery Team procedures as outlined by Attachment C. Approval of procedures will be a coordinated effort between the Supply System and Washington State DSHS.

13.14.3.4 Attachments

- A. Plant Health Physics Procedures Modifications for Emergency Activities
- B. Radiological Programs Instructions (RPIs) Applicable for Emergency Operations Facility Emergency Activities
- C. Environmental Programs Instructions (EPIs) and Health Physics Procedures Modifications for Offsite Emergency Activities

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ATTACHMENT A

PLANT HEALTH PHYSICS PROCEDURES MODIFICATIONS FOR ONSITE EMERGENCY ACTIVITIES

PPM #++	Procedure Title	Responsible Individual	Type of Emergency	Special Instructions and Modifications
11.2.2	<u>ALARA</u>			
11.2.2.1 through 11.2.2.8	ALARA Procedures ARP, AI, Exposure Accounting, etc.	Radiation Protection Manager (RPM)	All	Objectives of the Supply System ALARA policy are to be maintained throughout the emergency. However, the necessity for prompt action during the emergency prohibits formal ALARA evaluation and documented exposure planning. ALARA activities will be determined by Supply System Emergency Management.
11.2.5	<u>PERMISSIBLE EXPOSURE LIMITS</u>			
11.2.5.1	Personnel Exposure Limits and Guides	Radiation Protection Manager (RPM)	All	Emergency exposure limits, guides and authorization scheme are in EPIP 13.14.1, "Emergency Exposure Levels/Protective Action Guides". Normal exposure limits and guides are reestablished when the recovery phase is declared.
11.2.5.2	Authorization to Exceed Administrative Exposure Guides	See EPIP 13.14.1 "Emergency Exposure Levels/ PAG's for Limits of Authorities.	All	See Authorization scheme and levels in EPIP 13.14.1 "Emergency Exposure Levels/Protective Action Guides".
11.2.7	<u>AREA CONTROL AND LIMITS</u>			
11.2.7.1	Area Postings	Radiation Protection Manager (RPM)	Alert, Site Area, General	Normal Health Physics Procedures do not apply. Post the highest dose rate reading along with date and time on the door/entrance way to each area entered if time permits. Normal area posting will be reestablished at the beginning of the recovery phase.
11.2.7.2	Entry Into, Conduct In, and Exit From Controlled Areas	Radiation Protection Manager (RPM)	Alert, Site Area, General	Note: Access control is to be maintained for entry into emergency areas.
11.2.7.4	Discrete Radioactive Particle Control	Radiation Protection Manager (RPM)	Alert, Site Area, General	This procedure may be modified or suspended verbally by the Radiation Protection Manager as necessary but normally will remain in effect.
1.11.8	<u>RADIATION WORK PERMIT</u>			
1.11.8	Radiation Work Permit	Radiation Protection Manager (RPM)	Alert, Site Area, General	The Radiation Work Permits in effect are suspended. Radiation Work Permits will be replaced by continuous monitoring by Health Physics Technicians or as directed by the Radiation Protection Manager. Normal Radiation Work Permit use will be reestablished for the recovery phase.

+ This attachment is a compilation of procedures that are modified during emergencies at the nuclear facility. All other applicable Health Physics Procedures will be used in the normal manner.

+ Plant Procedures Manual.

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ATTACHMENT A (contd.)

PLANT HEALTH PHYSICS PROCEDURES MODIFICATIONS FOR ONSITE EMERGENCY ACTIVITIES⁺

PPM #	Procedure Title	Responsible Individual	Type of Emergency	Special Instructions and Modifications
<u>11.2.13</u>	<u>RADIOLOGICAL SURVEYS</u>			
11.2.13.1	Direct Area Radiation and Contamination Surveys	Radiation Protection Manager (RPM)	Alert, Site Area, General	Contamination and radiation surveys will be made as directed by the Radiation Protection Manager. Normal routine area surveys will be discontinued and replaced by surveys required to support emergency activities.
11.2.13.3	Personnel Decontamination Survey	Radiation Protection Manager (RPM)	Alert, Site Area, General	Higher contamination levels can be allowed by the Radiation Protection Manager pursuant to EPIP 13.10.4. Documentation requirements remain in effect.
<u>11.2.14</u>	<u>RECEIPT, STORAGE, AND TRANSFER OF RADIOLOGICAL MATERIAL</u>			
11.2.14.3	Storage of Radioactive Material	Radiation Protection Manager (RPM)	Alert, Site Area, General	Normal storage requirements suspended. Supply System Radiation Protection Manager and Radiological Emergency Manager will provide guidance and requirements.
11.2.14.8	Transfer of Radioactive Materials Between Facilities	Radiation Protection Manager (RPM)	Alert, Site Area, General	Transfer of radioactive material under normal operating procedures (samples) between the plant and Emergency Operations Facility will be suspended. Logs of samples sent to the Emergency Operations Facility for analyses are to be kept. Transfer between the plant and Emergency Operations Facility will be directed by the Radiation Protection Manager and the Radiological Emergency Manager.
<u>11.2.15</u>	<u>CONTAMINATION CONTROL</u>			
11.2.15.2	Skin Decontamination	Radiation Protection Manager (RPM)	Alert, Site Area, General	Higher contamination levels can be allowed by the Radiation Protection Manager pursuant to EPIP 13.10.4. Documentation requirements remain in effect.
11.2.15.5	Area Decontamination	Radiation Protection Manager (RPM)	Alert, Site Area, General	Contamination boundary limits will remain unchanged. Other allowable levels will be determined by the Radiation Protection Manager, based on the need for entry into or control of areas. Normal Health Physics practices will be used for Recovery activities.
11.2.15.7	Release of Material From Radiologically Controlled Areas	Radiation Protection Manager (RPM)	Alert, Site Area, General	Normal procedures will be suspended. Requirements will be established by the Radiation Protection Manager and Radiological Emergency Manager.

⁺ This attachment is a compilation of procedures that are modified during emergencies at the nuclear facility. All other applicable Health Physics Procedures will be used in the normal manner.

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ATTACHMENT B

RADIOLOGICAL PROGRAMS INSTRUCTIONS (RPIs) APPLICABLE FOR EMERGENCY OPERATIONS FACILITY EMERGENCY ACTIVITIES*

<u>Procedure #</u>	<u>Procedure Title</u>	<u>Responsible Individual</u>	<u>Type of Emergency</u>	<u>Special Instructions and Modifications</u>
13.14.3				
4.0	EXTERNAL DOSIMETRY			
RPI 4.9	Routine Exchange of Personnel TLD Badges	Radiological Emergency Manager (REM) and Radiological Protection Manager (RPM)	Site Area, General	Normal TLD badge changeout will be suspended. Special emergency badge exchanges will be made as necessary and personnel held out of areas until results have been determined. To comply with the emergency exposure levels as listed in EPIP 13.14.1, "Emergency Exposure Levels/Protective Action Guides", the Radiation Protection Manager will determine the badges that need to be exchanged in the plant and the Radiological Emergency Manager will determine badges that need to be exchanged in the Emergency Operations Facility. Normal routine exchanges will be reestablished when the recovery phase is declared.
RPI 4.11	Processing, Evaluating, and Reporting Extremity TLDs	Radiological Emergency Manager (REM)	All	Methods of reporting exposures to emergency personnel will be determined by the Radiological Emergency Manager. Normal RPI methods will be reestablished when the recovery phase is declared.
RPI 4.12	Processing, Evaluating, and Reporting Results of Environmental TLDs	Radiological Emergency Manager (REM)	All	Normal practices will be used for processing and reporting TLD results. The Radiological Emergency Manager, in consultation with the State DSHS, will determine the need for recovery of TLDs from the offsite environmental TLD locations.
IIPD 3.1.2	As Low As Reasonably Achievable (ALARA)	Radiological Emergency Manager (REM)	All	Objectives of the Supply System ALARA policy are to be maintained throughout the emergency. However, the necessity for prompt action during the emergency prohibits formal ALARA evaluation and documented exposure planning. ALARA activities will be determined by Supply System Emergency Management.
IIPD 3.1.5	Permissible Exposure Limits	Radiological Emergency Manager (REM)	All	Emergency exposure limits, guides and authorization scheme are in EPIP 13.14.1, "Emergency Exposure Levels/Protective Action Guides". Normal exposure limits and guides are reestablished when the recovery phase is declared.
RPI 12.1	Radiation Work Permit	Radiological Emergency Manager (REM)	Alert, Site Area, General	The Radiation Work Permits in effect are suspended. Radiation Work Permits will be replaced by continuous monitoring by Health Physics Technicians or as directed by the Radiological Emergency Manager. Normal Radiation Work Permit use will be reestablished for the recovery phase.

* This attachment is a compilation of procedures that are modified during emergencies at the nuclear facility. All other applicable Health Physics Procedures will be used in the normal manner.

† Plant Procedures Manual.

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ATTACHMENT B (contd.)

RADIOLOGICAL PROGRAMS INSTRUCTIONS (RPIs) APPLICABLE FOR EMERGENCY OPERATIONS FACILITY EMERGENCY ACTIVITIES:

<u>Procedure #</u>	<u>Procedure Title</u>	<u>Responsible Individual</u>	<u>Type of Emergency</u>	<u>Special Instructions and Modifications</u>
RPI 12.29	Posting of Control Areas	Radiological Emergency Manager (REM)	Alert, Site Area, General	Normal Health Physics Procedures do not apply. Post the highest dose rate reading along with date and time on the door/entrance way to each area affected if time permits. Normal area posting will be reestablished at the beginning of the recovery phase. Note: Access control is to be maintained for entry into emergency areas.
RPI 12.30	Entry Into, Conduct In, and Exit From Controlled Areas	Radiological Emergency Manager (REM)	Alert, Site Area, General	
RPI 12.33	Decontamination of Work Areas	Radiological Emergency Manager (REM)	Alert, Site Area, General	Contamination boundary limits will remain unchanged. Other allowable levels will be determined by the Radiological Emergency Manager, based on the need for entry into or control of areas. Normal Health Physics practices will be used for Recovery activities.
RPI 12.34	Decon of Personnel	Radiological Emergency Manager (REM)	Alert, Site Area, General	Higher contamination levels can be allowed by the Radiological Emergency Manager pursuant to EPIP 13.11.7. Documentation requirements remain in effect.
RPI 12.37	Transfer of Radioactive Materials Between Facilities	Radiological Emergency Manager (REM)	Alert, Site Area, General	Transfer of radioactive material under normal operating procedures (samples) between the plant and Emergency Operations Facility will be suspended. Logs of samples sent to the Emergency Operations Facility for analyses are to be kept. Transfer between the plant and Emergency Operations Facility will be directed by the Radiation Protection Manager and the Radiological Emergency Manager.
RPI 12.39	Release of Material From Radiologically Controlled Areas	Radiological Emergency Manager (REM)	Alert, Site Area, General	Normal procedures will be suspended. Requirements will be established by the Radiation Protection Manager and Radiological Emergency Manager.
RPI 12.40	Radiation/Contamination Surveys	Radiological Emergency Manager (REM)	Alert, Site Area, General	Contamination and radiation surveys will be made as directed by the Radiological Emergency Manager. Normal routine area surveys will be discontinued and replaced by surveys required to support emergency activities.
RPI 12.53	Personnel Contamination Survey	Radiological Emergency Manager (REM)	Alert, Site Area, General	Higher contamination levels can be allowed by the Radiological Emergency Manager pursuant to EPIP 13.11.7. Documentation requirements remain in effect.
RPI 12.57	Storage of Radioactive Material	Radiological Emergency Manager (REM)	Alert, Site Area, General	Normal storage requirements suspended. Supply System Radiation Protection Manager and Radiological Emergency Manager will provide guidance and requirements.

This attachment is a compilation of procedures that are modified during emergencies at the nuclear facility. All other applicable EPI's will be used in the normal manner.

