

NEW HAMPSHIRE YANKEE
SEABROOK, NEW HAMPSHIRE

SEABROOK STATION
SPECIAL CONDITIONS FOR SECURITY CLEARANCE
FOR UNESCORTED ACCESS

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Attachment "A" Seabrook Site Plan

1.0 INTRODUCTION AND DEFINITIONS:

Federal regulations require licensees of operating nuclear power plants to have and maintain security and radiation protection programs. Therefore, New Hampshire Yankee has in effect a security program to protect the Seabrook Station Nuclear Power Plant from unauthorized entry and a radiation protection program to ensure proper control of radiological hazards. For control purposes, Seabrook Station is divided into the following areas (see attachment A, Site Plan).

- 1.0.1 Owner Controlled Area - All posted plant property within perimeter fence; access/exit controlled by the Security Department.
- 1.0.2 Protected Area - Unit No. 1 access/exit only through Security Warehouse controlled by the Security Department.
- 1.0.3 Radiologically Controlled Area (RCA) - Area within Unit No. 1 where radiological controls are imposed; access/exit tightly controlled through RCA checkpoints controlled by the Health Physics Department.
- 1.1 Contractors who are retained by NHY to perform work within the Protected Area and/or RCA area will be required to obtain unescorted access authorization for its employees in accordance with the provisions of this document. Exceptions may be granted by the NHY Sponsor when circumstances warrant escorted entry (e.g., short duration of work). Escorted entry requires that a NHY Sponsor accompany Contractor employees at all times and therefore exceptions, if any, will be extremely limited.
- 1.2 Contractor employees requiring unescorted access into the Protected Area must complete the screening and processing programs addressed further in these Special Conditions. The amount of processing required is dependent upon the level of access required for each employee.
 - 1.2.1 Non-Rad Worker - Access to the Protected Area but no access to the RCA.

Prerequisites: - Background Investigation, Fingerprinting, Psychological Evaluation, General Employee Training, Drug and Alcohol Screening, Site Orientation Training.
 - 1.2.2 Rad Worker - Access to the Protected Area and to the RCA.

Prerequisites: - Non-Rad Worker Prerequisites, Medical Respiratory Examination, Respirator Fit Test, Exposure Records Review, Bioassay Program (Whole Body Count), Radiation Worker Training.

- 1.3 The NHY Sponsor assigned to the Contractor will determine the level of access required for the Contractor's employees. This determination will affect the requirements to be satisfied by the Contractor and its employees prior to receiving unescorted access authorization within the Protected Area and/or the RCA.
- 1.4 The NHY Sponsor shall ensure that a Request for Unescorted Access (NHY Form 16160K) is completed and provided to the Security Supervisor at the Processing Center for each Contractor employee requiring unescorted access.
- 1.5 New Hampshire Yankee reserves the right to make final determination concerning the granting of unescorted access authorization to any Contractor employee.
- 1.6 Contractor employees required to enter the RCA should be at least 18 years of age.

2.0 GENERAL PROCESSING REQUIREMENTS:

To effect an organized and efficient program for Contractor screening and processing, both New Hampshire Yankee and Contractor must function together in a coordinated effort. Any Contractor who fails to comply with the requirements and schedules called for herein, through no fault of New Hampshire Yankee, shall not be entitled to additional compensation for associated delays in the screening and processing program.

- 2.1 An authorized Contractor representative shall contact the NHY Security Supervisor (603-474-9521, ext. 3861) to review requirements, make arrangements and schedule their employees for the screening and processing program. The initial contact should take place as soon as possible following formalized contractual agreement with New Hampshire Yankee. This contact and notification should be made at least one week in advance and not less than two days, at which time the Contractor shall establish with the Security Supervisor a cognizant individual, preferably on site, to coordinate activities associated with the processing of Contractor employees in and out while on assignment at Seabrook Station. During this initial contact, the Contractor will provide the Security Supervisor with a list of employees who will be reporting. This list at a minimum shall include whole names and social security numbers.
- 2.2 Unless otherwise arranged, orientation and indoctrination training sessions begin promptly at 7:30 a.m., and will include other requirements such as physical exam, drug and alcohol screening, psychological evaluation, background investigation application, fingerprinting, whole body count, respirator fit, badging, etc. Contractors should plan on approximately one and one half working days (1 1/2) days (12 hours) to complete the full screening and processing program for Non-Rad workers and approximately one and one half (1 1/2) additional days (12 hours) to complete the full screening and processing program for Rad workers.

2.3 STIPULATIONS

- 2.3.1 Contractor employees shall report for processing on their scheduled day fifteen minutes prior to the scheduled start time. This fifteen minutes is allowed for checking in at the Main Gate and review time by the authorized Contractor Representative and Security Supervisor.
- 2.3.2 Contractor employees shall park in the A/B parking lot and report to the Processing Center for processing (see attached map).
- 2.3.3 Contractor employees must bring all required documentation (i.e. 5 year past employment dates, name/address of personal references) with them to the indoctrination session to complete a Background Investigation Application or have made other arrangements to forward necessary paper work well in advance of their reporting initially for processing.
- 2.3.4 On each day of processing, Contractor employees shall make arrangement to eat lunch on site (within the Processing Center area). One half (1/2) hour will be provided for eating lunch (vending machines are available). Immediately following lunch, Contractor employees shall report directly back for the completion of processing.
- 2.3.5 The number of Contractor employees scheduled for screening and processing will be limited to numbers that can be efficiently and effectively processed. Scheduling is accomplished on a first come, first served basis.

3.0 SPECIFIC SCREENING PROGRAM REQUIREMENTS:

An important part of this program is the required screening of Contractor employees to establish psychological stability, trustworthiness and reliability prior to granting unescorted access authorization to an operating plant. Contractors must ensure that no element of the screening program is initiated without the knowledge and written consent of its employees who are subject to such screening. Contractor employees should be informed of the types of records that may be produced and retained, where such records are usually retained, their rights concerning access to the information and to whom and under what circumstances the information will be released. A Contractor employee may withdraw consent to a psychological assessment or background investigation at any time. When withdrawal of consent is made, all processing of work in connection with either the psychological assessment or background investigation should cease as soon as practical. Withdrawal of consent is equivalent to withdrawal of the application for unescorted access authorization.

3.1 BACKGROUND INVESTIGATION AND PSYCHOLOGICAL EVALUATION:

Prior to the granting of unescorted access authorization to any Contractor employee, a thorough background investigation must be conducted and documented. This investigation may be conducted by the Contractor or New Hampshire Yankee as determined by the Security Department Supervisor. A psychological examination must also be administered to each Contractor employee.

3.1.1 Background Investigation (5 year) - the assembling and evaluation of personal data collected from various sources. The investigation may include inquiries to obtain employment history, credit history, criminal history, education history, military history, and opinions of character and reputation of the applicant. Each applicant will be fingerprinted and application processed through the Nuclear Regulatory Commission and Federal Bureau of Investigation.

- Psychological Evaluation - A written evaluation to determine a persons reliability and stability (MMPI-2).

- Continual Behavioral Observation - The surveillance of plant personnel by supervisors to detect alcohol and drug abuse and other behavior that may pose a threat to plant operations or safety.

3.2 SPECIFIC SECURITY CLEARANCE OPTIONS:

3.2.1 New Hampshire Yankee may recognize a permanent clearance granted by another nuclear licensee provided the program is deemed acceptable by NHY and the Contractor employee has been granted a clearance or has had unescorted access authorization within the previous 365 days to that licensee's nuclear facility, and the licensee certifies that no activity occurred while access was granted at that nuclear facility that resulted in the withdrawal or suspension of access for cause.

