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Revised 8/21/92 JH

SUBJECT: Revised plant procedures manual including rev 10 to 13.8.2,
 "Backup Emergency Dose Projection Sys Operations" & rev 7 to
 13.11.1, "Recovery Manager Duties."

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INTEROFFICE MEMORANDUM

DATE: July 31, 1992

TO: Distribution

FROM: J. L. Schnell, Plant Administration, WNP-2 (927A)

SUBJECT: WNP-2 PLANT PROCEDURES MANUAL - VOLUME 13
PACKAGE NO. 92-183 AMENDMENT

REFERENCE: PPM *1.2.4

The editorial pages sent out with Package 92-183 were not on Controlled Copy paper. Please replace the pages you received with the enclosed pages.

<u>Procedure</u>	<u>Rev</u>	<u>Title</u>	<u>Pages</u>
13.8.2	10	Backup Emergency Dose Projection System Operations	3,4 of 19
13.11.1	7	Recovery Manager Duties	6 of 10

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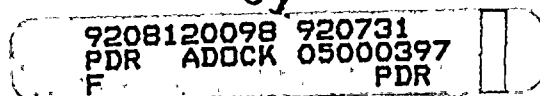
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Attachments



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DISTRIBUTION - VOLUME 13 (Continued)

<u>Control Copy</u>	<u>Location</u>	<u>Mail Drop</u>
63	Emergency Training	1020
64	Radwaste Control Room	927A
66	Simulator, Shift Manager	1034
68	Remote Shutdown Room (13.4.1)	927A
69	EOF Communications Center (EOFCC)	1021
73	Dept. Soc. & Health Serv.	----
74	Dept. Soc. & Health Serv.	----
75	Dept. Soc. & Health Serv.	----
78	Shift Technical Advisor	927A
80	Plant Records	927A
82	EOF Decision Center	1020
83	MUDAC	1020
86	Simulator, Shift Technical Advisor (STA)	1034
87	Document Control Desk, NRC	----
90	Corporate Communications	325
92	Emergency Preparedness Program	1020
93	Radiological Programs	1020
94	Offsite Agency Center	1020
95	Security Decision Center	1020
96	Crisis Management Center	325
97	Technical Data Center	1020
98	Corporate Library	330
102	Telecommunication Services	1032
104	Emergency Preparedness Program	1020
105	NRC Emergency Response	1020
106	Emergency Preparedness Program	1020
114	EOF Decision Center	1020
123	Planning & Scheduling	988P
126	Asst. Managing Director for Operations	1023
127-132 (6)	Licensed Training	1027
133	Emergency Planning	1020
134-136 (3)	MUDAC Field Team Kits (Sec. 9, 13.13.4, 13.14.4)	1020
137-140 (4)	MPF Field Team Kits (13.5.4, 13.7.5, Sec. 9, 13.13.4, and 13.14.4)	1020
141	Reliability Centered Maintenance (TOC Only)	944
142	Pacific N.W. Labs	----
146	FEMA RX Liason	----
148	Emergency Planning	----
N/A	Kathy McCullough (IOM Only)	917Y
N/A	Sheryl Thomason (IOM Only)	927A
	Plant Admin. w/o	927A
	Susan Legard (IOM Only)	909

DISTRIBUTION - VOLUME 13

<u>Control</u> <u>Copy</u>	<u>Location</u>	<u>Mail Drop</u>
2	Control Room	927A
3	Shift Manager	927A
5	Licensed Training	1027
6	Simulator	1034
7	Technical Manager	PE27
8	Operations Manager	927O
9	HP/Chemistry Manager	927K
10	Maintenance Manager	927S
11	Plant Admin. Manager	927S
12	Engineering Services	PE13
17	Central Training Services (Sec. 14)	1027
20	Chemistry Supervisor	927A
21	Health Physics Supervisor	927A
25	Project Manager, Bechtel	964D
26	Region V, NRC	---
27	Security Programs Manager	1021
28	Region V, NRC	---
29	WNP-3 Technical Library	700
30	EOF Records Room	1020
31	TSC Emergency Response	927A
33	Admin. Security Specialist	953
34	HP Technicians Office	927A
35	Resident Inspector	901A
36	Emergency Preparedness Program	1020
37	Mgr. of Emerg Plann & Environ Prog	1020
42	Maintenance Training	184
46	HS&FP	PE12
47	Director, Projects	580
49	Security Training/Evaluation	1021
50	Plant Emergency Director	927A
52	Division of Emergency Management	---
53	Division of Community Development	---
54	Dept. Soc. & Health Serv. (Seattle)	---
55	Federal Emergency Mgmt. Agency	---
56	Emergency Preparedness Coordinator	---
57	Benton County Dept of Emerg. Mgmt.	---
58	WNP-2 Security (SAS)	913
59	WNP-2 Security (CAS)	913
60	WNP-2 Security	913
61	Operations Support Center/Cabinet	Lunchroom

Responsibility

Action

BEDPS Operator (Cont.)

