

INDIANA & MICHIGAN POWER COMPANY
DONALD C. COOK NUCLEAR PLANT

PLANT MANAGER PROCEDURE

Index

Identification Number	Title	Revision No. And Date	Comments
PMP 2080 EPP.001	Emergency Plan Activation and Condition Classification	Revision 2 4-27-82	TP-1,5-27-82 Exp NA
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No. _____

Date: _____

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INDIANA & MICHIGAN ELECTRIC COMPANY

DONALD C. COOK NUCLEAR PLANT

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Unit 2-2, TSC-2

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RLD

17 ea TECHNICAL — Pink

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EMERGENCY PLAN PROCEDURE			
DUTIES OF THE INDIVIDUAL WHO DISCOVERS AN EMERGENCY CONDITION	R. Begor	PMP 2080 EPP.013 Rev.	71 issued
EMERGENCY TELEPHONE COMMUNICATIONS	R. Begor	PMP 2081 EPP.001 Rev.	71 issued
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U.S. District-1

U.S. District-1

U.S. District-1

Signature

Date

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

Instruction or Procedure Temporary Sheet

This temporary sheet applies to <u>Calling Off-Duty Plant Personnel</u> Instruction or Procedure No. PMP 2080 EPP 008 Revision No. 1	TEMPORARY SHEET NO. 1
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The following change () new requirement (X) shall be
instituted effective (Date) April 30, 1982.

Add to Exhibit A under "Persons to be Called" by the Operations
Superintendent.

Fifth Shift Supervisor

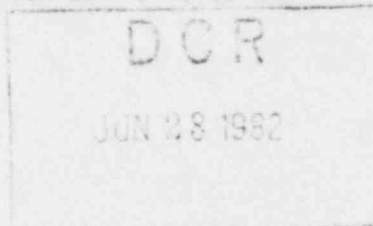
Add a section to Exhibit A

Person to Make Call

Fifth Shift Supervisor

Person To Be Called

Fifth Shift Personnel



Reason: Provide personnel to staff the Emergency Control Center

OF

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

☒ YES ☐ NO ☐ NOT KNOWN, additional review required

Expiration Date: <u>Procedure Revision</u> Originator: <u>Michael Beaton</u> Management Staff: <u>Ed Beaton</u> Senior Reactor Operator: <u>Daniel Campbell</u> PNSRC _____ Date _____ Plant Manager <u>E. L. Tourney</u> Date <u>5 May 82</u>	Standard Dist. List No.: _____ Distribution: _____
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INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2080 EPP.006

Revision No. 2

TITLE INITIAL DOSE ASSESSMENTS (GASEOUS)

SCOPE OF REVISION

Revision 1: Complete revision to simplify dose calculation technique.

Revision 2: Revised curves, corrected errors in procedures, and added Waste Gas Decay Release curve. Incorporated Temporary Changes 1 & 2.

DCR

JUN 28 1982

SIGNATURES

	ORIGINAL	Rev. 1	REV. 2	Rev. 3
PREPARED BY	<i>Barry H. Hester</i>	<i>Richard B. Began</i>	<i>W. H. Hester</i>	
QUALITY ASSURANCE REVIEW	<i>J. H. Hester</i>	<i>J. H. Hester</i>	<i>W. H. Hester</i>	
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	N.A.	N.A.	
DEPARTMENT HEAD APPROVAL	N.A.	N.A.	N.A.	
PLANT NUCLEAR SAFETY COMMITTEE	<i>R. B. Began</i>	<i>B. B. Began</i>	<i>B. B. Began</i>	
PLANT MANAGER APPROVAL	<i>B. B. Began</i>	<i>W. H. Hester</i>	<i>W. H. Hester</i>	
DATE OF ISSUE	3-31-81	10-27-81	4-27-82	

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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

INITIAL DOSE ASSESSMENTS (GASEOUS)

1.0 OBJECTIVES

This procedure provides the Shift Supervisor/On-Site Emergency Coordinator (SS/OSEC) with a method to initially assess potential off-site dose effects of unplanned radioactive gaseous releases.

2.0 RESPONSIBILITIES

2.1 Upon a projected or actual unplanned radioactive gaseous release, and prior to activation of the Technical Support Center, it is the SS/OSEC's responsibility to make off-site dose projections. The SS/OSEC shall also verify the projected values by organizing a Radiation Monitoring Team and sending them to appropriate off-site areas.

2.2 Technical Support Center (TSC) personnel shall assume the responsibilities of 2.1 upon TSC activation.

This procedure is applicable prior to activation of the Technical Support Center whenever there is a significant projected or unplanned release of gaseous radioactivity.

3.0 APPLICABILITY

This procedure is applicable prior to activation of the Technical Support Center whenever there is a significant projected or unplanned release of gaseous radioactivity.

4.0 INSTRUCTIONS

4.1 Obtain data necessary to make off-site dose projections.

4.1.1 R-15, R-26, and/or R-33 radiation monitor readings.

4.1.1.1 If R-26 is off-scale high, obtain a radiation reading at 6" from the unit vent sample line.

4.1.1.2 If R-15 or R-33 is off-scale high, obtain a radiation reading at 6" from the GSLO or SJAE exhaust line.

4.1.2 Appropriate vent flow rate (Unit Vent, GSLO, or SJAE).

4.1.3 Wind direction and velocity.

- 4.1.4 Determine PASCALL Category as per the table below:

$\Delta T = (T@180\text{ft.} - T@30\text{ft.})^{\circ}\text{C}$	PASCALL CATEGORY
< - .9	A
-.9 to -.8	B
-.8 to -.7	C
-.7 to -.2	D
-.2 to +.7	E
+.7 to +1.8	F
> +1.8	G

- 4.2 If meteorological instrumentation is inoperable use Exhibit G to estimate wind speed and PASCALL Category. Obtain wind direction from the Visitors Center or State Police.

- 4.3 Select appropriate graph (s) to use and fill in data blanks

- 4.3.1 R-26 On-Scale; Exhibit A
- 4.3.2 R-26 Off-Scale; Exhibit B
- 4.3.3 R-33 On-Scale; Exhibit C
- 4.3.4 R-15 On-Scale; Exhibit D
- 4.3.5 R-15, R-33 Off-Scale; Exhibit E
- 4.3.6 Waste Gas Decay Tank Release; Exhibit F

NOTE: R-15 On-Scale will always result in less than 1 mR/hr off-site. With steam generator tube ruptures, readings would be expected also on R-33. The dose associated with the release from a steam generator tube rupture will be the sum of the doses calculated from R-15 and R-33.

NOTE: The ability to predict dose rate in the event of a steam generator tube rupture is dependent upon the release being via R-33 and R-15. If releases are being made via the safeties or steam generator PORV's because of the loss of condenser vacuum or equipment failure, there is no quick method to calculate dose rate. Dose rate should then be measured at the site boundary as soon as possible by dispatching a monitoring team to monitor downwind at the site boundary.

- 4.4 Complete the appropriate graph(s) to estimate off-site dose rate as follows:

- 4.4.1 Draw a straight line connecting the data points on scales (1) and (2).
- 4.4.2 Draw a straight line connecting the intersection of scale (3), from step 4.4.1, with the data point on scale (4).
- 4.4.3 Connect the intersection of scale (5), from step 4.4.2, with the data point on scale (6).
- 4.4.4 Read the 610 meter dose rate from the intersection of scale (7), caused by Step 4.4.3.

4.4.5 Determine the site boundary dose rate as follows:

<u>Wind Direction (from)</u>	<u>Wind Direction (toward)</u>	<u>Site Boundary Dose Rate</u>
180 - 250°	0 - 70°	610 Meter Dose Rate
250° - 305°	70° - 125°	<u>610 Meter Dose Rate</u>
		3
305 - 45°	125° - 225°	610 Meter Dose Rate

NOTE: The dose will occur where the wind is blowing toward. To convert Wind Direction (from) to towards, Exhibit H of this procedure may be used.

4.5 Classify the condition as follows:

<u>Site Boundary Dose Rate</u>	<u>Classification</u>
≥ 2 mR/hr	Alert
≥ 50 mR/hr	Site Emergency
≥ 250 mR/hr	General Emergency

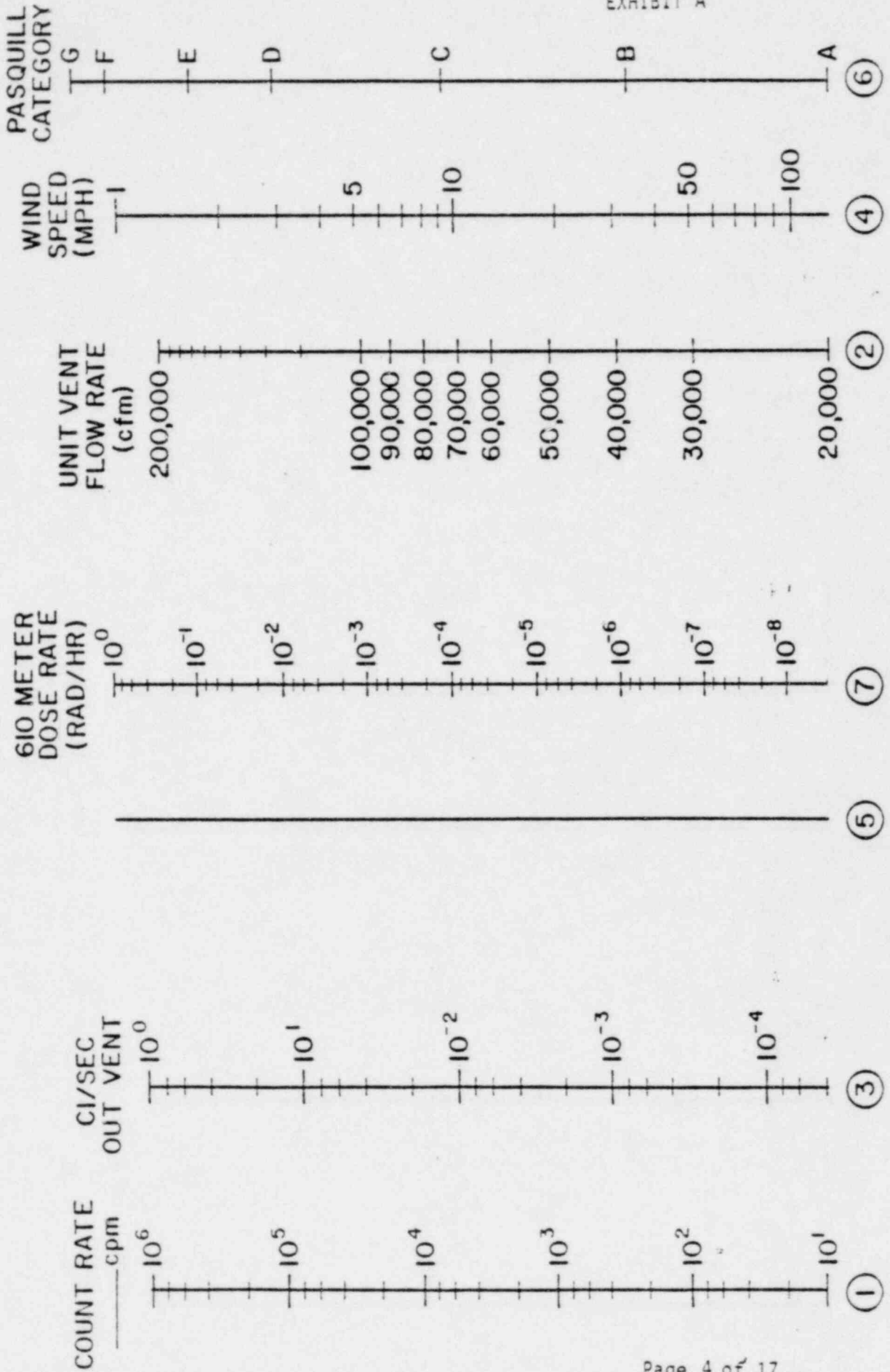
NOTE: For wind directions over (toward) the lake consider the site boundary dose rate to be the same as the 610 meter dose rate.

