

CORPORATE PLAN IMPLEMENTING PROCEDURES

REVISION CONTROL SHEET

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|-------|----------|---|--|--|--|
| INDEX | 8/28/81 | 0 | | | |
| 1.1 | 7/17/81 | 0 | | | |
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| 1.3 | 7/17/81 | 0 | | | |
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| 1.5 | 1/14/82 | 1 | | | |
| 1.6 | 7/17/81 | 0 | | | |
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| 2.2 | 1/14/82 | 1 | | | |
| 2.3 | 7/17/81 | 0 | | | |
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| 2.5 | 7/17/81 | 0 | | | |
| 2.6 | 7/17/81 | 0 | | | |
| 2.7 | 7/17/81 | 0 | | | |
| 3.1 | 1/14/82 | 1 | | | |
| 3.2 | 7/17/81 | 0 | | | |
| 4.1 | 7/17/81 | 0 | | | |
| 4.2 | 7/17/81 | 0 | | | |
| 4.3 | 6/30/81 | 0 | | | |
| 4.4 | 6/29/81 | 0 | | | |
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| 5.3 | 2/1/82 | 0 | | | |

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CORPORATE PLAN IMPLEMENTING PROCEDURES

INDEX

| <u>DOCUMENT NO.</u> | <u>TITLE</u> |
|---------------------|---|
| 1.1 | Corporate Emergency Response Plan Activation |
| 1.2 | Personnel Assignment and Notification |
| 1.3 | Emergency Operations Facility Activation |
| 1.4 | Emergency News Center Activation |
| 1.5 | Building Security Implementation |
| 1.6 | Communication and Data Transmission Systems Coordination |
| 2.1 | Dose Assessment and Protective Action Recommendations |
| 2.2 | Technical Support Coordination |
| 2.3 | Administrative Services and Corporate Response Coordination |
| 2.4 | Quality Assurance and Quality Control Activities |
| 2.5 | Insurance and Claims |
| 2.6 | Legal Assistance |
| 2.7 | Safety |
| 3.1 | Government Regulations |
| 3.2 | Media Briefings and Public Relations |
| 4.1 | Public Information Program |
| 4.2 | Exercises |
| 4.3 | Training and Drills |
| 4.4 | Periodic Plan and Procedure Review |
| 5.1 | Emergency Response and Recovery Director |
| 5.2 | Radiological and EOF Manager |
| 5.3 | Radiological Assessment Coordinator |

Rev.2
March 15, 1982

1.0 PURPOSE

- 1.1 This procedure describes the actions required by the Radiological and EOF Manager during an emergency situation at the Duane Arnold Energy Center (DAEC).

2.0 APPLICABILITY

- 2.1 This procedure applies to the Radiological and EOF Manager.
- 2.2 The Manager, Nuclear Licensing and Fuels is the primary individual designated to assume this position upon activation of the Corporate Emergency Response Organization. The designated alternates are specified in Attachment 3, "Notification Log Call List" of CPIP 1.2, "Personnel Assignment and Notification".

3.0 RESPONSIBILITIES

3.1 General Responsibilities

- 3.1.1 The Radiological and EOF Manager is accountable to the Emergency Response and Recovery Director and is responsible for coordinating all off-site radiological monitoring and dose assessment activities and providing protective action recommendations to state and county authorities to protect the general public.
- 3.1.2 The Radiological and EOF Manager shall supervise the activation of the Emergency Operations Facility (EOF) and coordinate the efforts of the Radiological Assessment Coordinator.

3.2 Specific Responsibilities

- 3.2.1 Determine from the Emergency Response and Recovery Director the extent to which the Corporate Emergency Response Organization is to be activated.
- 3.2.2 Supervise the activation of the EOF.
- 3.2.3 Complete the notification of designated personnel.
- 3.2.4 Ensure that communications are established with the Technical Support Center (TSC) to obtain plant information.
- 3.2.5 Provide county and state officials information on radiological conditions and plant status.

- 3.2.6 Coordinate the off-site radiological monitoring and dose assessment program.
- 3.2.7 Ensure that radiological status reports are periodically developed and displayed.
- 3.2.8 Evaluate radiological survey results and projected doses for consistency.
- 3.2.9 Recommend that the county EOCs activate the Prompt Notification System within fifteen (15) minutes of a declaration of a Site Emergency or a General Emergency.
- 3.2.10 Analyze all information for significant trends while developing protective action recommendations. Review the recommendations with the Emergency Response and Recovery Director and when authorized provide them to the state and county officials.
- 3.2.11 Advise the Emergency Support Manager of radiological considerations related to technical engineering and support services.
- 3.2.12 Evaluate the need for and solicit guidance and assistance from industry contacts and outside support agencies in radiological matters.