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ENVIRONMENTAL PROGRAMS INSTRUCTIONS AND HEALTH PHYSICS PROCEDURES MODIFICATIONS FOR OFFSITE EMERGENCY ACTIVITIES+++

Procedure #	Procedure Title	Responsible Individual	Type of Emergency	Special Instructions and Modifications
EPI+ 12-0.0	Radiological Environmental Monitoring			
EPI 12-2.1	Thermoluminescent Dosimeter (TLD) Distribution and Collection	Radiological Emergency Manager (REM)	Alert, Site Area, General	Normal TLD collections will be suspended during emergencies. TLDs will be collected at the direction of the Radiological Emergency Manager in consultation with Washington State DSHS. The details of the TLD collection are in EPIP 13.9.4, "TLD and Fixed Air Sample Retrieval."
EPI 12-2.2	Trip Directions to TLD Stations	Radiological Emergency Manager (REM)	Alert, Site Area, General	Special radiological precautions and designated individuals are included in EPIP 13.9.4, "TLD and Fixed Air Sample Retrieval".
EPI 12-2.3	Trip Directions to Environmental Air Sampler Stations	Radiological Emergency Manager (REM)	Alert, Site Area, General	Special radiological precautions and designated individuals are included in EPIP 13.9.4, "TLD and Fixed Air Sample Retrieval".
EPI 12-2.5	Milk Collection, Treatment, and Shipping	Radiological Emergency Manager (REM)	Alert, Site Area, General	Special radiological precautions and designated individuals are included in EPIP 13.9.5, "Environmental Sample Collection". Special precautions should be taken to keep milk samples from spoiling.
EPI 12-2.6	Soil Sampling	Radiological Emergency Manager (REM)	Alert, Site Area, General	Procedure has been modified and is included as a portion of EPIP 13.9.5, "Environmental Sample Collection".
EPI 12-2.9	Garden Produce Sampling	Radiological Emergency Manager (REM)	Alert, Site Area, General	Procedure has been modified and is included as a portion of EPIP 13.9.5, "Environmental Sample Collection".
EPI 12-2.11	Drinking and River Water Collection	Radiological Emergency Manager (REM)	Site Area, General	Perform modified portion in EPIP 13.9.5, "Environmental Sample Collection" for liquid radioactive release only.
HIPD 3.1.5++	Personnel Exposure Limit	Radiological Emergency Manager (REM)	All	Emergency exposure limits and guides are in EPIP 13.14.1, "Emergency Exposure Levels/Protective Action Guides". Normal exposure limits and guides are reestablished when the recovery phase is declared.
PPM 11.2.5.2++	Authorization to Exceed Administrative Exposure Limits	See EPIP 13.14.1 Emergency Exposure Levels/Protective Action Guides for limits of Authorities	All General	See authorization scheme and levels in EPIP 13.14.1.
RPI 12.39+++	Release of Material From Contaminated Area	Radiological Emergency Manager (REM)	Site Area, General	Normal practice will be suspended. Guidance will be provided by the Radiological Emergency Manager or the Environmental Field Team Coordinator.

+ Procedures from Environmental Programs Instructions.

++ Procedures from Volume No. 11 of the Plant Procedures Manual.

+++ Procedure from Radiological Programs Instruction.

++++ This attachment is a compilation of procedures that are modified during emergencies at the nuclear facility. All other Environmental Programs procedures will be used in the normal manner.

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WASHINGTON PUBLIC POWER
SUPPLY SYSTEM

PLANT PROCEDURES MANUAL WNP-2

PROCEDURE NUMBER 13.14.4	APPROVED <i>C. McPeters</i>	DATE 03/22/90
VOLUME NAME 13 EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION 13.14 SUPPORTING INFORMATION PROCEDURES		
TITLE 13.14.4 EMERGENCY EQUIPMENT		

13.14.4.1 Purpose

This procedure describes requirements for inspection, inventory, and functional testing of emergency equipment and supplies which are not maintained under other approved procedures. Quantities distinguish between items that are required, which must be present; and items that are desired, which may be present to enhance emergency operations.

13.14.4.2 References

- A. EPIP 13.14.9, Emergency Program Maintenance
- B. NUREG 0654

13.14.4.3 Procedure

Responsibility

Supervisor, Health Physics, 1.
WNP-2

Action

1. Ensure that the following cabinets are checked in accordance with the instructions outlined in Attachment A, "WNP-2 Emergency Equipment".

Radiological and Fire Emergency Cabinets

Locations:

- o Kit 1E - Service Building, 441' elevation, Operations Support Center (OSC).
- o Kit 2E - 441' elevation, Radwaste Reactor Building Corridor Junction.

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Responsibility

Supervisor Health Physics,
WNP-2 (Cont.)

Action

- o Kit 3E - 471' elevation, Radwaste/
Turbine Generator Building Corri-
dor.
- o Kit 4E - 501' elevation, Radwaste/
Turbine Generator Building Corri-
dor at Control Room door.
- o Kit 5E - 487' elevation, Radwaste
Building outside Chemistry
Laboratory.

Decontamination Kits:

Locations:

- o Kit 1D - Service Building,
441' elevation, Access Control.
- o Kit 2D - Radwaste Building, 487'
elevation, Decontamination Locker,
Men's Locker Room.
- o Kit 3D - Radwaste Building, 487'
elevation, Decontamination Locker,
Women's Locker Room.

First Aid Kits:

Location:

- o Kit 1FA - 441', Service Building,
First Aid Room.
- o Kit 2FA - 487' elevation, Radwaste
Building, Health Physics Office.
- o Kit 1FB - 441' elevation, Service
Building, Operations Support
Center (OSC)
- o Kit 2FB - 441' elevation, Rad-
waste/Reactor Building Corridor
Junction.
- o Kit 3FB - 471' elevation, Rad-
waste/Turbine Generator Building
Corridor.

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Responsibility

Supervisor Health Physics,
WNP-2 (Cont.)

Shift Manager.

Supervisor, Radiological
Services

Action

- o Kit 4FB - 501' elevation, Radwaste /Turbine Generator Building Corridor at Control Room Door.
- o Kit 5FB - 487' elevation, Radwaste Building outside Chemistry Laboratory.

Emergency Protection Kits:

Location:

- o Kit EPK - Technical Support Center
2. Completed record forms are to be forwarded to the Manager, Emergency Planning.
 3. Ensure that the following alarm systems are demonstrated in accordance with the instructions outlined in Attachment A, "WNP-2 Emergency Equipment."

Plant Exclusive Use Signals:

Location: Control Room

- o Alerting Tone
 - o Immediate Evacuation Alarm
4. Complete record forms and forward them to the Manager, Emergency Planning.
 5. Ensure the following are checked in Accordance with the instructions outlined in Attachment B, "Emergency Operation Facility, Emergency Equipment".

Field Monitoring Kits:

Location:

- o Plant Support Facility and Headquarters

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Responsibility

Supervisor, Radiological
Services (Cont.)

Action

Decon Storage Trailer:

Location:

- o Plant Support Facility

River Evacuation Kits:

Location:

- o Headquarters

Aerial Monitoring Kit:

Location:

- o Headquarters

Equipment for PASS:

Location:

- o Ambulance Bay
- o Counting Room
- o Chemistry Lab

Supervisor, Communications
Services

6. All completed record forms are to be forwarded to the Manager, Emergency Planning.
7. Ensure that the Communications Systems are checked in accordance with the instructions outlined in Attachment E, "Communications System".
8. Completed record forms are to be forwarded to the Manager, Emergency Planning.

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Responsibility

Action

Assigned Personnel
(As Listed Below)

9. Ensure the following emergency centers are checked in accordance with the instructions outlined in Attachment G, "Emergency Center Equipment and Supplies". Completed record forms are to be forwarded to the Manager, Emergency Planning.

Manager, WNP-2 Operations

- o Control Room

Manager, WNP-2 Administration

- o Technical Support Center
- o Operations Support Center
- o Alternate Operations Support Center

Manager, WNP-2 Modifications & Upgrades (Site Support Manager)

- o Supply System Decision Center

Manager, Security Programs

- o Security Decision Center
- o EOF Communications Center
- o HQ Communications Center

Senior Specialist, State Liaison
(Offsite Agency Coordinator)

- o Offsite Agency Coordination Center

Manager, Generation Engineering

- o Technical Data Center

Manager, Records Management

- o EOF Records Rooms

Manager Radiological Programs and Instrument Calibration
(Radiological Emergency Manager)

- o Meteorology and Unified Dose Assessment Center

Senior Media Coordinator
(EOF Public Information Officer)

- o Media Briefing Preparation Area

Manager, Emergency Planning

- o NRC Work Area

Manager, Facilities Services
(HQ Administrative Support Supervisor)

- o Crisis Management Center

Director, Administration & Information Services (Joint Information Center Director)

- o Joint Information Center

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Responsibility

Action

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|------------------------------|-----|---|
| Manager, Health and Sciences | 10. | Ensure that the Emergency Operations Facility Medical Equipment and supplies are checked in accordance with Attachment F, "EOF Emergency Medical Equipment and Supplies". |
| | 11. | Completed record forms are to be forwarded to the Manager, Emergency Planning. |
| Manager, Emergency Planning | 12. | Ensure the following cabinets are checked in accordance with the instructions outlined in Attachment C, "Hospital Radiological Emergency Kits". |

Hospital Radiological Emergency Kits

Locations:

- o Kadlec Hospital, Emergency Room Storage Cabinet
 - o Kennewick Hospital, Emergency Room Storage Closet
 - o Our Lady of Lourdes, Decon Shower Room
 - o Yakima Valley Memorial, Autopsy Room
13. Ensure the Emergency Telephone Directory is maintained in accordance with the instructions outlined in Attachment D, "Emergency Planner Communications System Tests".
14. Ensure the dedicated telephone lines are checked in accordance with the instructions outlined in Attachment D, "Emergency Planner Communications System Tests".
15. Monitor compliance with this procedure's requirements, take action to insure discrepancies are corrected, and maintain auditable records of performance of all required checks.

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<u>Responsibility</u>	<u>Action</u>
Manager, Emergency Planning (Cont.)	16. Ensure signs are checked in accordance with the instructions of Attachment J, "Off-site Emergency Signs".
HPC Coordinator	17. Ensure that the HVAC is checked in accordance with instructions outlined in Attachment K, "Ventilation Radiation Monitoring". 18. Complete record forms are to be forwarded to the Manager, Emergency Planning.
Supervisor, Facility Maintenance	19. Ensure that the HVAC and diesel generators are tested in accordance with instructions outlined in Attachment L, "Facility Systems Tests". 20. Completed record forms are to be forwarded to the Manager, Emergency Planning.

13.14.4.4 Attachments

- A. WNP-2 Emergency Equipment
- B. EOF/Headquarters Emergency Equipment
- C. Hospital Radiological Emergency Kits
- D. Emergency Planner Communications System Tests
- E. Communications System Tests
- F. EOF Medical Equipment and Supplies
- G. Emergency Center Equipment and Supplies
- H. Sign-In Sheet
- I. Sign-Out Sheet
- J. Off-Site Emergency Signs
- K. Ventilation Radiation Monitoring
- L. Facilities Systems Tests

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WNP-2 EMERGENCY EQUIPMENT

- A-1 WNP-2 Radiological and Fire Emergency Cabinet and Fire Response Van
- A-2 WNP-2 Decontamination Kits
- A-3 WNP-2 First Aid Kit, Type A
- A-4 WNP-2 First Aid Kit, Type B
- A-5 WNP-2 Emergency Protective Equipment Kit (TSC)
- A-6 Plant Exclusive Use Signals

Attachment Section A
Page 1 of 1

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ITEMS IN/NEAR WNP-2 RADIOLOGICAL AND FIRE EMERGENCY CABINET

<u>ITEM</u>	<u>QUANTITY</u>
Air Purifying Respirator	5
Respirator Filter	10
Battery, 6 Volt Lantern	5
Battery, D Cell	1
Bolt Cutter	1
Chain Wrench	1
Sledge	1
Fire Axe	1
Pinch Bar	1
Hacksaw Frame/Blade	1
Pocket Knife	1
Fire Hose Wrench	5
Pipe Wrench	2
6 Volt Lantern	5
Safety Belt	5
Nylon Rope, 100 Feet	1
Leather Gloves	5 Pair
High Voltage Gloves & Leather Covers	2 Pair
Fireman Turnout Gear	5 Sets
- Boots	
- Coats	
- Hood	
- Gloves	
- Helmet/Shield	
Scott Air Pak	5
Scott Spare Bottles	5
Protective Clothing	5 Sets
- Coveralls	
- Rubber Boots	
- Plastic Booties	
- Glove Liners	
- Rubber Gloves	
- Hood/Cap	
Survey Instrument, Dose Rate	1
Survey Instrument, Count Rate	1
(GM Pancake Probe)	
Masking Tape	1 Roll
Pocket Dosimeters, 200 R	5
Dosimeter Charger	1
Iodine Tablets (<u>OSC only</u>)	28 Bottles
+ Silver Zeolite Cartridge (Iodine Sampling)	6

+ The silver Zeolite cartridges are in the OSC kit only (Kit 1E).

