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WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-3

REV. D

TITLE Unusual Event

DATE OCT 27 1993

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REVIEWED BY

R. Ruler / M. L. Marchew

APPROVED BY

[Signature]

1.0 APPLICABILITY

Upon declaration of an Unusual Event, the Emergency Director (ED) is responsible for implementation of this procedure.

2.0 PRECAUTIONS

2.1 The Shift Supervisor is the initial Emergency Director in all situations. Any transfer of this responsibility should be documented in the Shift Supervisor's Log and communicated to all on-site directors.

2.2 The following responsibilities of the Emergency Director may not be delegated:

2.2.1 Determination of Emergency Classification

2.2.2 Recommendations of Protective Actions to offsite authorities.

NOTE: This step becomes the responsibility of the Emergency Response Manager (ERM) after EOF activation.

2.2.3 Authorization of emergency exposures in excess of 10 CFR Part 20 limits.

2.3 As more information becomes available, initial protective action recommendations should be adjusted in accordance with dose projections, time available to evacuate, estimated evacuation times, and meteorological conditions.

2.4 If notified by pager, Emergency Response Organization directors should confirm contact by telephoning the plant at

3.0 REFERENCES

3.1 ACD 14.2 Fire Emergency

3.2 Emergency Plan Implementing Procedures

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NO. EP-AD-3

TITLE Unusual Event

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4.0 INSTRUCTIONS

NOTE: Sections 4.1 is not required following an emergency class 1 escalation.

4.1 Emergency Director (Immediate Actions of Shift Supervisor)

- 4.1.1 Contact the Shift Technical Adviser and request that he report to the Control Room immediately.
- 4.1.2 IF FIRE EMERGENCY, actions required by ACD 14.2 should be implemented.
- 4.1.3 Determine IF PERSONNEL ASSEMBLY IS REQUIRED. Then direct a member of the operating crew to make the following announcement over the plant gai-tronics.

"Attention all personnel. We are experiencing an Unusual Event. Personnel (are/are not) required to report to their emergency assembly areas at this time."

NOTE: Also announce the location of any hazards (fire, abnormally high radiation area) so they can be avoided.

- 4.1.4 If personnel assembly is required, sound the plant emergency alarm.
- 4.1.5 Repeat the announcement given in section 4.1.3.
- 4.1.6 Protective actions for the general public should not be required for an Unusual Event.
- 4.1.7 Direct a Communicator (or if one is not available, the Shift Technical Advisor) to perform the required notifications per EP-AD-7, Notification of Unusual Event.
- 4.1.8 Direct the Security Director or his alternate to implement EP-SEC-2, Security Force Response to Emergencies, for an Unusual Event.
- 4.1.9 Continue to make assessments of plant conditions and perform the required actions of the Emergency Director (Section 4.2 of this procedure) unless relieved by the contacted Emergency Director.

4.2 Emergency Director (ED)

4.2.1 If offsite, contact the Shift Supervisor, evaluate the event, and determine the need to report to the site. Inform Shift Supervisor of your decision and maintain awareness of plant conditions.

4.2.2 If onsite or after arriving onsite, report to the Control Room and relieve the Shift Supervisor of Emergency Director responsibilities. Notify any onsite directors of this responsibility transfer.

4.2.3 Verify that steps 4.1.1 through 4.1.6 of this procedure have been performed.

4.2.4 Review the actions taken for the protection of plant personnel:

- a. EP-AD-11, Emergency Radiation Controls
- b. EP-AD-12, Personnel Assembly and Accountability
- c. EP-AD-13, Personnel Evacuation (Areas greater than 100 mR/hr)
- d. EP-AD-14, Search and Rescue
- e. EP-AD-16, Personnel Injury or Vehicle Accidents

4.2.5 Determine if additional staff augmentation or emergency facility activation is desired.

4.2.6 Review the emergency class determination (EP-AD-2), make any needed change, and implement the corresponding procedure. For an emergency class escalation, verify that required notifications are made.

4.2.7 Inform the Emergency Response Manager of plant conditions; provide updates as necessary.

4.2.8 Review stack monitors for effluent releases (offsite dose consequences) and, if necessary, obtain an offsite dose assessment evaluation from RPD.

4.2.9 Ensure that off-site authorities are provided with protective action recommendations (EP-AD-19) and status updates as needed.

NOTE: Protective actions for the general public should not be required for an Unusual Event.

4.2.10 Close out the Unusual Event when the plant has been restored to a stable condition. Verify that required notifications are made and implement EP-AD-15, Recovery Planning, if needed.

NOTE: A written summary to offsite authorities is required within 24 hours.

4.3 Shift Technical Adviser

- 4.3.1 Report to the Control Room to be briefed on plant conditions.
- 4.3.2 Continue to monitor plant conditions and provide any assistance needed by the Shift Supervisor.

4.4 Communicator

- 4.4.1 When directed by the Shift Supervisor perform the required notifications per EP-AD-7, Notification of Unusual Event.
- 4.4.2 Assume responsibility for additional information contacts until relief is available.

4.5 Event Operations Director

- 4.5.1 If offsite, maintain awareness of plant conditions and report to the site at the request of the Emergency Director.
- 4.5.2 If onsite or after arrival onsite, report to the Control Room and assume the responsibilities of Event Operations Director.
- 4.5.3 Review equipment status and instrument indications to make an assessment of overall plant status.
- 4.5.4 Review corrective actions taken and make any additional recommendations to Shift Supervisor as necessary.
- 4.5.5 If personnel assembly has occurred, establish Control Room Personnel accountability per EP-AD-12.
- 4.5.6 Check communication links with TSC and OSF if activated.
- 4.5.7 Have additional operations support personnel contacted as needed and request that they report to the site.
- 4.5.8 Continue to keep Emergency Director informed of any changes in plant status and any planned evolutions.

4.6 Radiological Protection Director

- 4.6.1 If offsite, maintain awareness of plant conditions and report to the site at the request of the Emergency Director.
- 4.6.2 If onsite or after arrival onsite, report to the Radiation Protection Office (RPO) and assume the responsibilities of Radiological Protection Director. If RPO is inaccessible, report to Radiological Analysis Facility (RAF).

- 4.6.3 Contact the Shift Supervisor for area and process radiation monitor readings and meteorological information if needed.
- 4.6.4 If personnel assembly has occurred, establish personnel accountability in RPO or RAF as appropriate, per EP-AD-12. Provide assistance in search and rescue operations as needed.
- 4.6.5 Ensure that the requirements of EP-AD-11, Emergency Radiation Controls, are being implemented.
- 4.6.6 Have Radiation Emergency Team members contacted to augment the onshift personnel as needed. Establish Radiation Emergency Team Organization per EP-RET-1.
- 4.6.7 Implement In-Plant RET and Emergency Chemistry Team procedures as dictated by the emergency event.
- 4.6.8 Perform dose projections per EP-RET-5 and EP-RET-6, if a release has occurred or is in progress.
- 4.6.9 Provide continuing protective action evaluations to Emergency Director.
- 4.7 Technical Support Center Director
- 4.7.1 If offsite, maintain awareness of plant conditions and report to the site at the request of the Emergency Director.
- 4.7.2 If onsite or after arrival onsite, report to the Technical Support Center (TSC) and assume the responsibilities of TSC Director.
- 4.7.3 Contact the Event Operations Director for information on plant status.
- 4.7.4 If personnel assembly has occurred, establish personnel accountability per EP-AD-12.
- 4.7.5 Prepare to establish TSC organization per EP-TSC-1.
- 4.7.6 Prepare to activate Technical Support Center per EP-TSC-2.
- 4.8 Support Activities Director
- 4.8.1 If offsite, maintain awareness of plant conditions and report to the site at the request of the Emergency Director.
- 4.8.2 If onsite or after arrival onsite, report to the Operational Support Facility (OSF) and assume the responsibilities of Support Activities Director.
- 4.8.3 Contact the Emergency Director for information on plant status and immediate actions.

4.8.4 If personnel assembly has occurred, establish personnel accountability per EP-AD-12. Provide assistance in search and rescue operations as needed.

4.8.5 Prepare to establish OSF Organization per EP-OSF-1.

4.8.6 Prepare to activate Operational Support Facility per EP-OSF-2.

4.9 Security Director

4.9.1 If offsite, maintain awareness of plant conditions and report to the site at the request of the Emergency Director.

4.9.2 If onsite or after arrival onsite, verify that EP-SEC-2, Security Force Response to Emergencies, is being implemented for an Unusual Event.

4.9.3 Contact additional Security Force personnel to augment the onshift personnel as needed.

4.10 Plant Personnel

4.10.1 If on-site, all personnel shall assemble at the Emergency Assembly Areas (Table AD-12.1) or emergency duty locations after Gai-tronics announcement and sounding of the plant emergency alarm.

4.10.2 After notification, off-site emergency response personnel should report to their emergency duty location. All personnel entries to the site should be via the Site Access Facility, if it is activated.

4.11 Final Conditions (One of the following)

4.11.1 The Unusual Event has been escalated to:

a. An Alert and EP-AD-4, Alert, is being implemented.

b. A Site Emergency and EP-AD-5, Site Emergency, is being implemented.

c. A General Emergency and EP-AD-6, General Emergency, is being implemented.

4.11.2 The Unusual Event has been closed out with no recovery operations needed and offsite agencies have been informed per EP-AD-7.

4.11.3 The Unusual Event has been closed out, EP-AD-15, Recovery Planning is being implemented, and offsite support agencies have been informed per EP-AD-7.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-4

REV. D

TITLE: Alert

DATE: OCT 27 1983

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REVIEWED BY *[Signature]* / M & Marchi

APPROVED BY *[Signature]*

1.0 APPLICABILITY

Upon declaration of an Alert, the Emergency Director (ED) is responsible for implementation of this procedure.

2.0 PRECAUTIONS

2.1 The Shift Supervisor is the initial Emergency Director in all situations. Any transfer of this responsibility should be documented in the Shift Supervisor's Log and communicated to all onsite directors.

2.2 The following responsibilities of the Emergency Director may not be delegated:

2.2.1 Determination of Emergency Classification

2.2.2 Recommendations of Protective Actions to offsite authorities.

NOTE: This step becomes the responsibility of the Emergency Response Manager after EOF activation.

