



GPU Nuclear Corporation  
Post Office Box 388  
Route 9 South  
Forked River, New Jersey 08731-0388  
609 971-4000  
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U.S. Nuclear Regulatory Commission  
Attn: Document Control Desk  
Washington, D.C. 20555

Dear Sir:

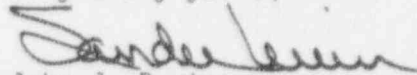
Subject: Oyster Creek Nuclear Generating Station  
Docket No. 50-219  
Emergency Plan Implementing Procedure

In accordance with 10 CFR 50, Appendix E, Section V, enclosed is the newly revised Emergency Plan Implementing Procedure and Index.

<u>Procedure Number</u>	<u>Title</u>	<u>Revision</u>
EPIP-COM-.43	Operations of the Parsippany Technical Functions Center	4

If further information is required, please contact Mr. George Busch, DC Licensing Engineer at (609) 971-4643.

Very truly yours,

  
for John J. Barton  
Vice President and Director  
Oyster Creek

JJB\GB:jc  
Enclosure  
cc: Administrator, Region 1 (All w/o attachments)  
Senior NRC Resident Inspector  
Oyster Creek NRC Project Manager

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ACHS

EPIP/6430 SERIES EMERGENCY PLAN IMPLEMENTING PROCEDURES INDEX

THIS INDEX LISTS CURRENT PROCEDURES, THEIR REVISION AND EFFECTIVE DATE.

PROCEDURE HISTORY MAY BE ACCESSED IN CARIRS DATA BASE EA20.

<u>PAGE NO.</u>	<u>DATE</u>
1	09/19/94
2	08/24/94
3	09/19/94

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EPIP/6430 SERIES EMERGENCY PLAN IMPLEMENTING PROCEDURES

<u>PROCEDURE NO.</u>	<u>TITLE</u>	LAST <u>REV. NO.</u>	<u>DATE</u>
EPIP-OC-.01	Classification of Emergency Conditions	3	03/06/94
EPIP-OC-.02	Direction of Emergency Response/ Emergency Control Center (ECC)	12	06/13/94
EPIP-OC-.03	Emergency Notification	12	08/29/94
EPIP-OC-.04	Communications and Recordkeeping	3	08/19/94
EPIP-OC-.06	Additional Assistance and Notification	9	08/20/94
EPIP-OC-.07	Offsite Medical Assistance Contaminated Injury	2	08/06/93
EPIP-OC-.10	Emergency Radiological Surveys Onsite	2	02/27/94
EPIP-OC-.11	Emergency Radiological Surveys Offsite	3	06/13/94
EPIP-OC-.12	Personnel Accountability	3	08/07/94
EPIP-OC-.13	Site Evacuation and Personnel Mustering at The Remote Assembly Area	2	01/23/94
EPIP-OC-.25	Emergency Operations Facility (EOF)	10	08/06/94
EPIP-OC-.26	The Technical Support Center	9	05/21/94
EPIP-OC-.27	The Operations Support Center	4	05/26/94
EPIP-OC-.28	Activation of the Annex to the Emergency Operations Facility	3	07/09/94
EPIP-OC-.29	Classified Emergency Termination/ Recovery	0	09/13/91
EPIP-OC-.31	Environmental Assessment Command Center	4	08/19/94
EPIP-OC-.33	Core Damage Estimation	2	04/21/94
EPIP-OC-.35	Radiological Controls Emergency Actions	7	06/13/94

<u>PROCEDURE NO.</u>	<u>TITLE</u>	<u>LAST</u> <u>REV. NO.</u>	<u>DATE</u>
EPIP-OC-.40	Site Security Emergency Actions	3	06/20/94
EPIP-OC-.41	Emergency Duty Roster Activation	2	08/06/94
EPIP-COM-.43	Operations of the Parsippany Technical Functions Center	4	09/14/94
EPIP-COM-.44	Thyroid Blocking	0	04/12/94
6430-ADM-1319.01	Oyster Creek Emergency Preparedness Program	16	07/01/94
6430-ADM-1319.02	Emergency Response Facilities & Equipment Maintenance	8	09/13/93
6430-ADM-1319.04	Prompt Notification System	6	02/14/94

Title

**Operations of the Parsippany Technical Functions Center**

Revision No.

**4**

Applicability/Scope

Technical Functions Personnel

Responsible Office

Emg. Prep.