Attachment A-1
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ITEMS IN WNP-2 FIRE RESPONSE VAN

<u>ITEM</u>	<u>QUANTITY</u>
Turnout Gear	5 sets
Coat	
Helmet	
Boots	
Gloves	
Scott Air Packs	5
Spare Bottles for SCBA	5
1 1/2" hose - 200 feet	
2 1/2" hose - 300 feet	
1 1/2" Adjustable Fog Nozzles	2
Hydrant Wrench	2
2 1/2" x 1 1/2" x 1 1/2" Gated Wye	1
2 1/2" Gate Valve	1
20# ABC Extinguisher	2
Flashlights	5
Bolt Cutter	1

Attachment A-1
Page 2 of 3

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INSTRUCTIONS

WNP-2 RADIOLOGICAL AND FIRE EMERGENCY CABINET and FIRE RESPONSE VAN

Locations:

- o Kit 1E - Service Building, 441' elevation, Operation Support Center (OSC)
- o Kit 2E - 441' elevation, Radwaste/Reactor Building Corridor Junction
- o Kit 3E - 471' elevation, Radwaste/Turbine Generator Building Corridor
- o Kit 4E - 501' elevation, Radwaste/Turbine Generator Building Corridor at Control Room Door
- o Kit 5E - 487' elevation, Radwaste Building, outside Chemistry Laboratory
- o Fire Response Van - WNP-2 Protected Area

Monthly (and after use):

- o Verify spare air bottles full
- o Inspect Scott Air Packs
- o Inspect respirators
- o Verify calibration/expiration dates will not be exceeded prior to next monthly check:
 - o Portable instruments
 - o Iodine tablets (OSC only)
 - o High voltage gloves
 - o Fire extinguishers (Van only)
- o Inventory Contents
- o Perform operational checks
 - o Dosimeters (rezero)
 - o Portable instruments (battery check)
 - o Six-volt battery lanterns/flashlights
- o Check physical condition of cabinet/van contents and replace items as necessary

Attachment A-1
Page 3 of 3

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR

WNP-2 DECONTAMINATION KITS

<u>ITEM</u>	<u>QUANTITY</u>
Body Outline Forms	6
Facial Tissue	2 Boxes
Collodion	1 Bottle
Cotton Rolls or Balls	2 Boxes
Cotton Tip Applicators	100
Decon. Detergent	1 Bottle
Gauze Sponge	50
Procedures	1 Set
Masking Tape	1 Roll
Paper Cups	25
Plastic Bags	10
Potassium Permanganate	15 Pkgs.
Sample Envelopes	20
Scissor	1
Skin Conditioner	1 Jar
Sodium Bisulfite	15 Pkgs.
Soft Scrub Brush	2
Nail Brush	
Surgical Gloves	10 Pair
Tongue Depressor	10
Disposable Toweling (RW 487' only)	1 Set

Attachment A-2
Page 1 of 2

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INSTRUCTIONS

WNP-2 DECONTAMINATION KITS

Locations:

- o Kit 10 - Service Building, 441' elevation, Access Control
- o Kit 20 - Radwaste Building, 487' elevation, Men's Locker Room
- o Kit 30 - Radwaste Building, 487' elevation, Women's Locker Room

Quarterly (and after use):

- o Inventory contents
- o Verify expiration dates on chemicals will not be exceeded prior to next quarterly check
- o Check physical condition of cabinet contents and replace items as necessary
- o Insert changes in procedure book and update all forms

Attachment A-2
Page 2 of 2

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ITEMS IN/NEAR

WNP-2 FIRST AID KIT - TYPE A

<u>ITEM</u>	<u>QUANTITY</u>
Multi-trauma Dressings	4
Adhesive Bandages	32
Compresses (4")	10
Eye Pads	6
Extraction Scissor	1
Tweezer	1
Triangular Bandages	10
Antiseptic Pad - Alcohol	10
Penlight	1
Adhesive Tape	2
Kling Dressing	6
Surgipads	4
Burnsheets	2
Disposable Blankets	2
Instant Glucose (Tube)	1
Eye Irrigation Solution	1
Normal Saline (500cc)	1
Disposable Splints	
(assorted)	4
Surgical Gloves	2 Pair
4" x 4" (Bulk)	1 Pkg.
Disposable Ice Packs	4
Paper, Pad	1
Ball-Point Pen	2
Cervical Collar	1

Attachment A-3
Page 1 of 2

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INSTRUCTIONS

WNP-2 FIRST AID KIT - TYPE A

Locations:

- o Kit 1FA - First Aid Room Service Building, 441' elevation
- o Kit 2FA - Rad Waste Control Room

Quarterly (and after use):

- o Inventory contents
- o Check physical condition of contents and replace items as necessary
- o Perform operational check on penlight
- o Verify expiration date of solutions will not be exceeded prior to next quarterly check

Attachment A-3
Page 2 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR

WNP-2 FIRST AID KIT - TYPE B (TRAUMA KIT)

<u>ITEM</u>	<u>QUANTITY</u>
Extraction Scissor	2
Penlight	2
Trauma Dressing	4
Surgical Gloves	5 pair
Adhesive Tape	2 rolls
Kling Bandage	8
Triangular Bandage	12
Cold Packs	2
4" x 4" Bandage	5
Stretcher	1
Wool Blankets	2
Oxygen Bottle	
(with kit)	1
Gauze, 4.5" x 147"	2
Blood Pressure Kit	1
Steth-o-scope	1
Saline Solution	1 bottle
Burn Sheet	1
Instant Glucose	1 tube

Attachment A-4
Page 1 of 2

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INSTRUCTIONS

WNP-2 FIRST AID KIT - TYPE B, TRAUMA

Locations:

- o Kit 1FB - Service Building, 441' elevation, Operations Support Center (OSC)
- o Kit 2FB - 441' elevation, Radwaste/Reactor Building Corridor Junction
- o Kit 3FB - 471' elevation, Radwaste/Turbine Generator Building Corridor
- o Kit 4FB - 501' elevation, Radwaste/Turbine Generator Building Corridor at Control Room Door
- o Kit 5FB - 487' elevation, Radwaste Building Outside Chemistry Laboratory

Quarterly (and after use):

- o Inventory contents
- o Check physical condition of contents and replace items as necessary
- o Verify oxygen bottle is full
- o Perform operational check on penlights

Attachment A-4
- Page 2 of 2

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ITEMS IN/NEAR

WNP-2 EMERGENCY PROTECTIVE EQUIPMENT KIT (TSC)

<u>ITEM</u>	<u>QUANTITY</u>
Protective Clothing	25 sets
- Coveralls	
- Hoods/caps	
- Plastic Booties	
- Rubber Boots	
- Rubber Gloves	
- Glove Liners	
Respirators (particulate)	25
Combination Filters (respirator)	50
Pocket Dosimeters	25
Dosimeter Charger	1
Dose Rate Instruments	2
Potassium Iodine Tablets	25 sets
Duct Tape	1 roll
Masking Tape	1 roll

Attachment A-5
Page 1 of 2

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INSTRUCTIONS

WNP-2 EMERGENCY PROTECTIVE EQUIPMENT KIT (TSC)

Location:

- o Technical Support Center

Monthly (and after use):

- o Inspect respirators
- o Verify calibration/expiration dates will not be exceeded prior to next monthly check:
 - o Portable instruments
 - o Potassium iodide tablets
- o Inventory Contents
- o Perform operational checks
 - o Dosimeters (rezero)
 - o Portable instruments (battery check)
- o Check physical condition of cabinet contents and replace items as necessary

Attachment A-5
Page 2 of 2

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PLANT EXCLUSIVE USE SIGNALS

Location: -Control Room

The following demonstrations should be immediately preceded at least by voice announcement over the public address system.

Demonstrations should be conducted on all shifts on the first Monday of each month, at approximate times as follows:

Day Shift - 1300
Swing Shift - 1700
Mid Shift - 0200

The following public address format should be adhered to:

A. Alerting Tone:

- o "This is a demonstration of the ALERTING TONE. This is a demonstration of the ALERTING TONE."
- o Sound the ALERTING TONE (pulsed tone-constant level) for 5-10 seconds.
- o "This concludes the demonstration of the ALERTING TONE."

B. Immediate Evacuation Alarm:

- o "This is a demonstration of the Immediate Evacuation Alarm for the protected area. This is a demonstration of the IMMEDIATE EVACUATION ALARM for the protected area. This is only a demonstration, DO NOT RESPOND! DO NOT RESPOND!"
- o Sound the protected area IMMEDIATE EVACUATION ALARM (wailing siren) for 5-10 seconds.
- o "This concludes the demonstration of the protected area IMMEDIATE EVACUATION ALARM."
- o "This concludes all signal demonstrations, regard all further signals as real."

Monthly:

Perform operational check.

Attachment A-6
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EMERGENCY OPERATIONS FACILITY/HEADQUARTERS

EMERGENCY EQUIPMENT

- B-1 Field Sampling Kit
- B-2 Protective Clothing Kit
- B-3 Air Sampling Kit
- B-4 Instrumentation Kit
- B-5 Multichannel Analyzer Kit
- B-6 Decon Cabinet
- B-7 Extra Protective Clothing
- B-8 Field Lab Supplies
- B-9 Portable Generator Set
- B-10 River Evacuation Monitoring Kit
- B-11 River Evacuation Decontamination Kit
- B-12 Aerial Monitoring Kit
- B-13 Decon Storage Trailer
- B-14 Equipment for PASS

Attachment Section B
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ITEMS IN/NEAR

FIELD SAMPLING KIT

<u>ITEM</u>	<u>QUANTITY</u>
Case for Equipment	1
Plastic Bags (assorted)	60
Cubitainers (1 gallon)	15
Rubber Gloves	4 pair
Digging Tools (small)	3
Felt Tip Marker (perm).	4
Note Pads (3x5)	3
Pens (black)	3
Masking Tape (2")	1 roll
Cutting Shears	1
Rubber Bands	1 box
Paper Towels	1 pkg.
Disposabe Gloves	2 boxes
Smears and Holders	100
Radiation Signs	3
Barricade Tape	1 roll
Pocket Knife	1
Syphon Pump	1
Environmental Program	1 set
Instruction Manual, Contains only Section 12, Radiological Monitoring Program Procedures	

Attachment B-1
Page 1 of 2

PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-22 of 91
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INSTRUCTIONS

FIELD SAMPLING KIT

Locations:

- o Kit 1FS - Field Team Cabinet Number 1, PSF Ambulance Garage
- o Kit 2FS - Field Team Cabinet Number 2, PSF Ambulance Garage
- o Kit 3FS - Field Team Cabinet Number 3, PSF Ambulance Garage
- o Kit 4FS - Headquarters, Cabinet Number 4, Headquarters MPF, 1st Floor, Room 201

Quarterly (or if seal not intact):

- o Inventory contents and ensure required quantities are correct.
- o Check physical condition of contents and replace as necessary.
- o Inspect Environmental Program Instruction Manual, Section 12 Procedures for latest revision and replace as necessary.

Attachment 8-1
Page 2 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR

PROTECTIVE CLOTHING KIT

<u>ITEM</u>	<u>QUANTITY</u>
Case for Equipment	1
Hoods	3
Paper Coveralls	3
Rubber Gloves	3 pair
Rubber Boots	3 pair
Masking Tape (2")	2 rolls
Full-Face Respirators with Cartridges	3
Rain Suits	3
Razor and Shaving Cream	1 set
Plastic Bags	Assorted
Skull caps	3
Cotton glove liners	1 pkg.