2.2.3 Authorization of emergency exposures in excess of 10 CFR Part 20 limits.

2.3 As more information becomes available, initial protective action recommendations should be adjusted in accordance with dose projections, time available to evacuate, estimated evacuation times, and meteorological conditions.

2.4 If notified by pager, Emergency Response Organization directors should confirm contact by telephoning the plant at

2.5 Only the following personnel may authorize support personnel without Kewaunee I.D. cards access to the site during an Alert.

Shift Supervisor

Support Activities Director (SAD)

Emergency Director (ED)

Security Director

Event Operations Director (EOD)

Emergency Response Manager (ERM)

Radiological Protection Director

Environmental Protection Director (EPD)

(RPD)

Technical Support Center Director
(TSCD)

Administrative/Logistics Director (ALD)

3.0 REFERENCES

3.1 ACD 14.2 Fire Emergency

3.2 Emergency Plan Implementing Procedures

4.0 INSTRUCTIONS

NOTE: Section 4.1 is not required following an emergency class de-escalation.

4.1 Emergency Director (Immediate Actions of Shift Supervisor)

4.1.1 Contact the Shift Technical Adviser and request that he report to the Control Room immediately.

4.1.2 IF FIRE EMERGENCY, actions required by ACD 14.2 should be implemented.

4.1.3 PERSONNEL ASSEMBLY IS REQUIRED, if it has not already been completed. Direct a member of the operating crew to make the following announcement over the Gai-tronics.

"Attention all personnel. We are experiencing an Alert. Personnel (are/are not) required to report to their emergency assembly areas at this time."

NOTE: Also announce the location of any hazards (fire, abnormally high radiation area) so they can be avoided.

4.1.4 If personnel assembly is required, sound the plant emergency alarm.

4.1.5 Repeat the announcement given in section 4.1.3.

4.1.6 Protective actions for the general public should not be required for an Alert.

NOTE: As a precautionary measure onsite members of the general public (fishermen, tourists, farmers, etc.) will be directed to leave the site.

4.1.7 Direct a Communicator (or if one is not available, the Shift Technical Advisor) to perform the required notifications per EP-AD-Notification of Alert.

4.1.8 Implement EP-OP-2, Emergency Activation of Control Room.

4.1.9 Direct the Security Director or his alternate to implement EP-SEC-2, Security Force Response to Emergencies, for an Alert.

4.1.10 Continue to make assessments of plant conditions and perform the required actions of the Emergency Director (Section 4.2

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NO. EP-AD-4

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4.2 Emergency Director

- 4.2.1 If offsite, contact the Shift Supervisor, evaluate the event and report to the site, via the Site Access Facility (SAF).
- 4.2.2 If onsite or after arriving onsite, report to the Control Room and relieve the Shift Supervisor of Emergency Director responsibilities. Notify any onsite directors of this responsibility transfer.
- 4.2.3 Verify that steps 4.1.1 through 4.1.7 of this procedure have been performed.
- 4.2.4 Review the actions taken for the protection of plant personnel, including:
 - a) Verify that a personnel accountability check has been initiated. If needed, have search and rescue teams dispatched per EP-AD-14. Consider evacuation of non-essential personnel.
 - b) Ensure that emergency radiation controls are being followed per EP-AD-11.
 - c) Initiate a plant or site evacuation if required per EP-AD-13, Personnel Evacuation. (Areas greater than 100 mR/hr.)
- 4.2.5 Initiate additional staff augmentation or emergency facility activation as necessary.
- 4.2.6 Review the emergency class determination (EP-AD-2), make any needed change, and implement the corresponding procedure. For an emergency class escalation or de-escalation, verify that required notifications are made.
- 4.2.7 Inform the Emergency Response Manager of plant conditions; provide updates as necessary.
- 4.2.8 Review stack monitors for any effluent releases (potential offsite dose consequences) and, if necessary, obtain an offsite dose assessment evaluation from RPD.
- 4.2.9 Ensure that onsite members of the general public (fishermen, tourists, farmers, etc.) have been directed to leave the site.
- 4.2.10 Ensure that offsite authorities are provided with protective action recommendations (EP-AD-19) and status updates as needed.

NOTE: Protective actions for the general public should not be required for an Alert.

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- 4.2.11 Close out the Alert when the plant has been restored to a stable condition. Verify that required notifications are made and implement EP-AD-15, Recovery Planning, if needed.

NOTE: A written summary to offsite authorities is required within 8 hours.

4.3 Shift Technical Adviser

- 4.3.1 Report to the Control Room to be briefed on plant conditions.
- 4.3.2 Continue to monitor plant conditions and provide any assistance needed by the Shift Supervisor.

4.4 Communicator

- 4.4.1 When directed by the Shift Supervisor perform the required notifications per EP-AD-8, Notification of Alert.
- 4.4.2 Assume responsibility for additional information contacts until relief is available or the TSC is activated.

4.5 Event Operations Director

- 4.5.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.5.2 If onsite or after arrival onsite, report to the Control Room and assume the responsibilities of Event Operations Director.
- 4.5.3 Review equipment status and instrument indications to make an assessment of overall plant status.
- 4.5.4 Review corrective actions taken and make any additional recommendations to Shift Supervisor as necessary.
- 4.5.5 Establish control room personnel accountability per EP-AD-12.
- 4.5.6 Check communication links with TSC and OSF when activated.
- 4.5.7 Have additional operations support personnel contacted as needed and request that they report to the site via the Site Access Facility (SAF).
- 4.5.8 Continue to keep TSC Staff informed of any changes in plant status and any planned evolutions.

4.6 Radiological Protection Director

4.6.1 If offsite, report to the site via the Site Access Facility (SAF).

4.6.2 If onsite or after arrival onsite, report to the Radiation Protection Office and assume the responsibilities of Radiological Protection Director. If RPO is inaccessible, report to Radiological Analysis Facility (RAF).

4.6.3 Implement EP-RET-2A, RPO/RAF Activation.

4.6.4 Contact the Shift Supervisor for area and process radiation monitor readings and meteorological information if needed.

4.6.5 Establish personnel accountability in RPO or RAF as appropriate per EP-AD-12. Provide assistance in search and rescue as needed.

4.6.6 Ensure that the requirements of EP-AD-11, Emergency Radiation Controls, are being implemented.

4.6.7 Have Radiation Emergency Team (RET) members contacted to augment the onshift personnel as needed. Establish Radiation Emergency Team organization per EP-RET-1.

4.6.8 Ensure controlled area access control by implementing EP-RET-2D, Emergency Radiation Entry, Controls and Implementation.

4.6.9 Dispatch Site RET to ensure SAF and EOF habitability per EP-RET-4A and EP-RET-4B.

4.6.10 Implement additional in-Plant RET, and Emergency Chemistry Team and Site RET procedures as dictated by the emergency event.

4.6.11 Perform dose projections per EP-RET-5 and EP-RET-6, if a release has occurred or is in progress.

4.6.12 Provide continuing protective action evaluations to Emergency Director.

4.7 Technical Support Center Director

4.7.1 If offsite, report to the site via the Site Access Facility (SAF).

4.7.2 If onsite or after arrival onsite, report to the Technical Support Center and assume the responsibilities of TSC Director.

4.7.3 Establish personnel accountability at TSC per EP-AD-12.

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- 4.7.4 Activate Technical Support Center per EP-TSC-2.
- 4.7.5 Establish TSC organization per EP-TSC-1.
- 4.7.6 Contact the Event Operations Director for information on plant status.
- 4.7.7 Implement EP-TSC-3, Plant Status Procedure, to provide Emergency Director and off-site authorities with status updates.
- 4.7.8 Continue to direct TSC activities in support of plant operations.
- 4.8 Support Activities Director
 - 4.8.1 If offsite, report to the site via the Site Access Facility (SAF).
 - 4.8.2 If onsite or after arrival onsite, report to the Operational Support Facility and assume the responsibilities of Support Activities Director.
 - 4.8.3 Establish personnel accountability at OSF per EP-AD-12. Provide assistance in search and rescue operations as needed.
 - 4.8.4 Contact the Emergency Director for information on plant status and immediate actions.
 - 4.8.5 Activate Operational Support Facility per EP-OSF-2.
 - 4.8.6 Establish OSF organization per EP-OSF-1.
 - 4.8.7 Continue to direct emergency maintenance activities.
- 4.9 Security Director
 - 4.9.1 If offsite, report to the site via the Site Access Facility (SAF).
 - 4.9.2 If onsite or after arrival onsite verify that EP-SEC-2, Security Force Response to Emergencies is being implemented for an ALERT.
 - 4.9.3 Contact additional Security Force personnel to augment the on-shift personnel as needed.

4.10 Plant Personnel

- 4.10.1 If onsite, all personnel shall assemble at the Emergency Assembly Areas (Table AD-12.1) or emergency duty locations after Gai-tronics announcement and sounding of the plant emergency alarm.
- 4.10.2 After notification, offsite emergency response personnel should report to their emergency duty location. All personnel entries to the site should be via the Site Access Facility.

4.11 Final Conditions (One of the following)

4.11.1 The Alert Event has been escalated to:

- a. A Site Emergency and EP-AD-5, Site Emergency is being implemented.
- b. A General Emergency and EP-AD-6, General Emergency, is being implemented.

4.11.2 The Alert has been de-escalated to and Unusual Event, and EP-AD-3, Unusual Event, is being implemented.

4.11.3 The Alert has been closed out with no recovery operations needed and offsite agencies have been informed per EP-AD-8.

4.11.4 The Alert has been closed out, EP-AD-15, Recovery Planning, is being implemented, and offsite support agencies have been informed per EP-AD-8.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-5

REV. D

TITLE: Site Emergency.

DATE: OCT 27 1983

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REVIEWED BY RRB/m2march

APPROVED BY JMM

1.0 APPLICABILITY

Upon declaration of a Site Emergency, the Emergency Director (ED) is responsible for implementation of this procedure.

