

TITLE: EMERGENCY FIRE TEAM LEADER CHECKLIST

1.0 RESPONSIBLE INDIVIDUAL

The Emergency Fire Team Leader is responsible to the Site Emergency Coordinator for the following:

- 1.1 Control, contain and extinguish the fire.
- 1.2 Coordinate the actions of any outside fire fighting organization called in to assist in fighting the fire.
- 1.3 Provide personnel to be members of the Emergency Reentry Team.

2.0 CONDITIONS AND PREREQUISITES

- 2.1 Discovery of an inplant fire.
- 2.2 As directed by the Site Emergency Coordinator.

3.0 ACTIONS AND LIMITATIONS

(At or near the scene of the fire).

-NOTE-

Checklists are to be used as determined by the EFTL. Spaces for initials and times are to be utilized, as necessary, to clarify the status.

- 3.1 Proceed to the scene to evaluate the fire and direct fire fighting efforts.

Arrived On the Scene:

\_\_\_\_\_  
Initials / Time

- 3.2 Ensure immediate actions implemented in accordance with ERPIP 3.1, as necessary.

ERPIP 3.1 Implemented:

\_\_\_\_\_  
Initials / Time

- 3.3 De-energize electrical equipment in the immediate vicinity of the fire, if possible.

Equipment De-energized (check one): ( ) Yes

( ) No

\_\_\_\_\_  
Initials / Time

-NOTE-

Any equipment de-energization decision should be based on an on the scene

evaluation of the components involved and plant conditions. Operations should be consulted to eliminate indecision.

- 3.4 Ensure all personnel at the scene are wearing self-contained breathing apparatus, as needed.

Personnel Wearing Apparatus (circle one):

Yes

No

/             
Initials      Time

- 3.5 Notify outside fire fighting agencies of fire, if warranted.

Outside Agencies Notified (circle one):

Yes

No

/             
Initials      Time

- 3.6 Notify Security of specific locations or area of fire and that outside assistance has or has not been called.

Security Notified:

/             
Initials      Time

- 3.7 If outside assistance has been called, have team members meet responding units at the gate for direction, or request security to escort.

Responding Units Met at Gate and Provided with Equipment as Necessary:

/             
Initials      Time

- 3.8 Use all available extinguishers and fire hoses to combat the fire.

- 3.9 If a controlled area is involved, attempt to determine radiation contamination, and airborne activity levels.

Detection of (circle as appropriate):

Radiation	Yes	No	Level	<u>          </u>
Contamination	Yes	No	Level	<u>          </u>
Airborne Activity	Yes	No	Level	<u>          </u>

-NOTE-

The primary concerns are personnel safety. Consult Rad-chem technicians, RPD or RAD prior to entering area of high radiation.

- 3.10 Monitor all personnel and equipment leaving any potentially contaminated area.

- 3.11 Provide members for Reentry Team, if requested.

Personnel Provided:

          /            
Initials      Time

- 3.12 Notify SEC of personnel injuries as soon as possible.

SEC Notified:

          /            
Initials      Time

- 3.13 Record pertinent information on EMERGENCY ACTIONS FORM, App. B.3.

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ERPIP 4.1.16 REVIEW/APPROVAL

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TITLE: EMERGENCY REPAIR AND DAMAGE CONTROL TEAM LEADER  
CHECKLIST

1.0 RESPONSIBLE INDIVIDUAL

The Emergency Repair and Damage Control Team Leader (ERDCTL) is responsible to provide for the assessment of equipment damage and to implement emergency repairs.

2.0 CONDITIONS AND PREREQUISITES

- 2.1 Declaration of an Alert, Site Emergency or General Emergency.
- 2.2 As directed by the Site Emergency Coordinator.

3.0 ACTIONS AND LIMITATIONS

(In the Technical Support Center or the Control Room)

-NOTE-

Checklists are to be used as determined by the ERDCTL. Spaces for initials and times are to be utilized, as necessary, to clarify the status.

