

INDIANA & MICHIGAN POWER COMPANY  
DONALD C. COOK NUCLEAR PLANT

PLANT MANAGER PROCEDURE

Index

Identification Number	Title	Revision No. And Date	Comments
PMP 2091 EPP.001	Emergency Telephone Communications	Revision 0 4-1-81	
EPP.002	Barring of the PABX	Revision 0 4-1-81	
EPP.003	Follow-Up Off-Site Communications	Revision 0 4-1-81	
EPP.004	Protective Action Guides (PAGs) and Protective Actions	Revision 0 4-1-81	
EPP.005	Personnel Evacuation	Revision 0 4-1-81	
EPP.006	Activation of the Reentry and Rescue Team	Revision 0 4-1-81	
EPP.007	Security Actions During Emergency Conditions	Revision 1 5-5-82	
EPP.008	Emergency Medical Plan Guidelines	Revision 0 4-1-81	
EPP.009	Health Physics Procedures	Revision 0 4-1-81	
EPP.010	Activation of Radiation Monitoring Teams	Revision 0 4-1-81	
EPP.011	On-Site Radiological Monitoring	Revision 0 4-1-81	
EPP.012	Off-Site Radiological Monitoring	Revision 0 4-1-81	TP-1,2-25-82 Exp N/A
EPP.013	Environmental Monitoring and Analysis	Revision 0 4-1-81	TP-1,2-25-82 Exp N/A

**INDIANA & MICHIGAN**  
ELECTRIC COMPANY  
**DONALD C. COOK NUCLEAR PLANT**

**PROCEDURE COVER SHEET**

Procedure No. PMP 2081 EPP.007

Revision No. 1

**TITLE** SECURITY ACTIONS DURING EMERGENCY  
CONDITIONS

**SCOPE OF REVISION**

Revision #1 - Page 2 Accountability - wording change sections 4.1.5.1 and 4.1.5.2, delete 4.1.5.3  
Page 4 Communications - delete 4.1.15 & moved 4.1.16 into its place.  
Page 5 Evacuation - Sections 4.2.5 wording change.  
Traffic Control - Section 4.2.9.1 wording change.  
Page 6 Radiation Control - Section 4.2.23 wording change.  
Page 7 Radiation Control - Section 4.2.26.2 and 4.2.27.2 wording change.  
Page 9 - Delete 4.1.15 and move up 4.1.17 to take its place.

**DCR**

MAY 07 1981

**SIGNATURES**

	ORIGINAL	Rev. 1	REV. 2	Rev. 3
PREPARED BY	J. P. DUFFY <i>[Signature]</i>	<i>[Signature]</i>		
QUALITY ASSURANCE REVIEW	<i>[Signature]</i>	<i>[Signature]</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	N.A.		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>[Signature]</i>	<i>[Signature]</i>		
PLANT MANAGER APPROVAL	<i>[Signature]</i>	<i>[Signature]</i>		
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LIST OF EFFECTIVE PAGES

<u>Page Numbers</u>	<u>Revision Number and Date</u>
1	Rev. 1 - 5/5/82
2	Rev. 1 - 5/5/82
3	Rev. 1 - 5/5/82
4	Rev. 1 - 5/5/82
5	Rev. 1 - 5/5/82
6	Rev. 1 - 5/5/82
7	Rev. 1 - 5/5/82
8	Rev. 1 - 5/5/82
9	Rev. 1 - 5/5/82

INDIANA & MICHIGAN ELECTRIC COMPANY  
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SECURITY ACTIONS DURING EMERGENCY CONDITIONS

1.0 OBJECTIVES

This procedure specifies security activities which must be accomplished during emergency conditions to include access control, personnel accountability, plant security, evacuation, traffic control, arrest and detention.

2.0 RESPONSIBILITIES

The On-Site Emergency Coordinator (OSEC) is responsible for directing all activities on-site during an emergency. The Emergency Security Team Leader (ESTL) is responsible to the On-Site Emergency Coordinator for controlling the movement of personnel and vehicles on-site, thus ensuring continuing security, safety of personnel, and allowing efficient mobilization of emergency resources.