3.2.2 New Hampshire Yankee may recognize the screening program of individual contractors provided the program is comparable to the NHY screening program. The Contractor's program must be submitted for approval to the Security Department Supervisor, Seabrook Station, P.O. Box 300, Seabrook, NH 03874.

3.2.3 In the absence of a Contractor Screening Program acceptable to NHY, or a recognized clearance granted by another nuclear licensee, Contractors shall obtain a Seabrook Station security clearance for all its employees who will require unescorted access in the protected area.

4.0 GENERAL EMPLOYEE TRAINING:

Prior to being granted clearance for unescorted access, each Contractor employee shall receive orientation and indoctrination training and be

required to satisfactorily complete a written examination in each of the following subjects, depending on the employee's needs for access to particular plant areas.

- (1) Site Orientation - Fitness for duty, safety, hazardous waste/expendable products, procedure compliance, emergency planning and evacuation. Employees will be provided a copy of the New Hampshire Yankee Safety Handbook, Project Rules, and Fitness for Duty Policy.
- (2) Non-Rad Worker - General Employee Training I (GET I), Plant Security, Safety, Radiation Protection Overview and Emergency Evacuation Process.
- (3) Rad Worker - General Employee Training II (GET II), Radiological Health and Safety.

Contractor employees are required to pass a written examination or will be ineligible for unescorted access at Seabrook Station.

5.0 FITNESS FOR DUTY POLICY

5.1 Contractors and Vendors

All contractor and vendor personnel performing activities on Seabrook Station will be subject to New Hampshire Yankee's fitness for duty program.

"Provide reasonable assurance that personnel will perform their tasks in a reliable and trustworthy manner and are not under the influence of any substance, legal or illegal or mentally or physically impaired from any cause, which in any way adversely affects their ability to safety and competently perform their duties."

- 5.1.1 Written agreements between NHY and contractors or vendors for activities within the Scope of 10 CFR Part 26, Fitness For Duty Program must be retained for the life of the contract and will clearly show that:

1. The contractor or vendor is responsible to NHY for adhering to NHY's Fitness For Duty Policy.
2. Personnel having been denied access or removed from activities within the Fitness For Duty Policy at any nuclear power plant for violations of a fitness for duty policy will not be assigned to work at Seabrook Station without the knowledge and consent of NHY.

- 5.1.2 All contractor and vendor personnel entering Seabrook Station or at offsite facilities controlled by NHY are subject to personal search and/or vehicle search. Personnel shall be subject to random chemical drug and alcohol screening. The refusal to participate in such search and screening shall be grounds for denying access to Seabrook Station or to offsite facilities controlled by NHY and/or suspension or termination of employment by NHY.

5.2 CHEMICAL DRUG AND ALCOHOL SCREENING

5.2.1 Chemical drug and breath alcohol screening shall be utilized to test for the presence of alcohol and controlled drugs in an individual's body. Following is a description of the four types of chemical drug and breath alcohol screening required by the Fitness for Duty Program:

- Initial Screening - Chemical, drug and breath alcohol screening administered to all personnel prior to issuance of a site badge or being allowed unescorted access to the Protected Area.
- Random Screening - A system of unannounced drug and breath alcohol screening administered in a statistically random manner to all personnel so that all personnel have an equal probability of selection.
- For Cause Screening - Chemical drug and breath alcohol screening conducted as soon as possible following any observed behavior indicating possible substance abuse; after accidents involving a failure in individual performance resulting in personal injury, in a radiation exposure or release of radioactivity in excess of regulatory limits, or actual or potential substantial degradations of the level of safety of the plant if there is reasonable suspicion that the worker's behavior contributed to the event; or after receiving credible information that an individual is abusing drugs or alcohol.
- Follow-up Screening - Chemical drug and breath alcohol screening administered at unannounced intervals to ensure that personnel who have been returned to duty following a violation of the Fitness for Duty Policy are abstaining from the abuse of drugs and/or alcohol. This screening is in addition to random screening.

5.2.2 Illegal Sale, Use or Possession of a Controlled Drug (Onsite)

Statement of Policy:

The illegal sale, use or possession of controlled drugs by NHY employees, contractors or visitors at Seabrook Station, in an NHY vehicle, or at offsite facilities controlled by NHY, is prohibited.

5.2.3 Sale, Use or Possession of Alcoholic Beverages (Onsite)

Statement of Policy:

The sale, use or possession of an alcoholic beverage by NHY employees, contractors or visitors at Seabrook Station, NHY controlled property, or in an NHY vehicle is prohibited.

5.2.4 Consumption of Alcoholic Beverages at Lunch Time

Statement of Policy:

An NHY employee or contractor shall not consume alcoholic beverages during lunch time if the individual will be returning to work.

5.2.5 Five-Hour Abstention Period (Scheduled Work)

Statement of Policy:

An NHY employee or contractor shall not consume an alcoholic beverage within at least a five-hour period preceding any scheduled working tour.

6.0 RESPIRATORY AND RADIATION PROTECTION

6.1 RESPIRATORY PROTECTION

6.1.1 Medical Approval

Contractor employees whose work at Seabrook Station could require them to wear respiratory protection equipment shall be medically approved prior to being assigned such work. This medical approval is normally provided by Seabrook Station medical personnel based on medical screening performed on site, at the time of employment, at NHY expense and is valid for one (1) year.

Contractors who provide such screening to their personnel may be exempted from the on site screening provided their criteria is equal to or exceeds the NHY criteria as determined by a review of their medical program by the NHY Safety Supervisor. Contractors may contact the NHY Safety Supervisor for further information and a copy of the applicable sections of the NHY Medical Program.

NHY assumes no financial or medical responsibility for medical screenings not performed by NHY, and reserves the right to reexamine any individual who appears not to be medically fit to wear respiratory protection equipment.

6.1.2 Respirator Fit-Test

When the work will require, or potentially require, the use of respirators, each Contractor employee will be required to pass a respirator fit test. This test is administered at the plant by the NHY Health Physics Department. The respirator fit test will require employees to be medically approved and clean shaven (i.e. no facial hair that interferes with the respirator face-piece to face seal). Each Contractor employee shall be clean shaven when reporting to work each day thereafter. The respirator fit test remains valid for one year provided facial conditions do not change.

6.2 RADIATION PROTECTION

6.2.1 Exposure Records Review Requirements

Contractor employees who report to Seabrook Station to work as radiation workers are required to complete and sign documentation that specifies previous occupational radiation exposure monitoring periods. NHY will impose administrative exposure restrictions for Contractor personnel with incomplete radiation exposure history until such time the history is documented with formal records from other nuclear licensees. These restrictions may impact the availability of contractor employees to

perform the tasks for which they were retained. All Contractor employees requiring unescorted radiation worker access should provide to NHY Health Physics legible documentation for each reported exposure monitoring period to the maximum extent practical at the time of reporting to the station for initial in-processing.

6.2.2 Bioassay Program (Whole Body Count)

Any Contractor employee whose work at Seabrook Station would require entry to radiologically controlled areas must complete at least two (2) Whole Body Counts; the first prior to beginning work and the second during site check out, following completion of their work assignment at Seabrook Station. Additional Whole Body Count may be required by Health Physics procedures during the course of the work assignment.

The incoming whole body Count is conducted, when practical, on the day the contractor employee is scheduled to be indoctrinated and processed for station access. The program is conducted by NHY at Seabrook Station in accordance with approved procedures. NHY Health Physics Supervisor has the authority to exempt any Contractor employee from receiving a Whole Body Count. However, such an exemption may restrict the employee from accessing specific areas of the RCA.