4.0 INSTRUCTIONS

4.1 Actions Required upon Activation of the Corporate Emergency Response Plan

- 4.1.1 When notified by the Emergency Response and Recovery Director that the Corporate Emergency Response Plan has been invoked, complete the notification requirement of CPIP 1.2 "Personnel Assignment and Notification."
- 4.1.2 Proceed to the EOF as soon as possible and report to the Emergency Response and Recovery Director to receive instructions and a briefing on the latest conditions and projected trends at DAEC. This brief will supplement the information available during the initial notification of the Emergency Response Organization.

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|---------------------------------------|---------------|
| CORPORATE PLAN IMPLEMENTING PROCEDURE | CPIP - 5.2 |
| RADIOLOGICAL AND EOF MANAGER | Page 3 of 6 |
| | Revision 0 |
| | Date - 2/1/82 |

4.2 Actions Required to Set-Up the Emergency Operations Facility

- 4.2.1 If the Emergency Response and Recovery Director determines that the EOF should be activated, direct the set-up of the EOF in accordance with CPIP 1.3, "Emergency Operations Facility Activation".
- 4.2.2 Coordinate the arrival of Emergency Response Organization personnel with the Emergency Support Manager and ensure that they are assigned to complete the specific tasks identified in CPIP 1.3.
- 4.2.3 Ensure that the EOF log has been initiated by the event historian.
- 4.2.4 Ensure that communications are established between:
 - a. The Radiological Assessment Coordinator and the Site Radiation Protection Coordinator
 - b. The Radiological Assessment Coordinator and the Off-site Radiological Monitoring Teams
 - c. The EOF Communicator (White TSC Hotline) and the TSC Communicator
 - d. The EOF Communicator (Red Hotline) and the NRC
 - e. The EOF and the EOCs
- 4.2.5 Ensure that a functional test of all equipment (e.g., VAX computer, overhead projectors, telephones) is performed and that any problems or malfunctions are resolved. Refer to CPIP 1.3.
- 4.2.6 Brief the Radiological Assessment Coordinator on current and projected plant conditions, actual or potential radiological releases, meteorological conditions, the status of off-site radiological monitoring teams, any actions taken by plant personnel that relate to off-site radiological conditions, and any significant trends.
- 4.2.7 When the Emergency Support Manager reports that all key positions are manned and sufficient personnel are present to constitute a level of operational readiness and the Radiological Assessment Coordinator reports that he is ready to assume responsibility for performing dose projection calculations and controlling the off-site radiological monitoring teams, notify the Emergency Response and Recovery Director that the EOF is fully manned and operationally ready.

4.3 Actions Required to Coordinate the Radiological Assessment Program

- 4.3.1 When authorized by the Emergency Response and Recovery Director assume responsibility for off-site agency follow-up contact.
- 4.3.2 Contact the Linn County, Benton County, and the State of Iowa Emergency Operations Centers (EOCs). Advise them that the EOF is being activated. Provide them with the current plant conditions, actual or potential radiological releases, meteorological conditions and forecasts, and any other information as required by the current situation. Request that their representatives be dispatched to the EOF.
- 4.3.3 When the county and state EOC representatives arrive at the EOF, brief them on current and projected plant conditions, meteorological conditions, actual or potential off-site radiological releases, and any significant trends.
- 4.3.4 As dose projection information becomes available, develop protective action recommendations in accordance with CPIP 2.1, "Dose Assessment and Protective Action Recommendations". Review the recommendations with the Emergency Response and Recovery Director and upon his approval ensure that the following personnel are notified:
 - a. Emergency Coordinator (through the Emergency Response and Recovery Director)
 - b. County and state representatives at the EOF
 - c. County and state EOC officials
 - d. Radiological Assessment Coordinator
 - e. Off-site radiological field monitoring teams (through the Radiological Assessment Coordinator)
- 4.3.5 Continuously review information on plant conditions and dose projections. Modify protective action recommendations based on a trend analysis of the available data.

- 4.3.6 Ensure appropriate Emergency Response Organization personnel and state and county officials are immediately advised of any significant changes in status, any significant trends or any changes to protective action recommendations and that they receive an update of the situation every hour at a minimum.
- 4.3.7 Ensure that radiological status reports are developed and displayed in a timely manner and that they indicate current trends.
- 4.3.8 Ensure that the efforts undertaken by DAEC field monitoring teams, state field monitoring teams and other groups are being coordinated by the Radiological Assessment Coordinator.
- 4.3.9 Evaluate the radiological survey results and revise protect action recommendations as required.