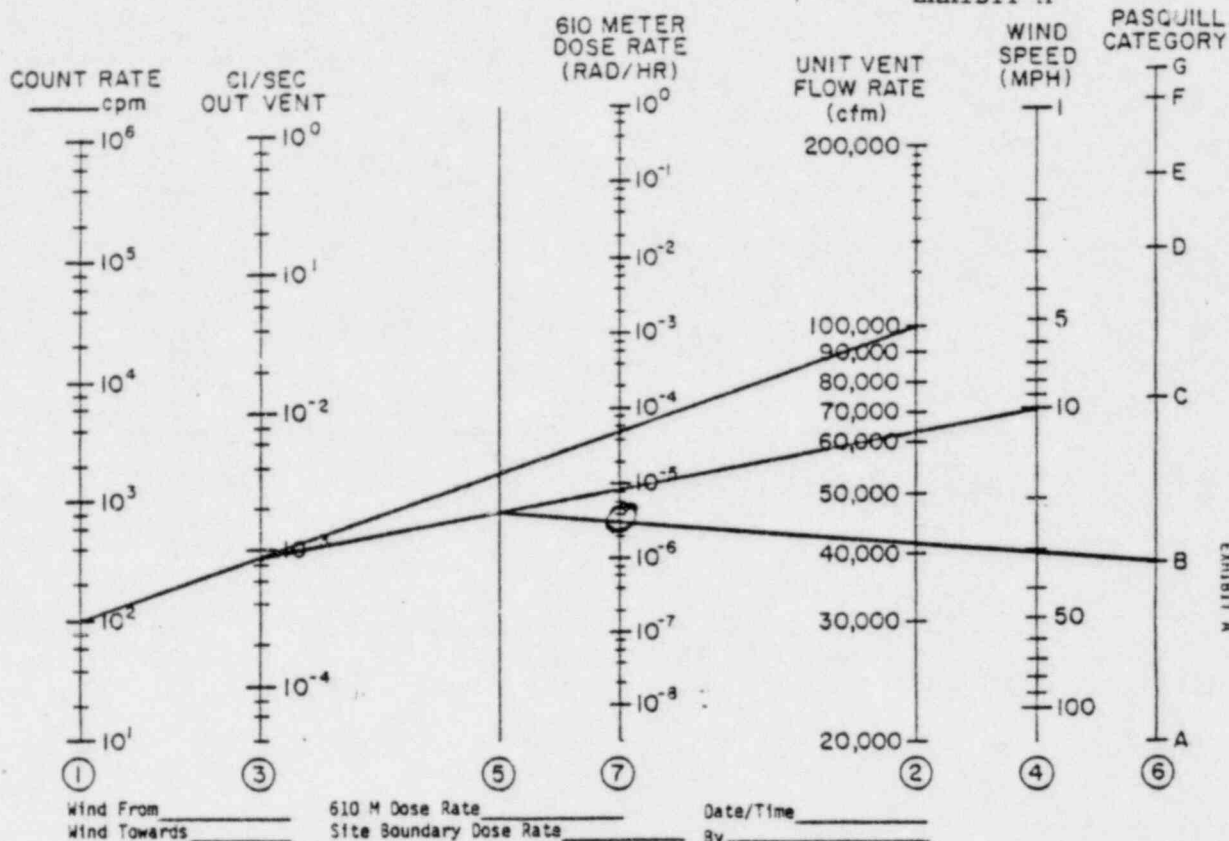
4.6 When the projected dose rate is ≥ 250 mR/hr, the SS should recommend to local authorities immediate sheltering within a 2 mile radius of the plant and for 5 miles downwind in the affected sector(s). For wind directions over the lake, evacuation is appropriate.

4.7 Return to PMP 2080 EPP.001 as applicable.

R-26-ON SCALE

EXHIBIT A



**NOTE**

If the wind direction was towards 70°-125°, the site boundary dose would be the 610 meter dose rate divided by 3.
 (.2R/hr ÷ 3 = .067 R/hr).

- *4.4.1 Draw a straight line connecting the data points on scales (1) and (2).
- *4.4.2 Draw a straight line connecting the intersection of scale (3), from step 4.4.1, with the data point on scale (4).
- *4.4.3 Connect the intersection of scale (5), from step 4.4.2, with the data point on scale (6).
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- 4.4.5 Determine the site boundary dose rate as follows:

Wind Direction (from)	Wind Direction (toward)	Site Boundary Dose Rate
180° - 250°	0° - 70°	610 Meter Dose Rate
250° - 305°	70° - 125°	<u>610 Meter Dose Rate</u> 3
305° - 45°	125° - 225°	610 Meter Dose

*Corresponds with Procedure Instructions

R-26 — OFF SCALE

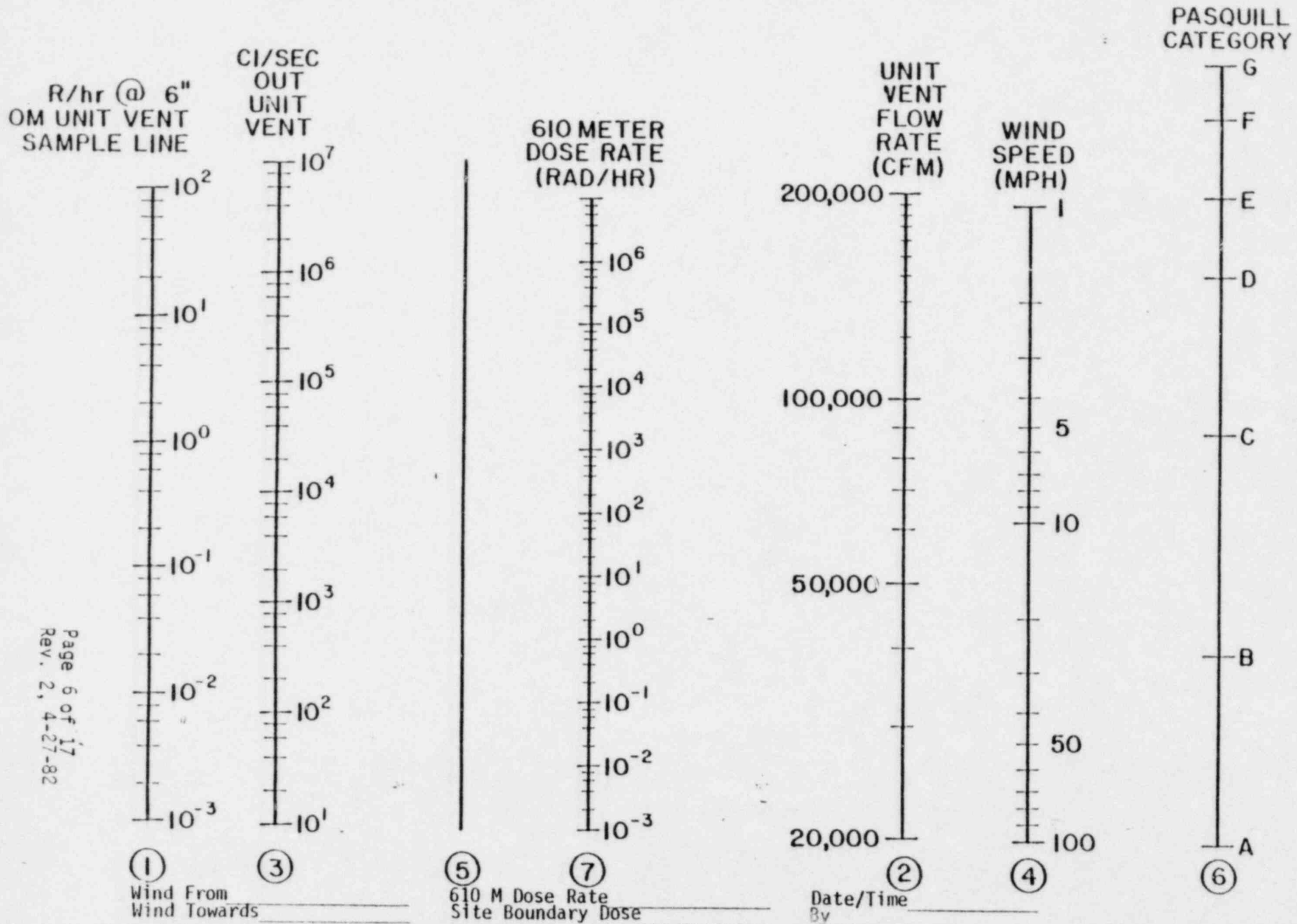
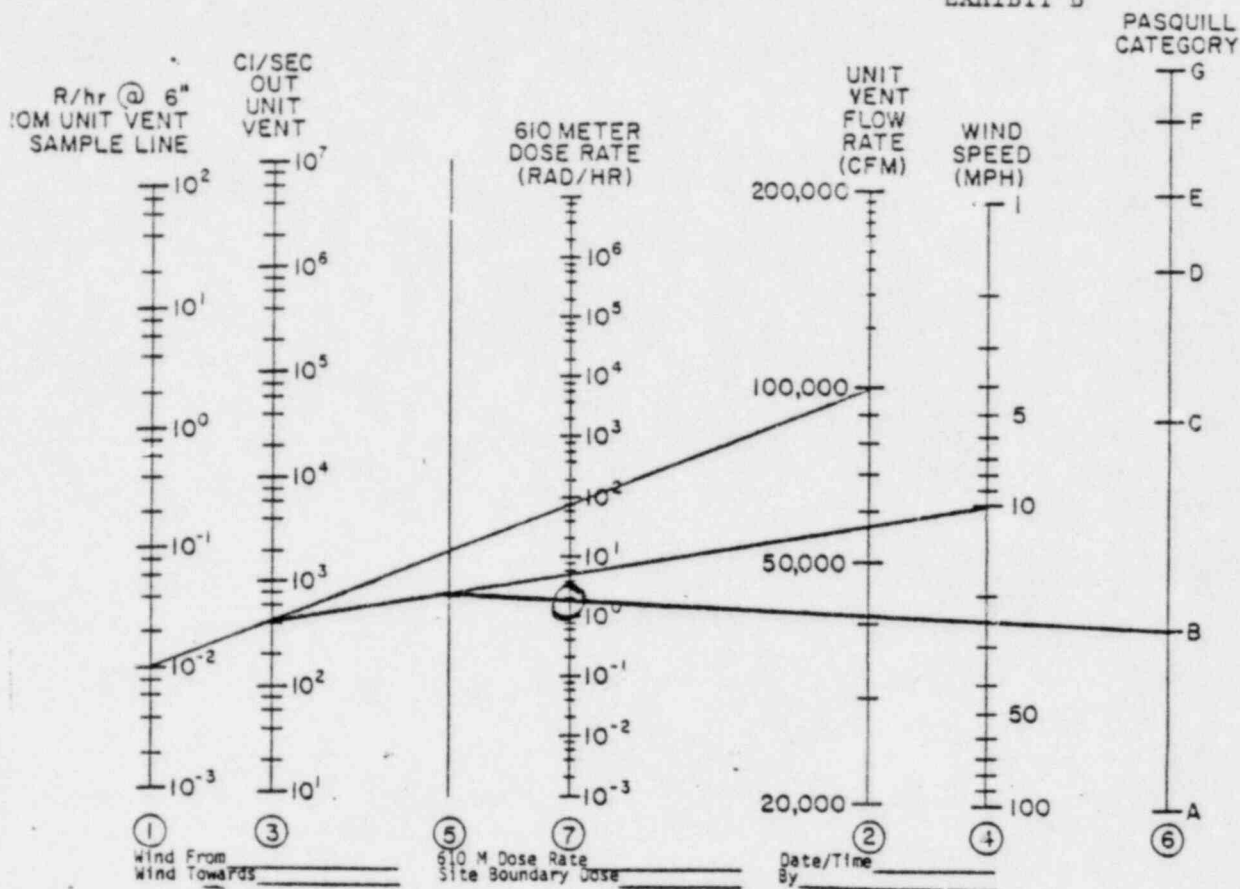