7.0 CONTRACTOR BADGING:

Contractor and vendor personnel who have satisfactorily completed the requirements of New Hampshire Yankee Clearance Processing Program and drug and alcohol screening shall be photo I.D. badged.

8.0 ACCESS TO PROTECTED AREA:

8.1 Personnel Entrance to the Protected Area is through the Security Gatehouse where all personnel must pass through explosive and metal detectors. All items hand carried must be processed through an x-ray machine. Upon completion of the search process, personnel are issued their assigned security badge and keycards.

8.2 Vehicles enter the Protected Area by way of the vehicle trap and are searched along with their contents. Contractor vehicles are escorted by a Security Officer.

8.3 In preparation for outages, contractors are encouraged to prestage vehicles/equipment and have Security search them prior to scheduled work so entry/work can be expedited.

8.4 Respirator Issue/Return

When work requires respiratory protection, NHY will specify and issue respirators to only qualified Contractor employees. Only NHY supplied respiratory protection devices are authorized for use. Any exceptions are directed by the Health Physics Department Supervisor. These employees are required to properly wear the respirators and return them in accordance with NHY Health Physics procedures. Should the respirator user require corrective lenses, the Contractor is required to provide the

respirator spectacle kit and lenses. Only MSA spectacle kits, part no. 54819 are acceptable for use at Seabrook Station with full face respirators. Employees that routinely wear contact lenses may do so with respirators provided that their use is successfully demonstrated during the respirator fit-test.

9.0 ACCESS TO RADIOLOGICAL CONTROLLED AREA (RCA):

9.1 Radiological Controlled Area (RCA) Entrance

Personnel entrance to the RCA shall be through NHY Health Physics designated control point(s) only. Pre-qualified Contractor employees are issued radiation dosimetry devices and are required to use and store them in accordance with Health Physics procedures and instructions. Contractor employees entering the RCA are required to sign-in at the Health Physics control point. When required to wear protective clothing, NHY will provide, launder and maintain such protective clothing. Contractor vehicle entrance to the RCA shall be by approval of the Health Physics Department.

9.2 Radiation Work Permits (RWPs)

Radiation Work Permits are used at Seabrook Station to control work within the RCA. RWPs are requested from and approved by the NHY Health Physics Department. Contractors and its employees are required to comply with procedures for RWP use and control.

9.3 Exit From The RCA

Contractor personnel exit from the RCA shall be through Health Physics designated control point(s) only. Contractor employees leaving the RCA are required to sign out at the Health Physics control point and perform a whole body frisk with radiation detection equipment to assure no contamination remains on his person or clothes. Dosimetry is returned to the authorized storage location. Contractor vehicles shall not exit the RCA until released by Health Physics. Contractor owned or non-owned tools, equipment and materials shall not be removed from the RCA until released by Health Physics. Tools may be confiscated due to radioactive contamination and not returned. Efforts shall be made not to introduce unnecessary or excess tools, equipment and materials to the RCA controls. Clothing contaminated by radioactive materials as a result of failing to adhere to Health Physics requirements will not be replaced by NHY.

10.0 TERMINATION OF ACCESS:

10.1 Routine Terminations

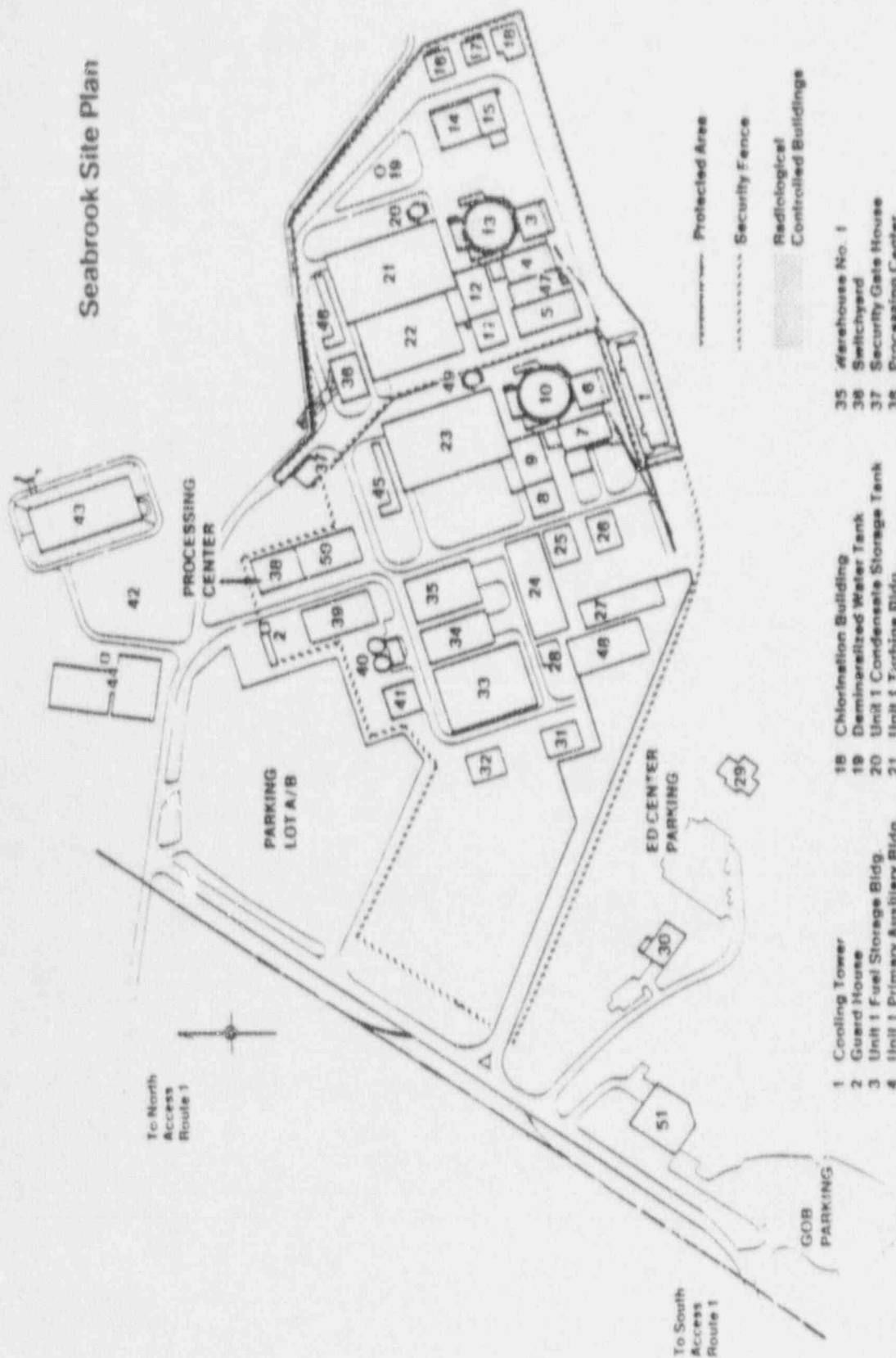
It is the responsibility of the Contractor to notify the Security Supervisor and Health Physics Department of termination of employment, or termination of need for unescorted access, for all employees assigned to Seabrook Station.

Notification for termination of access shall be made by completing an outprocessing checklist through the Security Supervisor at the Processing Center prior to departure from Seabrook Station. Health Physics requirements for termination of employment or RCA access must be adhered to.