2.0 PRECAUTIONS

2.1 The Shift Supervisor is the initial Emergency Director in all situations. Any transfer of this responsibility should be documented in the Shift Supervisor's Log and communicated to all onsite directors.

2.2 The following responsibilities of the Emergency Director may not be delegated:

2.2.1 Determination of Emergency Classification

2.2.2 Recommendations of Protective Actions to offsite authorities.

NOTE: This step becomes the responsibility of the Emergency Response Manager after EOF activation.

2.2.3 Review and approval of emergency exposures in excess of 10 CFR Part 20 limits.

2.3 As more information becomes available, initial protective action recommendations should be adjusted in accordance with dose projections, time available to evacuate, estimated evacuation times, and meteorological conditions.

2.4 If notified by pager, Emergency Response Organization directors should confirm contact by telephoning the plant at

2.5 Only the following personnel may authorize support personnel without Kewaunee I.D. cards access to the site during a Site Emergency.

Shift Supervisor

Support Activities Director (SAD)

Emergency Director (ED)

Security Director

Event Operations Director (EOD)

Emergency Response Manager (ERM)

Radiological Protection Director (RPD)

Environmental Protection Director (EPD)

Technical Support Center Director (TSCD)

Administrative/Logistics Director (ALD)

Kewaunee Nuclear Power Plant

TITLE: Site Emergency

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

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3.0 REFERENCES

3.1 ACD 14.2 Fire Emergency

3.2 Emergency Plan Implementing Procedures

4.0 INSTRUCTIONS

NOTE: Sections 4.1 is not required following an emergency class de-escalation.

4.1 Emergency Director (Immediate Actions Shift Supervisor)

4.1.1 Contact the Shift Technical Advisor and request that he report to the Control Room immediately.

4.1.2 IF FIRE EMERGENCY, actions required by ACD 14.2 should be implemented.4.1.3 PERSONNEL ASSEMBLY IS REQUIRED, if it has not already been completed. Direct a member of the operating crew to make the following announcement over the plant Gai-tronics.

"Attention all personnel. We are experiencing a Site Emergency. Personnel (are/are not) required to report to their emergency assembly areas at this time."

NOTE: Also announce the location of any hazards (fire, abnormally high radiation area) so they can be avoided.

4.1.4 If personnel assembly is required, sound the plant emergency alarm.

4.1.5 Repeat the announcement given in section 4.1.3.

4.1.6 Direct a Communicator (or if one is not available, the Shift Technical Advisor) to perform the required notifications per EP-AD-9; Notification of Site Emergency.

4.1.7 Protective Actions

a. If projected doses or field sample analyses are available, recommend protective actions to offsite authorities using EP-AD-19

OR

b. If this information is not available and the Site Emergency is the result of a radioactive release or a significant release is imminent, recommend to offsite authorities that personnel within a two mile radius of the plant take shelter. If not, protective actions for the general public should not be required.

4.1.8 Implement EP-OP-2, Emergency Activation of Control Room.

4.1.9 Direct the Security Director or his alternate to implement EP-SEC-2, Security Force Response to Emergencies, for a Site Emergency.

4.1.10 Ensure onsite members of the general public (fishermen, tourists, farmers, etc.) have been directed to leave the site.

4.1.11 Continue to make assessments of plant conditions and perform the required actions of the Emergency Director (Section 4.2 of this procedure) until relieved by the contacted Emergency Director.

4.2 Emergency Director

4.2.1 If offsite, contact the Shift Supervisor, evaluate the event, and report to the site, via the Site Access Facility (SAF).

4.2.2 If onsite or after arriving onsite, report to the Control Room and relieve the Shift Supervisor of Emergency Director responsibilities. Notify any onsite directors of this responsibility transfer.

4.2.3 Verify that steps 4.1.1 through 4.1.8 of this procedure have been performed.

4.2.4 Review the actions taken for the protection of plant personnel, including:

a) After personnel assembly has occurred, verify that a personnel accountability check has been initiated. If needed, have search and rescue teams dispatched per EP-AD-14.

b) Initiate a plant or site evacuation if required per EP-AD-13, Personnel Evacuation. All non-essential personnel should be evacuated from the site.

c) Ensure that emergency radiation controls are being followed per EP-AD-11.

4.2.5 Verify that staff augmentation and emergency facility activation are under way.

4.2.6 Review the emergency class determination (EP-AD-2), make any needed change, and implement the corresponding procedure.

For an emergency class escalation or de-escalation, verify that required notifications are made.

- 4.2.7 Inform the Emergency Response Manager of plant conditions; verify that updates are provided periodically.
- 4.2.8 Review stack monitors for effluent releases (potential offsite dose consequences) and, if necessary, obtain an offsite dose assessment evaluation from RPD.
- 4.2.9 Ensure that offsite authorities are provided with protective action recommendations (EP-AD-19) and status updates.
- 4.2.10 Close out the Site Emergency when the plant has been restored to a stable condition. Verify that required notifications are made and implement EP-AD-15, Recovery Planning, if needed.

NOTE: A written summary to offsite authorities is required within 8 hours.

4.3 Shift Technical Adviser

- 4.3.1 Report to the Control Room to be briefed on plant conditions.
- 4.2.3 Continue to monitor plant conditions and provide any assistance needed by the Shift Supervisor.

4.4 Communicator

- 4.4.1 If not assumed by the TSC and EOF staffs, perform the required notifications per EP-AD-9, Notification of Site Emergency.
- 4.4.2 Assume responsibility for additional information contacts until a Communicator is available or the TSC is activated.

4.5 Event Operations Director

- 4.5.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.5.2 If onsite or after arrival onsite, report to the Control Room and assume the responsibilities of Event Operations Director.
- 4.5.3 Review equipment status and instrument indications to make an assessment of overall plant status.
- 4.5.4 Review corrective actions taken and make any additional recommendation to Shift Supervisor as necessary.
- 4.5.5 Establish Control Room Personnel accountability per EP-AD-12.
- 4.5.6 Check communication links with TSC and OSF when activated.

4.7 Technical Support Center Director

- 4.7.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.7.2 If onsite or after arrival onsite, report to the Technical Support Center and assume the responsibilities of TSC Director.
- 4.7.3 Establish personnel accountability at TSC per EP-AD-12.
- 4.7.4 Activate Technical Support Center per EP-TSC-2.
- 4.7.5 Establish TSC organization per EP-TSC-1.
- 4.7.6 Contact the Event Operations Director for information on plant status.
- 4.7.7 Implement EP-TSC-3, Plant Status Procedure, to provide Emergency Director and off-site authorities with status updates.
- 4.7.8 Continue to direct TSC activities in support of plant operations.

4.8 Support Activities Director

- 4.8.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.8.2 If onsite or after arrival onsite, report to the Operational Support Facility and assume the responsibilities of Support Activities Director.
- 4.8.3 Establish personnel accountability at OSF per EP-AD-12. Provide assistance in search and rescue operations as needed.
- 4.8.4 Activate Operational Support Facility per EP-OSF-2.
- 4.8.5 Establish OSF organization per EP-OSF-1.
- 4.8.6 Contact the Emergency Director for information on plant status and immediate actions.
- 4.8.7 Continue to direct emergency maintenance activities.

4.9 Security Director

- 4.9.1 If offsite, report to the site via the Site Access Facility (SAF).

4.5.7 Have additional operations support personnel contacted as needed and request that they report to the site via the Site Access Facility (SAF).

4.5.8 Continue to keep TSC Staff informed of any changes in plant status and any planned evolutions.

4.6 Radiological Protection Director

4.6.1 If offsite, report to the site via the Site Access Facility (SAF).

4.6.2 If onsite or after arrival onsite, report to the Radiation Protection Office (RPO) and assume the responsibilities of Radiological Protection Director. If the RPO is inaccessible, report to the Radiological Analysis Facility (RAF).

4.6.3 Establish personnel accountability in RPO or RAF as appropriate per EP-AD-12. Provide assistance in search and rescue operations as needed.

4.6.4 Implement EP-RET-2A, RPO/RAF Activation.

4.6.5 Contact the Shift Supervisor for area and process radiation monitor readings and meteorological information.

4.6.6 Ensure that the requirements of EP-AD-11, Emergency Radiation Controls, are being implemented.

4.6.7 Have Radiation Emergency Team (RET) members contacted to augment the onshift personnel as needed. Establish Radiation Emergency Team organization per EP-RET-1.

4.6.8 Ensure controlled area access control by implementing EP-RET-2D, Emergency Radiation Entry, Controls and Implementation.

4.6.9 Dispatch Site RET to ensure SAF and EOF habitability per EP-RET-4A and EP-RET-4B.

4.6.10 Implement additional in-plant RET, and Emergency Chemistry Team, and Site RET procedures as dictated by the emergency event.

4.6.11 Perform initial dose projections per EP-RET-5 and EP-RET-6, if a release has occurred or is in progress. Inform Environmental Protection Director of release data and projections after his arrival at the EOF.

4.6.12 Provide continuing protective action evaluations to Emergency Director and Emergency Response Manager.

4.9.2 If onsite or after arrival onsite verify that EP-SEC-2, Security Force Response to Emergencies is being implemented for a Site Emergency.

4.9.3 Contact additional Security Force personnel to augment the onshift personnel as needed.

4.10 Plant Personnel

4.10.1 If on site, all personnel shall assemble at the Emergency Assembly Areas (Table AD-12.1) or emergency duty locations after Gai-tronics announcement and sounding of the plant emergency alarm.

4.10.2 After notification, offsite emergency response personnel should report to their emergency duty location. All personnel entries to the site should be via the Site Access Facility.

4.11 Final Conditions (One of the following)

4.11.1 The Site Emergency has been escalated to a General Emergency and EP-AD-6, General Emergency, is being implemented.

4.11.2 The Site Emergency has been de-escalated to:

a. an Unusual Event and EP-AD-3, Unusual Event, is being implemented.

b. an Alert and EP-AD-4, Alert, is being implemented.

4.11.3 The Site Emergency has been closed out with no recovery operations needed and offsite agencies have been informed per EP-AD-9.

4.11.4 The Site Emergency has been closed out, EP-AD-15 Recovery Planning, is being implemented, and offsite support agencies have been informed per EP-AD-9.