5.0 REFERENCES

1. Corporate Emergency Response Plan
2. Corporate Plan Implementing Procedures
3. Emergency Plan Implementing Procedures

6.0 ATTACHMENTS

1. Radiological and EOF Manager Checklist

Approved by: [Signature]

Emergency Planning
Coordinator

Date: 2/22/82

Approved by: [Signature]

Assistant Vice President -
Nuclear Generation

Date: 25 Feb 82

ATTACHMENT 1Radiological and EOF Manager ChecklistTimeRemarks

- 1. Corporate Notification Completed (CPIP 1.2)
- 2. Briefed by Emergency Response and Recovery Director (ER&RD)
- 3. Initiate EOF log
- 4. EOF Activation Completed and Reported to ER&RD (CPIP 1.3)
 - 4.1 EOF Equipment and Facilities Set-up Completed (CPIP 1.3)
 - 4.2 Functional Tests of EOF Equipment Completed (CPIP 1.3)
 - 4.3 Communication Channels Established
 - a. RAC with Site Rad Protect Coordinator
 - b. RAC with Field Monitoring Team
 - c. EOF with TSC
 - d. EOF with NRC
 - e. EOF with State and County EOCs
- 5. Radiological Assessment Coordinator (RAC) Briefed
- 6. Responsibility for Control of Off-site Monitoring Teams and Dose Projection Calculations Assumed by RAC (CPIP 5.3)
- 7. State and County EOCs Notified that Rad & EOF Manager has assumed responsibility for follow-up notification
- 8. EOF State and County Representatives Briefed
- 9. Protective Action Recommendations Approved by ER&RD and Disseminated
- 10. Recommend County EOC activation of the Prompt Notification System within 15 minutes of a Site or General Emergency

1.0 PURPOSE

- 1.1 This procedure describes the actions required by the Radiological Assessment Coordinator during an emergency situation at the Duane Arnold Energy Center (DAEC).

2.0 APPLICABILITY

- 2.1 This procedure applies to the Radiological Assessment Coordinator.
- 2.2 The Emergency Planning Assistant is the primary individual designated to assume this position upon activation of the Corporate Emergency Response Organization. The designated alternates are specified in Attachment 3, "Notification Log Call List" of CPIP 1.2, "Personnel Assignment and Notification".

3.0 RESPONSIBILITIES

3.1 General Responsibilities

- 3.1.1 The Radiological Assessment Coordinator is accountable to the Radiological and EOF Manager. He is responsible for directing the off-site radiological monitoring teams, performing dose projection calculations, and providing protective action recommendations to the Radiological and EOF Manager.

3.2 Specific Responsibilities

- 3.2.1 Supervise the set-up of the electronics room of the Emergency Operations Facility (EOF).
- 3.2.2 Obtain information concerning current plant status, actual or projected radiological releases to the environment, and associated meteorological conditions from the Site Radiation Protection Coordinator at the Technical Support Center (TSC).
- 3.2.3 Establish communications with the off-site radiological monitoring teams and determine their location.
- 3.2.4 Assume responsibility for dose projection calculations and control of the off-site radiological monitoring teams from the Site Radiation Protection Coordinator.
- 3.2.5 Perform dose projection calculations in accordance with EPIP 3.3a "Initial Dose Projections" or EPIP 3.3b "Follow-up Dose Projections" as required. Provide this information to the Radiological and EOF Manager.

- 3.2.6 Make protective action recommendations to the Radiological and EOF Manager.
- 3.2.7 Coordinate the positioning of the off-site radiological monitoring teams and determine the position of the plume.
- 3.2.8 Evaluate the data reported by the off-site radiological monitoring teams and revise protective action recommendations as necessary.
- 3.2.9 Coordinate plume tracking and radiological assessment activities with the state and local agencies as directed by the Radiological and EOF Manager.
- 3.2.10 Advise the Radiological and EOF Manager of the need for assistance from outside laboratory support agencies and make the necessary arrangements when authorized.

4.0 INSTRUCTIONS

4.1 Actions required upon the activation of the Emergency Operation Facility

- 4.1.1 Ensure that the maps and office supplies are set-up in the electronics room of the EOF which is the library on the 14th floor. Refer to CPIP 1.3 "Emergency Operations Facility Activation."
- 4.1.2 Establish radio communications with the Site Radiation Protection Coordinator at the TSC and the off-site radiological monitoring teams.
- 4.1.3 Ensure that the computer terminals are operating properly and that the EOF can receive plant parameters from the TSC and execute the dose projection program.