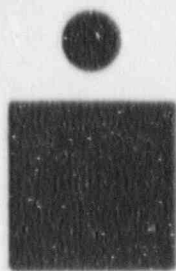
10.2 Special Termination Provisions

For any employee who is terminated due to misconduct or under other adverse conditions which create reason to believe that the employee may pose a threat to the safe and efficient operation of Seabrook Station, a letter providing full details of the termination shall be provided to the Security Supervisor in addition to the completion of the out processing check list. The employee's badge and keycard shall be retrieved prior to or concurrently with his/her notification of termination and they shall be escorted from the plant.

Seabrook Site Plan



- | | | | |
|----|--------------------------------|----|---------------------------------|
| 1 | Cooling Tower | 35 | Warehouse No. 1 |
| 2 | Guard House | 36 | Switchyard |
| 3 | Unit 1 Fuel Storage Bldg. | 37 | Security Gate House |
| 4 | Unit 1 Primary Auxiliary Bldg. | 38 | Processing Center |
| 5 | Waste Processing Bldg. | 39 | Engineering Support Bldg. |
| 6 | Unit 2 Fuel Storage Bldg. | 40 | Fire Pump House |
| 7 | Unit 2 Primary Auxiliary Bldg. | 41 | Fuel Oil Storage Tank |
| 8 | Unit 2 Diesel Generator Bldg. | 42 | 345 kV Termination Area |
| 9 | Unit 2 Control Bldg. | 43 | Settling Basin |
| 10 | Unit 2 Confinement Bldg. | 44 | Sewage Treatment and Lagoon |
| 11 | Unit 1 Diesel Generator Bldg. | 45 | Unit 2 Transformer Area |
| 12 | Unit 1 Control Bldg. | 46 | Unit 1 Transformer Area |
| 13 | Unit 1 Confinement Bldg. | 47 | Tank Farm |
| 14 | Circulation Water Pump House | 48 | High Rise Bldg. |
| 15 | Service Water Pump House | 49 | Unit 2 Condensate Storage Bldg. |
| 16 | Intake Structure | 50 | Operations Support Bldg. |
| 17 | Discharge Structure | 51 | General Office Bldg. |

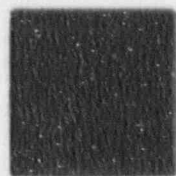


Safely Built



Safely Run

SAFETY HANDBOOK



New Hampshire
Yankee





TO ALL EMPLOYEES

Providing a safe working environment is of highest priority to New Hampshire Yankee and is vital to the efficient operation of this facility.

But it can not be accomplished without your help. Each and every one of us must use good judgment and caution in the performance of our duties; thus ensuring not only our own safety and well-being, but also that of our fellow employees and the public. Maintaining a safe work environment is everyone's responsibility.

To keep you informed of our safety standards and requirements, this SAFETY HANDBOOK has been prepared. Please read it thoroughly, and keep it handy for quick future reference.

"SAFELY BUILT / SAFELY RUN" is more than a company slogan at New Hampshire Yankee -- it's our top priority and our number one obligation.

New Hampshire Yankee
MANAGEMENT



IMPORTANT TELEPHONE NUMBERS

ONSITE EMERGENCIES:

- FIRE** Call the Control Room 3380/3480
(NHV has a full-time fire brigade assisted by
Seabrook Fire Department, as necessary)
- MEDICAL** Call the Control Room 3380/3480
(Emergency Medical Technicians are onsite at
all times, and the Station Medical Staff is
onsite during the day shift)
- SECURITY** Call Station Security 4235/4236
(immediately report any act or situation that
appears to threaten Station personnel or
property)

OTHER SAFETY-RELATED ISSUES:

- WORK-RELATED ACCIDENTS OR INJURIES** (other than emergency)
DAY SHIFT: Call the Station Nurse 3333/2134
BACK SHIFTS: Call the Control Room 3380/3480
Always report accidents to your Supervisor.
- ILLNESS** If you become ill during your work shift,
contact your Supervisor and the Station
Medical Staff 3333/2134
- UNSAFE CONDITIONS** Inform your Supervisor and/or your Depart-
ment Safety Committee Member. Complete
an Unsafe Acts and Conditions Report, if
necessary.

ADDITIONAL SAFETY INFORMATION

CHEMICALS:

CONTACT Chemistry 3320 or Safety 2133/3313
REFERENCE Right-to-Know Reference Manual,
Chapter 4 of this Handbook

EXPENDABLE PRODUCTS:

CONTACT Chemistry 3320
REFERENCE Station Maintenance Manual

HAZARDOUS WASTE:

CONTACT Hazardous Waste Coordinator 2708
REFERENCE Environmental Compliance Manual
Chapter 4 of this Handbook

RESPIRATORY PROTECTION:

CONTACT Health Physics 3686/3965, or the
Safety Coordinator 3313/2133
REFERENCE Radiation Protection Manual
Medical Program Manual
Health and Safety Manual
Chapter 2 of this Handbook

RADIATION PROTECTION:

CONTACT Health Physics 3686/3965
REFERENCE Radiation Protection Manual

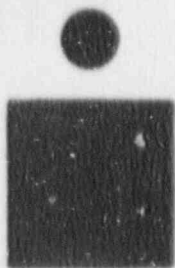
OSHA AND SAFETY ISSUES:

CONTACT Safety Coordinator 3313/2133
REFERENCE Health and Safety Manual

IGNITION SOURCE /

COMBUSTIBLE MATERIAL STORAGE PERMIT:

CONTACT Fire Fighter 2000
REFERENCE Station Fire Protection Manual



New Hampshire Yankee
SAFETY HANDBOOK

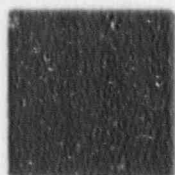


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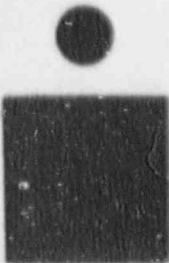
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REPORTING MEDICAL EMERGENCIES



1

NHY HEALTH and SAFETY PROGRAM



1.1

INTRODUCTION

The NHY Health and Safety Manual provides information and procedures that are designed to promote safety awareness and to implement a program to benefit the health and safety of employees and visitors at Seabrook Station.

A copy of this manual is located in each department. In addition, many departments have manuals and internal procedures which include specific safety rules.

BE SURE YOU ARE AWARE of those safety procedures that affect your job and follow them at all times.

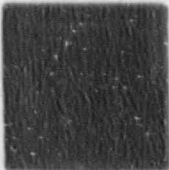
1.2

RESPONSIBILITIES

Each employee at Seabrook Station has primary responsibility for maintaining a safe working environment. If you have safety concerns, it is YOUR RIGHT and RESPONSIBILITY to report them to your Supervisor and/or to your Department Safety Committee member.

Your Supervisor must address your concerns in a timely manner and advise you of his or her actions.

New Hampshire Yankee employs a full-time Safety Department to work with you and your Supervisor to resolve safety issues and to determine the safest way for you to do your job. If you have any doubts or concerns, DON'T HESITATE to contact the Safety Department.



1.3

PROGRAM ADMINISTRATION

1.3-1 SAFETY COMMITTEES

Each employee at Seabrook Station is represented on a local safety committee. Ask your Supervisor for your representative's name.

These local safety committees report to the NHY Executive Safety Committee which is responsible for establishing the safety program at Seabrook Station.

1.3-2 UNSAFE CONDITIONS REPORTING

Every employee has a RIGHT and a DUTY to report safety concerns, in writing, without adverse consequences to his or her job. These concerns will be reviewed by the appropriate local safety committee and answered in writing. Unsafe Acts and Conditions Forms are available from your Safety Committee Representative or from the Safety Department.

1.3-3 TRAINING

Safety training begins at initial General Employee Training and is ongoing for all employees through Training Department programs, Monthly Departmental Safety Meetings, and General Plant Meetings.