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-6

REV

TITLE: General Emergency

DATE: OCT 27 1993

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REVIEWED BY

[Signature] / M. L. Marches

APPROVED BY

*[Signature]*1.0 APPLICABILITY

Upon declaration of a General Emergency, the Emergency Director (ED) is responsible for implementation of this procedure.

2.0 PRECAUTIONS

2.1 The Shift Supervisor is the initial Emergency Director in all situation. Any transfer of this responsibility should be documented in the Shift Supervisor's Log and communicated to all onsite directors.

2.2 The following responsibilities of the Emergency Director may not be delegated:

2.2.1 Determination of Emergency Classification

2.2.2 Recommendations of Protective Actions to offsite authorities.

NOTE: This step becomes the responsibility of the Emergency Response Manager after EOF activation.

2.2.3 Authorization of emergency exposures in excess of 10 CFR Part 20 limits.

2.3 As more information becomes available, initial protective action recommendations should be adjusted in accordance with those projections, time available to evacuate, estimated evacuation times, and meteorologic conditions.

2.4 If notified by pager, Emergency Response Organization directors should confirm contact by telephoning the plant at

2.5 Only the following personnel may authorize support personnel without Kewaunee I.D. cards access to the site during a General Emergency:

Shift Supervisor

Support Activities Director (SAD)

Emergency Director (ED)

Security Director

Event Operations Director (EOD)

Emergency Response Manager (ERM)

Radiological Protection Director (RPD)

Environmental Protection Director (EPD)

Technical Support Center Director (TSCD)

Administrative/Logistics Director (ALD)

3.0 REFERENCES

3.1 ACD 14.2 Fire Emergency

3.2 Emergency Plan Implementing Procedures

4.0 INSTRUCTIONS

4.1 Emergency Director (Immediate Actions of Shift Supervisor)

4.1.1 Contact the Shift Technical Adviser and request that he report to the Control Room immediately.

4.1.2 IF FIRE EMERGENCY, actions required by ACD 14.2 should be implement

4.1.3 PERSONNEL ASSEMBLY IS REQUIRED, if it has not already been complete Direct a member of the operating crew to make the following announcement over the Gai-tronics.

"Attention all personnel. We are experiencing a General Emergency. Personnel (are/are not) required to report to their emergency assembly areas at this time."

NOTE: Also announce the location of any hazards (fire, abnormally high radiation area) so they can be avoided.

4.1.4 If personnel assembly is required, sound the plant emergency alarm.

4.1.5 Repeat the announcement given in section 4.1.3.

4.1.6 Direct a Communicator (or a if one is not available, the Shift Technical Advisor) to perform the required notifications per EP-AD-Notification of General Emergency.

4.1.7 Protective Actions

a. If projected doses or field sample analyses are available, recommend protective actions to offsite authorities using EP-AD-19

OR

b. If this information is not available and minimal or no core damage exists, recommend to offsite authorities that personnel within a 2 mile radius and the three 5 mile downwind sectors of the plant take shelter.

OR

c. If this information is not available and substantial core damage is evident, recommend to offsite authorities that personnel within a 2 mile radius of the plant be evacuated and within the three 10 mile downwind sectors of the plant take shelter.

Kewaunee Nuclear Power Plant

TITLE: General Emergency

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

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4.1.8 Implement EP-OP-2, Emergency Activation of Control Room.

4.1.9 Direct the Security Director or his alternate to implement EP-S-1, Security Force Response to Emergencies, for a General Emergency.

NOTE: Onsite members of the public (fishermen, tourists, farmers, etc.) will be directed to leave the site.

4.1.10 Continue to make assessments of plant conditions and perform the required actions of the Emergency Director (Section 4.2 of this procedure) until relieved by the contacted Emergency Director.

4.2 Emergency Director

4.2.1 If offsite, contact the Shift Supervisor, evaluate the event, and report to the site, via the Site Access Facility (SAF).

4.2.2 If onsite or after arriving onsite, report to the Control Room and relieve the Shift Supervisor of Emergency Director responsibilities. Notify any on-site directors of this responsibility transfer.

4.2.3 Verify that steps 4.1.1 through 4.1.7 of this procedure have been performed.

4.2.4 Review actions taken for the protection of plant personnel including:

a) After personnel assembly has occurred, verify that a personnel accountability check has been initiated. If needed, have search and rescue teams dispatched per EP-AD-14.

b) Initiate a plant or site evacuation if required per EP-AD-13, Personnel Evacuation. All non-essential personnel should be evacuated from the site.

c) Verify that emergency radiation controls are being followed per EP-AD-11.

4.2.5 Ensure that staff augmentation and emergency facility activation are under way.

4.2.6 Review the emergency class determination (EP-AD-2), make any needed change, and implement the corresponding procedure. For an emergency class de-escalation, verify that required notification are made.

- 4.2.7 Inform the Emergency Response Manager of plant conditions; verify that updates are provided periodically.
- 4.2.8 Review stack monitors for effluent releases (offsite dose consequences) and, if necessary, obtain an offsite dose assessment evaluation from RPD.
- 4.2.9 Ensure that off-site authorities are provided with protective action recommendations (EP-AD-19) and status updates.
- 4.2.10 Close out the General Emergency when the plant has been restored to a stable condition. Verify that required notifications are made and implement EP-AD-15, Recovery Planning, if needed.

NOTE: A written summary to offsite authorities within 8 hours.

4.3 Shift Technical Adviser

- 4.3.1 Report to the Control Room to be briefed on plant conditions.
- 4.3.2 Continue to monitor plant conditions and provide any assistance needed by the Shift Supervisor.

4.4 Communicator

- 4.4.1 If not assumed by the TSC and EOF staffs, perform the required notifications per EP-AD-9, Notification of General Emergency.
- 4.4.2 Assume responsibility for additional information contacts until a Communicator is available or the TSC is activated.

4.5 Event Operations Director

- 4.5.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.5.2 If onsite or after arrival onsite, report to the Control Room and assume the responsibilities of Event Operations Director.
- 4.5.3 Establish Control Room Personnel accountability per EP-AD-12.
- 4.5.4 Review equipment status and instrument indications to make an assessment of overall plant status.
- 4.5.5 Review corrective actions taken and make any additional recommendation to Shift Supervisor as necessary.

4.5.6 Check communication links with TSC and OSF when activated.

4.5.7 Have additional operations support personnel contacted as needed and request that they report to the site via the Site Access Facility (SAF).

4.5.8 Continue to keep TSC Staff informed of any changes in plant status and any planned evolutions.

4.6 Radiological Protection Director

4.6.1 If offsite, report to the site via the Site Access Facility (SAF).

4.6.2 If onsite or after RPO arrival onsite, report to the Radiation Protection Office and assume the responsibilities of Radiological Protection Director. If the RPO is inaccessible, report to the Radiological Analysis Facility (RAF).

4.6.3 Establish personnel accountability in RPO or RAF as appropriate per EP-AD-12. Provide assistance in search and rescue operations as needed.

4.6.4 Implement EP-RET-2A, RPO/RAF Activation.

4.6.5 Contact the Shift Supervisor for radiation area and process monitors readings and meteorological information.

4.6.6 Ensure that the requirements of EP-AD-11, Emergency Radiation Controls are being implemented.

4.6.7 Have Radiation Emergency Team (RET) members contacted to augment the onshift personnel as needed. Establish Radiation Emergency Team organization per EP-RET-1.

4.6.8 Ensure controlled area access control by implementing EP-RET-2D, Emergency Radiation Entry, Controls and Implementation.

4.6.9 Dispatch Site Team to ensure SAF and EOF habitability per EP-RET-4A and EP-RET-4B.

4.6.10 Implement additional in-plant RET, Emergency Chemistry Team, and Site RET procedures as dictated by the emergency event.

4.6.11 Perform initial dose projections per EP-RET-5 and EP-RET-6, if a release has occurred or is in progress. Inform Environmental Protection Director of release data and projections after his arrival at the EOF.

4.6.12 Provide continuing protective action evaluations to the Emergency Director and the Emergency Response Manager.

4.7 Technical Support Center Director

- 4.7.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.7.2 If onsite or after arrival onsite, report to the Technical Support Center and assume the responsibilities of TSC Director.
- 4.7.3 Establish personnel accountability at TSC per EP-AD-12.
- 4.7.4 Activate Technical Support Center per EP-TSC-2.
- 4.7.5 Establish TSC organization per EP-TSC-1.
- 4.7.6 Contact the Event Operations Director for information on plant status.
- 4.7.7 Implement EP-TSC-3, Plant Status Procedure, to provide Emergency Director and off-site authorities with status updates.
- 4.7.8 Continue to direct TSC activities in support of plant operations.

4.8 Support Activities Director

- 4.8.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.8.2 If onsite or after arrival onsite, report to the Operational Support Facility and assume the responsibilities of Support Activities Director.
- 4.8.3 Establish personnel accountability at OSF per EP-AD-12. Provide assistance in search and rescue operations as needed.
- 4.8.4 Activate Operational Support Facility per EP-OSF-2.
- 4.8.5 Establish OSF organization per EP-OSF-1.
- 4.8.6 Contact the Emergency Director for information on plant status and immediate actions.
- 4.8.7 Continue to direct emergency maintenance activities.

4.9 Security Director

- 4.9.1 If offsite, report to the site via the Site Access Facility (SAF).
- 4.9.2 If onsite or after arrival onsite verify that EP-SEC-2, Security Force Response to Emergencies is being implemented for a General Emergency.
- 4.9.3 Contact additional Security Force personnel to augment the onshift staff as needed.

4.10 Plant Personnel

4.10.1 If on site, all personnel shall assemble at the Emergency Assembly Areas (Table AD-12.1) or emergency duty location after Gai-tronics announcement and sounding of the plant emergency alarm.

4.10.2 After notification, offsite emergency response personnel should report to their emergency duty locations. All personnel entries to the site should be via the Site Access Facility.

4.11 Emergency Escalation (See 4.10.1 following)

4.11.1 The General Emergency has been de-escalated to:

- a. an Unusual Event and EP-AD-3, Unusual Event, is being implemented.
- b. an Alert and EP-AD-4, Alert, is being implemented.
- c. a Site Emergency and EP-AD-5, Site Emergency, is being implemented.