Effective Date

09/14/94

This document is within QA plan scope

☒

Yes

☐ No

Safety Reviews Required

☒

Yes

☐ No

## List of Effective Pages

Page	Revision	Page	Revision	Page	Revision	Page	Revision
1.0	4	E4-1	3				
2.0	3	E5-1	3				
3.0	4	E6-1	3				
E1-1	4	E7-1	3				
E2-1	3	E8-1	3				
E2-2	3	E9-1	3				
E2-3	3	E10-1	3				
E2-4	3	E11-1	3				
E2-5	3	E12-1	4				
E2-6	3	E12-2	4				
E2-7	3						
E2-8	3						
E2-9	3						
E2-10	3						
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E3-3	3						
E3-4	3						
E3-5	3						
E3-6	3						
E3-7	3						

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	Signature	Date
Corporate Emergency Planner	<i>J.R. Lynch</i>	7/25/94
Director - Oyster Creek	<i>Barbara</i>	8-17-94
Director - Tech. Functions	<i>W. Kester</i>	7/29/94
PRG	<i>D.C. Carl</i>	7-26-94
TMI Emerg. Prep. Manager	<i>[Signature]</i>	7/26/94
OC Emerg. Prep. Manager	<i>R.D. Sullivan</i>	8/11/94

**Operations of the Parsippany Technical Functions Center****3****1.0 PURPOSE**

To define the organization and provide guidance for the activation and operation of the Parsippany Technical Functions Center (PTFC).

**2.0 APPLICABILITY/SCOPE**

This procedure is to be initiated upon declaration of any of the following:

- 2.1 Site Area Emergency
- 2.2 General Emergency
- 2.3 As directed by the Emergency Director

**3.0 DEFINITIONS**

None

**4.0 PROCEDURE**

- 4.1 The Group Leader Technical Support is responsible for the implementation of this procedure. Under his direction, the Parsippany Technical Functions Center (PTFC) will systematically evaluate data to determine the existing plant status, identify actual and potential technical problems, and develop solutions to those problems. The PTFC provides support, analysis and guidance concerning specific equipment and system response, limits and specifications, exceeding normal operating limits and technical specifications and variation from established operating and emergency procedures. PTFC will also, as necessary, develop plans and recommendations for a Post-Event Recovery.

**5.0 RESPONSIBILITIES**

- 5.1 Group Leader Technical Support is responsible for completing Exhibit 1.
- 5.2 Data Link Operator is responsible for Exhibits 2 and 3 as required.
- 5.3 Plant Evaluation Manager is responsible for Exhibit 4.
- 5.4 Technical Support Manager is responsible for Exhibit 5.
- 5.5 Phone Talkers are responsible for Exhibit 6.
- 5.6 Administrator is responsible for Exhibit 7.
- 5.7 Status Evaluator is responsible for Exhibit 8.
- 5.8 Status Boardkeeper is responsible for Exhibit 9.
- 5.9 Chemistry Support Coordinator is responsible for Exhibit 10.
- 5.10 Future Planning Manager is responsible for Exhibit 11.

**Operations of the Parsippany Technical Functions Center****4****6.0 REFERENCES**

- 6.1 The Emergency Plan for the Three Mile Island and Oyster Creek Nuclear Station
- 6.2 TMI Emergency Plan Implementing Procedures
- 6.3 O.C. Emergency Plan Implementing Procedures
- 6.4 B&W Emergency Response Plan
- 6.5 G.E. Emergency Response Plan
- 6.6 ES-021 Emergency Data Processing at the Parsippany Technical Functions Center
- 6.7 6000-ADM-2002.06 Drug and Alcohol Testing Procedure

**7.0 EXHIBITS**

- 7.1 Exhibit 1 - Group Leader Technical Support Checklist
- 7.2 Exhibit 2 - TMI-1 Data Link Terminal Operating Instructions
- 7.3 Exhibit 3 - Oyster Creek Data Link Terminal Operating Instructions
- 7.4 Exhibit 4 - Plant Evaluations Managers Checklist
- 7.5 Exhibit 5 - Technical Support Managers Checklist
- 7.6 Exhibit 6 - Phone Talkers Checklist
- 7.7 Exhibit 7 - Administrators Checklist
- 7.8 Exhibit 8 - Status Evaluators Checklist
- 7.9 Exhibit 9 - Status Boardkeepers Checklist
- 7.10 Exhibit 10 - Chemistry Support Coordinator Checklist
- 7.11 Exhibit 11 - Future Planning Managers Checklist
- 7.12 Exhibit 12 - Emergency Response Facility Fitness For Duty Determination Instructions

**EXHIBIT 1****Group Leader Technical Support Checklist**Initial

- \_\_\_\_ 1.0 Coordinate and direct the activation of the PTFC.
- \_\_\_\_ 2.0 Establish communications with the TSC and EOF.
- \_\_\_\_ 3.0 Identify the level of staffing required based upon the emergency. Notify additional individuals as needed.
- \_\_\_\_ 4.0 Notify the Emergency Support Director that the duties of the Group Leader Technical Support have been assumed, the minimum staffing levels have been filled, and the PTFC is operational.
- \_\_\_\_ 5.0 Provide for a single point of contact for the release of technical decisions/information.
- \_\_\_\_ 6.0 Approve technical recommendations and forward them to the Technical Support Center.
- \_\_\_\_ 7.0 Obtain a qualified individual from Human Resources, utilizing the Tech. Functions phone list, to administer Fitness for Duty Testing in accordance with 6000-ADM-2002.06, Drug and Alcohol Testing Procedure.