EXHIBIT 8

**NOTE**

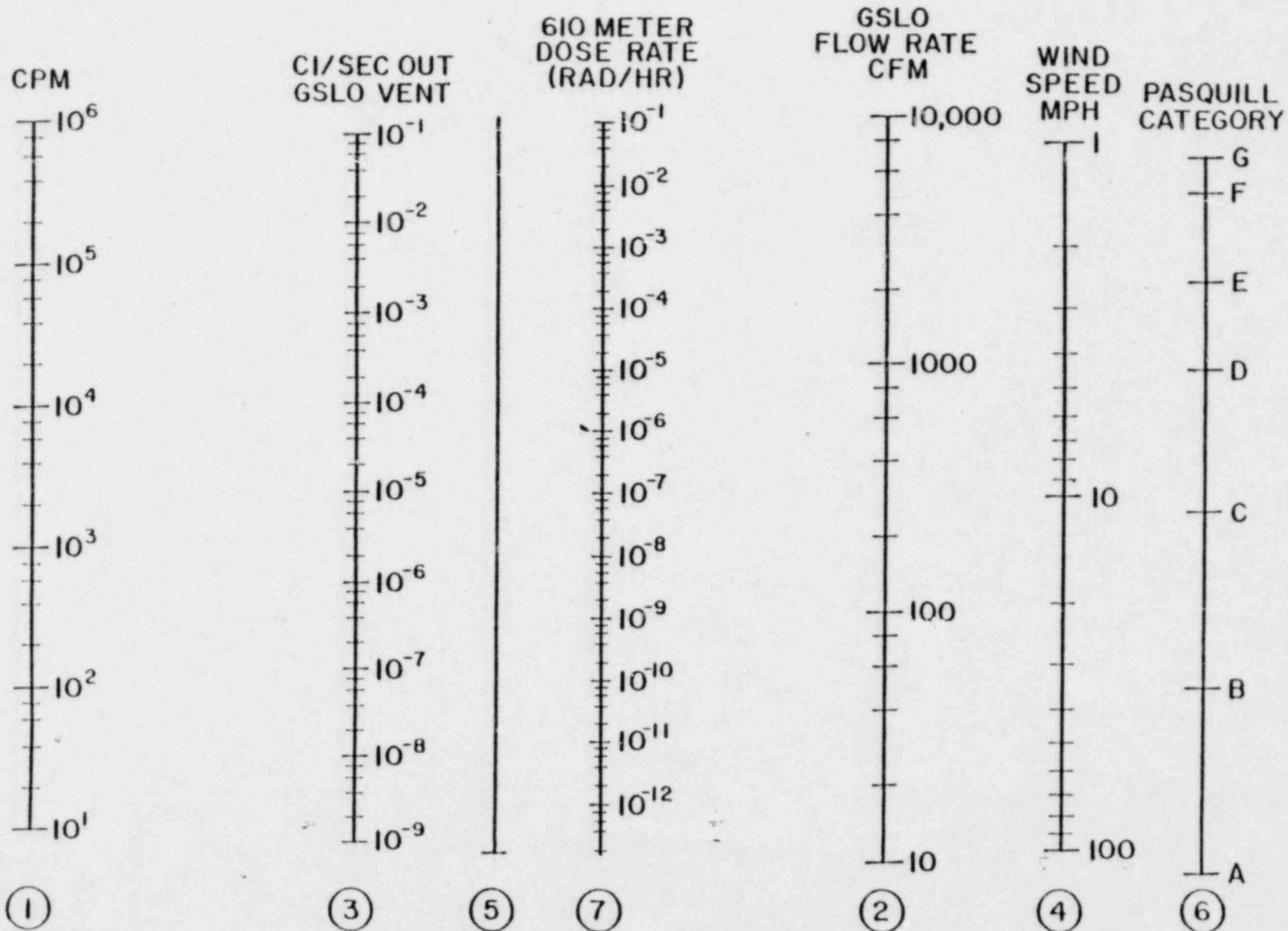
If the wind direction was towards 70°-125°, the site boundary dose would be the 610 meter dose rate divided by 3.
 (.2R/hr ÷ 3 = .067 R/hr).

- *4.4.1 Draw a straight line connecting the data points on scales (1) and (2).
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- 4.4.5 Determine the site boundary dose rate as follows:

Wind Direction (from)	Wind Direction (toward)	Site Boundary Dose Rate
180° - 250°	0° - 70°	610 Meter Dose Rate
250° - 305°	70° - 125°	$\frac{\text{610 Meter Dose Rate}}{3}$
305° - 45°	125° - 225°	610 Meter Dose Rate

*Corresponds with Procedure Instructions

R33 - ON SCALE



① Wind From _____
Wind Towards _____

③ 610 M Dose Rate _____
Site Boundary Dose Rate _____

② Date/Time _____
By _____

④

⑥

EXHIBIT C

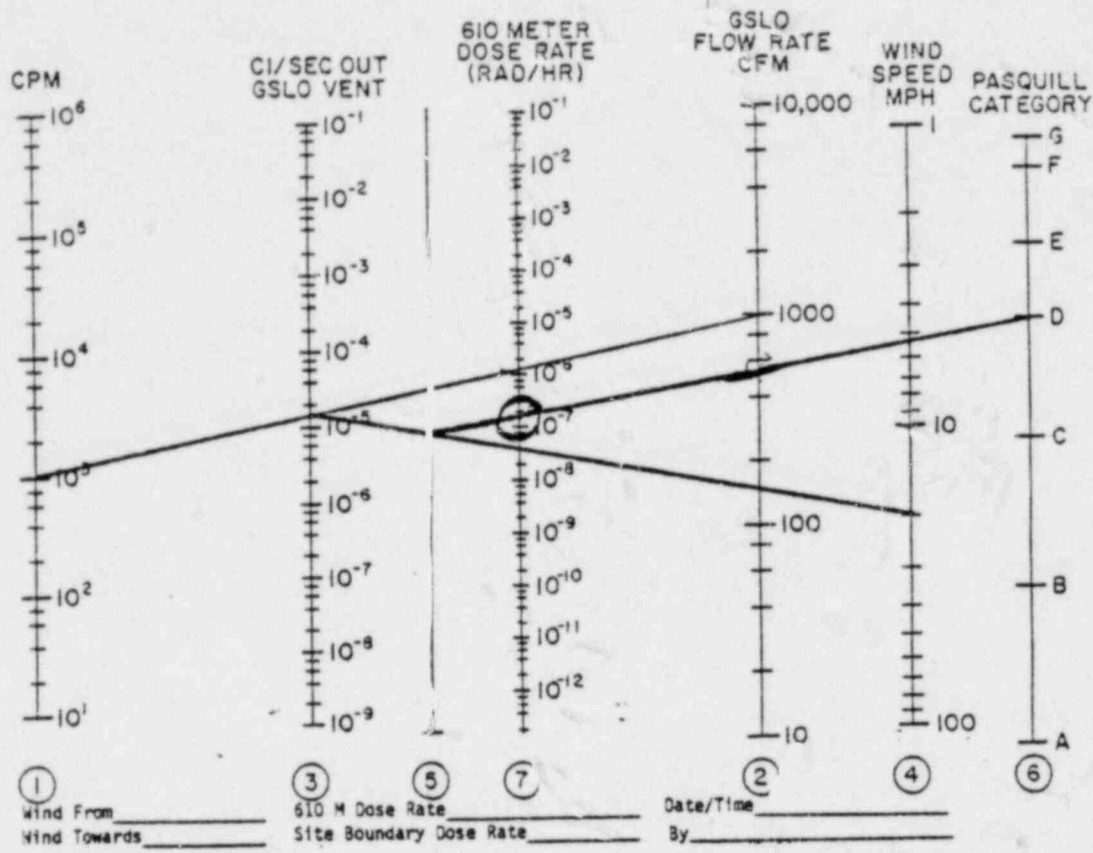


EXHIBIT C

NOTE

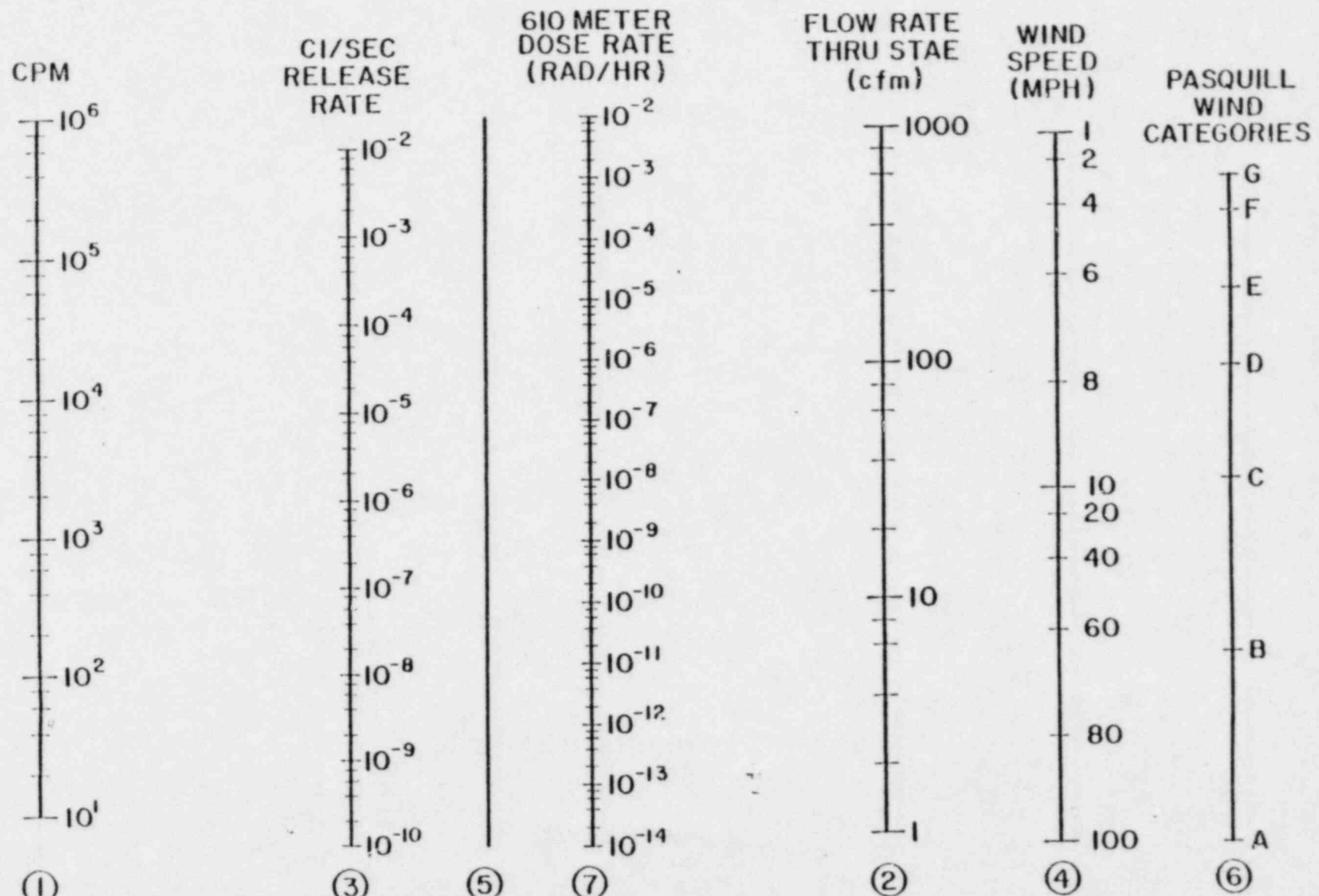
If the wind direction was towards 70°-125°, the site boundary dose would be the 610 meter dose rate divided by 3.
(.2R/hr ÷ 3 = .067 R/hr).