1.4

PERSONAL CONDUCT

1.4-1 Before starting any task, make sure you know exactly what is to be done and how to do it safely. Be familiar with all equipment necessary to complete a job BEFORE beginning work.

1.4-2 Make sure all tools and equipment are in proper working order before using them. Report unsafe equipment to your Supervisor immediately, and take it out of service until the defect is repaired or replaced. DON'T TAKE CHANCES!

1.4-3 Absolutely no horseplay or rough stuff is permitted while on duty.

1.4-4 Smoke only in designated areas. Dispose of cigarette butts and ashes in approved receptacles.

1.4-5 Clothing, hair length, and jewelry should be suitable to the work you are performing.

1.4-6 Supervisors should never allow an untrained employee to attempt any job until proper instruction and guidance have been given.

[Let your Supervisor know if you feel you do not have adequate safety protection in any work activity. If the problem is not rectified by your Supervisor, contact the Safety Department and/or your Department Head.]

1.5

MAINTAINING SAFETY IN WORK AREAS

1.5-1 Maintain good housekeeping in all company buildings, yards, and mobile units, including passageways, storerooms and service rooms.

1.5-2 Never obstruct first aid, fire and safety equipment, fire doors, sprinkler heads or deluge nozzles.

1.5-3 Don't leave oily clothing, or waste and food scraps in lockers or other areas. They can cause spontaneous ignition or attract vermin.

1.5-4 Remove liquids and other spills from the floor as soon as possible. Notify the Chemistry and Health Physics Departments, if necessary. REMEMBER -- painted concrete floors are slippery when wet.

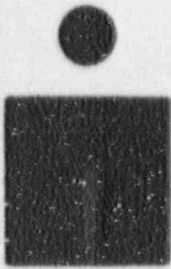
1.5-5 Keep outdoor walkways and driveways free of ice and snow or keep them sanded.

1.5-6 Erect barriers or suitable guards when covers are removed or excavations are made in places accessible to vehicular or pedestrian traffic.

1.5-7 Display reflective tape or signs if work is being done at night in an unlighted area.

1.5-8 READ and OBEY all safety signs. You and your Supervisor are responsible to post and remove signs and barricade tapes as necessary.





2 PERSONNEL PROTECTION

The following safety requirements have been developed for all employees and visitors. Visitor escorts should ensure that visitors comply with these requirements.

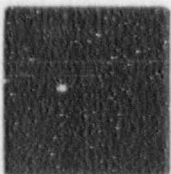
2.1 HARD HATS AND SAFETY GLASSES WITH SIDE SHIELDS



2.1-1 Hard hats and safety glasses with side shields must be worn in the following areas and/or under the following circumstances:

WHILE PERFORMING MANUAL LABOR OUTDOORS.

This includes supervision and inspection of outdoor work, and security activities.



IN ALL UNIT 1 or UNIT 2 BUILDINGS, except:

In office spaces, warehouses, storerooms, shops, the Control Room and at Health Physics Control Points;

When the supervisor determines the use of hard hats and/or safety glasses creates more of a hazard than not using them, and for the following situations within the Radiation Control Area:

- 1) when working inside the polar crane rail with the reactor vessel head removed from the reactor vessel;
- 2) when working over the spent fuel pool or new fuel vault with fuel in the area; and
- 3) when inspecting new fuel.

2.1-2 Safety glasses with side shields must also be worn in:

CHEMISTRY LABS and MACHINE SHOPS

[NOTE: Unless otherwise posted, hard hats and safety glasses with side shields are not required to transit the site.]

2.1-3 FACE SHIELDS should be worn over safety glasses or goggles when there is a danger of chemical splashing or when added protection is needed for grinding or similar operations.

[CAUTION: Face shields alone do not provide adequate protection.]

2.1-4 MORE INFORMATION about SAFETY GLASSES and HARD HATS:

NHY employees are provided with prescription safety glasses, if required.

Wearing contact lenses is prohibited for work involving chemical handling, welding, cutting, brazing or when using a respirator.

Tinted safety glasses are allowed inside buildings for welder helpers ONLY.

Hard hats should be replaced after any severe blow or after five years of service. New liners are available from the company storekeeper. NHY also provides cold weather liners.

2.2 HEARING PROTECTION



2.2-1 Plant areas where continuous noise levels exceed 85 decibels shall be identified with appropriate postings.

2.2-2 Since the noise caused by equipment varies considerably, employees must exercise personal judgment in using hearing protection appropriately.

2.2-3 Three types of hearing protection devices are available:

MUFFS

DISPOSABLE and REUSABLE FOAM PLUGS

[GOOD RULE OF THUMB: If you have trouble hearing normal conversation, you need hearing protection.]

2.3 FOOTWEAR

2.3-1 Wear work/construction type shoes (closed-toe leather shoes with a defined heel) in all work areas where hard hats and safety glasses are required. Athletic shoes that do not have a well-defined heel are not considered work/construction shoes. Steel-toe shoes are recommended for employees involved in heavy lifting.

2.3-2 Work/construction type shoes ARE REQUIRED in other work areas where hazards exist. Those include:

TRAINING ANNEX

WAREHOUSES

PAINT SHOPS

MACHINE SHOPS

CARPENTER SHOPS

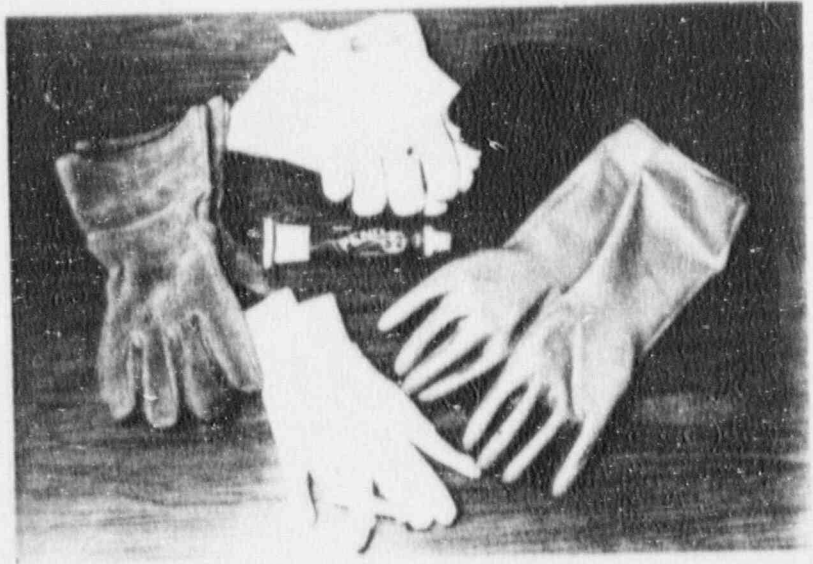
2.3-3 High-heeled shoes (heels over 2 inches high) or spike heels ARE PERMITTED in office spaces, but ARE NOT PERMITTED for site transit.

2.4 CLOTHING

2.4-1 Work-type clothing (shirts or blouses rather than halters or tank tops) IS REQUIRED in all areas where work shoes are required.

2.4-2 Athletic clothing is allowed while transiting the site outside the protected area during participation in fitness activities.

2.5 HAND PROTECTION



Use suitable hand protection (gloves or barrier cream) when performing the following activities:

- Handling sharp or rough materials, cable or ropes;

- Working with solvents (especially chlorinated hydrocarbons);

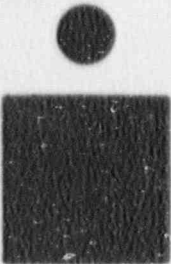
- Working on equipment that may cause thermal burns due to high temperatures;

- Working with or near corrosive or hazardous chemicals;

- Working with high voltage.