Attachment B-2
Page 1 of 2

PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-24 of 91
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CONTROLLED COPY

INSTRUCTIONS

PROTECTIVE CLOTHING KIT

Locations:

- o Kit 1PC - Field Team Cabinet Number 1
- o Kit 2PC - Field Team Cabinet Number 2
- o Kit 3PC - Field Team Cabinet Number 3
- o Kit 4PC - Headquarters

Monthly:

- o Check condition of respirators

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary

Attachment B-2
Page 2 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
13.14.4	9.	13.14.4-25 of 91



1

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ITEMS IN/NEAR

AIR SAMPLING KIT

<u>ITEM</u>	<u>QUANTITY</u>
Case for Equipment	1
Portable Air Sampler	1
Paper Filters	100
Note Pads (3x5)	3
Pens (Black)	3
Charcoal Cartridges	6
Tweezer	1
Silver Zeolite Cartridges	6
H809C Manual	1
Spare Fuse	1
Stopwatch	1
Alligator Forceps	1

Attachment 8-3
Page 1 of 2

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INSTRUCTIONS

AIR SAMPLING KIT

Locations:

- o Kit 1AS - Field Team Cabinet Number 1
- o Kit 2AS - Field Team Cabinet Number 2
- o Kit 3AS - Field Team Cabinet Number 3
- o Kit 4AS - Headquarters

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify air sampler calibration date will not be exceeded prior to the next quarterly check
- o Start-up air sampler
- o Perform operational check of stopwatch.

Attachment B-3
Page 2 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR

INSTRUMENTATION KIT

<u>ITEM</u>	<u>QUANTITY</u>
Case for Equipment	1
Dose Rate Meter (MicroR)	1
Dose Rate Meter (Ion Chamber)	1
Count Rate Meter	
(w/G-M Pancake Probe)	1
Pocket Dosimeter (0-5 R Range)	3
Pocket Dosimeter (0-500 mR Range)	3
Dosimeter Charger	1
TL0 Badges	2
Portable Radio and microphone	2 (Headquarters kit only)
AC Radio Charger	1
Check Source Cs-137	1
Desiccant	1
Iodine Tablets	3 sets
Calculator and charger	1
D-Cell Batteries	8
9-Volt Batteries	2
Battery (6-volt)	1
Note Pads (3x5)	3
Pens (black)	3
Phillips Screwdriver	1
Compass	1
Battery Lantern (6-volt)	1
Flashlight	1
First Aid Kit (In Cabinet)	1
Clipboard with the following (In Cabinet):	1
- 10 mi Zone Map-Book	
- Emergency Response Log	
- 8-1/2 x 11 Tablet	
WA State Road Atlas (In Cabinet)	1
Expandable Folder/Worksheet Packet Containing	1
(In Cabinet)	
- Useful Phone Numbers	
- Change	\$5.00
- Credit Cards	3
(1 Each: Shell, Chevron, Mobil)	
- Set Field Team Worksheets:	
- Checklist for Equipment Test	2
- Exposure Rate Measurement Worksheet	20
- Contamination Survey Worksheet	10
- Environmental Sample Identification Form	20
- Wood Stakes, Survey Markers	10

Attachment B-4

Page 1 of 3

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ITEMS IN/NEAR

INSTRUMENTATION KIT (Continued)

<u>ITEM</u>	<u>QUANTITY</u>
- Air Sampling Worksheet	20
- Aerial Radiological Survey Data Sheet	5
- Aerial Monitoring Aircraft Crew Exposure Record	10
- After Action Report	5
- Personnel Contamination Report	5
- Personnel Clothing Contamination Report	5
Set of Field Team Procedures Listed Below: (In Cabinet)	1
- EPIP 13.9.1 "Environmental Field Team Operations"	
- EPIP 13.9.2 "Field Exposure Rate Surveys"	
- EPIP 13.9.3 "Portable Air Sampling"	
- EPIP 13.9.4 "TLD and Fixed Air Sample Retrieval"	
- EPIP 13.9.5 "Environmental Sample Collection"	
- EPIP 13.9.6 "Field Analysis of Environmental Samples"	
- EPIP 13.9.7 "Aerial Monitoring"	
- EPIP 13.13.4 "Post Incident Reporting"	
- EPIP 13.14.4 "Emergency Equipment" Excerpt, Attachment B "Emergency Operations Facility Emergency Equipment"	
- RPI 12.53 "Personnel Contamination Survey"	

Attachment B-4
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INSTRUCTIONS INSTRUMENTATION KIT

Locations:

- o Kit 1IK - Field Team Cabinet Number 1
- o Kit 2IK - Field Team Cabinet Number 2
- o Kit 3IK - Field Team Cabinet Number 3
- o Kit 4IK - Headquarters

Monthly:

- o Verify that blank sign-in and sign-out forms (similar to Attachments H and I) are inside the emergency cabinet door, and a copy of EPIP 13.14.4 "Emergency Equipment", Attachment B-4, is available inside the kit.
- o Replace radios and batteries in Headquarters Kit (obtain replacement radios and batteries from radio/battery charging unit in PSF Room 118A cabinet next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check.)
- o Verify that all procedures are the current revision and worksheets are similar to the current revisions and have not been written on.

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify portable instrument calibration dates will not be exceeded prior to the next quarterly check:
- o Perform operational checks:
 - o Pocket dosimeters (rezero)
 - o Portable instruments (battery check)
 - o Dosimeter charger
 - o Calculator
 - o Battery lantern
 - o Flashlight
- o Verify expiration dates will not be exceeded prior to the next quarterly check:
 - o Credit cards
 - o Iodine tablets

Attachment B-4
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ITEMS IN/NEAR

MULTICHANNEL ANALYZER KIT

<u>ITEM</u>	<u>QUANTITY</u>
Case for Equipment	1
Multichannel Analyzer	1
NaI Detector	1
Lead Shield Holder and Trays	1
Check Source Ba-133	1
Check Source Cs-137	1
Note Pads (3x5)	3
Pens (black)	3
MCA Data Sheet	1
Davidson Model 1056B Instruction Manual	1
Abridged Radiological Health Handbook	1
EPIP 13.9.6, Attachment D	1
Portable Instrument Calibration Data Sheets	10 (desired quantity)

Attachment B-5
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INSTRUCTIONS

MULTICHANNEL ANALYZER KIT

Locations:

- o Kit 1MA - Field Team Cabinet Number 1
- o Kit 2MA - Field Team Cabinet Number 2

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify multi-channel analyzer calibration date will not be exceeded prior to next quarterly check
- o Perform operational check on multi-channel analyzer

Attachment B-5
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PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR DECON CABINET

<u>ITEM</u>	<u>QUANTITY</u>
Decon Record Forms	20
Clip board	1
Decon. Procedures (1 set of each)	
- EPIP 13.7.4 "Personnel Decontamination Operations at the Emergency Operations Facility"	
- EPIP 13.7.5 "Decontamination Operations at Remote Decontamination Locations"	
- EPIP 13.7.7 "Emergency Operations Facility First Aid Center Operations"	
- EPIP 13.14.4 "Emergency Equipment" Excerpt, Attachment B	
Red markers	3
Black markers	5
Black ink pens	3
3" x 5" notepads	3
Smears	1,000
Masking tape	1
Cotton tip applicators	2,000
Yellow magenta tape	1
Tongue depressants	20
Bottles Pax-land soap	2
Scrubbing sponges	2
Lava soap	1
Ivory soap	2
Soft scrub brushes	2
Moist towelettes	200
4" x 4" gauze sponges	200
3" x 3" gauze sponges	300
Scissors	1
Paper towels	500
Blank signs	5
Paper coveralls	6
Rubber gloves	6 pr
Plastic booties	20 pr
Count Rate Meter (w/Alpha Probe)	1
Count Rate Meter (w/G-M Pancake Probe)	1
Yellow plastic bags	20
Clear plastic bags	20
Extra soap	2 boxes
Potassium Permanganate	2 bottles
Sodium Bisulfite	2 bottles
Facial Tissue	1 boxes
Colloidion	1 bottle
Small Paper Cups	1 box
Saline Solution	1 bottle
Camera, Polaroid (Mod. Impulse)	1
Tape Recorder, Dictaphone (Mod. 1252)	1

Attachment 8-6
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INSTRUCTIONS

DECON CABINET

Location:

- o DC - Emergency Cabinet Number 14, PSF Decon Shower Area

Monthly

- o Verify that all procedures are the current revisions and forms are similar to the current revision and have not been written on.

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify calibration/expiration dates will not be exceeded prior to next quarterly check:
 - o Portable instrument
 - o Chemicals
- o Perform operational check on portable instruments (battery check)

Attachment B-6
Page 2 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR

EXTRA PROTECTIVE CLOTHING

<u>ITEM</u>	<u>QUANTITY</u>
Box for Equipment	1
Paper Coveralls	25
Plastic Shoe Covers	20 Pairs
Disposable Gloves	1 Box
Rubber Gloves	5 Pair
Hoods	12
Masking Tape	5 Rolls
Rubber Boots	2 Pair

Attachment 8-7
Page 1 of 2

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INSTRUCTIONS

EXTRA PROTECTIVE CLOTHING

Location:

- o Kit 1XP - Emergency Cabinet Number 6, PSF Ambulance Garage
- o Kit 2XP - Emergency Cabinet Number 6, PSF Ambulance Garage

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary

Attachment 8-7
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ITEMS IN/NEAR FIELD LAB SUPPLIES

<u>ITEM</u>	<u>QUANTITY</u>
100 ft Extension Cord	1
Air Sample Cart. Purger	1
Radio Charger and Antenna	1
Air Bottle (nearly full)	1

Attachment B-8
Page 1 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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INSTRUCTIONS

FIELD LAB SUPPLIES

Locations:

- o Kit 1FL - Field Team Cabinet Number 1, PSF Ambulance Garage
- o Kit 2FL - Field Team Cabinet Number 2, PSF Ambulance Garage

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify air bottle is nearly full
- o Perform operational check on air sample cartridge purge manifold.

Attachment 8-8
Page 2 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR PORTABLE GENERATOR SET

<u>ITEM</u>	<u>QUANTITY</u>
Honda Generator	1
Gas Can	1
Siphon	1
Spare Fuses:	
8 amp	1
15 amp	1
- Tool Kit	1
Manual	1

Attachment 8-9
Page 1 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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INSTRUCTIONS

PORTABLE GENERATOR SET

Locations:

- o Kit 1PG - Emergency Cabinet Number 7, PSF Ambulance Garage
- o Kit 2PG - Emergency Cabinet Number 7, PSF Ambulance Garage

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Start-up Honda generator.

Attachment B-9
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PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR RIVER EVACUATION MONITORING KIT

<u>ITEM</u>	<u>QUANTITY</u>
TLD	3
Dosimeter Charger	1
Pocket Dosimeter:	
0-5 R	3
0-500 mR	3
0-50R Dose Rate	1
Meter RO-2A	
Micro R meter	1
Check Source	1
Respirators	3
KI Tablets	1 bottle
Coveralls, paper	3 pairs
Hoods	3
Shoe covers	3 pairs
Rubber gloves	3 pairs
Surgical gloves	1 box
Rain suits	3
Tape, masking	1 roll
Pens	5
Portable Radio	1
Radio headset	1
Writing Tablet	1
Personnel Exposure Record	5
Emergency Response Log	1 Pad
Procedures	1 each
-EPIP 13.5.4, Columbia River Evacuation	
-EPIP 13.9.1, Environmental Field Team Operations	
-EPIP 13.9.2, Field Exposure Rate Survey	
-EPIP 13.9.8, River Evacuation Monitoring	

Attachment B-10
Page 1 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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INSTRUCTIONS

RIVER EVACUATION MONITORING KIT

Location:

201

- o Kit 1RM - Cabinet Number 4, Headquarters MPF, 1st Floor, Room

Monthly:

- o Replace radio and batteries. (Obtain replacement radio and batteries from radio/battery charging unit in PSF Room 118A cabinet next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check.)
- o Verify that blank sign-in and sign-out forms (similar to Attachment H and I) are inside the emergency cabinet door, and a copy of EPIP 13.14.4 "Emergency Equipment", Attachment B-10, is available inside the kit.
- o Verify that vehicle keys are in the cabinet, Headquarters, MFP, Room 201
- o Perform respirator check per RPI 8.3
- o Verify all procedures are the current revision and forms are similar to the current revision and have not been written on.