- *4.4.1 Draw a straight line connecting the data points or scales (1) and (2).
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- 4.4.5 Determine the site boundary dose rate as follows:

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180° - 250°	0° - 70°	610 Meter Dose Rate
250° - 305°	70° - 125°	<u>610 Meter Dose Rate</u> 3
305° - 45°	125° - 225°	610 Meter Dose Rate

*Corresponds with Procedure Instructions

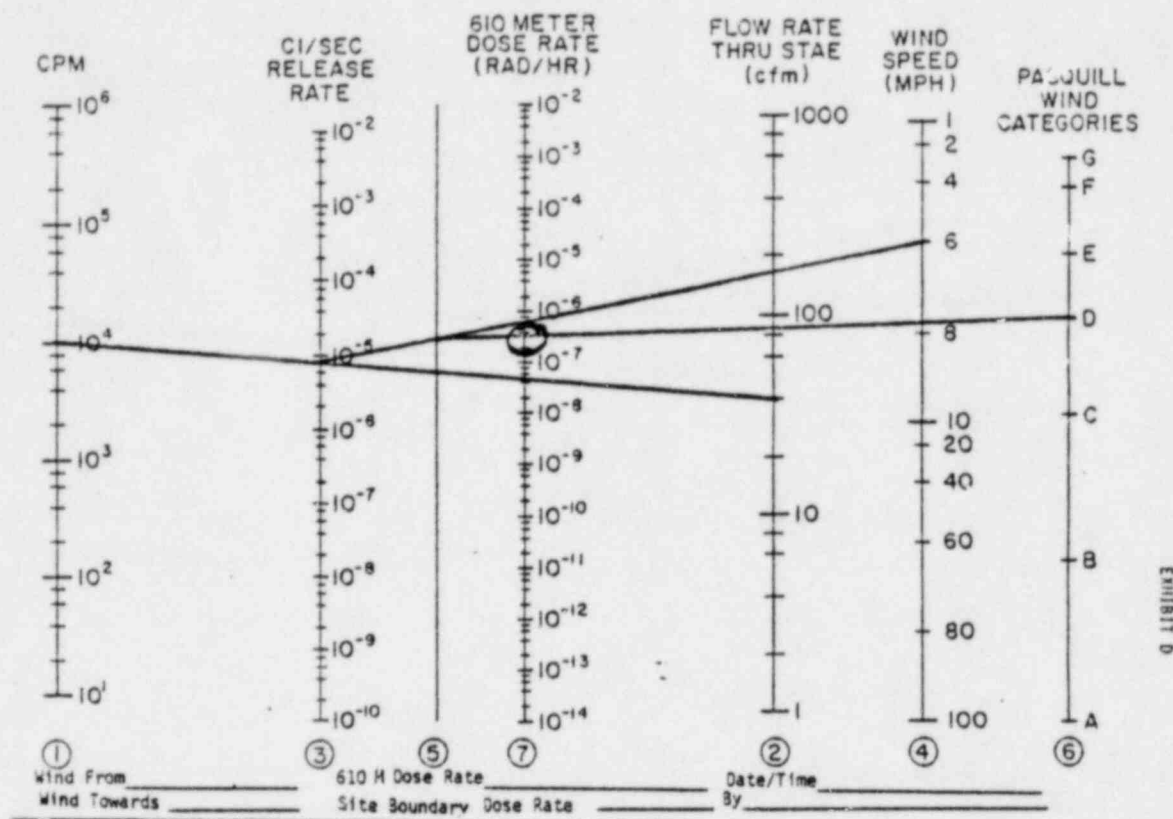
R15-ON SCALE (FLOW RANGES BETWEEN ICFM-1,000 CFM)



Wind From _____ 610 M Dose Rate _____ Date/Time _____
 Wind Towards _____ Site Boundary Dose Rate _____ By _____

R15-ON SCALE
(FLOW RANGES BETWEEN ICFM-1,000 CFM)

PMP 2080 EPP.0.
EXHIBIT D



NOTE

If the wind direction was towards 70°-125°, the site boundary dose would be the 610 meter dose rate divided by 3.
(.2R/hr ÷ 3 = .067 R/hr).

- *4.4.1 Draw a straight line connecting the data points on scales (1) and (2).
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- *4.4.4 Read the 610 meter dose rate from the intersection of scale (7), caused by step 4.4.3.
- 4.4.5 Determine the site boundary dose rate as follows:

Wind Direction (from)	Wind Direction (toward)	Site Boundary Dose Rate
180 - 250°	0 - 70°	610 Meter Dose Rate
250° - 305°	70° - 125°	$\frac{610 \text{ Meter Dose Rate}}{3}$
305° - 45°	125° - 225°	610 Meter Dose Rate

*Corresponds with Procedure Instructions

STEAM JET AIR EJECTOR GLAND SEAL EXHAUST — OFF SCALE

R/Hr @ 6" FROM
SJAE or GSE

CI/SEC OUT
SJAE/GS

610 METER
DOSE RATE
(RAD/HR)

GSLO or SJAE
EXHAUST
FLOW RATE
(cfm)

WIND
SPEED
(MPH)

PASQUILL
CATEGORY

10²
10¹
10⁰
10⁻¹
10⁻²
10⁻³

10³
10²
10¹
10⁰
10⁻¹
10⁻²
10⁻³
10⁻⁴

10³
10²
10¹
10⁰
10⁻¹
10⁻²
10⁻³
10⁻⁴
10⁻⁵
10⁻⁶
10⁻⁷
10⁻⁸

10,000
1000
100
10

1
10
100

G
F
E
D
C
B
A

①

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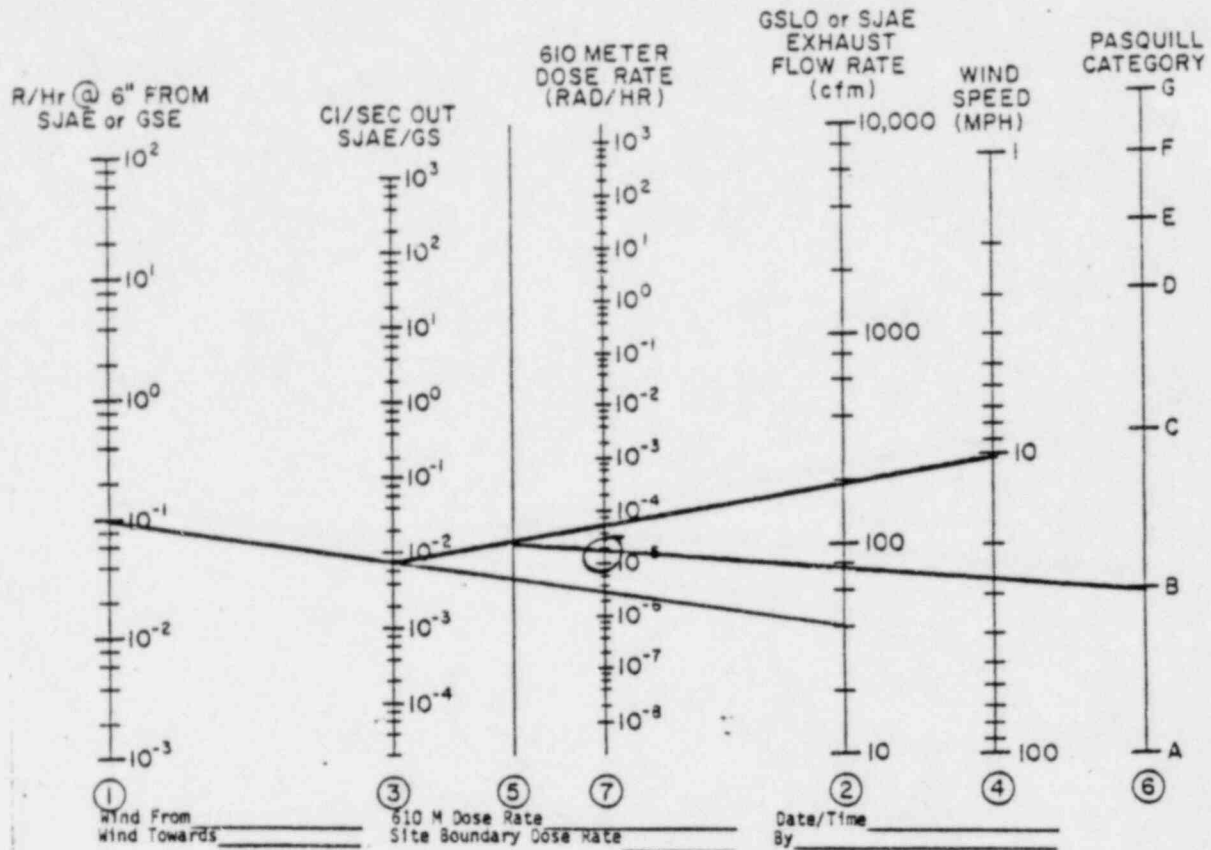
Wind From _____
Wind Towards _____

610 M Dose Rate _____
Site Boundary Dose Rate _____

Date/Time _____
By _____

STEAM JET AIR EJECTOR GLAND SEAL EXHAUST — OFF SCALE

PMP 2080 EPP.006
EXHIBIT E



NOTE

If the wind direction was towards 70°-125°, the site boundary dose would be the 610 meter dose rate divided by 3.
(.2R/hr ÷ 3 = .067 R/hr).

- *4.4.1 Draw a straight line connecting the data points on scales (1) and (2).
- *4.4.2 Draw a straight line connecting the intersection of scale (3), from step 4.4.1, with the data point on scale (4).
- *4.4.3 Connect the intersection of scale (5), from step 4.4.2, with the data point on scale (6).
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- 4.4.5 Determine the site boundary dose rate as follows:

Wind Direction (from)	Wind Direction (toward)	Site Boundary Dose Rate
180° - 250°	0° - 70°	610 Meter Dose Rate
250° - 305°	70° - 125°	$\frac{610 \text{ Meter Dose Rate}}{3}$
305° - 45°	125° - 225°	610 Meter Dose Rate