**NOTE**

Refer to Exhibit 12 for actions following testing.

- \_\_\_\_ 8.0 Upon closeout of the emergency and deactivation of the facility, collect all logs and records from the Administrator and turn them over to the applicable Emergency Preparedness Department.

Name \_\_\_\_\_

Date \_\_\_\_\_

Group Leader Technical Support



## EXHIBIT 2

## TMI-1 Data Link Terminal Operating Instructions

1.0 STARTUP

These instructions assume that the system is to be started from a powered down condition. Certain steps of these instructions may be skipped, depending upon system conditions. If problems are encountered refer to the Problem Solving section of this Exhibit.

## NOTE

If the data link is inoperable, or if data in addition to that available on the process computer is required, Data Link Operator(s) will collect data via other available means (refer to ES-021).

- 1.1 Verify power is available to the system from the power strip.
- 1.2 Turn on the multiplexer and the modem.
- 1.3 Verify that the remote modem is communicating with the local modem by viewing the front panel. A correctly operating modem communicating over the primary (leased) line will display the parameters listed below.

		**				*		*
C2	0	L	1	1	F	1	F	
Address	LQ	Oper	RTS	RFS	TD	CD	RD	

\* - Flashing when transferring data.

\*\* - The Address is not applicable.

LQ - Line Quality (0 - good)  
 Oper - Operating Line (L - leased line, P - SNBU mode)  
 RTS - Request To Send (1 - on)  
 RFS - Request For Send (1 - on)  
 TD - Transmitted Data (F - fullspeed)  
 CD - Carrier Detect (1 - synchronized)  
 RD - Received Data (F - fullspeed)

- 1.4 If unsuccessful at establishing communications on the primary line, initiate the auto dial function for the backup line using the Switched Network Backup (SNBU) function as follows:

- a. Press the CALL button.

Modem Response: "CALL OUT"

**EXHIBIT 2 (Cont'd)****TMI-1 Data Link Terminal Operating Instructions****STARTUP**

- b. Press the GO button.

**NOTE**

The auto dial SNBU process may take up to 2 minutes.

Modem Response: "CALL IN PROGRESS"  
Dials & displays first number.  
"LINE 1 CONNECTED"  
Dials & displays second number.  
"LINE 2 CONNECTED"  
"CONNECTION OK"

- c. Press the EXIT button.

Modem Response: Normal display appears (see Step 1.3) with a "P" vice an "L" in the "Oper" Window.

- d. If unsuccessful at establishing the connection, repeat Step 1.4 at least once.

If unsuccessful at establishing communications on either the primary line or by auto dial on the backup phone line, initiate the manual dial function using the SNBU as follows:

- a. Press the DIAL button.

Modem Response: "AUTO DIAL"

- b. Press the GO button.

Modem Response: "TEL-1"

**NOTE**

The hyphens are REQUIRED. Press the F button for a hyphen.

**NOTE**

If a mistake is made while entering the telephone numbers, press the EXIT button and return to Step 1.5.c.

**EXHIBIT 2 (Cont'd)****TMI-1 Data Link Terminal Operating Instructions****STARTUP**

- c. Enter 1-717-948 and press the STOP button.

Modem Response: "TEL-1"

- d. Enter -9112 and press the GO button.

Modem Response: "TEL-2"

- e. Enter 1-717-948 and press the STOP button.

Modem Response: "TEL-2"

- f. Enter -9113 and press the GO button.

**NOTE**

The manual dial SNBU process may take up to 2 minutes.

Modem Response: "CALL IN PROGRESS"  
Dials & displays first number.  
"LINE 1 CONNECTED"  
Dials & displays second number.  
"LINE 2 CONNECTED"  
"CONNECTION OK"

- g. Press the EXIT button.

Modem Response: Normal display appears (see Step 3) with a "P" vice an "L" in the "Oper" Window.

- h. If unsuccessful at establishing the connection, repeat Step 5 at least once.

- 1.6 Verify the green STATUS light is lit on the front panel of the multiplexer.

- 1.7 Turn on the LaserJet printer and perform the setup procedure as follows:

- a. Put 8-1/2" x 11" paper in the tray, as necessary.
- b. Press the ONLINE button to take the printer offline. The online light goes out.