4.2 Actions required to assume responsibility for dose projection calculations and control of the off-site radiological monitoring teams

- 4.2.1 Obtain from the Site Radiation Protection Coordinator information concerning:
 - a. Current plant status and trends
 - b. Radiological data from radiation monitors and portable air samples
 - c. Current and expected meteorological data

- d. Actual and projected release rates and off-site dose projections
 - e. Any protective action recommendations made to outside agencies
 - f. The current location of all off-site radiological monitoring teams
 - g. The current position of the plume
- 4.2.2 Advise the Radiological and EOF Manager of the current radiological status and significant trends.
- 4.2.3 When authorized by the Radiological and EOF Manager assume responsibility for making all subsequent dose projections and directing off-site radiological monitoring teams.
- 4.3 Continuous actions required from the Radiological Assessment Coordinator
- 4.3.1 Perform dose projection calculations in accordance with EPIP 3.3a and EPIP 3.3b using the VAX system. In accordance with current informal arrangements the VAX computer at TEC in Knoxville, Tennessee is the designated backup system.
 - 4.3.2 Make protective action recommendations in accordance with CPIP 2.1 "Dose Assessment and Protective Action Recommendations" Attachment 1 "Protective Action Guide Lines."
 - 4.3.3 Consider trends in release rates and meteorological conditions and revise the protective action recommendations as required.
 - 4.3.4 Use the wind direction and wind speed to estimate the general location and extent of the plume and position the off-site radiological monitoring teams on either side of the plume to allow maximum flexibility should the wind direction shift.
 - 4.3.5 Immediately notify the following personnel that an actual or potential change in the plume's direction of travel exists:
 - a. Site Radiation Protection Coordinator (who will notify the Emergency Coordinator)

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| CORPORATE PLAN IMPLEMENTING PROCEDURE | CPIP - 5.3 |
| RADIOLOGICAL ASSESSMENT COORDINATOR | Page 4 of 6 Revision 0 Date - 2/1/82 |

- b. Radiological and EOF Manager (who will notify the Emergency Response and Recovery Director and the state and local agencies)
 - c. Off-site radiological monitoring teams.
- 4.3.6 Determine the frequency and specify the location that the off-site radiological monitoring teams should take air samples and instrument readings. Refer to EPIP 3.2 "Off-site Radiological Monitoring."
- 4.3.7 Revise protective action recommendations if required based on an evaluation of the off-site data.
- 4.3.8 Keep the Radiological and EOF Manager's status board and maps updated with current data.
- 4.3.9 Brief the Radiological and EOF Manager and the off-site radiological monitoring teams at frequent intervals.
- 4.3.10 Be aware of the accumulated exposure of the off-site teams, their potential or actual contamination, and the need for decontamination.
- 4.3.11 Brief the EOF, state, and local representatives as required.
- 4.3.12 Coordinate with the state radiation monitoring teams as required.
- 4.3.13 Provide plant data to the state representative for state dose projection calculations.
- 4.3.14 Refer to CPIP 2.2 "Technical Support Coordination" for a list of off-site support agencies that can supply assistance for sampling, analysis, and radiological monitoring when authorized by the Radiological and EOF Manager.
- 4.3.15 Organize the data and calculations as events progress so that they can be used in the final report of the situation.

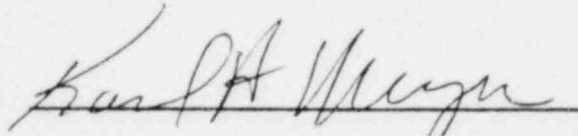
5.0 REFERENCES

1. Corporate Emergency Response Plan
2. Corporate Plan Implementing Procedures
3. Emergency Plan Implementing Procedures

6.0 ATTACHMENTS

1. Radiological Assessment Coordinator Checklist

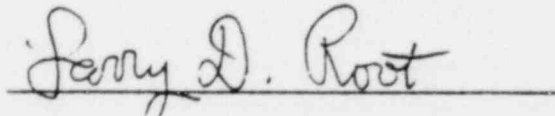
Approved by:


Emergency Planning Coordinator

Date:

2/16/82

Approved by:


Assistant Vice President -
Nuclear Generation

Date:

19 Feb 82

ATTACHMENT 1Radiological Assessment Coordinator ChecklistTime Remarks

- ___ 1. Briefed by Radiological and EOF Manager
- ___ 2. Set-up of Electronics Room Complete
- ___ 3. Functional Tests of Computer Equipment Complete
- ___ 4. Communications Established with Off-site Radiological Monitoring Team and the Site Radiation Protection Coordinator
- ___ 5. Briefed by Site Radiation Protection Coordinator
- ___ 6. Assumed Duties and Responsibilities of Dose Projections and Coordination of Off-site Monitoring Teams
- ___ 7. All Calculations and Other Records Prepared for Final Report After Situation is Stabilized.