4.11.2 The General Emergency has been closed out with no recovery operations needed and offsite agencies have been informed per EP-AD-10.

4.11.3 The General Emergency has been closed out, EP-AD-14 Recovery Planning is being implemented, and offsite support agencies have been contacted, per EP-AD-10.

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Notification of Unusual Event

DATE: OCT 27 1983

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REVIEWED BY

RBW / M L March

APPROVED BY

DMT

1.0 Applicability

- 1.1 This procedure is to be implemented upon declaration of an Unusual Event, or at the request of the Emergency Director.

2.0 Precautions

- 2.1 If an emergency class escalation occurs during the notifications, immediately implement the notification procedure for the new emergency classification.
- 2.2 All pages should be sent on both transmitters to ensure complete area coverage - Kewaunee transmitter (plant ext. , Green Bay transmitter (plant ext. or Green Bay ext.

3.0 References

- 3.1 EP-AD-2, Emergency Classification
- 3.2 EP-AD-17, Communications
- 3.3 EP-AD-15, Recovery Planning

4.0 Instructions

4.1 Initial notifications

INITIALS

- 4.1.1 If fire emergency, verify that notification required by ACD 14.2 has been made.

- 4.1.2 Notify the primary director for each key emergency position. Alternate directors are listed by call priority.

Home phone contact should be used initially if time permits.

The first designate for each plant director position can be contacted simultaneously by using pager code #

Each director notified by pager should confirm contact with a telephone call to the plant.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-7

TITLE: Notification of Unusual Event

DATE: OCT 27 1983

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PLANT DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
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ALTERNATE DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

*Alternate Emergency Director

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-7

TITLE: Notification of Unusual Event

DATE: OCT 27 1983

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ALTERNATE DIRECTORS (cont.)

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

4.1.3 Notify the Emergency Response Manager (ERM)

NOTE: If notified by pager, designate will confirm contact with a return telephone call to

Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

Alternate Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-7

TITLE: Notification of Unusual Event

DATE: OCT 27 1983

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- 4.1.4 Notify the state and local governments using the NAWAS phone with the following statment:

Kewaunee Nuclear calling Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

All areas please take the following message:

This is _____ (title) at the Kewaunee Nuclear Plant. An incident has occurred at our facility and we are declaring an Unusual Event, at _____ (Time) on _____ (Date).

There (has/has not) been a radiological release to the environment.

Off-site consequences are not expected.

Please relay this information to Emergency Government immediately.

Please Verify this message by return telephone call to the appropriate number listed in your procedure.

Protective actions are not required at this time.

Please Acknowledge receipt of this message.

Wait until all four areas have acknowledged.

WISCONSIN PUBLIC SERVICE CORPORATION
Kewaunee Nuclear Power Plant
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NO. EP-AD-7

TITLE: Notification of Unusual Event

DATE: OCT 27 1983

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- 4.1.5 Notify the NRC (Headquarter, Bethesda) using the emergency notification system (ENS) Red Phone and provide them with the necessary information from a completed Significant Event checklist.
Commercial phone back-up:

NRC CONTACT _____ TIME _____

- 4.1.6 Perform any additional notifications requested by the Emergency Director.

INITIALS

Group Pager #

Time

_____ Operations Personnel	_____
_____ Radiation/Chemistry Emergency Team	_____
_____ Fire Team	_____
_____ TSC Personnel	_____

NOTE: If individual pager numbers are needed, reference EP-AD-17 Communications.

INITIALS

- _____ 4.1.7 If the TSC has been activated, transfer the notification function to the TSC staff. Inform them of notification status.

TIME _____

4.2 Unusual Event Status Updates

- 4.2.1 Notify the State and Local Government Agencies as necessary of any change in status using the status update form, AD-17.1 (sample copy can be found in EP-AD-17). Contact should be made using commercial lines or dial select phones if the EOC's have been activated

Wisconsin Emergency Operations Center
State Patrol - Fond du Lac or
East Central Area EOC (If activated)
Kewaunee County Sheriff, or
Kewaunee County EOC (If activated)

Manitowoc County Sheriff, or
Manitowoc County EOC (If activated)

4.2.2 As necessary, notify the NRC of any changes in status using information from an updated Significant Event Checklist.

4.3 Final Conditions (one of the following)

INITIALS

____ 4.3.1 A higher class of emergency has been declared by the Emergency Director and one of the following procedures is being implemented:

- a. Notification of an Alert (EP-AD-8)
- b. Notification of a Site Emergency (EP-AD-9)
- c. Notification of a General Emergency (EP-AD-10)

____ 4.3.2 Unusual Event Close Out

- a. Notify the previously contacted key emergency position designates of the emergency close-out.

INITIALS

____ Emergency Director

____ Event Operations Director

____ Radiological Protection Director

____ Technical Support Center Director

____ Support Activities Director

____ Emergency Response Manager

- b. Notify the state and local governments of the emergency close-out.

____ Wisconsin Emergency Operations Center (EOC)

____ State Patrol Fond du Lac, or
East Central Area EOC (if activated)

____ Kewaunee County Sheriff, or
Kewaunee County EOC (if activated)

____ Manitowoc County Sheriff, or
Manitowoc County EOC (if activated)

WISCONSIN PUBLIC SERVICE CORPORATION

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EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-7

TITLE: Notification of Unusual Event

DATE: OCT 27 1983

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The following message should be given:

This is (title) at the Kewaunee Nuclear Power Plant. We have closed out the Unusual Event at (time) on (day). Recovery operations (are/are not) required.

This verbal close out will be followed with a written summary within 24 hours.

Relay this information to Emergency Government immediately.

- c. Notify the NRC of the Unusual Event close-out with an update of plant conditions.

_____ NRC Notified

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-8

REV. II

TITLE: Notification of Alert

DATE: OCT 27 1983

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REVIEWED BY BBW/m Lomach

APPROVED BY JMT

1.0 APPLICABILITY

This procedure is to be implemented upon declaration of an Alert, or at the request of the Emergency Director.

2.0 Precautions

- 2.1 If an emergency class escalation occurs during the notifications, immediately implement the notification procedure for the new emergency classification.
- 2.2 All pages should be sent on both transmitters to ensure complete area coverage - Kewaunee transmitter (plant ext. Green Bay transmitter (plant ext. or Green Bay ext.

3.0 References

- 3.1 EP-AD-2, Emergency Classification
- 3.2 EP-AD-17, Communications
- 3.3 EP-AD-15, Recovery Planning

4.0 Instructions

4.1 Initial notifications

INITIALS

- 4.1.1 If fire emergency, verify that notification required by ACD 14.2 has been made.
- 4.1.2 Notify the primary director for each key emergency position. Alternate Directors are listed by call priority.

Home phone contact should be used initially if time permits.

The first designate for each plant director position can be contacted simultaneously by using pager code #

Each director notified by pager should confirm contact with a return telephone call to the Plant.

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO.

AD-2

TITLE: Notification of Alert

DATE: OCT 27 1983

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PLANT DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
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ALTERNATE DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
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*Alternate Emergency Director

ALTERNATE DIRECTORS (cont.)

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
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4.1.3 Notify the Emergency Response Manager (ERM)

NOTE: If notified by pager, designate will confirm contact with a return telephone call to

Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

Alternate Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
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INITIALS

4.1.4 Notify the state and local governments using the NAWAS phone.

NOTE: This becomes the responsibility of the EOF staff after EOF activation.

The following statment should be given:

Kewaunee Nuclear calling Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

All areas please take the following message:

This is _____ (title) at the Kewaunee Nuclear Plant. An incident has occurred at our facility and we are declaring an Alert at _____ on _____ (Time) (Date).

There (has/has not) been a radiological release to the environment.

Off-site consequences are not expected.

Please relay this information to Emergency Government immediately.

Please Verify this message by return telephone call to the appropriate number listed in your procedure.

Recommended protective actions are:

- a. Not required at this time.
- b. Take shelter in following areas:

(Location, sector and miles radius)

- c. Other _____ in _____
(Recommended Action) (Location)
- _____ in _____
(Recommended Action) (Location)

Please Acknowledge receipt of this message.

Wait until all four areas have acknowledged.

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP AD-0

TITLE: Notification of Alert

DATE: OCT 27 1983

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- 4.1.5 Notify the United States Coast Guard using commercial telephone lines with the text of the previous message.

NOTE: This becomes the responsibility of the EOF staff after EOF activation.

Day
Night

COAST GUARD CONTACT _____ TIME _____ INITIALS _____

- 4.1.6 Notify the NRC (Headquarters, Bethesda) using the emergency notification system (ENS) Red Phone and provide them with the necessary information from a completed Significant Event checklist.
Commercial phone back-up:

NRC CONTACT _____ TIME _____ INITIALS _____

- 4.1.7 Perform any additional notifications requested by the Emergency Director.

INITIALSGroup Pager #Time

_____ Operations Personnel _____

_____ Inplant/Chemistry/Site Radiation _____

_____ Fire Team _____

_____ TSC Personnel _____

NOTE: If individual pager numbers are needed, reference EP-AD-17 Communications.

- 4.1.8 Transfer notification function to the Technical Support Center as soon as it has been fully activated and staffed.

TIME _____ INITIALS _____

- 4.1.9 If the EOF has been activated, transfer responsibility for notification of Coast Guard, and State and local agencies.

TIME _____ INITIALS _____

4.2 Alert Status Updates

- 4.2.1 Notify the State and Local Government Agencies as necessary of any change in status using the status update form, AD-17.1 (sample copy can be found in EP-AD-17). Contact should be made using commercial lines or dial select phones if the EOC's have been activated.

Wisconsin Emergency Operations Center

State Patrol - Fond du Lac or
East Central Area EOC (If activated)

Kewaunee County Sheriff, or
Kewaunee County EOC (If activated)

Manitowoc County Sheriff, or
Manitowoc County EOC (If activated)

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-8

TITLE: Notification of Alert

DATE: OCT 27 1993

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4.2.2 Notify the United States Coast Guard as necessary of any change in status with the text of the previous message using commercial telephone lines:

Day:

Night:

4.2.3 As necessary, notify the NRC of any changes in status using information from an updated Significant Event Checklist.