## EXHIBIT 2 (Cont'd)

## TMI-1 Data Link Terminal Operating Instructions

STARTUP

- c. Press the MENU button to view the parameters listed below. Toggle through the parameters by successively pressing the MENU button. When displayed each parameter can be reset by pressing the plus (+) and minus (-) buttons. Press the ENTER button when the correct parameter is displayed. An asterisk indicates that a parameter is selected.

COPIES = 1           \*  
MAN FEED = OFF     \*  
FONT SOURCE = 1     \*  
FONT = 00           \*  
FORM = 88 LINES     \*

- d. Press and hold down the MENU button to view the parameters listed below. Toggle through them by successively pressing the MENU button. Set the parameters by pressing the plus (+) and minus (-) buttons when displayed and press the ENTER button to accept the change. An asterisk indicates that a parameter is selected.

SYS SET = IBM-US    \*  
AUTO CONT = OFF    \*  
I/O = SERIAL        \*  
BAUDRATE = 9600     \*  
ROBUST XON = ON     \*  
DTR PARITY = HI     \*

- e. Press the ONLINE button to place the printer online (light on).

- 1.8 Turn on the CRT and Aydin 4100 computer. The system should automatically run the terminal emulation software. If the CRT does not display the following message reboot the machine by pressing the RESET button.

AYDIN CONTROLS 5215/T 161-4500-1 REV A COPYRIGHT(C) 1989

- 1.9 If the system fails to auto load and run the terminal emulation software enter the command LOAD15T at the C:\ prompt and press the CR/LF key.

**EXHIBIT 2 (Cont'd)****TMI-1 Data Link Terminal Operating Instructions****STARTUP**

- 1.10 Press the SETUP key. The setup memo is displayed on the CRT. Select Option 1 with the arrow and CR/LF keys. Selections are displayed in green.

COLUMNS PER PAGE:	80
ZERO COLLOR:	ORANGE
BACKGROUND:	REVERSE
CPU TIMER (SECONDS):	3
COMMUNICATIONS PORT:	COM2
HOST HANDSHAKE	NONE
BAUD RATE:	9600
PARITY:	NONE
NUMBER OF STOP BITS:	1
TREND ROW OFFSET:	0
TREND COL OFFSET:	0
DG ADDRESS:	0
CHAR ADDRESS:	0
GRAPHICS OVERLAY:	DACS
GRAPHICS ADDRESS:	4
MOUSE/TBALL BUTTONS	n/a
4TH Z-AXIS BIT:	INTENSITY
X DISPLACEMENT:	1, 4, = 09
Y DISPLACEMENT:	1, 3, 4 = 13

- 1.11 Return to the emulation mode by pressing the SPACE bar.
- 1.12 If the system time and date are not displayed in the upper right-hand corner of the screen or are not updating, press and hold down any of the SHIFT keys and then press the ON/OFF LINE key.
- 1.13 The terminal is now online and connected. Use the function keys (i.e., GROUP, DATA TREND, SINGLE POINT, SUMRY) to obtain the desired output. Refer to the Plant Process Computer Emergency Response Facilities User's Guide for operation of the specific functions and capabilities of the system.

**EXHIBIT 2 (Cont'd)**
**TMI-1 Data Link Terminal Operating Instructions**
**2.0 PROBLEM SOLVING**

2.1 Simple problems can be diagnosed and solved at the remote facilities. If the problem cannot be solved from the following table, call the TMI Process Computer Group at 1-717-948-8470/8107 or 8606.

**2.2 MULTIPLEXER**

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. No red power light.	a. Line cord unplugged. b. Power switch off.
b. No green STATUS light.	a. Check cable from multiplexer to modem. b. Modem problem. See the modem problem section.

**2.3 MODEM**

A modem problem determination card is available under the modem.

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. RD is not flashing, LQ is an X or a 1, and/or "NO LINE SIGNAL" message.	a. Allow modem to dial SNBU number. b. Check primary line connection. c. Dial the backup modem.
b. "CHECK DTE CABLE" message.	a. Check cable from multiplexer to modem.

## EXHIBIT 2 (Cont'd)

## TMI-1 Data Link Terminal Operating Instructions

PROBLEM SOLVING

## 2.4 AYDIN 4100 TERMINAL

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. Purple Cursor (locked up terminal).	a. Press RESET button. If problem continues check the following: 1. Modem & cables. 2. Multiplexer and cables. 3. Terminal Setup parameters.
b. Time does not update	a. Toggle terminal online - press & hold SHIFT key and press ON/OFF LINE key.  b. Check terminal to multiplexer cable.

## 2.5 LASERJET PRINTER

Printer problem determination is available in the HP LaserJet Manuals.

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. Cannot activate printout.	a. Check power to printer.  b. Verify that printer is ONLINE.  c. Check printer to multiplexer cable.
b. Front panel of printer shows error code or printout garbled.	a. Press RESET button.  b. Check printer configuration if problem continues.