2.6 DIFFERENTIAL AIR PRESSURE ON PLANT DOORS

Doors in the RCA that may blow open or are difficult to open due to air pressure are marked with a diagonal black and yellow stripe.



[REMEMBER: Any door may blow open or be difficult to open because of ventilation malfunction or maintenance. These doors should temporarily be marked with caution signs. Contact Safety or the Control Room.]

2.7 CHEMICAL PROTECTION

2.7-1 Emergency eyewash and shower stations are located throughout the plant, especially near sources of chemical storage and use. BE SURE THESE ARE OPERATIONAL *BEFORE* STARTING A JOB INVOLVING CHEMICALS.

2.7-2 Acid suits, boots, goggles, and gloves are found in the following locations:

WATER TREATMENT ROOM - ADMINISTRATION BUILDING

CHLORINATION BUILDING

STEAM GENERATOR BLOWDOWN ROOM

2.7-3 REPLACE the equipment after using it. If the equipment needs cleaning, follow the directions on the sign posted on the locker. Contact Safety or Chemistry with questions.

2.8 RESPIRATORY PROTECTION

2.8-1 If your job requires you to wear a respirator, you will have to complete initial and annual training, medical screening and fit test.

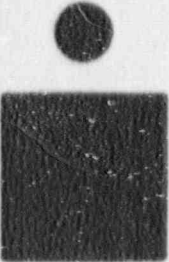
2.8-2 Health Physics has overall responsibility for the Respiratory Protection Program and controls the issuance, inspection and cleaning of equipment. Respirators are issued at Health Physics Checkpoints.

2.8-3 If you think you require a respirator for protection from a non-radiological hazard, your Supervisor should contact Safety Department personnel for guidance in respirator selection. They are responsible for monitoring the work place for hazards such as chemical dust or fumes.

2.9 FALL PROTECTION



2.9-1 Safety belts, harnesses, and lanyards, as well as training in their use, are provided by NHY. This equipment may be used



whenever there is a danger of a fall, but **MUST** be used in the following situations:

While working in areas not protected by rails and over 8 feet above the ground or floor, or over a hole more than 8 feet deep;

While working at a lesser height over equipment that may be especially hazardous, or over pipelines;

While climbing fixed ladders over 20 feet high; or

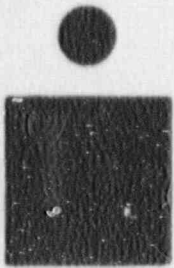
While working around water where the possibility of drowning exists, unless a life vest is used.

2.9-2 Wear a safety harness while being lowered into or lifted from a pit or lifted to a height using a bosun's chair. A separate safety line is required when using a bosun's chair.

2.9-3 Use safety belts properly and inspect the equipment prior to each use. Safety belts are located in the tool crib in the turbine hall and can be issued to individual departments as needed.

2.9-4 The Safety Department is responsible for ensuring safety belts and harnesses are used and are routinely inspected by user departments.





3

HANDLING MATERIAL and POWER EQUIPMENT

3.1

OVERALL GUIDELINES

3.1-1 USE equipment in accordance with the manufacturer's recommendations.

3.1-2 DON'T exceed rated capacities.

3.1-3 MAINTAIN and USE all appropriate safety devices.

3.1-4 REMOVE faulty equipment from service immediately, and INFORM your Supervisor.

3.1-5 USE Ground Fault Circuit Interruptors on portable equipment when necessary.

3.2

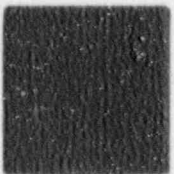
LIFTING AND CARRYING

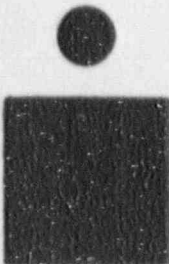
3.2-1 USE PROPER LIFTING TECHNIQUES when lifting materials by hand.

3.2-2 DON'T LIFT anything beyond your capacity. Use power lifting equipment or get help.

3.2-3 When lifting heavy items, KEEP YOUR BACK BOWED IN to protect your back.

3.2-4 If two or more people are carrying a heavy object, ESTABLISH A PREARRANGED SIGNAL before lowering, dropping or releasing the load. All people SHOULD FACE THE DIRECTION in which the object is moving.





3.3 HAND TRUCKS

3.3-1 USE hand trucks to move materials, NOT PERSONNEL.

3.3-2 ENTER elevators with the load facing the rear of the elevator. DON'T EXCEED the rated capacity of the hand truck or the elevator.

3.4 FORK LIFTS

ONLY TRAINED and QUALIFIED employees are permitted to operate forklifts.

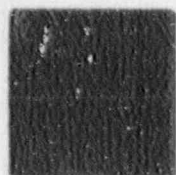
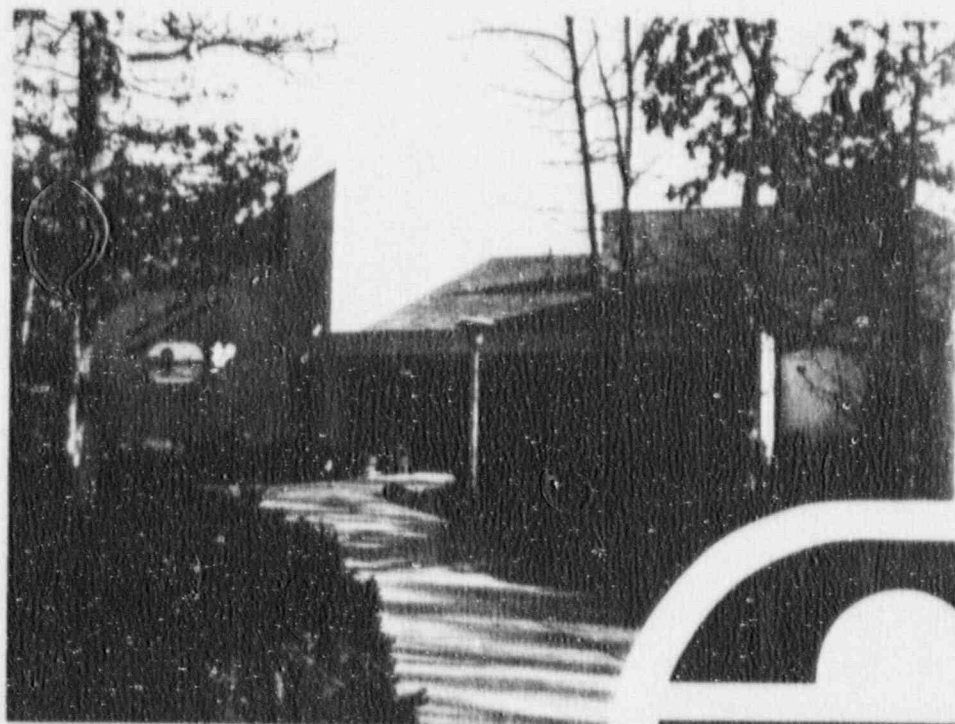
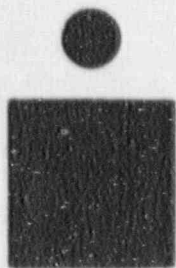
3.5 CRANE OPERATION AND RIGGING