4.3 Final Conditions

(one of the following)

INITIALS

4.3.1 A higher class of emergency has been declared by the Emergency Director and one of the following procedures is being implemented:

- a. Notification of a Site Emergency (EP-AD-9)
- b. Notification of a General Emergency (EP-AD-10)

4.3.2 Alert De-escalation to an Unusual Event

A. Notify the key emergency directors of the emergency class change.

INITIALS

TIME

Event Operations Director

Radiological Protection Director

Technical Support Center Director

Support Activities Director

Security Director

Emergency Response Manager

B. Notify the support agencies of the emergency class change.

NOTE: This becomes the responsibility of the EOF staff after EOF activation.

Wisconsin Emergency Operations Center (EOC)

CONTACT

TIME

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-8

TITLE: Notification of Alert

DATE: OCT 27 1983

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____ State Patrol Fond du Lac, or
East Central Area EOC (if activated)

CONTACT _____ TIME _____

____ Kewaunee County Sheriff, or
Kewaunee County EOC (if activated)

CONTACT _____ TIME _____

____ Manitowoc County Sheriff, or
Manitowoc County EOC (if activated)

CONTACT _____ TIME _____

____ U.S. Coast Guard

Day
Night

CONTACT _____ TIME _____

The following message should be given:

This is (title) at the Kewaunee Nuclear Power Plant. Conditions have improved and we have de-escalated the Alert to an Unusual Event at (time) on (day).

To repeat: The Alert has been de-escalated to an Unusual Event at (time) on (day). Relay this information to Emergency Government immediately.

____ C. Notify the NRC of the Alert de-escalation to an Unusual Event with an update of plant conditions.

____ D. Continue Emergency Plan Procedures with EP-AD-7, Unusual Event Procedures, beginning with Section 4.2 status update.

4.3.3 Alert Close Out

A. Notify the key emergency directors of the emergency close out.

INITIALS

TIME

____ Event Operations Director

____ Radiological Protection Director

____ Technical Support Center Director

_____ Support Activities Director _____

_____ Security Director _____

_____ Emergency Response Manager _____

B. Notify the support agencies of the emergency close out.

NOTE: This becomes the responsibility of the EOF staff after EOF activation.

_____ Wisconsin Emergency Operations Center (EOC)

CONTACT _____ TIME _____

_____ State Patrol Fond du Lac, or
East Central Area EOC (if activated)

CONTACT _____ TIME _____

_____ Kewaunee County Sheriff, or
Kewaunee County EOC (if activated)

CONTACT _____ TIME _____

_____ Manitowoc County Sheriff, or
Manitowoc County EOC (if activated)

CONTACT _____ TIME _____

_____ U.S. Coast Guard

Day
Night

CONTACT _____ TIME _____

Kewaunee Nuclear Power Plant

TITLE: Notification of Alert

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

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The following message should be given:

This is (title) at the Kewaunee Nuclear Power Plant. We have closed out the Alert at (time) on (day). Recovery operations (are/are not) required.

To repeat: The Alert has been closed out at (time) on (day).
Relay this information to Emergency Government immediately.

This verbal close out will be followed with a written summary within 8 hours.

- C. Notify the NRC of the Alert close out with an update of plant conditions.

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Notification of Site Emergency

DATE: OCT 27 1993

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REVIEWED BY

OB Rees / M L Marchis

APPROVED BY

S/LLT1.0 APPLICABILITY

- 1.1 This procedure is to be implemented upon declaration of a Site Emergency or at the request of the Emergency Director.

2.0 Precautions

- 2.1 If an emergency class escalation occurs during the notifications, immediately implement the notification procedure for the new emergency classification.
- 2.2 All pages should be sent both transmitters to ensure complete area coverage
Kewaunee transmitter (pl ext. Green Bay transmitter (plant ext.
or Green Bay ext.

3.0 References

- 3.1 EP-AD-2, Emergency Classification
- 3.2 EP-AD-17, Communications
- 3.3 EP-AD-15, Recovery Planning

4.0 Instructions

- 4.1 Initial notifications

INITIALS

- ___ 4.1.1 If fire emergency, verify that notification required by ACD 14.2 has been made.
- ___ 4.1.2 Notify the primary director for each key emergency position. Alternate Directors are listed by call priority.

Home phone contact should be used initially if time permits.

The first designate for each plant director position can be contacted simultaneously by using pager code #

Each director notified by pager should confirm contact with a return telephone call to the Plant.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-9

TITLE: Notification of Site Emergency

DATE: OCT 27 1993

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PLANT DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

ALTERNATE DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

*Alternate Emergency Director

WISCONSIN PUBLIC SERVICE CORPORATION
Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AU-9

TITLE: Notification of Site Emergency

DATE: OCT 27 1983

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ALTERNATE DIRECTORS. (cont.)

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
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4.1.3 Notify the Emergency Response Manager (ERM)

NOTE: If notified by pager, designate will confirm contact with a return telephone call to

Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

Alternate Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Notification of Site Emergency

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INITIALS

4.1.4 Notify the state and local governments using the NAWAS phone with the following statement:

Kewaunee Nuclear calling Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

All areas please take the following message:

This is _____ (title) at the Kewaunee Nuclear Plant. An incident has occurred at our facility and we are declaring a Site Emergency, at _____ on _____
(Time) (Date)

There (has/has not) been a radiological release to the environment.

Off-site consequences are expected.

Please relay this information to Emergency Government immediately.

Please Verify this message by return telephone call to the appropriate number listed in your procedure.

Recommended protective actions are:

- a. Not required at this time.
- b. Take shelter in following areas:

(Location, sector and miles radius)

- c. Evacuate the following areas:

(Location, sector and miles radius)

- d. Other _____ in _____
(Recommended Action) (Location)
- _____ in _____
(Recommended Action) (Location)

Please Acknowledge receipt of this message.

Wait until all four areas have acknowledged.

Kewaunee Nuclear Power Plant

TITLE: Notification of Site Emergency

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

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- _____ 4.1.5 Notify the United States Coast Guard using commercial telephone lines with the text of the previous message.

Day
Night

COAST GUARD CONTACT _____ TIME _____

- 4.1.6 Notify the NRC (Headquarter, Bethesda) using the Emergency Notification System (ENS) red phone and provide them with the necessary information from a completed Significant Event checklist.
Commercial phone back-up:

NRC CONTACT _____ TIME _____

- 4.1.7 Perform any additional notifications requested by the Emergency Director.

<u>INITIALS</u>	<u>Group Pager #</u>	<u>Time</u>
_____ Operations Personnel		_____
_____ Inplant/Chemistry/Site Radiation		_____
_____ Plant Electricians		_____
_____ I & C Personnel		_____

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Notification of Site Emergency

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____ Plant Mechanics

____ Fire Team

____ TSC Personnel

NOTE: If individual pager numbers are needed, reference EP-AD-17
Communications.

- ____ 4.1.8 Transfer the notification function to the Technical Support Center as soon as it has been fully activated and staffed.

TIME _____ INITIALS _____

- ____ 4.1.9 Transfer the notification of the Coast Guard and State and local agencies to the EOF after it has been fully activated and staffed.

TIME _____ INITIALS _____

4.2 Site Emergency Status Updates

- 4.2.1 Notify the State and Local Government Agencies as necessary of any change in status using the status update form, AD-17.1 (sample copy can be found in EP-AD-17). Contact should be made using commercial lines or dial select phones if the EOC's have been activated.

Wisconsin Emergency Operations Center

State Patrol - Fond du Lac or
East Central Area EOC (If activated)

Kewaunee County Sheriff, or
Kewaunee County EOC (If activated)

Manitowoc County Sheriff, or
Manitowoc County EOC (If activated)

- 4.2.2 Notify the United States Coast Guard as necessary of any change in status with the text of the previous message using commercial telephone lines:

Day:
Night:

4.3 Final Conditions (one of the following)INITIALS

4.3.1 A General Emergency has been declared and EP-AD-10, Notification of a General Emergency is being implemented.

4.3.2 Site Emergency De-escalation to Alert or Unusual Event

A. Notify the key emergency directors of the emergency class change.

INITIALSTIME

_____ Event Operations Director _____

_____ Radiological Protection Director _____

_____ Technical Support Center Director _____

_____ Support Activities Director _____

_____ Security Director _____

_____ Emergency Response Manager _____

B. Notify the support agencies of the emergency class change.

NOTE: This becomes the responsibility at the EOF staff after EOF activation.

_____ Wisconsin Emergency Operations Center (EOC)

CONTACT _____ TIME _____

_____ State Patrol Fond du Lac, or
East Central Area EOC (if activated)

CONTACT _____ TIME _____

_____ Kewaunee County Sheriff, or
Kewaunee County EOC (if activated)

CONTACT _____ TIME _____

INITIALS

_____ Manitowoc County Sheriff, or
_____ Manitowoc County EOC (if activated)

CONTACT _____ TIME _____

_____ U.S. Coast Guard

Day
Night

CONTACT _____ TIME _____

The following message should be given:

This is (title) at the Kewaunee Nuclear Power Plant. Conditions have improved and we have de-escalated the Site Emergency to an (Alert/Unusual Event) at (time) on (day).

To repeat: The Site Emergency has been de-escalated to an (Alert/Unusual Event) at (time) on (day). Relay this information to Emergency Government immediately.

- C. Notify the NRC of the Site Emergency de-escalation to an (Alert/Unusual Event) with an update of plant conditions.
- D. Continue emergency plant procedures with (EP-AD-8, Alert or EP-AD-7, Unusual Event) procedures, beginning with Section 4.2.

4.3 Site Emergency Close Out

- A. Notify the key emergency directors of the emergency close-out.

INITIALSTIME

_____ Event Operations Director	_____
_____ Radiological Protection Director	_____
_____ Technical Support Center Director	_____
_____ Support Activities Director	_____
_____ Security Director	_____
_____ Emergency Response Manager	_____

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Notification of Site Emergency

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B. Notify the support agencies of the emergency close-out.