**EXHIBIT 2 (Cont'd)****TMI-1 Data Link Terminal Operating Instructions****3.0 EMERGENCY PREPAREDNESS DRILL****NOTE**

Prior to setting up the data link to receive information from the TMI simulator the data link operator has to test the operability of the system connection to the plant computer.

- 3.1 Startup the data link in accordance with the instructions outlined in Section 1.0 of this exhibit.
- 3.2 Access the Group Display 15, PTFC User Groups, and print at least one group of data.
- 3.3 Take the Aydin offline by pressing and holding down any of the SHIFT keys and then pressing the ON/OFF LINE key.
- 3.4 Connect the data link system to the TMI simulator by using the manual dial function of the modem using the SNBU function as follows:
  - a. Press the DIAL button.  
Modem Response: "AUTO DIAL"
  - b. Press the GO button.  
Modem Response: "TEL-1"

**NOTE**

The hyphens are REQUIRED. Press the F button for a hyphen.

**NOTE**

If a mistake is made while entering the telephone numbers, press the EXIT button and return to Step 1.5.c.

- c. Enter 1-717-944 and press the STOP button.  
Modem response: "TEL-1"
- d. Enter - 1567 and press the GO button.  
Modem response: "TEL-2"

**DRILL****DRILL****DRILL**



**EXHIBIT 2 (Cont'd)****TMI-1 Data Link Terminal Operating Instructions****EMERGENCY PREPAREDNESS DRILL**

- e. Enter - 1-717-944 and press the STOP button.

Modem response: "TEL-2"

- f. Enter -1085 and press the GO button.

**NOTE**

The manual dial SNBU process may take up to 2 minutes.

Modem Response: "CALL IN PROGRESS"  
Dials & displays first number.  
"LINE 1 CONNECTED"  
Dials & displays second number.  
"LINE 2 CONNECTED"  
"CONNECTION OK"

- g. Press the EXIT button.

Modem Response: Normal display appears (see Step 3) with a "P" vice an "L" in the "Oper" Window.

- h. If unsuccessful at establishing the connection, repeat Step 3.3 at least once.

- 3.5 Place the Aydin online by pressing and holding down any of the SHIFT keys and then pressing the ON/OFF LINE key.

- 3.6 Access the system using the same procedures as for the normal plant process computer.

- 3.7 When the drill has been completed disconnect the system from the TMI simulator by doing the following:

- a. Take the Aydin offline by pressing and holding down any of the SHIFT keys and then pressing the ON/OFF LINE key.
- b. Press the DISC button on the modem.
- c. Press the GO button on the modem.

**DRILL****DRILL****DRILL**

**EXHIBIT 2 (Cont'd)****TMI-1 Data Link Terminal Operating Instructions****EMERGEN   PREPAREDNESS DRILL**

- 3.8 Place the Aydin online with the plant computer when the multiplexer green STATUS light stays on solid by pressing and holding down any of the SHIFT keys and then pressing the ON/OFF LINE key.
- 3.9 Test the System connection to the primary line by accessing any Group Display and printing at least one group of data.

**DRILL****DRILL****DRILL**

**EXHIBIT 3**
**OC Data Link Terminal Operating Instructions**
**1.0 STARTUP**

These instructions assume that the system is to be started from a powered down condition. Certain steps of these instructions may be skipped, depending upon system conditions. If problems are encountered refer to the Problem Solving Section of this Exhibit.

**NOTE**

If the data link is inoperable or if data in addition to that available on the process computer is required, Data Link Operator(s) will collect data via other available means (refer to ES-021).

- 1.1 Verify power is available to the system from the power strip.
- 1.2 Turn on the IBM modem.
- 1.3 Verify that the remote modem is communicating with the local modem by viewing the front panel. A correctly operating modem communicating over the primary (leased) line will display the parameters listed below.

**								*		*
O1	0	L	1	1	F	1	F			
Address	LQ	Oper	RTS	RFS	TD	CD	RD			

\* - Flashing when transferring data.

\*\* - The Address is not applicable.

LQ - Line Quality (0 - good)  
 Oper - Operating Line (L - leased line, P - SNBU mode)  
 RTS - Request To Send (1 - on)  
 RFS - Request For Send (1 - on)  
 TD - Transmitted Data (F - fullspeed)  
 CD - Carrier Detect (1 - synchronized)  
 RD - Received Data (F - fullspeed)

- 1.4 If unsuccessful at establishing communications on the primary line, initiate the auto dial function for the backup line using the Switched Network Backup (SNBU) function as follows:
  - a. Press the CALL button.

Modem Response: "CALL OUT"

**EXHIBIT 3 (Cont'd)****OC Data Link Terminal Operating Instructions****STARTUP**

- b. Press the GO button.