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify calibration/expiration dates will not be exceeded prior to next quarterly check.
- o Perform operational checks:
 - o Portable instrument (battery check)

Attachment 8-10
Page 2 of 2

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ITEMS IN/NEAR

RIVER EVACUATION DECONTAMINATION KIT

<u>ITEM</u>	<u>QUANTITY</u>
TLD	3
Dosimeter Charger	1
Pocket Dosimeter:	
0-5 R	3
0-500 mR	3
Bucket	1
Sponges	5
Soap	2 bottles
Toweling, disposable	10
Ribbon, Rad. Barrier	2 rolls
Signs, Rad. Warning w/inserts	4
Coveralls, paper	5 pairs
Hoods	5
Shoe covers	5 pairs
Rubber gloves	10 pairs
Surgical gloves	1 box
Rain suits	3
Tape	1 roll
Plastic bags (50 gal. yellow)	2
Count Rate Meter	
(w/G-M Pancake Probe)	1
Check Source	1
Portable Radio	1
KI Tablets	1 bottle
Survey Map and Record Form	10
Personnel Contamination Form	10
Pens	5
Procedures	1 each
-EPIP 13.5.4	
-EPIP 13.7.5	
-EPIP 13.9.1	
-EPIP 13.9.2	
-EPIP 13.9.8	
-RPI 12.34	
-RPI 12.53	

Attachment B-11
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INSTRUCTIONS

RIVER EVACUATION DECONTAMINATION KIT

Location:

- o Kit 1RD - Emergency Cabinet Number 4, Headquarters MPF, 1st Floor, Room 201

Monthly:

- o Replace radio and batteries. (Obtain replacement radio and batteries from radio/battery charging unit in PSF Room 118A cabinet next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check.)
- o Verify all procedures are the current revision and forms are similar to the current revision and have not been written on.

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify calibration/expiration dates will not be exceeded prior to next quarterly check.
- o Perform operational checks:
 - o Portable instrument (battery check)

Attachment 8-11
Page 2 of 2

PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-44 of 91
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ITEMS IN/NEAR

AERIAL MONITORING KIT

<u>ITEM</u>	<u>QUANTITY</u>
TLD	3
Dosimeter Charger	1
Pocket Dosimeter:	
0-5 R	3
0-500 mR	3
0-50R Dose Rate	1
Meter RO-2A	
Micro R meter	1
Check Source	1
Portable Radio	1
Writing Tablet	1
Pens	2
KI Tablets	1 bottle
Personnel Exposure Record	5
Field Team Maps	1 set
Emergency Response Log	1 pad
Procedures	1 each
-EPIP 13.9.1, Environmental Field Team Operations	
-EPIP 13.9.2, Field Exposure Rate Survey	
-EPIP 13.9.7, Aerial Monitoring	

Attachment B-12
Page 1 of 2

PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-45 of 91
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INSTRUCTIONS

AERIAL MONITORING KIT

Location:

- o Kit 1AM - Emergency Cabinet Number 4, Headquarters MPF, 1st Floor, Room 201

Monthly:

- o Replace radio and batteries. (Obtain replacement radio and batteries from radio/battery charges unit in Room 118A cabinet next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check.)
- o Verify all procedures are the current revision and forms are similar to the current revision and have not been written on.

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify calibration/expiration dates will not be exceeded prior to next quarterly check.
- o Perform operational checks:
 - o Portable instrument (battery check)

Attachment 8-12
Page 2 of 2

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR

DECON STORAGE TRAILER

<u>ITEM</u>	<u>QUANTITY</u>
Stanchions	20
Rad. Rope	2 spools
Rad. signs w/asst. inserts	20
Paper coveralls	4 cases
Protective clothing	20 sets
Rubber boots	10 pair
Respirators, full-face	20
Rain suits	25
Plastic booties (yellow)	1 case
Totes (shoe covers)	100 pair
Rubber gloves	100 pair
Cotton glove liners	200 pair
Surgical gloves	5 boxes
Duct tape	20 rolls
Check source	1
Count Rate Meter (w/G-M Pancake Probe)	3
Extra Probes/cables	3
Dose Rate Meter (Ion Chamber)	2
Liquid soap	1 case
Grannular hand soap	5 lbs
Cotton applicators	1 box
Envelopes (3" x 5)	1 box
Surgical scrub brushes	20
Smears	2 boxes
Plastic bags (50 gal., yellow)	2 rolls
Plastic bags (12" x 24", yellow)	1 roll
Potassium Iodide (KI)	3 bottles
Sodium Bisulfite capsules	100
Potassium Permanganate capsules	100
Sponges	50
Buckets	6
Toweling	2 cases
Blankets	24
Collapsible water containers (1 gal)	5
Dosimeter Charger (with spare battery)	1
Vacuum Cleaners (12 volt)	3
Generator (Gasoline)	1
Fire Extinguisher	1

Attachment B-13
Page 1 of 3

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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ITEMS IN/NEAR

DECON STORAGE TRAILER

(Continued)

<u>ITEM</u>	<u>QUANTITY</u>
TLD's	4
Pocket Dosimeter (0-500 mR)	4
Generator Kit (with spare fuses)	1
Gasoline can	1
Syphon	1
Legal pads	1 box
Pens	2 boxes
Clipboards	5
Forms	
Survey Map and Record Forms	100
Vehicle Contamination Forms	10
Personnel Contamination Forms	100
After Action Report	5
Emergency Response Log	1 pad
Procedures	1 each
-EPIP 13.7.5	Decontamination Operations at Remote Decontamination Locations
-EPIP 13.7.9	Decontamination Within the Site Boundary
-EPIP 13.13.4	Post Incident Reporting
-EPIP 13.14.4	Emergency Equipment (located on the inside of trailer door)
-RPI 12.34	Decontamination of Personnel
-RPI 12.36	Self Frisking
-RPI 12.39	Release of Material from Radiologically Controlled Areas
-RPI 12.40	Radiation/Contamination Surveys
-RPI 12.53	Personnel Contamination Survey

Attachment B-13
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INSTRUCTIONS

DECON STORAGE TRAILER

Location:

- o South behind the PSF

Monthly:

- o Check condition of respirators

Quarterly (or if seal not intact):

- o Inventory contents
- o Check physical condition of contents and replace as necessary
- o Verify calibration/expiration dates will not be exceeded prior to next quarterly check:
 - o Portable instruments
 - o Chemicals
 - o Iodine Tablets
- o Perform operational checks:
 - o Portable instrument (battery check)
 - o Dosimeter charger
 - o Portable generator (Start-up)
- o Verify all procedures are the current revision and forms are similar to the current revision and have not been written on.

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EQUIPMENT FOR PASS

Locations:

Hoist - Crane	-	(Ambulance Bay)	1
Ramp	-	(Counting Room)	1
Handle for Cask	-	(Counting Room)	1
Tongs	-	(Chemistry Lab)	2
Syringes and Needles	-	(Chemistry Lab)	4
Serum Bottles	-	(Chemistry Lab)	4
PH Meter Probe	-	(Chemistry Lab)	1

Quarterly:

- o Inventory contents
- o Check physical condition of contents and replace as necessary

Attachment B-14
Page 1 of 1

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CONTENTS

HOSPITAL RADIOLOGICAL EMERGENCY KIT

<u>ITEM</u>	<u>QUANTITY</u>
Action Cards	1 set of 4
Body Outline Sketches	5
Clipboard	1
Marking Pens	2
Masking Tape (2")	2 Rolls
Paper or Plastic Floor Covering	Assorted
Paper Pads (Note Pads)	2
Pencils and/or Pens	6
Plastic (cover Air Inlets and equipment)	Assorted
Procedures	4 copies
Radiation Control Signs	5
Radiation Rope	Assorted
Radiation Tags	5
Radiation Tape	1 Roll
Scissor	1
Smears and Envelopes	25
Count Rate Meter (w/G-M Pancake Probe)	1
TLD's	6 and 1 Control
Decontamination Kit	1 Set
-Bulb Syringe	
-Ivory Soap	
-Hand Brush	
-Lava Soap	
-Potassium Permanganate	
Protective Clothing	6 Sets
-Coveralls	
-Hood	
-Shoe Covers	
-Surgeon Gloves & Masks	
-Plastic Bags	8

Attachment C
Page 1 of 2

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INSTRUCTIONS

HOSPITAL RADIOLOGICAL EMERGENCY KIT

Locations:

- o Kit 1HK - Kadlec Hospital
Emergency Room Storage Cabinet
- o Kit 2HK - Kennewick Hospital
Emergency Room Storage Closet
- o Kit 3HK - Our Lady of Lourdes Hospital Decon Shower Room
- o Kit 4HK - Yakima Valley Memorial Hospital Autopsy Room

Quarterly (and after use):

- o Inventory contents
- o Check physical condition of contents and replace items as needed.
- o Verify portable instrument calibration and TLD dates will not be exceeded prior to quarterly check:
- o Verify that all procedures and action cards are the current revision.

Attachment C
Page 2 of 2

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EMERGENCY PLANNER COMMUNICATIONS SYSTEM TEST

Monthly:

- o Perform test (by two-way communication) of the following dedicated telephone lines:
 - o State of Washington Emergency Operations Center (Olympia)
 - o DOE
 - o County
 - o Nuclear Regulatory Commission Headquarters (phone located in the Control Room, TSC, EOF, NRC Room and MUDAC).

Annually:

- o Verify accuracy of Emergency Telephone Directory. Revise and reissue as needed.

Attachment D
Page 1 of 1

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COMMUNICATIONS SYSTEM TESTS

A. Facsimile Network

Locations:

- o WNP-2 Control Room
- o WNP-2 Technical Support System
- o Emergency Operations Facility (EOF) Communications Center
- o EOF, Technical Data Center
- o Joint Information Center, (Supply System Multi-Purpose Facility)
- o Headquarters Communication Center, (Supply System Multi-Purpose Facility)
- o State of Washington Emergency Operations Center (Olympia)
- o County Emergency Operations Center, (Kennewick)
- o Department of Energy-Richland (DOE-RL)

Monthly:

- o Perform operational check of the facsimile transmission network by two-way transmission:

B. Siren System

Monthly:

- o Document performance of weekly siren system status tests.

Quarterly:

- o Perform siren system growl test.

Annually

- o Perform full operational test of siren system.

Attachment E
Page 1 of 4

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COMMUNICATIONS SYSTEM TESTS (Continued)

C. Dedicated Telephone Systems

Monthly:

- o Test all lines of the following:
 - o Emergency Response Crash System
 - o Emergency Response Dial-up System
 - o Emergency Response Ring-down System

Quarterly:

- o Test all lines of the following:
 - o Emergency Response Public Information Officer Network

D. Data Circuits

Monthly:

- o Check status of data circuits between Supply System facilities.

E. EOF Public Address System

Monthly:

- o Perform operational check

F. Field Team Radios

Monthly

- o Perform operational check on portable radios and batteries.

Annually:

- o Check per FCC requirements

G. Plant Emergency Team Equipment

Monthly

- o Replace batteries and perform operational checks on portable radios (OSC).

Attachment E
Page 2 of 4

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COMMUNICATIONS SYSTEM TESTS (Continued)

Quarterly:

- o Check portable (orange) telephones for operability (OSC)
- o Check SCBA skullbone transmitters for operability (OSC)

H. Communication Consoles

Locations:

- o 1CC - EOF Communications Center (2)
- o 2CC - WNP-2 Central Alarm Station (1)
- o 3CC - WNP-2 Secondary Alarm Station (1)
- o 4CC - Headquarters Communications Center (1)

Monthly:

- o Perform operational check (by two-way transmission) on all channels

I. Pagers

Quarterly:

- o Perform quarterly activation test.

J. Auto Dialer

Quarterly:

- o Perform quarterly activation test.