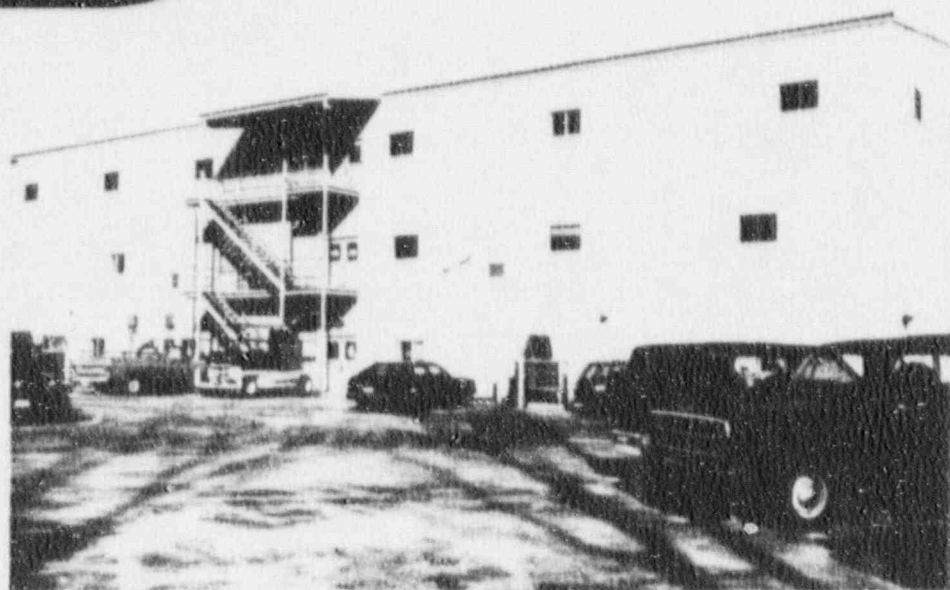
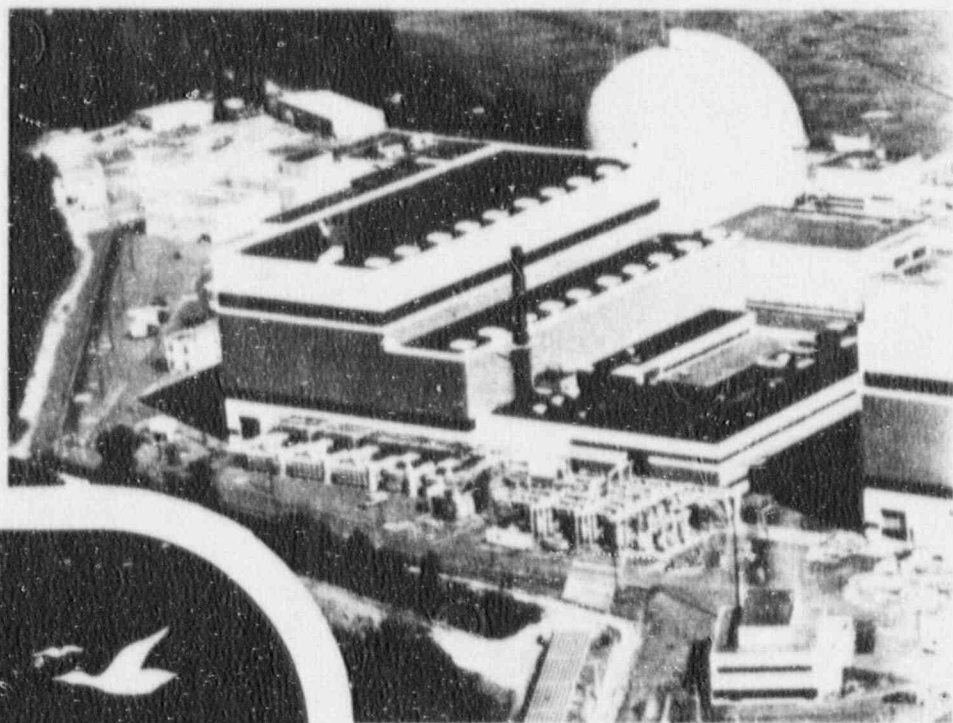
3.5-1 ONLY NHY-QUALIFIED personnel are permitted to operate a crane or be responsible for rigging.

3.5-2 DON'T ride crane hooks or the moving load.

3.5-3 If an approved MAN-BASKET or BOSUN'S CHAIR is used, an individual may be lowered or raised out of a pit, or lifted to a height by a crane. The person in the basket MUST BE TIED to the basket. A separate SAFETY LINE MUST BE ATTACHED to a harness when using a bosun's chair.







—

4

HAZARDOUS SUBSTANCES and AREAS

KEEP YOURSELF INFORMED about the chemicals and hazardous materials you may be handling. MATERIAL SAFETY DATA SHEETS are available in the RIGHT-TO-KNOW REFERENCE MANUAL which is available in stores, in the Control Room and in the Records Management Department. Contact Safety with questions.

4.1 CHEMICALS



4.1-1 Store chemicals in properly labelled containers in appropriate cabinets.



4.1-2 Transport and handle chemicals carefully. Avoid bumping, shaking or dropping.

4.1-3 When transporting corrosives, such as acids, caustics or flammable solvents, take the following precautions:

Maintain Department of Transportation (DOT) packaging as long as practical.

If DOT packaging is damaged, repack the chemicals in styrofoam carriers or cardboard with packing.

Wear splash goggles when unpacking chemicals or transferring them to and from storage cabinets.

Carry chemicals in appropriate containers.

Wear appropriate face, hand and body protective equipment when working with or moving chemicals.

4.1-4 Keep a supply of water immediately available in areas where work is being done with acids, caustics or chemicals. It may be needed for flushing the eyes or skin in case of a chemical spill.

4.1-5 If a large chemical spill occurs, notify the Control Room before starting clean-up.

4.1-6 Rope off and post signs warning that a hazard exists in areas affected by spills or leaks.

4.1-7 If you must enter a spill area, wear suitable respiratory protection and protective equipment as determined necessary by the Safety Coordinator, Health Physics and Chemistry.

4.1-8 Hazardous wastes are distinctively marked and must not be disposed of by the user. The Hazardous Waste Group will pick up material on request.

4.2 COMPRESSED GAS

4.2-1 The Inventory Department maintains a supply of compressed gas in various storage locations. RETURN bottles to their designated areas and SECURE them.

4.2-2 When in use, compressed gas bottles shall be:

ON SPECIAL CARTS, IN PERMANENT RACKS, OR

TIED OFF AT THE TOP AND BOTTOM when temporary use is required.



4.2-3 ONLY properly instructed employees should withdraw contents.

4.2-4 Remove leaking cylinders to an outside location whenever possible, and NOTIFY THE CONTROL ROOM OF SERIOUS LEAKS.

4.2-5 Protect cylinders from direct sunlight and other elements.

4.2-6 Cryogenic liquids can be handled only by specially trained personnel.

[REMEMBER - hydrogen and oxygen gases require special precaution.]

4.3 ASBESTOS

4.3-1 Asbestos use is limited to gaskets, packing material and brake lining.

4.3-2 Materials containing asbestos should be double-bagged, labeled and delivered to the hazardous waste area.

4.3-3 Contact the Safety Department before handling asbestos.

4.4

MATERIALS WITH SPECIAL LABELS

Materials that require special handling, storage, and/or disposal are distinguished by special inventory labels. BE SURE YOU READ AND UNDERSTAND LABELS.

4.5

CONFINED SPACE ENTRY

4.5-1 There are hundreds of areas at Seabrook Station that are classified as confined space. Many of these areas are indicated with an appropriate sign.



4.5-2 AS A GENERAL GUIDELINE, do not enter any of the following spaces without checking with the Safety Department:

TANKS

PIPELINES

PITS

BOILERS

[CAUTION: Toxic or flammable substances, or the lack of ventilation may make any room a confined space. BE AWARE OF YOUR SURROUNDINGS AND ASK IF IN DOUBT.]