**NOTE**

The auto dial SNBU process may take up to 2 minutes.

Modem Response: "CALL IN PROGRESS"  
Dials & displays first number.  
"LINE 1 CONNECTED"  
Dials & displays second number.  
"LINE 2 CONNECTED"  
"CONNECTION OK"

- c. Press the EXIT button.

Modem Response: Normal display appears (see Step 3) with a "P" vice an "L" in the "Oper" Window.

- d. If unsuccessful at establishing the connection, repeat Step 4 at least once.

- 1.5 If unsuccessful at establishing communications on either the primary line or by auto dial on the backup phone line, initiate the manual dial function using the SNBU as follows:

- a. Press the DIAL button.

Modem Response: "AUTO DIAL"

- b. Press the GO button.

Modem Response: "TEL-1"

**NOTE**

The hyphens are REQUIRED. Press the F button for a hyphen.

**NOTE**

If a mistake is made while entering the telephone numbers, press the EXIT button and return to Step 1.5.c.

**EXHIBIT 3 (Cont'd)****OC Data Link Terminal Operating Instructions****STARTUP**

- c. Enter 1-609-693 and press the STOP button.

Modem Response: "TEL-1"

- d. Enter -1964 and press the GO button.

Modem Response: "TEL-2"

- e. Enter 1-609-971 and press the STOP button.

Modem Response: "TEL-2"

- f. Enter -7010 and press the GO button.

**NOTE**

The manual dial SNBU process may take up to 2 minutes.

Modem Response: "CALL IN PROGRESS"  
Dials & displays first number.  
"LINE 1 CONNECTED"  
Dials & displays second number.  
"LINE 2 CONNECTED"  
"CONNECTION OK"

- g. Press the EXIT button.

Modem Response: Normal display appears (see Step 3) with a "P" vice an "L" in the "Oper" Window.

- h. If unsuccessful at establishing the connection, repeat Step 5 at least once.

- 1.6 Verify the TC and TD lights are on solid and the SYNC and ASYNC RD lights are flashing together on the front panel of the EAZY modem.

- 1.7 Startup the Seiko Instruments printer as follows:

- a. Open the printer by the green slide switch on the right side and check that the two rolls have paper and film, respectively, and replace as necessary.
- b. Turn on the printer. INITIALIZING should appear in the display window for a few seconds.

**EXHIBIT 3 (Cont'd)****OC Data Link Terminal Operating Instructions****STARTUP**

- c. The next message that appears in the display window should be:
    - #1 PAPER REV 1
    - #1 Setup #1
    - PAPER Paper output vice film.
    - REV Reverse video vice normal.
    - 1 One copy.
  - d. Check that the READY and ONLINE lights are lit.
- 1.8 Turn on the IDT system with the switch on the front. The system should automatically connect with the plant computer and display the Main Menu. If the system did not connect try each of the following options at least twice:
- a. Hold down the CONTROL button and press the RESET button to "reboot" the system.
  - b. Turn off the IDT, wait one full minute and then turn it on again.
- 1.9 If the system time and date are not displayed in the upper left-hand corner of the screen or are not updating, and the LOCAL function button light is lit, press the LOCAL button.
- 1.10 The terminal is now online and connected. Select the desired function from the Main Menu and Press the START/ENTER button on the printer for a print of the current screen.

**EXHIBIT 3 (Cont'd)****OC Data Link Terminal Operating Instructions****2.0 PROBLEM SOLVING**

2.1 Simple problems can be diagnosed and solved at the remote facilities. If the problem cannot be solved from the following table, call the OC Process Computer Group at 1-609-971-4583/4018 or call the TSC.

**2.2 EASY MODEM**

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. All lights off on the front.	a. Power cord unplugged.
b. TC and/or RC lights not lit on the front.	a. Check cable from IBM modem to EASY modem. b. Check cable from EASY modem to IDT system. c. Modem failure. Replace modem.

**2.3 IBM MODEM**

A modem problem determination card is available under the modem.

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. RD is not flashing, LQ is an X or a 1, and/or "NO LINE SIGNAL" message.	a. Allow modem to dial SNBU number. b. Check primary line connection. c. Dial the backup modem.
b. "CHECK DTE CABLE" message.	a. Check cable from phone box to modem.

## EXHIBIT 3 (Cont'd)

## OC Data Link Terminal Operating Instructions

PROBLEM SOLVING

## 2.4 IDT SYSTEM

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. BUSY shows up continually in lower right corner.	a. Hold down the CONTROL button and press the RESET button.
b. Time does not update.	a. Toggle terminal online - press LOCAL button until the light turns off. b. Check all cable connections.

## 2.5 SEIKO INSTRUMENTS PRINTER

Printer problem determination is available in the HP LaserJet Manuals.