Attachment E
Page 3 of 4

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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COMMUNICATIONS SYSTEM TESTS (Continued)

K. Radio Controllers

Locations:

- o SDC1 - Security Decision Center
- o MDA1 - MUDAC
- o MDA2 - MUDAC
- o TSC1 - Technical Support Center
- o TSC2 - Technical Support Center
- o RSD1 - Remote Shutdown Room
- o OSC1 - Operations Support Center/Alternate OSC

Monthly

- o Perform two-way transmission check on all channels.
- o Perform operational check on EOFCC patching system.

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EMERGENCY OPERATIONS FACILITY MEDICAL EQUIPMENT AND SUPPLIES

INSTRUCTIONS

EOF FIRST AID ROOM

Quarterly (and after major use):

- o Verify oxygen bottle full
- o Check oxygen regulator
- o Inventory contents
- o Check physical condition of contents and replace items as necessary
- o Verify expiration/calibration dates of equipment/supplies will not be exceeded prior to next quarterly audit
- o Perform operational checks
 - o Pen light

Attachment F
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CONTENTS

EOF FIRST AID ROOM

<u>ITEM</u>	<u>DESIRED QUANTITY</u>
Kling Bandages (Assorted)	2 boxes
Telfa Pads (Sterile)(Assorted)	1 box
Coban Wrap Bandages (Assorted)	1 box
Knuckle Dressing	4
Band-aids (Assorted)	24
ABD Dressings (Trauma)	10
Triangular Bandages	10
Tape, Paper (Adhesive)(Assorted)	6 rolls
Eye Pads (Dressings)	10
Pads (Bulk)(Assorted)	2 packages
Scrub Brush (Soft)	4
Cotton Applicators	1 box
Alcohol Wipes	2 boxes
Burn Sheets (Sterile)	2
Surgical Gloves	12 pair
Antiseptic Scrub	2 bottles+
Bacitracin	2 tubes+
Instant Glucose	3 tubes+
Oxygen and Oxygen Equipment:	
Portable "D" Bottle with Regulator	1
Face Masks	6
Eye Irrigation Dacriose Solution	3+
Pen Light and Spare Batteries	3
Bandage Scissors (5-1/2")	1
Stretcher (Gurney) with Casters	1
Pad (Stretcher)(3" Foam)	1
Back Board	1
Blood Pressure Cuff	1
Stethoscope	1
Extraction Scissors	1

+ Indicates item has shelf life expiration date

Attachment F
Page 2 of 3

PROCEDURE NUMBER	REVISION NUMBER	PAGE NUMBER
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CONTENTS

EOF FIRST AID ROOM

(Continued)

<u>ITEM</u>	<u>DESIRED QUANTITY</u>
Blankets	4
Sheets	4
Pillows	2
Pillow Cases	4
Clam Shell Stretcher	1
Splints (Cardboard)(Assorted)	2 sets
Splint, Air, Assorted	6
Disaster Tags	20
Patient Treatment Record Forms	20

NOTE: The following supplies are to be used only by qualified personnel.

Ring Cutter	1
Tweezers (small and medium)	1 each
Splinter Forceps	1
Bulb Syringe	1

Attachment F
Page 3 of 3

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EMERGENCY CENTER

EQUIPMENT AND SUPPLIES

- G-1 Instructions Emergency Centers
- G-2 Control Room Inventory List
- G-3 Technical Support Center Inventory List
- G-4 Operations Support Center Inventory List
- G-5 Supply System Decision Center Inventory List
- G-6 Security Decision Center Inventory List
- G-7 EOF Communications Center Inventory List
- G-8 HQ Communications Center Inventory List
- G-9 Offsite Agency Coordination Center Inventory List
- G-10 Technical Data Center Inventory List
- G-11 MUDAC Inventory List
- G-12 Media Briefing Preparation Area Inventory List
- G-13 EOF Records Room Inventory List
- G-14 NRC Work Area Inventory List
- G-15 Crisis Management Center Inventory List
- G-16 Joint Information Center Inventory List

Attachment Section G
Page 1 of 1

PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-61 of 91
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INSTRUCTIONS

EMERGENCY CENTERS

Quarterly:

- o Inventory
- o Check physical conditions of center contents
- o Verify all procedures/documents are the current revision and have not been written on.
- o Verify potassium iodide (if present) will not exceed expiration date prior to next quarterly check.
- o Perform operational checks on center contents as appropriate to insure all listed equipment is functional.
- o Arrange replacement of missing items as necessary.

Attachment G-1
Page 1 of 1

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CONTROL ROOM

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity Desirable</u>	<u>On-Hand</u>
GDS Terminal	1		
TRS-80, Model 100	1		
Cassette Deck	1		
Emergency Plan		1	
Emergency Plan Implementing Procedures	1	1	
Emergency Organization Telephone Directory	3		
NEFAX Manual		1	
NEFAX Paper (Spare)		1 Roll	
FNF Notification Forms	1 Pkg		
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	
Potassium Iodide	7 Bottles		
Facsimile	1		

Attachment G-2
Page 1 of 1

PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-63 of 91
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TECHNICAL SUPPORT CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity Desirable</u>	<u>On-Hand</u>
GDS Terminal	2		
Printer/Plotter Device	1		
Standard CRT Display Terminal	1		
TRS-80, Model 100	1		
Schematic Printer		1	
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1	1	
Emergency Organization Telephone Directory	3		
WNP-2 Shielding Evaluation Report	1		
General Arrangement Plans/Flow Diagrams	1 Set		
Master Equipment List	1		
WNP-2 Technical Specifications	1		
WNP-2 Plant Operating Procedures (All)	1		
WNP-2 Final Safety Analysis Report	1		
As-Built Drawings	1 Set		
Aperture Card Reader/Printer	1		
WNP-2 Emergency Operating Procedures (Vol. 5)	1		
WNP-2 Operations Records (reel film copy available in Service Building)	1 Set		
Plant Operations (Safety) Committee Records and Reports (available in Service Building)	1 Set		
EDPS User's Manual	1		
NEFAX Operator's Manual		1	
NEFAX Paper (Spare)		1 Roll	
Overhead Projector Bulb (Spare)		1	
FNF Notification Forms	1 Pkg		
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	
Portable Emergency Lights	8 Sets		
Duplicating Machine (available nearby)		1	
Duplicating Paper		2 Boxes	

Attachment G-3
Page 1 of 2

PROCEDURE NUMBER <div style="text-align: center;">13.14.4</div>	REVISION NUMBER <div style="text-align: center;">9</div>	PAGE NUMBER <div style="text-align: right;">13.14.4-64 of 91</div>
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TECHNICAL SUPPORT CENTER

INVENTORY LIST (Continued)

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
Significant Event Log Transparencies		200	
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Ten-Mile Emergency Planning Zone Map		1	
Fifty-Mile Emergency Planning Zone Map		1	
Washington State Road Atlas		1	
Plant Status Board		1	
Decision Making Logic Protective Action Recommendation Flow Charts		1 Set	
WNP-2 Emergency Procedure Poster		1	
WNP-2 Site Map		1	
Clock (24 hour display)		1	
Overhead Projector		1	
Projection Screen		1	
Cassette Recorder		1	
Potassium Iodide		1 Bottle	
Various Operation and Maintenance Manuals as per Technical Staff, Manual Log in TSC		1 Set	
ASME Section III (available in GSB Library)		1	
Regulatory Guides		1 Set	
10 CFR		1	
Set of Systems and Procedures Training Manuals		1 Set	
Environmental Equipment Qualification Report (SR)		1	
Document Control System List (DCS)		1	
Fuse List		1	
SITS/FITS		1	
Complete Set of Diazo Cards (AE/CVI)		1 Set	
Set of ALARA Diazo Cards		1 Set	
Top Tier List		1	
Set of A.E. Top Tier Drawings		1 Set	
Set of G.E. Top Tier Drawings		1 Set	
Set of G.E. Most Wanted Drawings		1 Set	

Attachment G-3
Page 2 of 2

PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-65 of 91
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OPERATIONS SUPPORT CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1	1	
Emergency Organization Telephone Directory	3		
WNP-2 Shielding Evaluation Report	1		
General Arrangement Plans/Flow Diagrams		1 Set	
Master Equipment List	1		
OSC Activation Cards	1 Set		
Plant Status Maps		1 Set	
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Plant Status Board		1	
OSC Team Location Status Board	1		
Plant Hazardous Areas Status Board			
WNP-2 Emergency Procedure Poster			
WNP-2 Site Map		1	
Clock (24 hour display)		1	
Overhead Projector		1	
Projection Screen		1	
Overhead Projector Bulb (Spare)		1	
15 Minute Time Clock		1	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	
Significant Event Log Transparencies		200	
Radio - Base Station	1		
Radio - Portable	6		
SCBA Skullbone Transmitters		5	
HP List of Respiratory Equipment Work Restrictions		1 Set	
Complete Set of EWD Drawings		1 Set	

Attachment G-4
Page 1 of 2

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ALTERNATE LOCATION-OPERATIONS SUPPORT CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
Set of A.E. Top Tier Drawings		1 Set	
Battery - Powered Razor		1	
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Plant Status Board		1	
OSC Team Location Status Board		1	
Plant Hazardous Area Status Board		1	
WNP-2 Emergency Procedure Poster		1	
Plant Hazardous Area Status Board		1	

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SUPPLY SYSTEM DECISION CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1	1	
Emergency Organization Telephone Directory	2		
INPO Emergency Resources Directory		1	
NRC Telephone Directory		1	
Washington State Road Atlas		1	
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Ten-Mile Emergency Planning Zone Board		1	
Significant Events Status Board		1	
Plume EPZ PAR/PAD Status Board		1	
Plant Status Board		1	
Protective Action Recommendation Flow Charts		1 Set	
Owner Controlled Area Emergency Procedure Chart		1	
Evacuation Route, Barricade, and Assistance Center Map		1	
Whiteboard		1	
WNP-2 Cutaway Poster		1	
Easel (Butcher Paper)		1	
Offsite Agency Representative Manning Chart		1	
Clock (24 hour display)		1	
Individual Position Signs		16	
Cork Board		2	
Clipboard		3	
In/out Baskets		1 Set	
FNF Notification Forms	1 Pkg		
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	

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SECURITY DECISION CENTER

INVENTORY LIST

<u>Item</u>	<u>Required.</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1	1	
Emergency Organization Telephone Directory	2		
Benton/Franklin County Emergency Plan		1	
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Ten-Mile Emergency Planning Zone Board		1	
Fifty-Mile Emergency Planning Zone Map		1	
Significant Events Status Board		1	
Evacuation Route, Barricade, and Assistance Center Map		1	
Whiteboard		1	
Clock (24 hour display)		1	
Cork Board		2	
Clipboard		3	
In/Out Baskets		1 Set	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	

Attachment G-6

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EOF COMMUNICATIONS CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
Emergency Plan Implementing Procedures	1		
Emergency Organization Telephone Directory	2		
Staff Manning Chart		1	
Cork Board		1	
Fire Alarm Location Map		1	
FCC License Display		1	
Map of EOF/PSF		1	
Clipboard		3	
In/Out Baskets		1 Set	
Message Board (outside center)		1	
NAWAS Warning Point Information Sheet		1	
Duplicating Machine (outside center)		1	
Duplicating Paper		2 Boxes	
NEFAX Paper (Spare)		1 Roll	
FNF Notification Forms	1 Pkg		
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	
Communication's Runner's Folders		1 Set	

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HEADQUARTERS COMMUNICATIONS CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
Staff Manning Chart		1	
Cork Board		1	
FCC License Display		1	
Clipboard		1	
In/Out Basket		1	
NAWAS Warning Point Information Sheet		1	
Nefax Paper (Spare)		1	
FNF Notification Forms		1 Pkg	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	
Map of Multi-Purpose Facility, Main Building, Warehouse		1	
Facsimile			

