

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

Instruction or Procedure Temporary Sheet

This temporary sheet applies to EMERGENCY MEDICAL PLAN GUIDELINES
Instruction or Procedure No. PMP 2081 EPP.008
Revision No. 1

TEMPORARY
SHEET NO.

TP-1

The following change (X) new requirement () shall be
instituted effective (Date) 30 November, 1982

Slit ref 1

Replace List of Effective Pages, Revision 1 with Revision 1, TP-1.

Replace EXHIBIT A, Page 7 of 13, Revision 1 with Page 7 of 13, Revision 1, TP-1.

Replace EXHIBIT B, Page 8 of 13, Revision 1 with Pages 8 and 8A of 13,
Revision 1, TP-1

DCR

JAN 12 1983

REASON FOR CHANGE: Bring Exhibits into line with Hospital procedures.

This change should be made a permanent revision to the Instruction or Procedure:

☒ YES

☐ NO

☐ NOT KNOWN, additional review required

Expiration Date: PROCEDURE REVISION

Originator: John Foyen

Management Staff: John Foyen

Senior Reactor Operator: W. H. Haden

PNSRC: W. H. Haden Date 30 Nov 82

Plant Manager: W. H. Haden Date 30 Nov 82

Standard Dist. List No.: _____

Distribution: _____

OR

Form No. 4330

REVISED 7/78

WHITE — ORIGINAL
CANARY — ORIGINATOR COPY
PINK — WORKING COPY

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PDR ADOCK 05000315
PDR

LIST OF EFFECTIVE PAGES

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Page 13 of 13 CHECKLIST	Revision 1 - 9/28/82

Hospital Call - Industrial Accident
NO RADIOLOGICAL COMPLICATIONS

Call MEMORIAL HOSPITAL EMERGENCY ROOM - 983-8262

When the EMERGENCY ROOM personnel answer, say:

1. "My name is _____. I am the Shift Supervisor at the Cook Plant in Bridgman. (I am calling for _____ who is the Shift Supervisor at the Cook Plant in Bridgman.)"
2. "We have had an industrial injury which does not involve any radiation. I repeat, the injury does not involve any radiation."
3. "We have _____ patients with the following injuries:"

<u>Patient No.</u>	<u>Injury</u>
1.	_____

2.	_____

3.	_____

4.	_____

5.	_____

4. "The (first) ambulance should be leaving in about _____ minutes and will be brought to the EMERGENCY ROOM entrance."
5. "Are there any questions?"

HOSPITAL CALL - RADIOLOGICAL HAZARDS

Call MEMORIAL HOSPITAL - 983-8262

When the telephone is answered, say:

"This is a radiation emergency call from the Donald C. Cook Nuclear Plant. Please connect me with the Emergency Room Charge Nurse."

When the Charge Nurse answers, say:

1. "My name is _____. I am the Shift Supervisor at the Cook Plant. (I am calling for _____ who is the Shift Supervisor at the Cook Plant.)"
2. "Initiate the Donald C. Cook Plant Hospital Assistance Plan and prepare to receive radiation patients."
3. "We have _____ patients. Of these _____ are contaminated and _____ involve radiation hazards."
4. "Can you receive these patients?" Answer _____
5. "They will be transported in _____ ambulances. The first of which will leave in approximately _____ minutes. The travel time to the hospital is estimated to be 20 minutes."
6. "The following information is available on the patients."

Patient No. _____	<u>Injury</u>	Contaminated? (Yes/No)	Deconned? (Yes/No)	Radiation (Yes/No)	Radiation Level
1.					
2.					
3.					
4.					
5.					

7. "The following precautions should be observed (as recommended by Radiation Protection)."
 - a. _____ No special precautions beyond those normally provided in the Hospital Assistance Plan.
 - b. _____ Treatment personnel should wear respiratory protection.
 - c. _____ Radiation levels may create special problems. Be sure to wait for dosimetry equipment.
 - d. _____ (Other as given by Radiation Protection.)
8. "Are there any questions?"

At the conclusion of the report, the Charge Nurse will telephone the Shift Supervisor at the Donald C. Cook Nuclear Plant (465-5901) to confirm the report.