*Corresponds with Procedure Instructions

R-26 - WASTE GAS DECAY TANK RELEASE

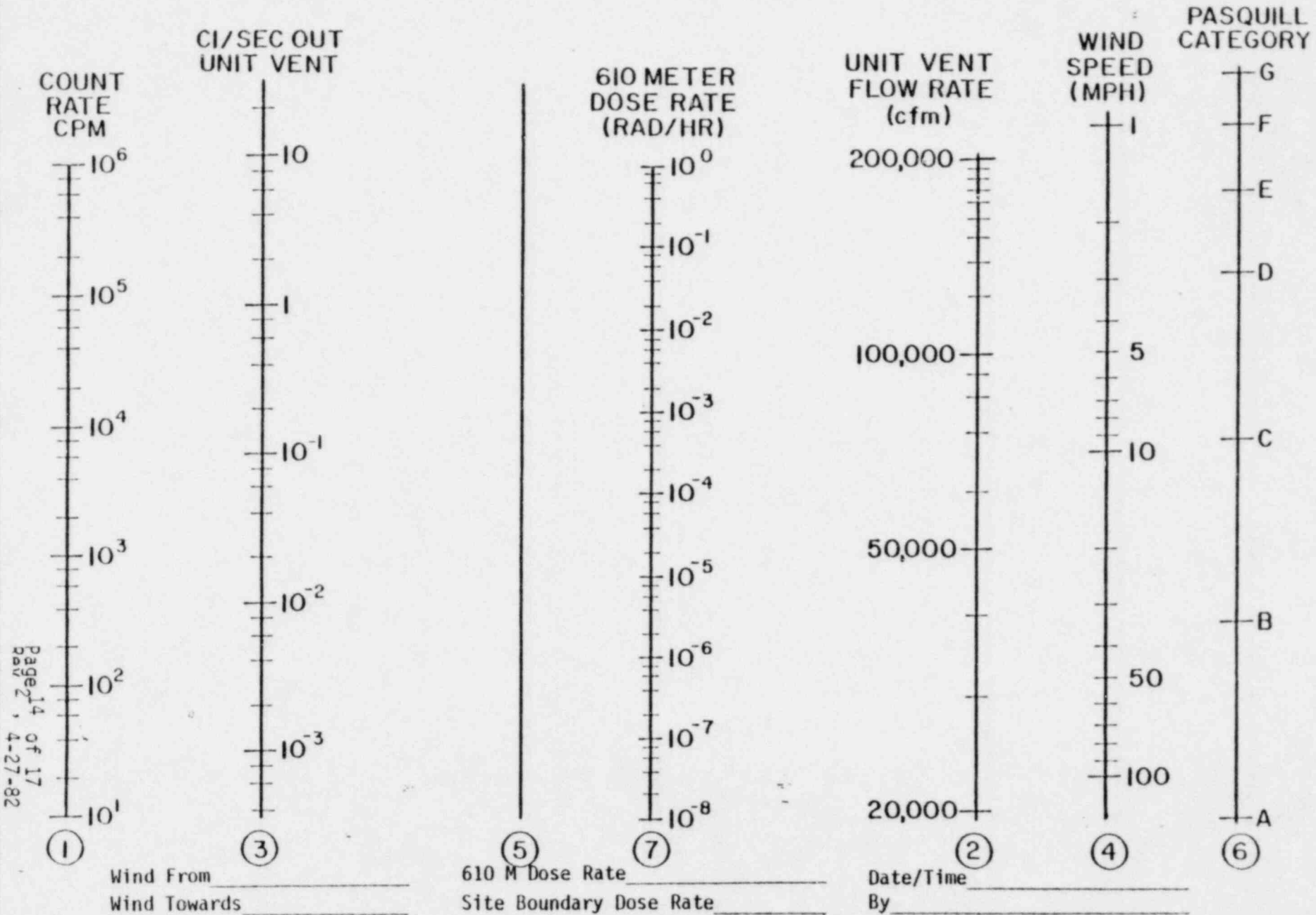
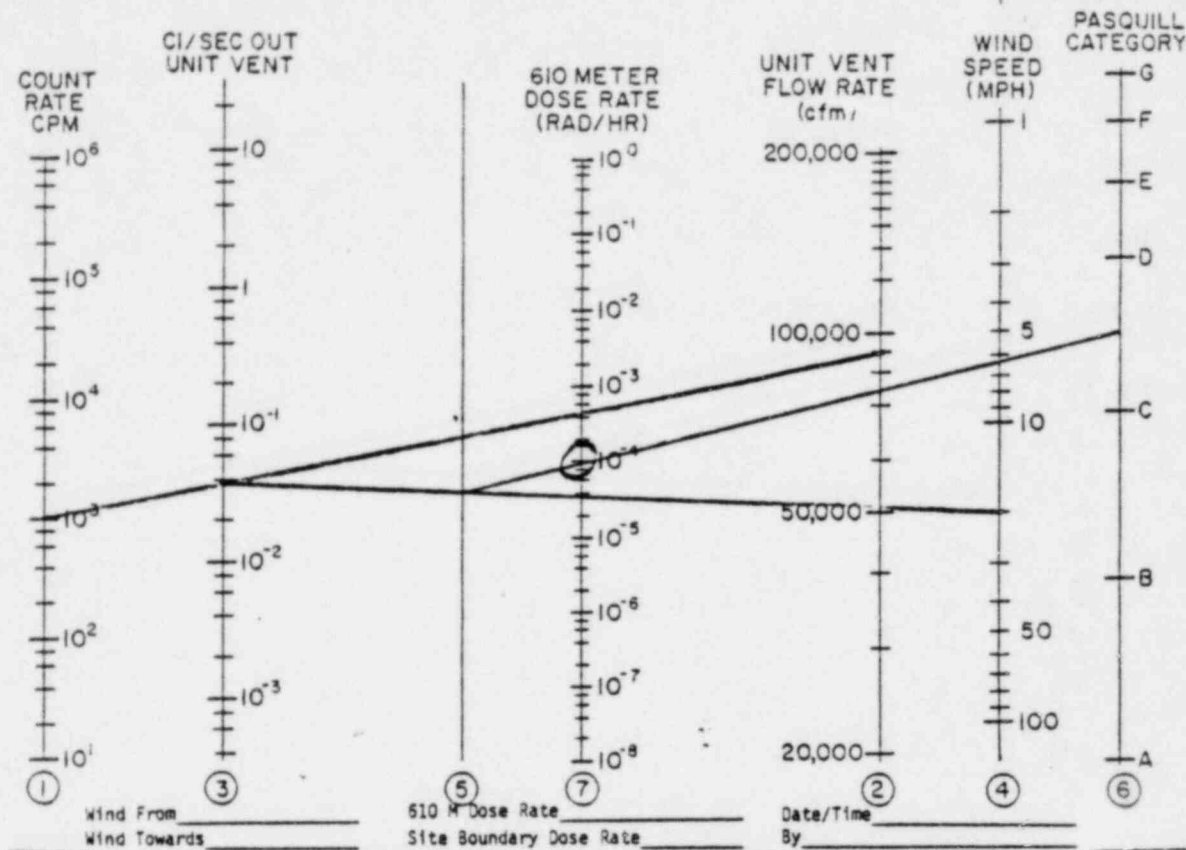


EXHIBIT F

R-26 - WASTE GAS DECAY TANK RELEASE

PMP 2080 EPP.006

EXHIBIT F



NOTE

If the wind direction was towards 70°-125°, the site boundary dose would be the 610 meter dose rate divided by 3.
 $(.2R/hr \div 3 = .067 R/hr)$.

- *4.4.1 Draw a straight line connecting the data points on scales (1) and (2).
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- *4.4.4 Read the 610 meter dose rate from the intersection of scale (7), caused by step 4.4.3.
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180 - 250°	0 - 70°	610 Meter Dose Rate
250° - 305°	70° - 125°	$\frac{610 \text{ Meter Dose Rate}}{3}$
305° - 45°	125° - 225°	610 Meter Dose Rate

*Corresponds with Procedure Instructions

If the meteorological tower instrumentation is inoperable, atmospheric conditions may be estimated using the tables below:

WIND SPEED MPH

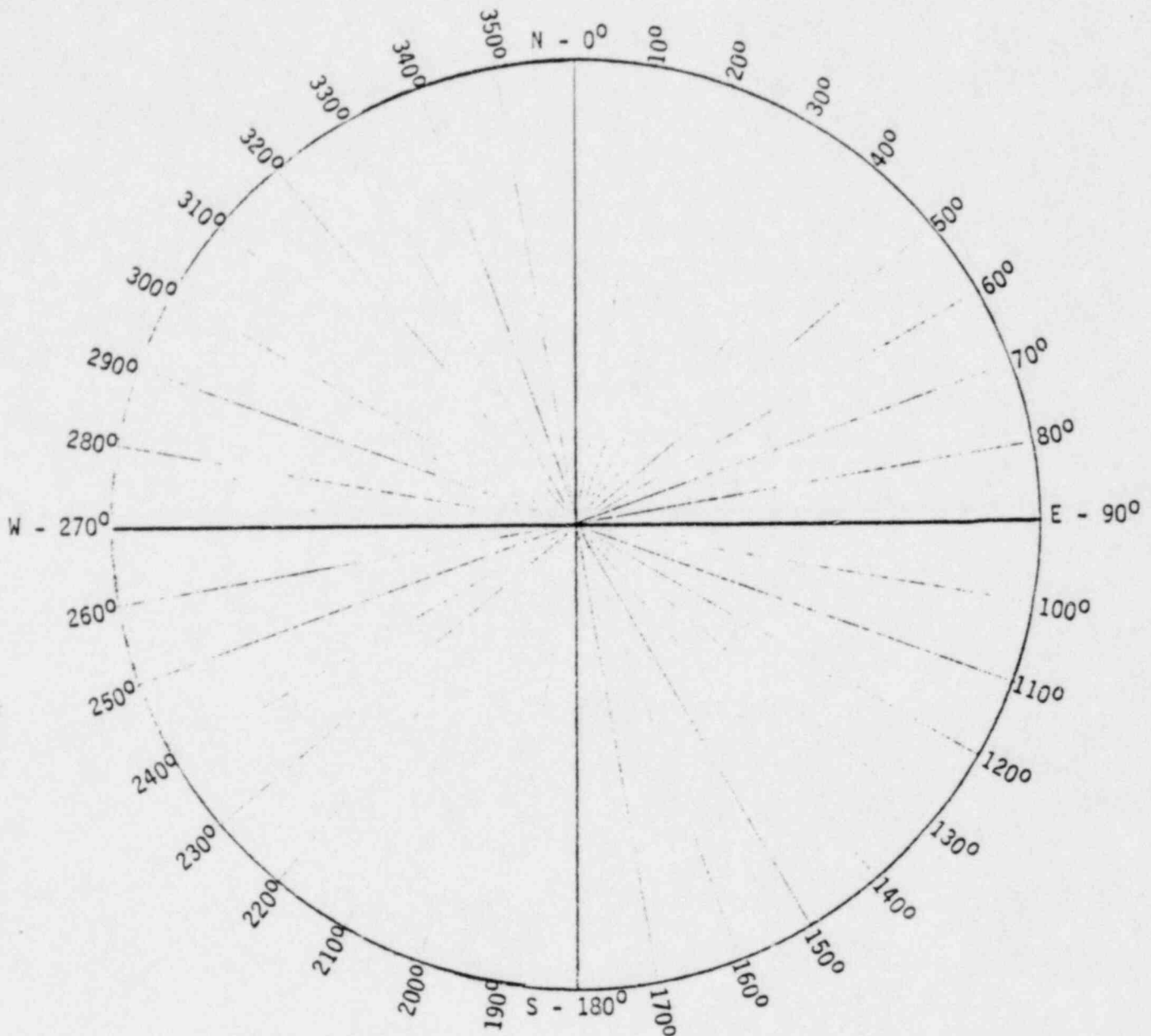
Wind Speed (mph)	Observed Effects on Land
≤ 1	Calm, smoke rises vertically
1 - 3	Direction of wind shown by smoke drift
4 - 7	Wind felt on face, leaves rustle
8 - 12	Leaves and small twigs in constant motion
13 - 18	Raises dust, loose paper; small branches are moved
19 - 24	Small trees with leaves begin to sway
25 - 31	Large branches in motion
32 - 38	Whole trees in motion; inconvenience felt walking against wind
39 - 46	Breaks twigs off trees; generally impedes walking
47 - 54	Slight damage begins to occur
55 - 63	Trees uprooted
≥ 64	Widespread damage

PASCALL Category

	Sunny Day	Cloudy Day	Cloudy Night	Clear Night
Wind ≤ 10 mph	B	C	E	F
Wind ≥ 10 mph	C	D	D	D

WIND FROM/TO CONVERSION CHART

PMP 2080 EPP.006
EXHIBIT H



INSTRUCTIONS

1. Obtain wind direction from Unit 1 Control Room Indicator (QR-24 or QR-25). This is the direction the wind is blowing "FROM".
2. Find this direction on the chart above.
3. From this point, follow a straight line through the center of the circle to the opposite side. This is the direction the wind is blowing "TO" and the direction the plume will be over.