- 3.1 Assess and record (on existing plant documents) equipment damage.

Equipment Damage Assessed and Recorded:

\_\_\_\_\_/\_\_\_\_\_  
Initials      Time

- 3.2 Assemble appropriately qualified personnel for the Emergency Repair and Damage Control Team and document on a Team List (See Appendix A.1).

Personnel Assembled and Team Documented:

\_\_\_\_\_/\_\_\_\_\_  
Initials      Time

- 3.3 Assist Technical Support Center personnel in development of repair procedures and repair checklists.

- 3.4 Direct the repairs necessary to bring the plant and equipment to a safe condition.

- 3.5 Record all pertinent data on EMERGENCY ACTIONS FORM, (APP. B.3) or on existing CCNPP documents.

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TITLE: EMERGENCY RECOVERY AND RESTORATION TEAM LEADER CHECKLIST

1.0 RESPONSIBLE INDIVIDUAL

The Emergency Recovery and Restoration Team Leader (ERRTL) is responsible to the SEC for the following:

- 1.1 Ensuring that emergency conditions are not aggravated.
- 1.2 Restoring operating conditions to their original state or to an acceptable long-term condition.
- 1.3 Reviewing the safety instructions, plans and procedures of the work to be performed.
- 1.4 Building of temporary shielding walls or moving portable shielding walls into place.
- 1.5 Obtaining the necessary tools, materials and equipment required to make repairs.
- 1.6 Manipulating equipment or material as directed in the plans or procedures.
- 1.7 Assisting in evaluating conditions and criteria for the resumption of normal activities following termination of the emergency condition.

2.0 CONDITIONS AND PREREQUISITES

As directed by the SEC.

3.0 ACTIONS AND LIMITATIONS

(In Emergency Control Center or on the scene if major problems arise.)

-NOTE-

Checklists are to be used as determined by the ERRTL. Spaces for initials and times are to be utilized, as necessary, to clarify the status.

- 3.1 Initiate all actions required in ERPIP 4.9.

ERPIP 4.9 Initiated

\_\_\_\_\_  
Initials / Time

- 3.2 Ensure the plant systems are in their safest alignment reasonably achievable before initiating recovery actions.

Plant Systems Aligned

\_\_\_\_\_  
Initials / Time

- 3.3 Ensure all safety instructions and procedures for recovery work and operations have been reviewed.

Safety Procedure Reviewed:

\_\_\_\_\_  
Initials      Time

- 3.4 Ensure all necessary equipment and temporary shielding are available for use.  
Equipment and Shielding Available:

\_\_\_\_\_  
Initials      Time

- 3.5 Ensure necessary tools and documentation are available for operations and repairs.

Tools Available:

\_\_\_\_\_  
Initials      Time

- 3.6 Ensure personnel exposures and limits are known and that stay times for work areas are established. (Refer to ERPIP 4.6.1)

-NOTE-

Exposure limits during recovery operations will be in accordance with 10CFR20 unless otherwise by ERPIP 4.6.1, step 3.4..

- 3.7 Continuously evaluate plant conditions including status of emergency and plant safety.

- 3.8 Review all actions required by ERPIP 4.9 to assure proper completion.  
ERPIP 4.9 Appropriately Completed:

\_\_\_\_\_  
Initials      Time

- 3.9 Record all pertinent data on EMERGENCY ACTIONS FORM, (App B.3.) or existing CCNPP documents.