9. The Charge Nurse will notify the hospital switchboard to initiate the D. C. Cook Nuclear Plant Assistance Plan.

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INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

Instruction or Procedure Temporary Sheet

<p>This temporary sheet applies to PERSONNEL INJURY Instruction or Procedure No. PMP 2080 EPP.014 Revision No. 1</p>	<p>TEMPORARY SHEET NO.</p> <p>TP-1</p>
<p>The following change (<input checked="" type="checkbox"/>) new requirement () shall be instituted effective (Date) <u>30 November, 1982</u> Sheet 1 of 1</p> <p>Replace List of Effective Pages, Revision 1 with Revision 1, TP-1. Replace EXHIBIT A, Page 3 of 4 with Page 3 of 4, Revision 1, TP-1. Replace EXHIBIT B, Page 4 of 4 with Pages 4 and 4A of 4, Revision 1, TP-1.</p> <div style="text-align: center; margin: 20px 0;"><div style="border: 1px solid black; padding: 5px; display: inline-block;">DCR NOV 10 1982</div><div style="border: 1px solid black; padding: 10px; display: inline-block; margin-top: 20px;">DCR JAN 12 1983</div></div> <p><u>REASON FOR CHANGE:</u> Bring Exhibits into line with Hospital procedures.</p>	
<p>This change should be made a permanent revision to the Instruction or Procedure:</p> <p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT KNOWN, additional review required</p>	
<p>Expiration Date: <u>PROCEDURE REVISION</u> Originator: <u>John Taylor</u> Management Staff: <u>John Taylor</u> Senior Reactor Operator: <u>John McAdams</u> PNSRC: <u>Walton</u> Date <u>30 Nov 82</u> Plant Manager: <u>William</u> Date <u>30 Nov 82</u></p>	<p>Standard Dist. List No.: _____ Distribution: _____</p> <p style="text-align: center; margin-top: 50px;">OR</p>

Form No. 4330

REVISED 7/78

FORM NO. PMI 2010-4 REV. 2

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LIST OF EFFECTIVE PAGESPage NumbersRevision Number and Date

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Revision 1 - 6-15-82

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Revision 1 - TP-1

Page 4 of 4, EXHIBIT B

Revision 1 - TP-1

Page 4A of 4, EXHIBIT B

Revision 1 - TP-1

Hospital Call - Industrial Accident
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3. "We have _____ patients with the following injuries:"

Patient
No.

Injury

- | | |
|----|-------|
| 1. | _____ |
| | _____ |
| 2. | _____ |
| | _____ |
| 3. | _____ |
| | _____ |
| 4. | _____ |
| | _____ |
| 5. | _____ |
| | _____ |

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INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure N&MP 2081 EPP.024

Revision No. 1

TITLE ACTIVATION AND OPERATION OF THE JOINT PUBLIC INFORMATION CENTER (JPIC) (AN EMERGENCY OPERATIONS FACILITY)

SCOPE OF REVISION

Rev. 1 - Combined Recovery Center and Emergency Control Center to Emergency Operations Facility. Included latest Public Affairs revision into this Procedure.

DCR

JAN 12 1983

SIGNATURES

	ORIGINAL	Rev. 1	REV. 2	Rev. 3
PREPARED BY	<i>Dave Webster</i>	<i>Michael Beagan</i>		
QUALITY ASSURANCE REVIEW	<i>John King</i>	<i>John King</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>Michael Beagan</i>		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>Bob Reid</i>	<i>Bob Reid</i>		
PLANT MANAGER APPROVAL	<i>Bob Reid</i>	<i>E. J. Townley</i>		
DATE OF ISSUE	3-31-81	6-24-82		

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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

ACTIVATION AND OPERATION OF THE
JOINT PUBLIC INFORMATION CENTER (JPIC)

1.0 OBJECTIVES

This procedure is a working procedure for Public Affairs personnel. It is included in the plant procedures for information purposes only. It specifies conditions for activating and locating the Joint Public Information Center; describes staffing, operation, and precautions; and directly addresses public dissemination of information.

2.0 RESPONSIBILITIES

Responsibilities for information dissemination are specified in the attached procedure.

3.0 INSTRUCTIONS

Specific instructions for Public Affairs personnel are included in the attached EXHIBIT A, PLAN FOR PUBLIC INFORMATION DISSEMINATION AND OPERATION OF JOINT PUBLIC INFORMATION CENTER (JPIL), and in applicable Indiana & Michigan Electric Company procedures and American Electric Power Company procedures.