3.0 PREREQUISITES

This procedure shall be implemented by the Emergency Security Team upon declaration of an Alert, Site Emergency, or General Emergency, sounding of the plant alarms (excluding tests), or as directed by the On-Site Emergency Coordinator.

4.0 INSTRUCTIONS #OPTIONAL CHECKLIST ENTRY PROVIDED

- #4.1 The Emergency Security Team Leader (ESTL) must review security emergency responsibilities for priorities, distribute assignments among team members accordingly, and ensure strict enforcement of plant security practices and procedures.

NOTE: REQUEST A BRIEFING ON THE EMERGENCY AND EMERGENCY ACTIONS STATUS WHEN ASSUMING THE ESTL POSITION FROM THE PREVIOUS POSITION HOLDER. WHEN RELINQUISHING POSITION, BRIEF SUCCESSOR ON THE EMERGENCY AND EMERGENCY ACTIONS STATUS. NOTIFY ALL APPROPRIATE PERSONNEL OF YOUR NAME, THE POSITION YOU ARE ASSUMING, AND THE NAME OF THE PERSON YOU REPLACE.

Notifications

- #4.1.1 Report position activation and readiness to the On-Site Emergency Coordinator.

- #4.1.2 Activate the SAS as the (Emergency) Security Control Center.
- #4.1.3 Notify personnel working in the switchyard and occupied owner controlled areas via portable loudspeaker of the emergency classification in effect (when directed by the OSEC).
- #4.1.4 Dispatch a security representative to the Berrien County Sheriff's Department Emergency Operating Center (when directed by OSEC).

#### Accountability

- #4.1.5 Report via telephone to the Operations Staging Area Manager for accountability purposes. Assist in the direction or conduct of personnel accountability tasks as follows:
    - 4.1.5.1 Assist the Operations Staging Area Manager with accountability functions if the computer is down. Provide the OSA with manual accountability report via telephone, including visitors that are on site.
    - 4.1.5.2 Provide the OSA Manager a master ACAD list, gold badge list, blue badge list, red badge list and white badge list weekly (Monday). These lists are utilized for comparison purposes if the computer is down.
- NOTE: Updated listings may be requested by the OSA Manager as needed.

#### Evacuation

- #4.1.6 Coordinate evacuation requirements, plans and routes with the OSA Manager and the Radiation Protection Director (RPD).



Traffic Control

- #4.1.7 Coordinate establishment of traffic control points as necessary for emergency ingress/egress purposes.
- #4.1.8 Prohibit all traffic from exiting the plant until cleared for release by the RPD (except emergency vehicles/personnel as specified by the OSEC or RPD).

Access Control

- #4.1.9 Ensure establishment and maintenance of an access control point at the I-94 Gatehouse (Post #1).
- #4.1.10 As directed by the OSEC or TSC Manager, ensure that AEP employees and other individuals requested to come to the site are granted site access. Provide a list of individuals to Emergency Security Team (EST) members at the access control point.
- #4.1.11 As directed by the OSEC initiate security measures to ensure control of access to emergency facilities.

Radiation Control

- #4.1.12 Coordinate with the RPD:
  - 4.1.12.1 To determine the need for and location of controlled areas and minimal exposure routes within the plant.
  - 4.1.12.2 To ensure that the EST members are adequately equipped with necessary radiation protective clothing and equipment.
  - 4.1.12.3 To ensure the establishment of radiation control checkpoints for controlled areas. Notify the OSEC of the location when they are established and when changed.

Alarm Response

- #4.1.13 Upon activation of a plant security system alarm, ensure that:
  - 4.1.13.1 The RPD is contacted to determine areas of potential radiation danger.