INDIANA & MICHIGAN POWER COMPANY
DONALD C. COOK NUCLEAR PLANT

PLANT MANAGER PROCEDURE

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EPP Appendix A	Telephone Numbers for Key Plant Personnel	Revision 2 6-1-82	
EPP Appendix B	Hospital Assistance Plan	Revision 2 3-31-81	
EPP Appendix C	Radiological Supplement	Revision 0 4-1-81	

INDIANA & MICHIGAN POWER COMPANY
DONALD C. COOK NUCLEAR PLANT

PLANT MANAGER PROCEDURE

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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 POWER COMPANY
DONALD C. COOK NUCLEAR PLANT

PLANT MANAGER PROCEDURE

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PMP 2081 EPP.014	Off-Site Dose Assessments	Revision 0 4-1-81	TP-1,2-25-82 Exp N/A
EPP.015	Sampling and Analysis of Waterborne Releases	Revision 0 4-1-81	
EPP.016	Collection and Analysis of Liquid and Gaseous Samples	Revision 0 4-1-81	
EPP.017	Interpretation of Liquid and Gaseous Samples	Revision 0 4-1-81	
EPP.018	Transportation Accidents Involving Radioactive Material	Revision 1 6-24-82	
EPP.019	AEP Emergency Response Organization Activation and Management	Revision 0 4-1-81	
EPP.020	Activation and Operation of the Technical Support Center (TSC)	Revision 0 4-1-81	TP-1,11-16-81 Exp N/A TP-2,3-12-82 Exp N/A TP-3,3-12-82 Exp N/A
EPP.021	Activation and Operation of the Operations Staging Area (OSA) and Personnel Accountability	Revision 1 5-25-82	
EPP.022	Activation and Operation of the Emergency Operations Facility	Revision 1 6-4-82	
EPP.023	Activation and Operation of the Emergency Control Center (ECC) (An Emergency Operations Facility)	CANCELLED 6-4-82	
EPP.024	Activation and Operation of the Joint Public Information Center (JPIC) (An Emergency Operations Facility)	Revision 1 6-24-82	

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EPP.026	Use of Stable Iodine for Thyroid Blocking During a Radiation Emergency	Revision 0 12-31-81	

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EPP.002	Public Information Dissemination	Revision 0 4-1-81	
EPP.003	Maintenance of Emergency Records	Revision 0 4-1-81	
EPP.004	Personnel Assignments to Emergency Centers	Revision 0 4-1-81	
EPP.005	Tests and Exercises	Revision 1 6-24-82	
EPP.006	Training	Revision 0 4-1-81	
EPP.007	Emergency Equipment and Supplies	Revision 0 4-1-81	
EPP.008	Maps and Overlays	Revision 1 6-24-82	
EPP.009	Maintenance of the Emergency Plan Procedures	Revision 1 6-24-82	

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2080 EPP.013

Revision No. 1

TITLE DUTIES OF THE INDIVIDUAL WHO DISCOVERS AN
EMERGENCY CONDITION

SCOPE OF REVISION

Rev. 1 - Changed Shift Operating Engineer to Shift Supervisor.

DCR

JUN 28 1982

SIGNATURES

	ORIGINAL	Rev. 1	REV. 2	Rev. 3
PREPARED BY	<i>J.P. DUFFY</i>	<i>Richard Byrne</i>		
QUALITY ASSURANCE REVIEW	<i>[Signature]</i>	<i>[Signature]</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>Richard Byrne</i>		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>[Signature]</i>	<i>[Signature]</i>		
PLANT MANAGER APPROVAL	<i>[Signature]</i>	<i>E. J. Townley</i>		
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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

DUTIES OF THE INDIVIDUAL WHO DISCOVERS AN EMERGENCY CONDITION

1.0 OBJECTIVES

This procedure specifies the minimum duties of the individual who discovers an incident which could lead to personnel injury and/or damage to plant components.

2.0 RESPONSIBILITIES

All personnel are responsible for being alert to any unsafe situation which could result in personnel injury and/or damage to plant components. Upon detection of these emergency conditions, personnel are responsible for immediately notifying the control room of the affected unit and implementing the actions described below.

3.0 INSTRUCTIONS

3.1 Notify the control room of the affected unit by PA or telephone of the following:

3.1.1 Your name.

3.1.2 Type of condition and extent of damage (fire, chlorine release, etc.).

3.1.3 Location of conditions.

3.1.4 Injured personnel.

3.2 Take any immediate actions you are qualified to take, such as;

3.2.1 Warn all personnel in the area of the emergency condition and location.

3.2.2 Extinguish small fires.

3.2.3 Check injured personnel in an effort to determine extent of injuries; administer first-aid to the extent qualified.

3.2.4 Close upstream valve in the event of a rupture.

NOTE: ANY VALVE REARRANGEMENT SHOULD BE IMMEDIATELY REPORTED TO THE AFFECTED UNITS CONTROL ROOM.

- 3.2.5 Locate protective gear (face masks, etc.) that may be required to respond to the condition.
- 3.2.6 Organize search and rescue teams if the condition prohibits safe entry by a single person.
- 3.2.7 Cordon off the area.
- 3.3 Follow instructions issued by the Shift Supervisor.
- 3.4 If no instructions are given, withdraw to a safe area.

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2081 EPP.001

Revision No. 1

TITLE EMERGENCY TELEPHONE COMMUNICATIONS

SCOPE OF REVISION

Rev. 1 - Revised procedure to include instructions for reaching off-site numbers in the event of local telephone company problems after normal working hours.

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PREPARED BY	<i>Dave Webster</i>	<i>Richard Beggs</i>		
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INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>Richard Beggs</i>		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>R.D. Keitt</i>	<i>[unclear]</i>		
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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

EMERGENCY TELEPHONE COMMUNICATIONS

1.0 OBJECTIVES

This procedure provides a description, and guidance in the use of the emergency communications system. This system is provided for use within and outside of the AEP system in the event of an emergency at D.C. Cook.

2.0 RESPONSIBILITIES

The Technical Superintendent is responsible for ensuring the operability of this system.

The On-Site Emergency Coordinator (OSEC) is responsible for ensuring timely implementation of this system during an emergency.

3.0 DESCRIPTION

3.1 The DCCNP telephone system presently has the following capabilities for off-site dialing:

- 3.1.1 Twenty simultaneous circuits to the Bridgman office.
- 3.1.2 Two microwave circuits to South Bend.
- 3.1.3 Ten microwave circuits to Ft. Wayne.
- 3.1.4 Six microwave circuits to Canton.
- 3.1.5 Two microwave circuits to Benton Harbor.
- 3.1.6 Five outgoing only extensions off the Bridgman exchange. These extensions are at the following locations:
 - 3.1.6.1 Chief Security Supervisor's Office.
 - 3.1.6.2 Central Alarm Station.
 - 3.1.6.3 Secondary Alarm Station.
 - 3.1.6.4 Plant Manager's Office.
 - 3.1.6.5 Assistant Plant Manager's (Operations) Office.
- 3.1.7 One direct extension off the New York Office PABX. This extension is located in the Plant Manager's Office.

3.2 Additionally, ten DCCNP extensions may be switched, as described in section 4.5 below, to provide five extensions off each the Canton and South Bend PABX.

3.2.1 The Canton and South Bend Extensions are located in the Emergency Operations Facility (EOF), located at the training building.

3.2.2 The Canton and South Bend extensions can be identified by the markings at the telephone jack.

3.3 In the event of an emergency the class of service on all telephone extensions may be modified, see section 4.1 below, to require DCCNP operator assistance to dial off-site. This action may be desired to restrict outgoing calls in order to control PABX use and information given the public and press.

4.0 INSTRUCTIONS

4.1 If it is desired to restrict all outgoing calls to operator assisted calls, the OSEC should request implementation of PMP 2080 EPP.002.

4.1.1 Outside lines and microwave circuits to other company locations may then be obtained only with operator assistance,

With the exception of:

4.1.2 The five outgoing Bridgman exchange lines (Chief Security Supervisor's Office, CAS, SAS, Plant Manager's Office, and Assistant Plant Manager's Office) and the five lines each off the Canton and South Bend PABX (if activated, see 4.5 below) will not require operator assistance.

4.2 If outside lines are lost or tied up because of the emergency, the OSEC should request the I&M Executive Assistant to ensure switchboard operators are available for Canton, Benton Harbor, South Bend, and/or Fort Wayne.

4.2.1 Outside lines may then be reached on these exchanges by dialing the operator and requesting an outside line. These operators may be reached by dialing:

4.2.1.1 Benton Harbor - 72

4.2.1.2 South Bend - 74

4.2.1.3 Fort Wayne - 71

4.2.1.4 Canton - 73 or 71 - 81

- 4.3 Until such time as company operators are available for reaching outside lines, the Fort Wayne dispatcher will patch calls through to specific numbers. To use the Fort Wayne dispatcher:
 - 4.3.1 Dial the dispatcher microwave number (listed in Appendix A) and provide the dispatcher with the number to be reached.
 - 4.3.2 The Fort Wayne dispatcher will then dial the number and patch the call through.
- 4.4 In the event outside calls are placed through the microwave system, return calls to DCCNP are also expected to be needed through this system. The return caller must be provided with the appropriate company switchboard telephone number (listed in Appendix A) and the DCCNP extension to be connected to.
- 4.5 Additional circuits to outside lines of other AEP locations may be provided by activating the five South Bend and five Canton PABX extensions.
 - 4.5.1 Telephones for these extensions may be located in the EOF Locker in the training building. Dial type telephones must be used on the Canton circuits.
 - 4.5.2 These extensions are activated, all at one time, by positioning the "Ctn/Sbnd" toggle switch in the position away from the PABX cabinet. This switch is located in the PABX room next to the Plant Manager's conference room.
 - 4.5.3 Once the "Ctn/Sbnd" switch is repositioned, all ten circuits are switched from the DCCNP PABX to the Canton or South Bend office.
 - 4.5.4 To dial another company office, do so as proper from the Canton or South Bend office.
 - 4.5.5 To obtain an outside line, dial 9 for outside dial tone, then dial the desired number as if dialing from the Canton or South Bend area.

NOTE: THE DIRECT CANTON EXTENSIONS WILL NOT OPERATE WITH PUSHBUTTON PHONES, DIAL TYPE TELEPHONES MUST BE USED.

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2081 EPP.018

Revision No. 1

TITLE TRANSPORTATION ACCIDENTS INVOLVING
RADIOACTIVE MATERIAL

SCOPE OF REVISION

Rev. 1 - Clarified procedure. Added Exhibit B, "Roster of the Signatories of the Transportation Agreement."

DCR

JUN 28 1982

SIGNATURES

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PREPARED BY	J. P. DUFF <i>[Signature]</i>	<i>[Signature]</i>		
QUALITY ASSURANCE REVIEW	<i>[Signature]</i>	<i>[Signature]</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>[Signature]</i>		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>[Signature]</i>	<i>[Signature]</i>		
PLANT MANAGER APPROVAL	<i>[Signature]</i>	E. F. Townley		
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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

TRANSPORTATION ACCIDENTS INVOLVING RADIOACTIVE MATERIAL

1.0 OBJECTIVES

This procedure provides instructions to control and minimize damage and personnel injuries resulting from transportation accidents involving radioactive materials on-site, and for initiating or receiving requests for such assistance off-site.

2.0 RESPONSIBILITIES

The Shift Supervisor (S.S.) is responsible for ensuring that appropriate assessment and protective actions are implemented.

3.0 INSTRUCTIONS

3.1 For on-site transportation accidents, the S.S. shall perform the following functions:

3.1.1 Contact the Main Guard House and instruct the Shift Security Supervisor (or Senior Security Guard present) to take the following precautionary actions:

3.1.1.1 Stop all pedestrian and vehicular traffic entering the plant site.

3.1.1.2 Dispatch necessary security patrols to control traffic in and around the accident site, and to keep all unauthorized personnel at least 50 feet away from the scene of the incident.

3.1.1.3 Keep the Control Room advised on the situation at the scene.

3.1.2 Contact Radiation Protection and request that Radiation Monitoring Teams be dispatched to the accident scene to determine and report the extent of radiation contamination.