NOTE: This becomes the responsibility of the EOF staff after
EOF activation.

____ Wisconsin Emergency Operations Center (EOC)

CONTACT _____ TIME _____

____ State Patrol Fond du Lac, or
East Central Area EOC (if activated)

CONTACT _____ TIME _____

____ Kewaunee County Sheriff, or
Kewaunee County EOC (if activated)

CONTACT _____ TIME _____

____ Manitowoc County Sheriff, or
Manitowoc County EOC (if activated)

CONTACT _____ TIME _____

____ U.S. Coast Guard

Day
Night

CONTACT _____ TIME _____

The following message should be given:

This is (title) at the Kewaunee Nuclear Power Plant. We have closed out
the Site Emergency at (time) on (day). To repeat: The Site Emergency has been
closed out at (time) on (day). Recover operations (are/are not) required.

This verbal close out will be followed with a written summary within 8 hours.

Relay this information to Emergency Government immediately.

C. Notify the NRC of the Site Emergency close-out with an update of plant
conditions.

DATE: OCT 27 1983

PAGE 1 of

REVIEWED BY RR. [signature] / M. L. [signature]APPROVED BY [signature]

1.0 APPLICABILITY

- 1.1 This procedure is to be implemented upon declaration of a General Emergency or at the request of the Emergency Director.

2.0 Precautions

- 2.1 All pages should be sent on both transmitters to ensure complete area coverage.
Kewaunee transmitter (plant ext. _____), Green Bay transmitter (plant ext. _____) or Green Bay ext. _____.

3.0 References

- 3.1 EP-AD-2, Emergency Classification
3.2 EP-AD-15, Recovery Planning
3.3 EP-AD-17, Communications

4.0. Instructions

4.1 Initial notifications

INITIALS

- ___ 4.1.1 If fire emergency, verify that notification required by ACD 14.2 has been made.

- ___ 4.1.2 Notify the primary director for each key emergency position. Alternate Directors are listed by call priority.

Home phone contact should be used initially if time permits.

The first designate for each plant director position can be contacted simultaneously by using pager code # _____

Each director notified by pager should confirm contact with a return telephone call to the Plant.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-10

TITLE: Notification of General Emergen

DATE: OCT 27 1983

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PLANT DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

ALTERNATE DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

*Alternate Emergency Director

DATE: OCT 27 1993

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ALTERNATE DIRECTORS (cont.)

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
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4.1.3 Notify the Emergency Response Manager (ERM)

NOTE: If notified by pager, designate will confirm contact with a return telephone call to

Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

Alternate Emergency Response Manager

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

Kewaunee Nuclear Power Plant

TITLE: Notification of General Emergency

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

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INITIALS

- 4.1.4 Notify the state and local governments using the NAWAS phone with the following statement:

Kewaunee Nuclear calling Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, call Warning Center 1 to ring that area.

All areas please take the following message:

This is _____ (title) at the Kewaunee Nuclear Plant. An incident has occurred at our facility and we are declaring a General Emergency at _____ on _____.
(Time) (Date)

There (has/has not) been a radiological release to the environment.

Off-site consequences are expected.

Please relay this information to Emergency Government immediately.

Please Verify this message by return telephone call to the appropriate number listed in your procedure.

Recommended protective actions are:

- a. Not required at this time.
- b. Take shelter in following areas:

(Location, sector and miles radius)

- c. Evacuate the following areas:

(Location, sector and miles radius)

- d. Other _____ in _____
(Recommended Action) (Location)
- _____ in _____
(Recommended Action) (Location)

Please Acknowledge receipt of this message.

Wait until all four areas have acknowledged.

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Notification of General Emerger

DATE: OCT 27 1983

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- 4.1.5 Notify the United States Coast Guard using commercial telephone lines with the text of the previous message.

Day
Night

COAST GUARD CONTACT _____ TIME _____ INITIALS _____

- 4.1.6 Notify the NRC (Headquarters, Bethesda) using the Emergency Notification System (ENS) red phone and provide them with the necessary information from a completed Significant Event checklist.
Commercial phone back-up:

NRC CONTACT _____ TIME _____

- 4.1.7 Perform any additional notifications requested by the Emergency Director.

<u>INITIALS</u>	<u>Group Pager #</u>	<u>Time</u>
_____ Operations Personnel		_____
_____ Inplant Radiation/Chemistry/ Site Team		_____
_____ Off-site Team		_____
_____ Plant Electricians		_____
_____ I & C Personnel		_____
_____ Plant Mechanics		_____
_____ Fire Team		_____
_____ TSC Personnel		_____

NOTE: If individual pager numbers are needed, reference EP-AD-17 Communications.

- 4.1.8 Transfer notification function to the Technical Support Center as soon as it has been fully activated and staffed.

TIME _____ INITIALS _____

- 4.1.9 Transfer the notification of the Coast Guard and State and local agencies to the EOF after it has been fully activated and staffed.

TIME _____ INITIALS _____

4.2 General Emergency Status Updates

- 4.2.1 Notify the State and Local Government Agencies as necessary of any change in status using the status update form, AD-17.1 (sample copy can be found in EP-AD-17). Contact should be made using commercial lines or dial select phones if the EOC's have been activated.

Wisconsin Emergency Operations Center

State Patrol - Fond du Lac or
East Central Area EOC (If activated)

Kewaunee County Sheriff, or
Kewaunee County EOC (If activated)

Manitowoc County Sheriff, or
Manitowoc County EOC (If activated)

- 4.2.2 Notify the United States Coast Guard as necessary of any change in status with the text of the previous message using commercial telephone lines:

Day:
Night:

- 4.2.3 As necessary, notify the NRC of any changes in status using information from an updated Significant Event Checklist.

Kewaunee Nuclear Power Plant

TITLE: Notification of General Emergency

EMERGENCY PLAN IMPLEMENTING PROCEDURE

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4.3 Final Conditions (one of the following)4.3.1 General Emergency De-escalation to Site Emergency, Alert, or Unusual Event

A. Notify the key emergency directors of the emergency class change.

INITIALSTIME

_____ Event Operations Director	_____
_____ Radiological Protection Director	_____
_____ Technical Support Center Director	_____
_____ Support Activities Director	_____
_____ Security Director	_____
_____ Emergency Response Manager	_____

B. Notify the support agencies of the emergency class change.

NOTE: This becomes the responsibility of the EOF staff after EOF activation.

_____ Wisconsin Emergency Operations Center (EOC)	
CONTACT _____	TIME _____
_____ State Patrol Fond du Lac, or East Central Area EOC (if activated)	
CONTACT _____	TIME _____
_____ Kewaunee County Sheriff, or Kewaunee County EOC (if activated)	
CONTACT _____	TIME _____
_____ Manitowoc County Sheriff, or Manitowoc County EOC (if activated)	
CONTACT _____	TIME _____

____ U.S. Coast Guard

Day
Night

CONTACT _____ TIME _____

The following message should be given:

This is (title) at the Kewaunee Nuclear Power Plant. Conditions have improved and we have de-escalated the General Emergency to (a Site Emergency/an Alert/an Unusual Event) at (time) on (day). To repeat: The General Emergency has been de-escalated to (a Site Emergency/an Alert/an Unusual Event) at (time) on (day). Relay this information to Emergency Government immediately.

- ____ C. Notify the NRC of the General Emergency de-escalation with an update of plant conditions.
- D. Continue Emergency Plan Procedures with (EP-AD-9, Site Emergency/ EP-AD-8, Alert/ EP-AD-7, Unusual Event) procedures, beginning with Section 4.2.

____ 4.3.2 General Emergency Close Out

- A. Notify the key emergency directors of the emergency close out.

INITIALS

____ Emergency Director

____ Event Operations Director

____ Radiological Protection Director

____ Technical Support Center Director

____ Support Activities Director

____ Emergency Response Manager

- B. Notify the state and local governments of the emergency close-out.

NOTE: This becomes the responsibility of the EOF staff after EOF activation.

WISCONSIN PUBLIC SERVICE CORPORATION
Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-10

TITLE: Notification of General Emerger

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_____ Wisconsin Emergency Operations Center (EOC)

CONTACT _____ TIME _____

_____ State Patrol Fond du Lac, or
East Central Area EOC (if activated)

CONTACT _____ TIME _____

_____ Kewaunee County Sheriff, or
Kewaunee County EOC (if activated)

CONTACT _____ TIME _____

_____ Manitowoc County Sheriff, or
Manitowoc County EOC (if activated)

CONTACT _____ TIME _____

_____ U.S. Coast Guard

Day
Night

CONTACT _____ TIME _____

The following message should be given:

This is (title) at the Kewaunee Nuclear Power Plant. We have closed out the General Emergency at (time) on (day). To repeat: The General Emergency has been closed out at (time) on (day). Recovery operations (are/are not) required.

This verbal close out will be followed with a written summary within 8 hours.

Relay this information to Emergency Government immediately.

- C. Notify the NRC of the General Emergency close out with an update of plant conditions.

Kewaunee Nuclear Power Plant

TITLE: Personnel Assembly and
Accountability

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

PAGE 1 of 3

REVIEWED BY

R. R. / M. L. March

APPROVED BY

SLM

1.0 APPLICABILITY

This procedure shall be implemented immediately during a Site Emergency or General Emergency and may be implemented during an Unusual Event or an Alert at the discretion of the Emergency Director.

2.0 PRECAUTIONS

- 2.1 Assembly Area Coordinators (AAC) and alternates for each assembly area are designated on Table AD-12.
- 2.2 Personnel must make the AAC aware of their departure and arrival when changing locations.
- 2.3 AAC's must ensure that hazardous areas are identified and warn personnel of these locations for the determination of the safest routes between Emergency Assembly Areas.
- 2.4 Personnel inside the controlled area should not assemble in their emergency duty location, but report to the controlled area assembly area (Radiation Protection Office) in accordance with Table AD-12.
- 2.5 Only the following personnel may authorize support personnel without Kewaunee I.D. cards access to the site during a plant emergency:

Shift Supervisor

Support Activities Director (SAD)

Emergency Director (ED)

Security Director

Event Operations Director (EOD)

Emergency Response Manager (ERM)

Radiological Protection Director
(RPD)Environmental Protection Director
(EPD)Technical Support Center Director
(TSCD)Administrative/Logistics Director
(ALD)

- 2.6 If a designated AAC or alternate is not present at an assembly area, a senior plant staff member will assume the responsibility.
- 2.7 Personnel outside the controlled area should assemble in their emergency duty location if possible and timely.