- 4.1.13.2 A determination is made as to which locations are under alarm and inaccessible to security forces because of potentially hazardous exposure.
- 4.1.13.3 If the alarm is located where the potential radiation hazard exists, arrange for a member of RMT to escort the security guard at all times and advise on protective clothing and radiation safety.
- 4.1.13.4 If the area appears totally inaccessible to security personnel due to excessive radiation danger, direct members of the EST not to directly enter the area and to modify alarm response procedures as specified in existing DCCNP Security Contingency Procedures.

#### Communications

- #4.1.14 Ensure proper availability and use of communications equipment.
- #4.1.15 Document key security related notifications and communications.

#### Supplies

- #4.1.17 Determine the need for additional equipment, supplies and manpower and request same.

- 4.2 The EST members, as directed by the ESTL, shall accomplish the following tasks:

#### Notifications

- 4.2.1 Report to or communicate with the ESTL upon activation of the team.
- 4.2.2 Assist in the notification of personnel in owner controlled areas.

#### Accountability

- 4.2.3 Assist in accountability activities as follows:
  - 4.2.3.1 Obtain and maintain computer generated personnel accountability records and visitor registers.

- 4.2.3.2 Report names and last known locations of missing persons to the ESTL.

#### Evacuation

- 4.2.4 Assist in clearance and control of evacuation routes.
- 4.2.5 Expedite the exit of plant personnel and visitors from the evacuated area and ensure that each person drops off his/her I.D. badge (ACAD), so that they may be properly logged out of the protected area.
- 4.2.6 Collect I.D. badges and return them to their appropriate storage locations.

#### Traffic Control

- 4.2.7 Assist in establishing traffic control points as designated by the ESTL.
- 4.2.8 Prevent all traffic from exiting the plant until instructed by the ESTL to do so.
- 4.2.9 Ensure that exiting vehicles are all directed to the radiation monitoring point prior to exiting the plant site.
  - 4.2.9.1 If the evacuation route is such that no monitoring station is located at that area, direct the evacuating vehicles to the closest monitoring station (i.e., south beach area).
- 4.2.10 Direct vehicles or personnel found to be contaminated to the Decontamination Facility or Vehicle Holding Areas in the vicinity of the I-94 gatehouse.
- 4.2.11 Release vehicles found to be radiologically "clean" by radiation monitoring personnel.

#### Access Control

- 4.2.12 Establish an access control point at the I-94 gatehouse (Post #1).
- 4.2.13 Deny entrance to all unauthorized personnel.
- 4.2.14 Permit entrance only to those persons required to aid in the emergency upon notification from the ESTL or whose names appear on the DCCNP Access List provided in paragraph 4.1.10.
- 4.2.15 Inform arriving personnel of the route to the designated area.



- 4.2.16 Issue designated emergency control ACAD badges to those personnel whose names appear on the Special Emergency Badging List specifically approved by the Plant Manager or OSEC.
- 4.2.17 Issue a visitor's badge to predesignated personnel who have been specifically called to the site and do not already have ACAD badges.
- 4.2.18 EST members escorting incoming personnel shall ensure that necessary dosimetry is obtained.
- 4.2.19 Ensure that off-duty personnel reporting for duty who are not required on site are directed to stand by at the location designated by the OSEC or TSC Manager.

#### Radiation Control

- 4.2.20 Assist in setting up radiation control areas as directed by ESTL.
- 4.2.21 Obtain necessary radiation protective clothing and equipment as determined by radiation monitoring personnel.
- 4.2.22 Release radiation monitoring equipment that is stored at the I-94 gatehouse to radiation monitoring personnel.
- 4.2.23 Assist RMT in their monitoring of vehicles by directing contaminated vehicles to decontamination facilities and by directing traffic in this area to minimize congestion.

#### Alarm Response

- 4.2.24 Check with the ESTL for direction and advice on any radiation hazards and need for protective clothing, alarm response modifications, etc.