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ATTACHMENT 2

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C & D PERSONNEL ASSEMBLY/ACCOUNTABILITY TALLY

ASSEMBLY	ACCOUNTABILITY
	COMPLETE / INCOMPLETE
PRODUCTION MAINTENANCE DEPARTMENT	
MODS - MECH	
MODS - ELEC/SUPP	
MAINTENANCE - UNIT 1	
MAINTENANCE - UNIT 2	
TRAINING & SUPPORT	
PE - N	
ME - N	
NUCLEAR POWER DEPARTMENT	
PLANNING & SUPPORT o ADMIN SERVICES o PLANNING o PLANT DOCUMENTS o EMERG PLANNING	
CHEMISTRY	
o PLANT CHEMISTRY o PLANT LABOR o WATER TREATMENT	
RAD SAFETY	
o RAD CON o RAD SUPPORT o DOSIMETRY	
TRAINING & TECH SUPP	
o TRAINING o OPER LIC & SAFETY o TECH SUPPORT o NFM	
OPERATIONS & ELEC/CONTROLS	

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ATTACHMENT 2

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C & D PERSONNEL ASSEMBLY/ACCOUNTABILITY TALLY

ASSEMBLY	ACCOUNTABILITY
	COMPLETE / INCOMPLETE
QUALITY ASSURANCE DEPT	
PURCHASING & STORES DEPT	
REAL ESTATE & OFFICE SERVICES	
<ul style="list-style-type: none"> <li>o BUILDING SERVICES</li> <li>o SECURITY SCREENING</li> <li>o SECURITY TRAINING</li> <li>o SECURITY ADMIN/SUPPORT</li> </ul>	
EMPLOYEE SERVICES DEPT	
PROJECT MANAGEMENT DEPT	
ELECTRIC ENGINEERING DEPT	
CONTRACTORS	
CATALYTIC	
AIRCO/INSULTEMP	
BECHTEL	
CE	
HEERY/ S & O	
OTHER	



ATTACHMENT 5

EMERGENCY TEAM ASSEMBLY/ACCOUNTABILITY TALLY

EMERGENCY TEAM	ACCOUNTABILITY
	COMPLETE / INCOMPLETE
TSC ENGINEERS	
DOSIMETRY TEAM	
GATE ACCESS MONITORING	
FIRST AID TEAM	
ON-SITE MONITORING TEAM	
LIQUID MONITORING TEAM	
EMERGENCY CENTER MONITORING TEAM	
OFF-SITE MONITORING TEAM	
INSTRUMENT MAINTENANCE TEAM	
ELECTRICAL MAINTENANCE TEAM	
MECHANICAL-MAINTENANCE TEAM	

The following persons have been reported missing:

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<u>NAME</u>	<u>POSSIBLE LAST LOCATION</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

When completed, report accountability as soon as possible to Security (Ext. 4695 or 4696).

\_\_\_\_\_/\_\_\_\_\_  
Assembly Leader      Time

Forward all records to Supervisor-Emergency Planning at emergency termination.



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TITLE: EMERGENCY COMMUNICATOR CHECKLIST

1.0 RESPONSIBLE INDIVIDUAL

The Emergency Communicator (ECOM) is responsible to assist the Site Emergency Coordinator for communications and in the maintenance of Emergency Control Center records.

2.0 CONDITIONS

- 2.1 Report of an emergency condition.
- 2.2 As directed by the Site Emergency Coordinator.

3.0 ACTIONS AND LIMITATIONS

(In the Emergency Control Center)

-NOTE-

Checklists are to be used as determined by the ECOM. Spaces for initials and times are to be utilized, as necessary, to clarify the status.

- 3.1 Call Control Room to verify that an ECOM is stationed there.  
(Report to Control Room if appropriate as ECOM.)
- 3.2 Relay messages between the Site Emergency Coordinator and Control Room, the Operational Support Center, Technical Support Center, USNRC, County Emergency Operation Centers, and the Md. Division of Radiation Control, as required.
- 3.3 Provide reliable and accurate communications. | Ch.1
- 3.4 Maintain records of outgoing and incoming communications to and from ECC including:
  - 3.4.1 EMERGENCY MESSAGE FORM, | Ch.1
  - 3.4.2 Followup communication checklist (ERPIP 3.1)
  - 3.4.3 Record all communications, (this includes telephone, radio, page and verbal activities directed by the SEC) Emergency Communication Form (App.B.3). | Ch.1
- 3.5 Provide SEC with periodic updates, as requested.

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