<u>Problem Symptom</u>	<u>Possible Solution</u>
a. Cannot activate printout.	a. Check power to printer. b. Verify that printer is READY and ONLINE. c. Check printer to IDT system cables.
b. Display screen shows an error code or printout is garbled.	a. Check the paper and film rolls inside the printer. b. Turn the printer off, wait one full minute and turn it back on.



**EXHIBIT 3 (Cont'd)****OC Data Link Terminal Operating Instructions****3.0 EMERGENCY PREPAREDNESS DRILL****NOTE**

Prior to using the drill setup the data link operator has to test the operability of the system connection to the plant computer.

- 3.1 Startup the data link in accordance with the instructions outlined in Section 1.0 of this exhibit.
- 3.2 Access the Group Display function and print at least one group of data.
- 3.3 The data link operator may now use the drill setup on one of the PCs in the Computer Room.
- 3.4 The data link operator should transfer the required data to a data sheet similar to the example at the end of this Exhibit.

**EXHIBIT 4****Plant Evaluation Manager's Checklist**

Initial

- \_\_\_\_ 1.0 Report to the Group Leader Technical Support.
- \_\_\_\_ 2.0 Assist in the activation of the PTFC.
- \_\_\_\_ 3.0 Maintain logs and records as required.
- \_\_\_\_ 4.0 Coordinate the activities of the:
- a. Status Evaluators
  - b. Data Link Operators
  - c. Status Boardkeepers
  - d. Chemistry Support Coordinator
- \_\_\_\_ 5.0 Collect and display plant data required for event analysis and problem solving.
- \_\_\_\_ 6.0 Evaluate current plant status and develop recommendations as required.
- \_\_\_\_ 7.0 Initiate the development of a watchbill for personnel under your direction that will support the emergency on a 24 hour/day basis and forward to the Administrator.
- \_\_\_\_ 8.0 Upon termination of the emergency, forward all completed logs and records to the Administrator.

Name \_\_\_\_\_ Date \_\_\_\_\_

Plant Evaluation Manager

**EXHIBIT 5****Technical Support Managers Checklist**

Initial

- \_\_\_\_ 1.0 Report to the Group Leader Technical Support.
- \_\_\_\_ 2.0 Assist the Group Leader Technical Support in the activation of the PTFC.
- \_\_\_\_ 3.0 Assist in developing recommendations and/or solutions to technical problems.
- \_\_\_\_ 4.0 Procure and manage the resources necessary to solve existing technical problems.
- \_\_\_\_ 5.0 Upon termination of the emergency, forward all completed logs and records to the Administrator.

Name \_\_\_\_\_ Date \_\_\_\_\_  
Technical Support Manager

**EXHIBIT 6****Phone Talkers Checklist**

Initial

- \_\_\_\_ 1.0 Report to the Group Leader Technical Support.
- \_\_\_\_ 2.0 Assist the Group Leader Technical Support in the activation of the PTFC.
- \_\_\_\_ 3.0 Maintain logs and records of incoming and outgoing telephone calls.
- \_\_\_\_ 4.0 If problems are encountered with the emergency telephones, contact the applicable sites Communications Coordinator.
- \_\_\_\_ 5.0 Upon termination of the emergency, forward all completed logs and records to the Administrator.

Name \_\_\_\_\_ Date \_\_\_\_\_  
Phone Talker

**EXHIBIT 7****Administrators Checklist**

Initial

- \_\_\_\_ 1.0 Report to the Group Leader Technical Support.
- \_\_\_\_ 2.0 Assist the Group Leader Technical Support in the activation of the PTFC.
- \_\_\_\_ 3.0 Assist in procuring the necessary resources as directed by the Group Leader Technical Support.
- \_\_\_\_ 4.0 Develop a watchlist for continuous manning of the PTFC.
- \_\_\_\_ 5.0 Assist in maintaining the Group Leader Technical Support Logs.
- \_\_\_\_ 6.0 Upon termination of the Emergency, collect all logs and records and forward them to the Group Leader Technical Support.

Name \_\_\_\_\_ Date \_\_\_\_\_  
Administrator

**Operations of the Parsippany Technical Functions Center****3****EXHIBIT 8****Status Evaluators Checklist**

Initial

- \_\_\_\_ 1.0 Report to the Plant Evaluation Manager.
- \_\_\_\_ 2.0 Assist in the activation of the PTFC.
- \_\_\_\_ 3.0 Review and evaluate plant data for consistency.
- \_\_\_\_ 4.0 Review and evaluate plant conditions with respect to procedures and expected performance.
- \_\_\_\_ 5.0 Upon termination of the emergency, forward all completed logs and records to the Administrator.