- e. Answer the interactive questions based on your judgement and Plant conditions, such as those that may be listed on MUDAC Calculation Worksheet (similar to Attachment 4.1), or Control Room Calculation Worksheet (similar to Attachment 4.4), to provide the basis for TRS-80 EDPS calculations.
- f. The TRS-80 does not have a printer capability so EDPS calculations may be listed on a worksheet similar to Attachment 4.3.

NOTE: In the event of BEDPS program failure from the TRS-80 Model 100's memory, the program can be reloaded from the magnetic tape cassette stored with the TRS-80 by doing the following:

- Connect the tape recorder/player to the TRS-80 using the supplied cable.
- Turn on the TRS-80. Set tape recorder volume control to "P".
- Insert the cassette containing the BEDPS.BA program and rewind. Reset tape counter to 000.
- Make sure that the recorder/player is set for remote control. (Pause is set to Out)
- Press the PLAY key and be sure that it locks down.
- Access BASIC from the Main Menu of the TRS-80 (position cursor over BASIC and press ENTER).
- Type CLOAD BEDPS and press ENTER.
- The TRS-80 will search the tape for the BEDPS.BA program and print the names of any files it passes over. Once BEDPS.BA is loaded, the TRS-80 will print OK.

PROCEDURE NUMBER	REVISION	PAGE
13.8.2	10	3 of 19

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Responsibility

BEDPS Operator (Cont.)

Action

- Type SAVE BEDPS.BA. Stop tape recorder, rewind tape, remove tape and disconnect tape recorder.

IBM PS/2 (MUDAC)

- Enter menu number for BEDPS or RASCAL selection.
 - Ensure laser printer is on.
 - Read and follow instructions shown on screen.
 - Default values must be entered.
 - If needed, a backup disk for the PS/2 is located in the disc storage file in the MUDAC equipment cabinet.
 - When a full page is not produced by the laser printer, you must eject the partial page before you begin another set of calculations.
- When directed, complete Attachment 4.1, Offsite Dose Calculation Worksheet. See Attachment 4.2 for instructions for completing Attachment 4.1.
 - Using the information on the worksheet, answer the questions as they appear on the computer screen. Always press ENTER after answering each question.
 - At the completion of the program, a Summary of Doses will be displayed.
 - RASCAL will display a dose map of effective committed doses.
 - Copy the results onto Attachment 4.3, Summary of EDPS Backup Calculation and attach RASCAL results when requested.
 - Perform calculations for 1.2, 2.0, 3.0⁺, 5.0 and 10 miles downwind. Perform calculations for any other distance downwind, as needed.

PROCEDURE NUMBER	REVISION	PAGE
13.8.2	10	4 of 19

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CHECKLIST FOR RECOVERY MANAGER DUTIES

	Time Completed	Initials
I. <u>ACTIONS TO TAKE FOR EMERGENCY EVENTS</u>		
A. Contact the PEP and obtain briefing on event and actions taken to mitigate.	_____	_____
B. Assure the designated JIC Director has emergency event information for making timely and accurate releases of information to the public.	_____	_____
II. <u>ACTIONS TO TAKE FOR UNUSUAL EVENTS:</u>		
A. Contact the PEP and obtain briefing on event and actions taken to mitigate.	_____	_____
B. Assure the designated JIC Director has emergency event information for making timely and accurate releases of information to the public.	_____	_____
C. Direct notifications be made for partial or full EOF activation as you deem necessary.	_____	_____
III. <u>ACTIONS TO TAKE FOR ALERTS:</u>		
A. Notify Plant Emergency Director upon your arrival at the EOF and obtain briefing on event status and mitigation activities.	_____	_____
B. Maintain log until secretary arrives.	_____	_____
C. Determine when EOF can be declared ACTIVATED, then:		
1) Relieve PED of RM duties.	_____	_____
2) Assume responsibility for PAR notifications.	_____	_____
3) Direct CRASH-initiate and EOF PA announcements be made to inform emergency centers of RM duty transfer.	_____	_____
D. Inform Managing Director/Rep as required.	_____	_____

Attachment 4.1
Page 1 of 3

PROCEDURE NUMBER 13.11.1	REVISION 7	PAGE 6 of 10
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1. 1. 1.