3.1.3 Based upon results of radiation surveys, take the following actions:

3.1.3.1 For any on-site transportation accident involving a radiation release:

Declare an Unusual Event and implement PMP 2080.EPP.001, Emergency Plan Activation and Condition Classification.

3.1.3.2 For any on-site transportation Accident involving no release of radioactivity:

Instruct the Shift Security Supervisor to return plant traffic flow to normal and to handle the accident in accordance with standard accident investigative procedures.

NOTE: ANY VEHICLE TRANSPORTING RADIOACTIVE MATERIAL INVOLVED IN AN ACCIDENT MUST BE ESCORTED INTO THE PROTECTED AREA BY SECURITY FOR INSPECTION.

3.1.3.3 Ensure that injured personnel are transported to Memorial Hospital, St. Joseph, Michigan, as necessary.

3.1.3.4 Report all significant information concerning the accident to the Plant Manager (or Alternate).

3.1.3.5 Record all significant information on the accident in the Shift Supervisor's Log.

3.2 For accidents occurring off-site, perform the following functions:

3.2.1 Provide radiation protection assistance to the Berrien County Sheriff's Department and the Michigan State Police as requested of the Plant Manager by these organizations.

NOTE: D. C. COOK SUPPORT FOR ACCIDENTS OCCURRING OFF-SITE SHALL BE LIMITED TO TECHNICAL ASSISTANCE/ADVICE IN THE AREA OF RADIATION PROTECTION. LOCAL LAW ENFORCEMENT AGENCIES ARE RESPONSIBLE FOR IMPLEMENTING OTHER NECESSARY ACTIONS.

3.2.2 If assistance from other utilities is needed for transportation of nuclear materials:

3.2.2.1 The Plant Manager or his assistant shall initiate the Voluntary Assistance Agreement By and Among Electric Utilities Involved in Transportation of Nuclear Materials as listed in Exhibit B. This assistance may be obtained by telephoning a participating utility, specifying the type and duration of the assistance requested, and provide general directions when the assistance is confirmed.

3.2.2.2 Initiate and assure completion of EXHIBIT A, ATTACHMENT A TO THE VOLUNTARY ASSISTANCE AGREEMENT.

ATTACHMENT A TO THE VOLUNTARY ASSISTANCE AGREEMENT

Requesting Company Letterhead

Date _____, 19__

(Name and Address of
Responding Company)

This letter confirms the telephone conversation on _____ (insert
date and time) _____ between our _____ and your _____
in which our company requested assistance pursuant to the terms of the Volun-
tary Assistance Agreement By and Among Electric Utilities Involved in Transpor-
tation of Nuclear Materials dated November 1, 1980, and your company agreed to
provide assistance pursuant to that Agreement

Please acknowledge your agreement to the foregoing by signing and
returning to me the enclosed copy of this letter.

Responding Company Name and
Address

Requesting Company Name and
Address

Corporate Officer Signature
and Date

Corporate Officer Signature

ROSTER OF THE SIGNATORIES OF THE TRANSPORTATION AGREEMENT

1. Alabama Power Company
2. Arkansas Power & Light Company
3. Commonwealth Edison
4. Detroit Edison
5. Duke Power Company
6. Gulf States Utilities Company
7. Indiana & Michigan Electric Company
8. Long Island Lighting Company
9. Mississippi Power & Light Company
10. Notheast Utilities
11. Northern States Power Co.
12. Public Service Company of Colorado
13. Rochester Gas & Electric Corporation
14. South Carolina Electric & Gas Company
15. Texas Utilities Generating Company
16. Virginia Electric and Power Company
17. Washington Public Power Supply System
18. Wisconsin Public Service Company

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

JUN 28 1982

SIGNATURES

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PREPARED BY	<i>David Collette</i>	<i>Richard Beggs</i>		
QUALITY ASSURANCE REVIEW	<i>J. H. Hartzel</i>	<i>J. H. Hartzel</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>Richard Beggs</i>		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>R. S. Keith</i>	<i>B. Schuman</i>		
PLANT MANAGER APPROVAL	<i>B. Schuman</i>	<i>E. J. Townley</i>		
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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.

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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.

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2081 EPP.025

Revision No. 1

TITLE ACTIVATION AND OPERATION OF THE EMERGENCY
NEWS SOURCE (ENS) (AN EMERGENCY OPERATIONS FACILITY)

SCOPE OF REVISION

Rev. 1 - Incorporated most recent revision of the I&M Public Affairs
procedure.

DCR

JUN 28 1982

SIGNATURES

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INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>Richard Beyer</i>		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>[Signature]</i>	<i>[Signature]</i>		
PLANT MANAGER APPROVAL	<i>[Signature]</i>	<i>E. L. Townley</i>		
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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

ACTIVATION AND OPERATION OF THE
EMERGENCY NEWS SOURCE (ENS)

1.0 OBJECTIVES

This procedure is a working procedure for Public Affairs personnel and is included in plant procedures for information only. It describes the activation and operation of the Emergency News Source, the single source for release of information to the public during the initial stages of an incident which might endanger or alarm the public.

2.0 RESPONSIBILITIES

The Cook Energy Information Center Manager is responsible for setting up and operating the ENS in accordance with EXHIBIT A, PLAN FOR REPORTING NON-ROUTINE INCIDENTS AT COOK NUCLEAR PLANT.

3.0 INSTRUCTIONS

Upon notification by the On-Site Emergency Coordinator or communications personnel of any incident that may endanger or alarm the public, or on sounding of the Nuclear Emergency Alarm, the Energy Information Center Manager shall initiate steps to activate the Emergency News Source. Specific actions to activate and operate the ENS are included in EXHIBIT A and in Public Affairs procedures.

PLAN FOR REPORTING NON-ROUTINE INCIDENTS
AT COOK NUCLEAR PLANT

(For use prior to operation of Joint public Information Center)

This is the procedure for the internal and external steps to be followed regarding non-routine incidents at the Donald C. Cook Nuclear Plant. This procedure is intended for use until such time as the Joint Public Information Center becomes operational, which is anticipated to be about four hours after the incident.

SEE THE EMERGENCY CALL LIST ON FOLLOWING SHEETS (CONTAINED IN IN-PLANT PROCEDURES ONLY)

1. Immediately following his report to the NRC, the Cook Plant Manager, or his designated alternate, will provide the Energy Information Center Manager, or his designated alternate, with all available information of any incident that may endanger or alarm the public. While such an incident may not require an official report to the NRC, at the outset it could result in a crisis situation if not responded to. If the Energy Information Center Manager, or his designated alternate, are not available, the I&M Public Affairs Director or Information Services Manager should be contacted in Fort Wayne.

NOTE: Concurrent with the above actions, the Cook Plant Manager is also notifying:

1. The AEP Executive Vice President-Construction and New York Engineering or Assistant Vice President and Chief Nuclear Engineer, who will notify the AEP Public Affairs Manager-New York, and
 2. The I&M Executive Assistant-Power Plants, or designated alternate, who will notify senior I&M management.
2. Cook Energy Information Center Manager, or designated alternate, will immediately advise I&M Public Affairs Department--Fort Wayne of incident. I&M Public Affairs-Fort Wayne will notify AEP Public Affairs-Columbus and a decision will be made, in consultation with the Energy Information Center Manager, on whether or not a statement should be issued.

NOTE: AEP Public Affairs-Columbus will notify Vice President of Governmental Affairs-Washington that an incident has occurred and provide updates to that office as developments warrant.

3. Based on information provided by the plant, and upon concurrence with AEP Public Affairs-Columbus and I&M-Fort Wayne, the Energy Information Center Manager will respond briefly to any media inquiries. It is

anticipated that in the initial period after a major incident the Energy Information Center Manager will receive his basic information from the plant and that his responses to the media will be based on that information and approved, as feasible, by AEP Public Affairs-Columbus and I&M Public Affairs-Fort Wayne.

4. AEP Public Affairs Manager-New York, or designated alternate, who serves as liaison to the Incident-Initial Assessment Group (IAG), will keep Energy Information Center Manager and I&M Public Affairs-Fort Wayne advised as events warrant or as information is developed.
5. As the incident develops and/or as written statements are prepared for release or response to media queries, the statements should be sent by the originator, via telecopier or telephone, to the following:
 - a. Energy Information Center Manager-Bridgman, Mich.
 - b. I&M Public Affairs Department-Fort Wayne
 - c. Cook Plant Manager-Bridgman, Mich.
 - d. AEP Public Affairs-Columbus
 - e. AEP Public Affairs-New York
6. As required, the Energy Information Center Manager will distribute statements to media in Benton Harbor-St. Joseph area, South Bend, AP (Detroit) and UPI (Grand Rapids). If Energy Information Center Manager or back-up is unavailable, Benton Harbor and South Bend administrative assistants should distribute approved releases.
7. I&M Public Affairs-Fort Wayne will provide copy for statements to the following:
 - a. I&M President
 - b. Public Affairs Director, Michigan Power Company, Three Rivers
 - c. NRC's Region III Office, Glen Ellyn, ILL. (Public Affairs Office)
8. When the Joint Public Information Center becomes operational, all media representatives should be referred to the center. Operation of the center is covered in a separate procedure.

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2082 EPP.005

Revision No. 1

TITLE TESTS AND EXERCISES

SCOPE OF REVISION

Rev. 1 - Clarified procedure.

DCR

JUN 28 1982

SIGNATURES

	ORIGINAL	Rev. 1	REV. 2	Rev. 3
PREPARED BY	J. P. DUFFY	Michael Regan		
QUALITY ASSURANCE REVIEW	<i>[Signature]</i>	<i>[Signature]</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	Michael Regan		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
PLANT NUCLEAR SAFETY COMMITTEE	<i>[Signature]</i>	<i>[Signature]</i>		
PLANT MANAGER APPROVAL	<i>[Signature]</i>	E. F. Townley		
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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

TESTS AND EXERCISES

1.0 OBJECTIVES

This procedure addresses the requirements for: types and frequencies of tests, drills and exercises; advance planning required to conduct successful tests, drills or exercises; agreements that must be made between on-site and off-site agencies (in level of participation, date and time, and if the activity is to be pre-announced); preparation of scenarios; and critiques and corrective actions.

2.0 RESPONSIBILITIES

The Plant Emergency Planning Coordinator is responsible for the successful completion of tests, drills and exercises. Each emergency organization member is independently responsible for those actions delegated to him by the Emergency Plan Procedure.

3.0 PRECAUTIONS AND LIMITATIONS

3.1 One exercise or drill may fulfill a combination of several of the required elements listed in 4.1 through 4.3 below. Exercises or drills may be announced or unannounced, should periodically be held on backshifts or normal non-working days, and should simulate a variety of possible emergencies that could occur.

3.2 All actions to alter plant conditions will be simulated, unless authorized otherwise in writing by the Plant Manager. The Shift Supervisor or On-Site Emergency Coordinator may terminate the drill or exercise whenever he feels actual conditions warrant such action.

4.0 INSTRUCTIONS

4.1 Tests

4.1.1 Conduct communications tests with State and Local Emergency Operations Centers monthly.

4.1.2 Security shall keep records of such tests being performed.

4.2 Drills

4.2.1 Conduct drills for each of the following areas as specified:

4.2.1.1 TSC/EOF Communications - Quarterly

4.2.1.2 Fire Emergency - Quarterly

- 4.2.1.3 Radiological Monitoring Team Activation - Quarterly
- 4.2.1.4 Health Physics - Quarterly
- 4.2.2 Prior to conducting any Drill, prepare a scenario including (as a minimum):
 - 4.2.2.1 The basic objective(s) of the Drill.
 - 4.2.2.2 The date(s), time period, place(s), and participating organizations.
 - 4.2.2.3 Simulated events that could occur during an actual emergency.
 - 4.2.2.4 A time schedule of simulated events.
- 4.2.3 Coordinate the Drill with DCCNP management, operations personnel and corporate management.
- 4.2.4 Determine that adequate resources to conduct the Drill are available.
- 4.2.5 Conduct a critique as soon as possible after the Drill for the purpose of evaluating participant performance.
- 4.2.6 Prepare a written report indicating:
 - 4.2.6.1 Whether or not the basic objectives of the drill were accomplished.
 - 4.2.6.2 Specific areas for improvement and recommendations.
 - 4.2.6.3 Areas where participants performed well.
- 4.2.7 Retain sufficient information to document the drill per PMP 2082 EPP.003, Maintenance of Emergency Records.
 - 4.2.7.1 The Plant Emergency Planning Coordinator shall maintain EOF and TSC drill documentation.
 - 4.2.7.2 The Fire Protection Coordinator shall maintain fire drill documentation.
 - 4.2.7.3 The Plant Radiation Protection Supervisor shall maintain Radiological monitoring and Health Physics drill documentation.