Name \_\_\_\_\_ Date \_\_\_\_\_

Status Evaluator

**EXHIBIT 9****Status Boardkeeper Checklist**

Initial

- \_\_\_\_ 1.0 Report to the Plant Evaluation Manager.
- \_\_\_\_ 2.0 Assist in the activation of the PTFC.
- \_\_\_\_ 3.0 Maintain Status Boards and graphs with current information.
- \_\_\_\_ 4.0 Maintain a historical file of the data used in maintaining the status boards.
- \_\_\_\_ 5.0 Upon termination of tr. emergency, forward all completed logs and records to the Administrator.

Name \_\_\_\_\_ Date \_\_\_\_\_

Status Boardkeeper

**EXHIBIT 10****Chemistry Support Coordinator Checklist**

Initial

- \_\_\_\_\_ 1.0 Report to the Plant Evaluation Manager
- \_\_\_\_\_ 2.0 Assist in the activation of the PTFC.
- \_\_\_\_\_ 3.0 Evaluate Plant Chemistry Data as required.
- \_\_\_\_\_ 4.0 Provide recommendations concerning chemistry issues to the Plant Evaluation Manager.
- \_\_\_\_\_ 5.0 Upon termination of the emergency, forward all completed logs and records to the Administrator.

Name \_\_\_\_\_ Date \_\_\_\_\_  
Chemistry Support Coordinator



**EXHIBIT 11****Future Planning Managers Checklist**

Initial

- \_\_\_\_\_ 1.0 Report to the Group Leader Technical Support.
- \_\_\_\_\_ 2.0 Assist in the activation of the PTFC.
- \_\_\_\_\_ 3.0 Develop recommendations for longer term actions that may help mitigate the consequences of the event, stabilize the plant and/or facilitate future recovery.
- \_\_\_\_\_ 4.0 Identify sources of assistance within and outside of the GPU Organization to support cleanup and/or recovery of the plant.
- \_\_\_\_\_ 5.0 Determine equipment and material requirements needed for longer term stabilization and recovery of the plant.
- \_\_\_\_\_ 6.0 Work with purchasing/contracts to insure the required material and services are available when needed.
- \_\_\_\_\_ 7.0 Maintain records of studies and actions taken and forward to the Administrator.

Name \_\_\_\_\_ Date \_\_\_\_\_

Future Planning Manager

**EXHIBIT 12****Parsippany Technical Function Center  
Fitness for Duty Determination Instructions****NOTE**

The fitness for duty rule applies to all GPUN employees (including GPUN contractors and vendors) granted unescorted access to the protected area or who are required by position or name to report to the PTFC. These instructions address their evaluation for utilization in an emergency only. All "for cause" evaluations must be conducted by the Human Resources Department.

Scope

In accordance with 1000-ADM-2002.06, Fitness for Duty, individuals responding to an emergency who have consumed alcohol within the previous five hours but believe that they are fit for duty shall inform the Group Leader Tech Support and receive an evaluation. Contractor/vendor personnel shall be asked if they have consumed alcohol within the previous five hours. If the answer is yes, an evaluation shall be conducted.

Instructions

The Group Leader Technical Support shall direct the Human Resources Representative to administer the breath alcohol evaluation and report results of such testing to the Group Leader Technical Support.

Based on the results of the test, perform the following:

1. BAC 0.01% or less

Allow the individual to work in the facility.

2. BAC greater than 0.01% but less than 0.04%

Allow the individual to work in the facility. Re-test the individual approximately every thirty minutes to determine the maximum BAC. If the maximum BAC is equal to or greater than 0.04%, refer to Step 3. If less than 0.04%, no further action is required.

3. BAC equal to or greater than 0.04%

If determined that the individuals unique knowledge or skills are required, that individual shall only be permitted to work with the permission of the Site Director (or in his/her absence, his/her designee), Emergency Support Director, Emergency Director or Office of the President only after satisfactory assurance that the individual is capable of performing his/her duties. Remind the Group Leader Tech Support that if the individual is needed to work, he/she must be escorted at all times. Arrangements should be made as soon as practicable for (For Cause) testing in accordance with 1000-ADM-2002.06.

**EXHIBIT 12 (Cont'd)****NOTE**

Individuals not "On-Call" who report to their Emergency Response Facility and test equal to or greater than 0.04 percent BAC are not subject to disciplinary actions.

4. Ensure the individual, who tested equal to or greater than 0.04 percent if not needed, is not permitted to drive home. Provide a place for the individual to rest or contact the Group Leader - Tech Support to arrange for transportation.
5. Be alert for any individual that exhibits aberrant behavior or the smell of alcohol. Test these individuals in accordance with this exhibit. If aberrant behavior cannot be attributed to a positive BAC reading, ask the Group Leader - Tech Support to contact the Security Department for further action.