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PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-71 of 91
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OFFSITE AGENCY COORDINATION CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan	1		
Emergency Plan Implementing Procedures	1	1	
Benton/Franklin County Emergency Plan		1	
Washington State Emergency Plan		1	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	
Center Manning Chart		1	
Emergency Classification Status Board		1	
Ten-Mile Emergency Planning Zone Map		1	
Significant Events Status Board		1	
Evacuation Route, Barricade, and Assistance Center Map		1	
Whiteboard		1	
WNP-2 Cutaway Poster		1	
Clock (24 hour display)		1	
Individual Position Signs		1	
Cork Board		2	
Clipboard		3	
In/Out Baskets		1	
EBS Radio		1	
Benton and Franklin Counties FNF Emergency Broadcast Message Forms		1 Pkg	

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TECHNICAL DATA CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
GDS Terminal	1		
Standard CRT Display Terminals	2		
Printer/Plotter Device	1		
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1	1	
Emergency Organization Telephone Directory	2		
NEFAX Operator's Manual		1	
POIS Design Specifications		1	
NEFAX Paper (Spare)		1 Roll	
Four Connection Multiple Outlet		1	
Overhead Projector		1	
T-Square		1	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Significant Events Status Board		1	
Plant Status Board		1	
Protective Action Recommendation Flow Charts		1 Set	
White Board		5	
Clock (24 hour display)		1	
Cork Board		1	
Tray of 35 mm Slides		1	
Clipboard		3	
In/Out Baskets		1	

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METEOROLOGY AND UNIFIED DOSE ASSESSMENT CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
GDS Terminal	1		
Standard CRT Display Terminal	1		
Tektronix Terminal and Color Printer	1		
Printer/Plotter Device	1		
TRS-80, Model 100 (In Cabinet)	1		
Computer Cassette Recorder (In Cabinet)	1		
Program Cassette Data tape (In Cabinet)	1		
Electrical Supply Unit for TRS-80 (In Cabinet)	1		
IBM-PS/2		1	
Laser Printer		1	
Epson Printer		1	
Computer Terminal Modem		1	
HP 7470A Plotter		1	
Potassium Iodide	50 Bottles		
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1		
Emergency Organization Telephone Directory	2		
Evacuation Time Study		1	
EDPS User's Manual		1	
Field Team Map Kits		4	
Emergency Planning Zone Map Book (50-Mile EPZ)		4	
Manual Emergency Dose Calculation Manual		1	
State DSHS Procedure Volume		1	
Aerial Photo Map Book (10-mile EPZ)		4	
Tri-Cities Map		2	
Washington State Road Atlas		1	
WINCO-1009		2	
WINCO-1012		2	
Flip Chart with Easel		1	

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METEOROLOGY AND UNIFIED DOSE ASSESSMENT CENTER

INVENTORY LIST

(Continued)

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Ten-Mile Emergency Planning Zone Map		1	
Protective Action Recommendation Flow Charts		1 Set	
Evacuation Route, Barricade, and Assistance Center Map		1	
Plume EPZ PAR/PAD Status Board		1	
WNP-2 Cutaway Poster		1	
Aerial Monitoring Map		1	
Aerial Photograph Mosaic		1	
Meteorological and Plume Data Status Board		1	
Clock (24 hour display)		1	
Clipboards (Cabinet)		2	
In/Out Baskets (Cabinet)		1 Set	
After Action Report Forms (Cabinet)		25	
Emergency Response Log (Cabinet)		25	
Radio Console with Microphone (MDA I and MDA II)		2	
Radio Console (Weather Station Monitor)		1	
Radio Console (Aircraft Ground Control)		1	
Radio Dispatcher Headset (Cabinet) (with push to talk clip on adaptors)		3	
Telephone dispatcher Headset (Cabinet) (with push to talk clip on adaptors)		2	

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MEDIA BRIEFING AND PREPARATION AREA

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1		
Emergency Organization Telephone Directory	1		
Clipboard		3	
In/Out Baskets		1	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	

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EOF RECORDS ROOM

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity Desirable</u>	<u>On-Hand</u>
WNP-2 Shielding Evaluation Report	1		
General Arrangement Plan/Flow Diagram	1		
+Master Equipment List	1		
WNP-2 Technical Specifications	1		
WNP-2 Plant Operating Procedures	1 Set		
WNP-2 Final Safety Analysis Report	1 Set		
+WNP-2 As-Built Drawings	1 Set		
Microfilm Roll Reader/Printer	1		
Aperture Card Reader/Printer	1		
WNP-2 Emergency Operating Procedures	1 Set		
Word Processing Station		1	1

+Quarterly

Ensure that document contains the most recent published revision.

Attachment G-13
Page 1 of 1

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NRC WORK AREA

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures		1	
Emergency Organization Telephone Directory		1	
White Board		2	
Cork Board		1	
Clock (24 hour display)		1	
Clipboards		3	
In/Out Baskets		1 Set	

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CRISIS MANAGEMENT CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1		
Emergency Organization Telephone Directory	1		
Drawings (from FSAR)		1 Set	
Staff Manning Chart		1	
Emergency Classification Status Board		1	
Ten-Mile Emergency Planning Zone Map		1	
Fifty-Mile Emergency Planning Zone Map		1	
Significant Events Status Board		1	
Plant Status Board		1	
Protective Action Recommendation Flow Chart		1	
Owner Controlled Area Emergency Procedure Poster		1	
Evacuation Route, Barricade, and Assistance Center Map		1	
White Board		1	
WNP-2 Cutaway Poster		1	
Emergency Organization Chart		1	
Washington State Map		1	
Safeguards and Contingency Chart		1	
Clock (24 hour display)		1	
Exclusion Area Map		1	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	

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JOINT INFORMATION CENTER

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Quantity</u> <u>Desirable</u>	<u>On-Hand</u>
WNP-1, 2 Emergency Preparedness Plan		1	
Emergency Plan Implementing Procedures	1	1	
Word Processor Work Stations	2	2	
Emergency Organization Telephone Directory	2		
Media Information Packages	15	25	
Emergency Slides		1 Set	
Clock (24 hour display)		1	
Emergency Classification Status Board		3	
TV Monitor		2	
EBS Radio		1	
Radio Actuality Machine		1	
90 Minute Tapes		2	
Ten-Mile Emergency Planning Zone Map			
Staffing Roster		1	
Media Contact List		1	
After Action Report Forms		1 Pkg	
Emergency Response Log		1 Pad	

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SIGN-IN SHEET

Date _____ Time _____ Team _____ Number _____

TEAM MEMBERS

<u>Print</u>	<u>Signature</u>	<u>Organization</u>
_____	_____	_____
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DISCREPANCIES FOUND:

Attachment H

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SIGN-OUT SHEET

Date _____ Time _____ Team _____ Number _____

TEAM MEMBERS

Print

Signature

Organization

DISCREPANCIES FOUND:

Attachment I

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REVISION NUMBER

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OFF-SITE EMERGENCY SIGNS

- J-1 Instructions
- J-2 Sign Locations
- J-3 Sign Locations - Detailed Descriptions

Attachment Section J

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INSTRUCTIONS

OFF-SITE EMERGENCY SIGNS

Annually:

- o Check physical condition of signs.
- o Arrange repair and replacement of signs as necessary.

Attachment J-1
Page 1 of 1

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SIGN LOCATIONS

<u>Type</u>	<u>Quantity</u>	<u>Number</u>	<u>Location</u>
Restricted Area	1	#1)	WNP-2 Access Road
	2	#2)	FFTF Railroad Access
	1	#3)	DOE Railroad Access (from South)
	1	#4)	WNP-1/4 Access Road
	1	#5)	115 Kv Line (from South)
	1	#6)	Pump House Access Road
	2	#7)	Ashe Substation Road
		#8)	(Not used)
	1	#9)	DOE Railroad Access (from North)
	1	#10)	WNP-2 Access Road
	<u>1</u>	#11)	Telephone Cable Road
	12		
Exclusion Area	1	#1)	WNP-2 Access Road
	3	#2)	FFTF Railroad Access
	1	#3)	DOE Railroad Access (from South East)
	1	#4)	WNP-1/4 Access Road to WNP-2
	1	#5)	WNP-1/4 Access Road at Junction of Access Road to WNP-2
	1	#6)	DOE Railroad (to WNP-1/4)
	1	#7)	WNP-1/4 Access Road to WNP-1
	1	#8)	Pump House Access Road
	1	#9)	500 Kv Line (from River to Ashe)
	1	#10)	Power Lines (from Northwest to Ashe)
	1	#11)	DOE Railroad (from Northwest)
	1	#12)	Power Lines (from Southwest to Ashe)
	1	#13)	Entry to Parking Lot for WNP-1
	1	#14)	Construction Road along North Fence of WNP-4
	1	#15)	Road East of DOE Railroad
	<u>1</u>	#16)	Road West of DOE Railroad
	17		

Attachment J-2

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SIGN LOCATIONS (Continued)

<u>Type</u>	<u>Quantity</u>	<u>Number</u>	<u>Location</u>
Emergency Siren Infor- mation	1	#1)	Selph Landing
	1	#2)	WNP-2 River Pump House
	1	#3)	North of WNP-2 River Pump House
	1	#4)	Ringold Hatchery
	1	#5)	Leslie Groves Park
	1	#6)	Selph Landing Boat Ramp Access
Caution	1	#1)	Plant Support Facility - Parking Lot Access Road
	1	#2)	Meteorological Tower - on Building
	1	#3)	GTE Microwave Building - on Fence
	1	#4)	Gate 23 - Bechtel Badging Trailer
	1	#5)	Gate 23 - Vehicle Construction Area Gate
	1	#6)	Gate 23 - Pedestrian Construction Area Gate
	1	#7)	Gate 23 - in Parking Lot Near Large Signs on Access Road
	1	#8)	(Not Used)
	1	#9)	(Not Used)
	1	#10)	BPA Ashe Substation in Front of Smaller of Three Buildings
	1	#11)	PAP - at Stop Sign at Railroad Crossing
	1	#12)	Building 89 - Next to "Chalet"
	1	#13)	Gate 25 - at Entrance to Warehouse Complex
		#14)	(Not Used)
	1	#15)	Visitor's Center - on South Side
	1	#16)	WNP-2 Lower Parking Lot - at Steps to Upper Level Near Tracks
	1	#17)	"Y" Siren - on Pole

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SIGN LOCATIONS (Continued)

<u>Type</u>	<u>Quantity</u>	<u>Number</u>	<u>Location</u>
	1	#18)	Sewage Treatment Plant - on North Side of Building
	1	#19)	WNP-1 - on Main Vehicle Gate
	1	#20)	WNP-1 - on Fence Next to Pedestrian Gate
	1	#21)	(Not Used)
	1	#22)	(Not Used)
	1	#23)	WNP-4 - on Main Vehicle Gate
	1	#24)	WNP-4 - on Fence Next to Pedestrian Gate
	1	#25)	Firing Range - on South Side of Building 86

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PROCEDURE NUMBER 13.14.4	REVISION NUMBER 9	PAGE NUMBER 13.14.4-87 of 91
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SIGN LOCATIONS-DETAILED DESCRIPTIONS

Restricted Area

- #1) WNP-2 Access Road - Approximately 30 feet West of small sign indicating PSF, approximately 200-300 feet West of PSF access road.
- #2) FFTF Railroad Access (2 signs) - FFTF Railroad Access Road 0.4 miles from sewage treatment access road at railroad siding and buried phone cable.
- #3) DOE Railroad Access, (from South) - Where railroad tracks cross access road to the sewage plant.
- #4) WNP-1/4 Access Road - On road, East side, across from access road to the sewage plant.
- #5) 115 kV Line (from South) - On access road to sewage plant adjacent to the substation.
- #6) Pump House Access Road - East of intersection approximately 100-500 feet; adjacent to last post (West) on parking lot fence on North side of road.
- #7) Ashe Substation Road (2 signs) - (1) At intersection with Unit 2 access road. (2) On dirt road that meets substation road at Unit 2 access road, approximately 20-30 feet East of intersection.
- #8) Not used.
- #9) DOE Railroad Access (from North) - At WNP-2 access road crossing on South side of road.
- #10) WNP-2 Access Road - On West side of access road just South of turn in road which is just East of railroad track crossing.
- #11) Telephone Cable Road - On West side of road just South of road going off to West to parallel power lines; adjacent to old telephone pole. (See note bottom of page 2.)