4.5-3 NHY provides a Confined Space course to employees who routinely enter confined spaces.

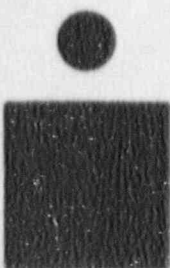


5

SCAFFOLDING and LADDERS

5.1 SCAFFOLDING





5.1-1 Use scaffolding when a job cannot be performed safely from the ground or from a ladder.

5.1-2 Scaffolding should be erected and inspected only by personnel qualified by the Training Department and should not be used unless a green inspection tag is attached.

5.2 LADDERS

5.2-1 All portable ladders purchased for use at Seabrook Station shall be fiberglass. Wooden ladders currently in use may be used outside the protected area as long as they are serviceable.

5.2-2 BE SURE extension ladders have anti-skid feet and are tied off or held by a co-worker.

5.2-3 DON'T SIT or STAND on the top two steps of a step ladder.

5.2-4 RETURN LADDERS to their designated storage place when not in use.

5.2-5 INSPECT LADDERS for defects and proper placement prior to each use.



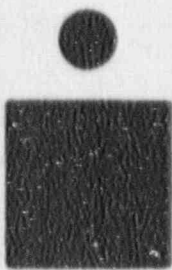
6

VEHICLE OPERATION

6.1 SEAT BELTS



You **MUST WEAR YOUR SEAT BELT AT ALL TIMES** while operating a company vehicle or while using your own vehicle on public roads to perform company business.



6.2 TRAINING

You MUST BE PROPERLY TRAINED, LICENSED and/or QUALIFIED to operate company vehicles.

6.3 INSPECTIONS

All company vehicles are regularly inspected onsite. DON'T OPERATE a vehicle beyond the inspection due date shown on the inspection sticker.

6.4 VEHICLE ACCIDENT REPORTING

Vehicle accident reporting procedures are detailed in the New Hampshire Yankee Manual, Procedure 18640, Transportation Accident Reporting and Administration. (More information can also be found in Chapter 8 of this Handbook.)



7

FIRE PROTECTION

7.1

REPORTING A FIRE

7.1-1 IMMEDIATELY REPORT any fire or fire alarm to the Control Room (3380/3480). Also:

NOTIFY everyone in the area of the fire; and

EVACUATE the area.

[If the fire is small and presents no immediate threat to you or to others, you may wish to put it out with a fire extinguisher. Be sure to use the proper extinguisher for the class of fire.]

7.1-2 Each regularly manned area has exit signs and egress routes posted in several locations throughout the building. Be sure you know the:

TELEPHONE NUMBER to report a fire;

The location of the nearest FIRE ALARM BOX;

The emergency EGRESS ROUTE for your area; and

The location of the nearest FIRE EXTINGUISHER AND HOW TO USE IT.

7.2

CONTROL OF IGNITION SOURCES AND COMBUSTIBLE MATERIAL

7.2-1 Procedures to control ignition sources and combustible materials are found in the Station Fire Protection Manual.

7.2-2 An ignition source permit may be required if you work with ignition sources such as welding, burning, or if you use propane to heat an area.

7.2-3 A combustible material permit may be required if you work with flammable or combustible materials or have to store those materials.



8

ACCIDENT REPORTING and INVESTIGATION

8.1

REPORTING PERSONNEL INJURIES

8.1-1 Employees and visitors at Seabrook Station should report work-related injuries and illnesses to their Supervisors or visitor escorts as soon as possible.

8.1-2 FOR MINOR CASES have a co-worker accompany you to the nearest open First Aid Station or contact the Control Room if the First Aid Station is not open.

8.1-3 IF YOU BECOME ILL AT WORK, you shall notify your Supervisor and visit the Station Medical Staff if you desire. Your Supervisor should ensure that the Medical Staff is notified.

8.1-4 FOR EMERGENCIES — Contact the Control Room at 3380/3480.

8.2

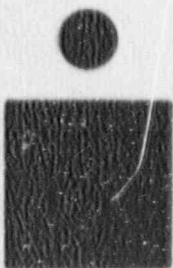
REPORTING PROPERTY DAMAGE

If you cause, witness, or discover any damage to Station property, IMMEDIATELY NOTIFY STATION SECURITY at 3380/3480 and call your Supervisor. If possible, stay at the scene until security arrives.

8.3

REPORTING TRANSPORTATION ACCIDENTS

8.3-1 Immediately report any ONSITE ACCIDENT involving a



motor vehicle, either private or company, to Station Security and to your Supervisor.

8.3-2 If personnel injury is involved, contact the Control Room for assistance. If possible, stay at the scene of the accident.

8.3-3 If you are involved in an OFFSITE ACCIDENT while using a company vehicle, or while doing company business in your own vehicle:

CONTACT the local police;

NOTIFY Station Security; and,

NOTIFY Your Supervisor as soon as possible.

8.4

ACCIDENT INVESTIGATION

8.4-1 All serious personnel injuries and accidents, and all property and transportation accidents, will be investigated.

8.4-2 You may be asked to participate in an investigation committee or be interviewed by a committee. Your input could be vital in the prevention of future accidents.





REFERENCES



More detailed information about Safety issues can be obtained from the following manuals. If you would like to refer to one, but don't know where to locate it, ask your Supervisor or call Safety 3313/2133.

NHY Health and Safety Manual

Station Fire Protection Manual

Production Emergency Response Program Manual

New Hampshire Yankee Manual:

NHY Procedure 18620, Personnel injury and Illness
Reporting and Administration

NHY Procedure 18630, Property Damage Reporting
and Administration

NHY Procedure 18640, Transportation Accident
Reporting and Administration

NHY Medical Program Manual

NHY Right-to-Know Reference Manual

Station Maintenance Manual:


Procedure 5.4, Control of Expendable/Chemical Products

Procedure 4.10, Installation and Removal of Temporary
Equipment

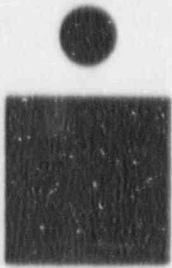
NHY Environmental Compliance Manual

Station Radiation Protection Manual

Station Security Program Manual



NOTES



____ NOTES ____





REPORTING MEDICAL EMERGENCIES

CALL THE CONTROL ROOM, 3380/3480
and PROVIDE the FOLLOWING INFORMATION:

LOCATION

NAME(S) and NUMBER of PEOPLE INJURED

TYPE of INJURY

HAZARDS AT THE SCENE (Radiation, Fire,
Chemicals, etc.)

IS the VICTIM CONSCIOUS?



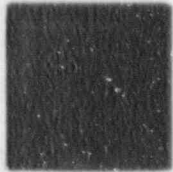
IS the VICTIM BREATHING?

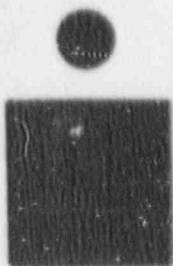
YOUR OWN NAME AND EXTENSION NUMBER

A Nurse, Emergency Medical Technician or Offsite Ambulance will
be immediately dispatched.

If there is no danger to you, STAY with the VICTIM providing first
aid in accordance with your training.

DO NOT MOVE the VICTIM unless his or her life is threatened by
hazards in the area.





IMPORTANT NUMBERS

CONTROL ROOM _____	3380/3480
MEDICAL EMERGENCY/	
FIRE _____	3380/3480
FIRST AID _____	3333/2134
SECURITY _____	4235/4236
HEALTH PHYSICS _____	3686/3965
HAZARDOUS WASTE _____	2708/4052

JULY 1989