PLAN FOR PUBLIC INFORMATION DISSEMINATION
AND
OPERATION OF THE JOINT PUBLIC INFORMATION CENTER (JPIC)

12.8 PUBLIC INFORMATION

12.8.1 Public Dissemination of Information

Indiana & Michigan Electric Company (I&M) will assist the Berrien County Sheriff's Department and the Michigan Department of the Public Health in the distribution of educational information to the public within the Emergency Planning Zone (EPZ). Such information will include the warning methodology to be used in notification of the public, education information on radiation, personnel or agencies to be contacted for additional information, sheltering, and evacuation routes to be used in the event of a nuclear incident.

12.8.2 Public Affairs Organization

In the event of any significant incident at the Donald C. Cook Nuclear Plant, it is the policy of I&M to promptly notify county, state and federal officials, and the public through the news media, as determined by the appropriate corporate officers of I&M and its parent firm, American Electric Power Company (AEP).

For Crisis Communications

For many non-routine events, especially those involving even minute quantities of radiation, the NRC Office of Public Affairs has shown that it is likely to make a public announcement of even non-reportable events. The utility industry's experience has consistently shown that off-site public reaction is more favorable when such information originates with the utility, along with notification of appropriate county, state and federal agencies prior to any public announcement. The purpose of notifying the appropriate agencies prior to any public announcement is to ensure that the information presented is fully understood by all parties and does not conflict with reports and information transmitted to any agencies by other sources. Press briefings will be arranged in conjunction with appropriate agency officials to permit a consistent and timely exchange of information.

12.8.3 JPIC Activation and Location

Initial steps to activate a Joint Public Information Center (JPIC) should begin at the time the utility's near-site emergency response centers are activated, to include the Technical Support Center (TSC), Operations Staging Area (OSA), and Emergency

JPIC-2

Operations Facility (EOF). The Benton Harbor Division Administrative Assistant will handle the physical arrangements of setting up the JPIC. Prior to the activation of the JPIC, all information about the incident will come from the Energy Information Center manager, or designee.

JPIC Location

If it is determined that the Plant incident requires establishment of a JPIC to handle inquiries, the preferred location would be the Lake Michigan College Community Center in Berrien County, MI about 11 miles northeast of the site boundary. This location would be adequate to accommodate both a large and small number of news media representatives. Should the LMC area be declared under evacuation, then the Holiday Inn in Niles, MI, about 20 miles south-east of the Plant, will be used.

Both facilities could be readied for use on short notice at any time and could be utilized for an extended period of time if need be by utility, county, state and other agencies dealing with an incident at the Plant. The Benton Harbor Service Building, located one mile from LMC, would serve as a processing and logistics Center for all incoming utility and industry representatives. All news media representatives will be registered and checked by security at the JPIC. Security will be provided by I&M.

Utility Public Affairs Director at JPIC

The ranking public affairs representative from AEP or I&M, or designee, at the JPIC should maintain direct contact with utility management dealing with the emergency to develop guidance on policy, supervise all communications from the utility, and relay information to other appropriate utility employees. He should also coordinate information at the JPIC with counterparts from county, state and federal agencies and others involved with the emergency.

Utility Spokesperson

One knowledgeable representative from the nuclear section of AEP, or designee, at the JPIC will be identified as the official utility spokesperson for the emergency. It is of utmost importance that this "single spokesperson" concept be carried out in fact to avoid even minimal contradictions of detail or analysis. The spokesperson will be responsible for any routine interviews granted, for being the source of utility statements quoted in press statements or releases, and for representing the utility at formal press briefings to answer technical questions about the incident.

JPIC-3

Community Relations and Government Affairs

Employees responsible for keeping government officials and community leaders updated must also receive prompt information. Those who are staying in touch with state and federal officials may remain at their offices or, as appropriate, serve at one of the near-site facilities. The community relations representative should have a special briefing room at the Lake Michigan College Community Center (JPIC) and be updated by public affairs employees at the JPIC. The Communications Coordinator will be responsible for ensuring the adequate flow of information to appropriate governmental agencies. In addition, he may also arrange to have representatives from the NRC, and other appropriate agencies or companies, present during press briefings.

Inter-Agency Liaison

One of the critical needs during any emergency will be for all involved organizations -- utility, county, state -- to have the same information and to have a central focus for quickly controlling rumors and pooling information sources. An Inter-Agency Liaison Committee, composed of representatives from the utility, county and the Governor's Office, will provide this focus and serve as a central tracking point for reaching officials, dealing with rumors, etc. This liaison committee will be located at the JPIC. Other organizations, such as the NRC, the Institute of Nuclear Power Operations (INPO), Westinghouse, etc., also may be located at or near the JPIC and be in consultation with liaison committee.