Exclusion Area

- #1) WNP-2 Access Road - Just West of bend in road, West of PSF on South side of road.
- #2) FFTF Railroad Access (3 signs) - (1) On road on North side of tracks approximately 0.4 mile from Route 4, just East of bend in tracks. (2) On South side of tracks adjacent to sign (1) - (3) On road on South side of tracks adjacent to sign (2).

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SIGN LOCATIONS-DETAILED DESCRIPTIONS (Continued)

- #3) DOE Railroad Access (from Southeast) - On East side of tracks adjacent to sign #4 below.
- #4) WNP-1/4 Access Road to WNP-2 - Under second set of traffic signs across highway, North of intersection.
- #5) North of WNP-1/4 Access Road, across from "WNP-1 Preparing for the Future" sign, 20 yards into desert.
- #6) DOE Railroad (to WNP-4) - On fence where tracks enter WNP-4 fenced area - next to gate.
- #7) WNP-1/4 Access Road to WNP-1 - On road just North of intersection with road that runs East-West along WNP-1 fence.
- #8) Pump House Access Road - At gate on East side of Unit 1 fence where roads passes through fenced area of WNP-1/4, approximately 6 feet East of fence.
- #9) 500 kV line (from River to Ashe) - At third single tower after line turns East from Ashe. Small red sign on tower reads "ACF 188".
- #10) Power Lines (from Northwest to Ashe) - Just South of environmental sample road crossing. Sample road runs East of railroad crossing mentioned in sign #s 11, 15 and 16 below.
- #11) DOE Railroad (from Northwest) - On West side of tracks just North of road crossing.
- #12) Power Lines (from Southwest to Ashe) - Adjacent to the fourth set of towers West of the telephone cable road. (See note at bottom of page.)
- #13) Entry to Parking Lot for WNP-1 - At entry to WNP-1 parking lot which is just East of railroad access in sign #6 above.
- #14) Construction Road along North Fence of WNP-4 - At access gate due North of Unit containment; near stored polar crane; sign on North side of road and facing East.
- #15) Road East of DOE Railroad - On road just North of railroad crossing.
- #16) Road West of DOE Railroad - On road just South of railroad crossing.

NOTE: The telephone cable road is the dirt/gravel road intersecting the WNP-2 access road about 150-200 feet North of the North fence line of Wye Burial Ground.

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VENTILATION RADIATION MONITORING

HVAC

Location:

- o Emergency Operations Facility (EOF)

Quarterly

- o Perform radiological check of HVAC in accordance with RPI 7.45 with assistance from Facilities personnel for verification.
- o Document this check by signing the tickler card and the data sheet, File 963.5.2.2, in the possession of Radiological Programs.

Attachment K

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FACILITIES SYSTEMS TESTS

A. HVAC

Location:

- o Emergency Operations Facility (EOF)

Quarterly

- o Perform electrical check of HVAC in accordance with manufacturers specifications.
- o Verify radiological check with assistance from Radiological Program personnel.
- o Document this check by signing the Data Sheet in possession of Rad. Services.

B. Diesel Generators

Locations:

- o Headquarters (HQ)
- o Emergency Operations Facility (EOF)

Monthly

- o Perform load test of diesel generators in accordance with manufacturers specifications.

Quarterly

- o Verify operation of transfer switch in accordance with manufacturers specifications.

Attachment L

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WASHINGTON PUBLIC POWER
SUPPLY SYSTEM

PLANT PROCEDURES MANUAL

WNP-2

PROCEDURE NUMBER 13.14.9	APPROVED <i>[Signature]</i>	DATE 03/29/90
VOLUME NAME 13 EMERGENCY PLAN IMPLEMENTING PROCEDURE		
SECTION 13.14 SUPPORTING INFORMATION PROCEDURES		
TITLE 13.14.9 EMERGENCY PROGRAM MAINTENANCE		

13.14.9.1 Purpose

This procedure identifies the activities necessary on an on-going basis to maintain a current emergency preparedness program. This procedure is an overview reference and should not be utilized as a substitute for the detailed requirements contained in the referenced documents.

13.14.9.2 References

- A. PPM 1.2 Series, Plant Administrative Procedures
- B. EPIP 13.14.4, Emergency Equipment
- C. EPIP 13.14.5, Emergency Organization
- D. EPIP 13.14.7, Emergency Training
- E. EPIP 13.14.8, Drills/Exercises
- F. 10CFR50, Appendix E, Section IV, F

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13.14.9.3 Procedure

Responsibility

Manager, Emergency
Planning

Action

1. Coordinate, as appropriate, with the WNP-2 Health Physics/Chemistry Manager, and Emergency Center Directors, to implement the requirements of Attachment A, Topics Requiring Periodic Review or Action.
2. Notify the Manager, Health Physics/Chemistry of any condition which would preclude or interfere with the ability of the Supply System to respond to emergency conditions.
3. Coordinate, as appropriate, with the Manager, Emergency Planning to implement the requirements of Attachment A, Topics Requiring Periodic Review or Action.
4. Notify the Manager, Emergency Planning of any condition which would preclude or interfere with the ability of the Supply System to respond to emergency conditions.

13.14.9.4 Attachments

- A. Topics Requiring Periodic Review or Action

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

Topic	Responsibility	Frequency	Scope
1. WNP-1, 2 Emergency Preparedness Plan Review	Manager, Emergency and WNP-2 Manager, Health Physics/Chemistry	Annual (After the Major exercise and before the next years major exercise)	Utilize guidance from PPM 1.4.5, to coordinate review, revision, approval, and issuance of the plan to incorporate changes resulting from new regulations, critiques of drills/exercises, audit findings, and comments from personnel/agencies inside and outside the Supply System. Insure that the Washington State Department of Emergency Management, the Benton/Franklin County Department of Emergency Management, and the Department of Energy-Richland Operations are contacted early in the review/revision process and that their comments are solicited and considered for input into the process. Assure a 10CFR50.59 review is completed in accordance with PPM 1.4.5. Ensure the supporting documentation is submitted to POC consistent with the proposed change.
2. WNP-2 Emergency Plan Implementing Procedures	Manager, Emergency Planning and WNP-2 Manager, Health Physics/Chemistry	As Necessary (at least once every two years for each EPIP)	Utilize guidance from the PPM 1.2 Series to coordinate reviews, revisions, and deviations required by revisions to the Emergency Plan or other requirements such as findings from drills/exercises and audits. Insure deviations are placed in all locations where they are likely to be used. Insure that revisions affecting offsite response are coordinated with the appropriate agencies.
3. WNP-2 Emergency Plan Implementing Procedures Telephone Numbers	Manager, Emergency Planning	Quarterly	Review and document telephone numbers in emergency procedures.
4. Emergency Action Level Review	Manager, Emergency Planning	Annually	Insure officials from the State of Washington, Benton and Franklin counties and DOE-RL are afforded the opportunity to review the EALs (EPIP 13.1.1).

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION (Continued)

Topic	Responsibility	Frequency	Scope
5. Agreement Letters	Manager, Emergency Planning	Annually	Coordinate review and revision (as necessary) of Agreement Letters. Maintain file of current agreement letters for inclusion in next annual revision of the Emergency Plan. Insure involved agencies are contacted to request their input to this review process.
6. Emergency Organization Assignment List	Manager, Emergency Planning	Quarterly	1. Maintain in accordance with EPIP 13.14.5 "Emergency Organization".
		Quarterly (or after substantial change)	2. Coordinate review, revision, approval, and issuance of current version.
7. Emergency Training	Manager, Emergency Planning	Quarterly (or more frequently as necessary)	1. Review status of Emergency Organization personnel training.
		As applicable	2. Review and approve new/revised Emergency Training modules.
			3. Insure revisions to EPIP's are circulated for review of out-of-plant Supply System Emergency Organization personnel per EPIP 13.14.7 "Emergency Training".
8. Notification Call-Trees	Manager, Emergency Planning	Quarterly	Review notifications Call-Trees to insure they are current and correct.
	Emergency Center Directors	Quarterly	Ensure that center call trees are updated and current. Forward copy to Manager of FP and EW programs.
9. Emergency Equipment and Supplies	Manager, Emergency Planning	Monthly	Review status of task performance required by EPIP 13.14.4 "Emergency Equipment".

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION (Continued)

<u>Topic</u>	<u>Responsibility</u>	<u>Frequency</u>	<u>Scope</u>
10. Emergency Facilities	Emergency Center Directors		Insure that all modifications to any of the Supply System's Emergency Centers are documented and approved by the Manager of Emergency Planning.
11. Duty Rosters (for pager holders)	Manager, Emergency Planning	Weekly	Insure issuance of current duty rosters providing 24 hour per day availability of key Emergency Organization Personnel.
		Monthly	Obtain and post in the WNP-2 Control Room, the duty roster for HEHF duty physician.
12. Annual Audit	Manager, Emergency Planning	Annually	1. Insure an annual audit, meeting WNP-2 Technical Specification requirements, is conducted. The audit is to include the Emergency Plan and Implementing Procedures, training, readiness testing, equipment, and interfaces with state and local governments.
		Annually	2. Insure the report on the annual audit is submitted to the Director, Support Services for evaluation and resolution of findings.
		As Necessary	3. Insure that corrective actions needed by the Supply System are tracked to completion.
		Annually	4. Insure the results of the review and recommendations are forwarded to appropriate corporate and plant managers and that the portions pertinent to interface with the state and counties are available to those jurisdictions.
		As Appropriate	5. Insure that the report and recommendations are retained for a minimum of five years.

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION (Continued)

<u>Topic</u>	<u>Responsibility</u>	<u>Frequency</u>	<u>Scope</u>
13. Drill/Exercise Program	Manager, Emergency Planning	Annually	<ol style="list-style-type: none"> 1. Prepare and issue a drill/exercise program schedule in accordance with EPIP 13.14.8 "Drills/Exercises". 2. Review/revise multi-year exercise program to insure compliance with Attachment A of EPIP 13.14.8 "Drills/Exercises" and 10CFR50, Appendix E, Section IV F.
		As Necessary	<ol style="list-style-type: none"> 3. Insure that corrective action records are completed for each drill/exercise critique item requiring action by the Supply System. 4. Maintain record copies of drill/exercise packages. 5. Maintain a running log of all drills and exercises conducted during the year. 6. Coordinate implementation of EPIP 13.14.8 "Drills/Exercises" to ensure all requirements are met.
		Monthly	<ol style="list-style-type: none"> 7. Review status of all open corrective action records and aggressively pursue any delinquent responses.
14. Emergency Planning Staff Qualifications	Manager, Emergency Planning	As Necessary	Insure all Emergency Planners maintain their professional qualifications by periodic attendance of industry seminars and courses and through observation of and participation in emergency exercises conducted at other facilities.
15. Evacuation Time Studies	Manager, Emergency Planning	Annually	Review and update as necessary.
16. Population Studies	Manager, Emergency Planning	Annually	Review and update as necessary.

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION (Continued)

<u>Topic</u>	<u>Responsibility</u>	<u>Frequency</u>	<u>Scope</u>
17. Media Briefing	Manager, Emergency Planning	Annually	Insure annual media briefing is conducted.
18. Public Information	Manager, Emergency Planning	Annually	Insure preparation and distribution of public information occurs.
19. Supply System Telephone Directory	Manager, Emergency Planning	Quarterly	Distribute this directory to holders of Emergency Telephone Directory for insertion into the appropriate section.
20. Emergency Telephone Directory	Manager, Emergency Planning	Annually	Review, revise as necessary and distribute directory.
21. Early Warning Systems	Manager, Emergency Planning	Annually	Generate report to FEMA on Siren System availability. Perform a coverage survey of Emergency Broadcast System warning effectiveness for a portion of the covered area. Rotate such that all areas are surveyed within a four year period. Annually Mail 9-volt batteries to site neighbors having FM emergency alert radios. Review radio list for neighbors with AM radios. Arrange for battery changeout if they have had for longer than 3.5 years.
22. Emergency Classification Notification List, EPIP 13.4.1 Attachment B	Manager, Emergency Planning	Quarterly (and as necessary)	Review notification list at the EOF Communications Center (EOFCC) to ensure point of contact phone numbers are current. Correct as necessary.

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