#### Plant Security

- 4.2.25 When directed by ESTL, search all DCCNP property in the protected area and:
  - 4.2.25.1 Obtain the names and addresses of any personnel discovered so they may be notified of any radiation dose they might have received.

- 4.2.25.2 Inform them of the site evacuation requirements.
- 4.2.25.3 Recommend evacuation routes if applicable.
- 4.2.26 Upon discovery or notification of any personnel during an emergency on the DCCNP site who do not have authorized access, pose an apparent security threat or are otherwise judged to be unauthorized individual(s), take the following actions:
  - 4.2.26.1 Report incident to the SAS/ESTL and request authorization check.
  - 4.2.26.2 Escort individuals who do not have proper access authorization to the Security Control building or because of radiation, to another designated area.
  - 4.2.26.3 Ensure that any individual detained or arrested is monitored for contamination by portal monitor or qualified monitoring personnel before exiting the site or being released to off-site authorities.

-CAUTION-

IN RESPONDING TO THE THREAT FROM UNAUTHORIZED PERSONNEL, SECURITY PERSONNEL MAY EXPOSE THEMSELVES TO RADIATION DANGER: THEREFORE, PRIOR TO ENTERING AN AREA OF UNKNOWN OR SUSPECTED HIGH RADIATION, ENSURE THAT THE AREA IS MONITORED BY TRAINED MONITORING PERSONNEL. PROTECTED CLOTHING AND BREATHING APPARATUS MAY BE NECESSARY.

- 4.2.27 Upon discovery of any individual(s) endangering their own safety (as well as that of the security personnel) by failing to vacate a potentially dangerous area after being requested to leave:
  - 4.2.27.1 Remove the individual as expeditiously as possible, using necessary force.
  - 4.2.27.2 Escort the individual to the Security Control building or other designated area.
  - 4.2.27.3 Ensure that the individual is monitored for contamination before exiting the site.
- 4.2.28 Upon discovery (or notification from the SAS) of any threatening individual(s), detain or arrest the individual as necessary and take further appropriate action in accordance with DCCNP Security Procedures and Michigan State Law.

NOTE: DETENTION AND ARREST SHOULD BE EXECUTED AS PROMPTLY AS POSSIBLE ESPECIALLY IN CASES OF POTENTIAL RADIATION DANGER. ESCORT THE INDIVIDUAL TO THE SAS OR CHECKPOINT AND ENSURE THAT ANY INDIVIDUAL DETAINED OR ARRESTED IS MONITORED FOR CONTAMINATION BEFORE EXITING THE SITE OR BEING RELEASED TO OFF-SITE AUTHORITIES.

CHECKLIST FOR PMP 2081 EPP.007

### Security Actions During Emergency Conditions (ESTL)

- | 4.1 Successor briefed on emergency and actions status: |   | initials | time |
|--|---|----------|------|
| 4.1.1  | Position activation and readiness reported to OSEC:   | initials | time |
| 4.1.2  | Security Control Center activated at CAS/SAS:   | initials | time |
| 4.1.3  | Switchyard personnel notified:  | initials | time |
| 4.1.4  | Representative dispatched to sheriff's department:  | initials | time |
| 4.1.5  | OSA Manager contacted for accountability and computer listings and visitor registers provided as requested: | initials | time |
| 4.1.6  | Coordinate evacuation requirements with OSA Manager and RPD:  | initials | time |
| 4.1.7  | Traffic control points established and traffic prohibited from entry plant:                                 | initials | time |
| 4.1.9  | Access control points established:  | initials | time |
| 4.1.10   | Ensure on-site access to authorized individuals:  | initials | time |
| 4.1.11   | Emergency facilities secured as directed:   | initials | time |
| 4.1.12   | Radiation controls and protection coordinated with RPD:   | initials | time |
| 4.1.13   | Alarm response procedures considered and modified as appropriate:   | initials | time |
| 4.1.14   | Communications available and used properly:   | initials | time |
| 4.1.15   | Additional supplies/manpower requested:   | initials | time |