4.3 Exercises

- 4.3.1 Conduct exercises at least annually for each of the following situations:
 - 4.3.1.1 Personnel Injuries

- 4.3.1.2 Activation of the Emergency Plan for at least one of the following categories:
 - 4.3.1.2.1 Unusual Event
 - 4.3.1.2.2 Alert
 - 4.3.1.2.3 Site Emergency
 - 4.3.1.2.4 General Emergency
- 4.3.2 Prior to conducting any exercise, prepare a scenario including (as a minimum):
 - 4.3.2.1 The basic objective(s) of the exercise.
 - 4.3.2.2 The date(s), time period, place(s), and participating organizations.
 - 4.3.2.3 Simulated events that could occur during an actual emergency.
 - 4.3.2.4 A time schedule of simulated events.
 - 4.3.2.5 A narrative summary describing the conduct of the exercise to include such things as simulated casualties offsite fire department assistance, rescue of personnel, utilization of protective clothing, deployment of radiation monitoring teams, public information activities.
 - 4.3.2.6 Arrangements for qualified observers and identification of observers.
- 4.3.3 Coordinate the exercise with DCCNP management and operations personnel, offsite support agencies, and individuals from other nuclear Facilities and corporate management, as appropriate.
- 4.3.4 Determine that adequate resources to conduct the exercise are available.
- 4.3.5 Contact local news media personnel during the planning stage and inform them of exercise plans.
- 4.3.6 Provide the appropriate number of observers to evaluate and critique the exercise including representatives of participating offsite agencies and personnel familiar with the emergency plans.
- 4.3.7 Instruct the observers to perform the following functions before, during, and after the exercise.

- 4.3.7.1 Develop a scenario critique sheet for their specific area of observation.
- 4.3.7.2 During the exercise, distribute simulated information provided by the planner necessary for the participants to effect actions appropriate to the simulated accident.
- 4.3.7.3 Throughout the entire exercise, note pertinent individual, group, and equipment performance.
- 4.3.7.4 Upon completion of the exercise, meet with the appropriate participants to review and discuss the performance and complete the scenario critique sheets listing comments and recommendations.
- 4.3.8 Conduct the exercise by implementing the scenario.
- 4.3.9 During the exercise the following items should be accomplished:
 - 4.3.9.1 Demonstration of the individual's abilities to utilize actual emergency equipment.
 - 4.3.9.2 Familiarize personnel with planned emergency procedures and actions.
 - 4.3.9.3 Identify training needs.
 - 4.3.9.4 Disclose any deficiencies in planning so that appropriate changes can be made in the Emergency Plan Procedures.
 - 4.3.9.5 Check telephone and radio communications with outside agencies.
 - 4.3.9.6 Include notification, site access control (as applicable) and radiation protection in exercises for expected roles of hospital, fire rescue/ambulance and police personnel.
 - 4.3.9.7 Identify those key personnel (by name and title) responsible to coordinate support activities from offsite.
- 4.3.10 Conduct a critique as soon as practicable after the exercise.
 - Comment on:
 - 4.3.10.1 Individual, group, and equipment performance.
 - 4.3.10.2 Specific comments and recommendations to improve operations.
 - 4.3.10.3 Brief summation of the overall exercise.

- 4.3.11 Request participating offsite agencies to conduct a similar critique of their performance, following the exercise, where appropriate.
- 4.3.12 Upon completion, submit the evaluation to plant management and to those responsible for updating the emergency plan and emergency plan procedures.
- 4.3.13 Retain sufficient information to document the test or exercise per PMP 2082 EPP.003, Maintenance of Emergency Records.

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2082 EPP.008

Revision No. 1

TITLE MAPS AND OVERLAYS

SCOPE OF REVISION

Rev. 1 - Clarified and corrected procedure and referenced the Emergency Operations Facility.

DCR

JUN 28 1982

SIGNATURES

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PREPARED BY	<i>J. DUFFY</i>	<i>Richard Beggs</i>		
QUALITY ASSURANCE REVIEW	<i>[Signature]</i>	<i>[Signature]</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>Richard Beggs</i>		
DEPARTMENT HEAD APPROVAL	N.A.	N.A.		
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PLANT MANAGER APPROVAL	<i>[Signature]</i>	<i>E. J. Townley</i>		
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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

MAPS AND OVERLAYS

1.0 OBJECTIVES

This procedure describes maps being developed to assist in emergency operations at D.C. Cook Nuclear Plant. The procedure describes the use of the map overlays as applied to existing as well as future maps.

2.0 RESPONSIBLE INDIVIDUALS

The Plant Emergency Planning Coordinator is responsible for developing the maps and overlays and for ensuring that these decisional aids are kept complete and current.

3.0 DESCRIPTION

3.1 Topographical maps of the 10 and 50 mile radius have been distributed to the following locations:

- 3.1.1 Technical Support Center
- 3.1.2 Emergency Operations Facility
- 3.1.3 Michigan State Police EOC in Lansing and New Buffalo
- 3.1.4 Michigan Department of Public Health
- 3.1.5 American Electric Power Service Corporation

3.2 These maps shall indicate:

- 3.2.1 Population centers out to 50 miles
- 3.2.2 Hospitals out to 10 miles
- 3.2.3 Sectors, $22\frac{1}{2}^{\circ}$ wide, for selective evacuation purposes.

3.3 A third map has been provided, with overlays, to enable estimation of dose rate at any given location within 10 miles. These overlays are developed according to stability class. Each continuous loop originating at the plant represents a projected constant dose rate; and the dose rate represented by each continuous loop is one-half the dose rate of the adjacent interior loop and twice the dose rate of the adjacent exterior loop.

3.4 Use of the overlays is as follows:

- 3.4.1 Select the overlay for the appropriate stability class, and using the map of the 10 mile radius, (black and white road map, not topographical, approximately 30" x 30") place the centerline of the plume in line with the existing wind direction. All loops on the overlay should originate at the plant.
- 3.4.2 Determine the dose rate at a point close to one of the constant dose rate lines by:
 - 3.4.2.1 Calculating the dose rate at the site boundary. (The imminent loop represents 1/2 the site boundary dose in the direction 0 to 70° and 125° to 225°; and represents the site boundary dose from 70° to 125°) or;
 - 3.4.2.2 Measuring the dose rate at a point in the field.
- 3.4.3 The dose at any other point in the 10 mile radius is approximated by multiplying the known dose rate by one-half for each loop crossed moving away from the plant; or multiplying the dose rate by two for each loop crossed moving towards the plant.

INDIANA & MICHIGAN
ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

PROCEDURE COVER SHEET

Procedure No. PMP 2082 EPP.009

Revision No. 1

TITLE
MAINTENANCE OF THE EMERGENCY PLAN
PROCEDURES

SCOPE OF REVISION

Rev. 1 - Minor changes.

DCR

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SIGNATURES

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PREPARED BY	<i>J. P. Duffy</i>	<i>Richard Beggs</i>		
QUALITY ASSURANCE REVIEW	<i>[Signature]</i>	<i>[Signature]</i>		
INTERFACING DEPARTMENT HEAD CONCURRENCE	N.A.	<i>Richard Beggs</i>		
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INDIANA & MICHIGAN ELECTRIC COMPANY
DONALD C. COOK NUCLEAR PLANT

MAINTENANCE OF THE EMERGENCY PLAN PROCEDURES

1.0 OBJECTIVE

This procedure defines periodic checks to insure the Emergency Plan Procedures are maintained up to date.

2.0 RESPONSIBILITIES

The Plant Manager is responsible for ensuring the checklists included in this procedure are completed at the proper intervals.

The Plant Emergency Planning Coordinator is responsible for accomplishing Emergency Plan Procedure changes and updates on a continuing basis and coordinating the annual PNSRC Emergency Plan Procedure review and approval.

4.0 INSTRUCTIONS

The Plant Manager shall ensure that:

4.1 The checklists cited below are completed as per the specified interval.

4.1.1 EXHIBIT A, EMERGENCY PREPAREDNESS ANNUAL CHECKLIST

4.1.2 EXHIBIT B, EMERGENCY PREPAREDNESS SEMI-ANNUAL CHECKLIST.

4.1.3 EXHIBIT C, EMERGENCY PREPAREDNESS QUARTERLY CHECKLIST.

4.2 Arrangements are made for an independent audit, every 24 months, of emergency preparedness. This audit shall include but not be limited to:

4.2.1 The Emergency Plan

4.2.2 The Emergency Plan Procedures

4.2.3 Training

4.2.4 Drills and Exercises

4.2.5 Facilities and Equipment

4.3 The Emergency Plan Procedures are reviewed at least annually by the PNSRC to ensure their applicability.

EMERGENCY PREPAREDNESS ANNUAL CHECKLIST

Date Initiated _____

Date Completed _____

Review Items:

Source documents have been reviewed for changes and EPP updated as necessary; (e.g., Reg. Guides, 10 CFR 20)

Remarks: _____

Plant Emergency Planning
Coordinator

Date

Referenced Health Physics Procedures have been reviewed, and all recent changes are reflected in the Emergency Plan Procedures.

Plant Radiation Protection
Supervisor

Date

Reviewed and approved documentation indicating personnel in Emergency Organization have received required training in past year.

Remarks: _____

Plant Emergency Planning
Coordinator

Date

Reviewed and approved documentation indicating personnel not in the Emergency Organization (including non-badged personnel) have received required training in past year.

Remarks: _____

Training Supervisor

Date

Verified letters of agreement with
outside agencies are current. _____

Plant Emergency Planning
Coordinator

Date

EPP submitted to PNSRC and Plant Manager
for annual review.

Remarks: _____

Plant Emergency Planning
Coordinator

Date

EMERGENCY PREPAREDNESS SEMI-ANNUAL CHECKLIST

Date Initiated _____

Date Completed _____

Review Items:

Conduct random review of copies of the EPP for content of latest revisions (minimum of 3 manuals, if errors are found review an additional 3, if errors still found, review all manuals).

_____ Plant Emergency Planning Coordinator	_____ Date
--	---------------

Reviewed and resolved discrepancies noted in previous EPP drills.

Remarks: _____

_____ Plant Emergency Planning Coordinator	_____ Date
--	---------------

Reviewed EPP for technical content and accuracy, i.e., sampling methods, protective measures, significant levels.

_____ Plant Radiation Protection Supervisor	_____ Date
---	---------------

Verified phone listings for key personnel and support agencies listed in Appendix A.

_____ Plant Emergency Planning Coordinator	_____ Date
--	---------------

EMERGENCY PREPAREDNESS QUARTERLY CHECKLIST

Date Initiated _____

Date Completed _____

Review Items:

Inventories of all equipment listed in
Equipment Checklists of PMP 2082 EPP.007
completed.

Plant Radiation Protection Supervisor	Date
--	------

Radiation detection equipment is
within required calibration per
Health Physics Procedures, and
located per inventories.

Plant Radiation Protection Supervisor	Date
--	------

Emergency personnel assignments in
PMP 2082 EPP.004 are up to date.

Plant Emergency Planning Coordinator	Date
---	------

Remarks: _____