3.0 REFERENCES

- 3.1 EP-SEC-3, Personnel Accountability (Initial and Maintaining)

4.0 INSTRUCTIONS

- 4.1 All personnel shall assemble in the locations specified in Table AD-12, or their emergency duty locations, upon Gaitronics announcement of Assembly/Accountability.
- 4.2 The AAC shall record the badge ID numbers of each person as they identify themselves. Daily check-in sheets should be available in each area to assist in recording the information.
- 4.3 AAC shall conduct a roll call to verify an accurate muster list.
- 4.4 AAC shall report to the Security Director, the badge ID numbers of personnel at their assembly area location.
- 4.5 After initial assembly and accountability, Emergency Response Organization Personnel may proceed to their appropriate emergency duty locations in the following manner.
- 4.6.1 Notify the present AAC of your ID no. and destination.
- 4.6.2 The AAC informs the Coordinator at the individual's destination.
- 4.6.3 Obtain information on hazardous areas and best route to be traveled from the RPD.
- 4.6.4 Follow predetermined route to new location quickly.
- 4.6.5 Report in immediately to new AAC.
- 4.6.6 The new AAC shall log in arrival of all personnel as they report.
- 4.7 Periodic accountability checks will be performed by the Security Director to ensure continuous accountability of personnel.
- 4.8 If the entire group of assembled personnel are to move to a new location, the AAC shall perform steps 4.6.1 through 4.6.6, to ensure continuous accountability of personnel.
- 4.9 The Security Director shall post current copies of daily check-in sheets in each primary assembly area in a conspicuous location.

TABLE AD-12
EMERGENCY ASSEMBLY AREAS

GROUP	Primary Assembly Location and Telephone Numbers	Alternate Assembly Locations and Telephone Numbers	Coordinator
Operations Shift Crew	Control Room Phone	Radiation Protection Office Phone	Shift Supervisor or Event Oper. Director
Fire Brigade	Shift Supervisor's Office Phone	Admin. Bldg. Lobby Phone	Fire Brigade Leader
Fire Team	Admin. Bldg. Lobby Phone	Security Bldg. Phone	Fire Team Leader
In-plant, Site, Chemistry, Radiation Emergency Teams, Controlled Area Personnel	Radiation Protection Office Phone	Radiological Analysis Facility Phone	Radiological Protection Dire
Containment Personnel	Personnel Airlock Gai-tronics	Emergency Airlock Gai-tronics	Senior HP Technolo- gist or Staff Member
Technical Support Center Staff	Technical Support Center Phone		Technical Support Center Director
Maintenance personnel, visitors, contractors, and personnel with no immediate emergency response duty	Operational Support Facility (Admin. Bldg. Ground Level) Phone		Support Activities Director
Training personnel	Training Building- General Meeting Room Phone	Site Access Facility Phone	Training Supervisor
Security Personnel (except CAS officers)	Security Bldg. Phone	Site Access Facility Phone	Security Director or Shift Captain

Kewaunee Nuclear Power Plant

TITLE: Communications

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

PAGE 1 of 24

REVIEWED BY RRB/m L MarchAPPROVED BY JHt

1.0 APPLICABILITY

- 1.1 This procedure describes the communication systems to be used during a plant emergency to:
- Notify onsite personnel
 - Notify emergency response organization personnel
 - Notify Federal, State and local authorities
 - Notify private support agencies

2.0 PRECAUTIONS

- 2.1 All incoming emergency communications should be transferred from the Control Room to the Technical Support Center (TSC) or plant switchboard as soon as possible after emergency declaration.
- 2.2 All messages sent and received should be documented.
- 2.3 Messages should be repeated to ensure understanding, especially those containing numerical information.

3.0 REFERENCES

- 3.1 System Description #44 - Communications.
- 3.2 XK-238 Gai-tronics
- 3.3 WPS P.O. 12589 - Motorola Radio Paging Equipment Instruction Manual
- 3.4 National Warning System (NAWAS) Operations Manual
- 3.5 State of Wisconsin - Division of Emergency Government Warning Plan and Standing Operating Procedures
- 3.6 Procedures for the Emergency Broadcast System - East Central Wisconsin EBS Operational Area
- 3.7 WPSC Public Information Emergency Response Plan
- 3.8 Fluor Power Services, Inc. Emergency Response Plan

3.9 American Nuclear Insurers (ANI) Accident Notification Procedure

3.10 Wisconsin Telephone's Emergency Preparedness Plan in Support of a Nuclear Incident

4.0 RESPONSIBILITIES

4.1 The Emergency Director is responsible for the following notifications.

4.1.1 The required initial notifications.

4.1.2 Additional notifications to support personnel to augment the shift staff.

4.1.3 Follow-up notifications of plant status, emergency escalation or de-escalation and close out.

4.2 The Emergency Response Manager is responsible for the following notifications.

4.2.1 The required initial notifications of corporate response personnel.

4.2.2 Additional notifications to corporate support personnel to augment the corporate response.

4.2.3 Follow-up notification of site conditions, emergency escalation or de-escalation and close out to offsite authorities after Emergency Operations Facility (EOF) activation.

4.3 The Emergency Response Organization directors are responsible for notifying technical personnel and response team members to support their groups duties and functions.

5.0 REQUIREMENTS

5.1 Onsite personnel are notified of a plant emergency using the (PBX) telephone system and the 5-channel Gai-tronics intra-plant paging system. The Control Room and Technical Support Center are equipped with "Night Bells" for after hours incoming calls. The use of these systems is described in System Description #44 Communications. Both systems have non-interruptible power sources.

- 5.2 The required initial notifications are detailed in the respective emergency class notification procedure:

EP-AD-7, Notification of Unusual Event
EP-AD-8, Notification of Alert
EP-AD-9, Notification of Site Emergency
EP-AD-10, Notification of General Emergency

- 5.3 The required initial notifications of corporate response personnel are detailed in:

EP-EOF-3, Corporate Response to an Unusual Event
EP-EOF-4, Corporate Response to an Alert
EP-EOF-5, Corporate Response to a Site Emergency
EP-EOF-6, Corporate Response to a General Emergency

- 5.4 Offsite WPS Emergency Response Organization personnel should be initially contacted by commercial telephone. If the person can not be contacted by telephone, or time does not permit making individual telephone calls, the person's pager should be activated. Office and home telephone numbers, radio-pager activation instructions and two-digit pager codes are contained in Table AD-17.1.

- 5.5 Initial notifications to the State of Wisconsin and Kewaunee and Manitowoc counties shall be made using the NAWAS telephone described in Table AD-17.2. Follow-up contacts to the State of Wisconsin will be made using commercial lines using the telephone numbers in Table AD-17.3. Follow up contacts to Kewaunee and Manitowoc counties can be made using the Dial Select phone if the E.O.C's have been activated, otherwise use commercial lines using the numbers in Table AD-17.3. Dial Select numbers are as follows:

Kewaunee Nuclear Power Plant TSC	33
Emergency Operations Center	23
Kewaunee County EOC	43
Manitowoc County EOC	53
Point Beach TSC	63
ALL CALL	22

Status updates given to state and local authorities should be made using Form AD-17.1.

- 5.6 Initial contacts to the U.S. Coast Guard, INPO, American Nuclear Insurers or other support agencies shall be made using the commercial telephone system. Support agencies telephone numbers are provided in Table AD-17.3.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-AD-17

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- 5.7 Initial notification to the U.S. Nuclear Regulatory Commission, Bethesda, MD, will be through the Emergency Notification System (ENS) red phone. ENS phones are located in the Control Room, Technical Support Center and Emergency Operations Facility. The commercial telephone backup number is
- 5.8 Intra-company communications will be through ring-down circuits and the commercial telephone system. Each Emergency Response Facility (ERF) is furnished with a plant telephone extension listing and diagram detailing ring-down circuits available in that facility.
- 5.9 Communications with plant emergency teams and environmental monitoring teams will be using Motorola two-way radios and the plant transmitter. Remote console stations are located in the Shift Supervisor's office, Radiological Analysis Facility (RAF), Emergency Operations Facility (EOF) and Site Access Facility (SAF). Each base station has intercom capabilities with each of the other base stations. The RPO station may be relocated in the Radiological Analysis Facility (RAF) if RPO evacuation is necessary. Team designation and base station location should be used in all communications.
- 5.10 Each Emergency Response Organization director should maintain a log detailing:
 - a. Changes in plant status or emergency classification
 - b. Actions taken
 - c. Important data received
 - d. Any recommendations made
- 5.11 Messages sent or received should be documented in a communicator's log with information on Form AD-17.2.

TABLE AD-17.1
EMERGENCY CALL LIST

- 1.0 Tone and Voice Radio Pagers are assigned to Personnel as shown with call numbers on the Emergency Call List.
- 2.0 Whenever it is necessary to contact a person on the Emergency Call List and he is not onsite, if time permits, the home telephone number should be called first. If he cannot be reached at home, contact should then be attempted by using the person's individual or subgroup call number. A major group of individuals may be contacted by using the group call number. Tone and voice contact by pagers is effective within 15 mile radius of the transmitting station. Only tone contacts can be made outside the 15 mile radius.
- 3.0 How to Place a Page
 - 3.1 Determine the three digit pager code for the party or group you wish to contact from the Emergency Call List.

PLANT EXTENSION PHONES

- 3.2 Dial the terminal access code on any plant extension.
Kewaunee site transmitter -
Green Bay transmitter -
 - a. When the terminal answers and responds with an acknowledge tone (single beep) go to step 3.3.
 - b. If you hear a "busy" signal, hang up and try again.
- 3.3 Dial the three digit pager code for the party or group you wish to contact from the pager assignment list.
- 3.4 Listen for the transmit tones, (successive beeps) indicating page being transmitted.
- 3.5 When the tones stop, speak your message to the called party. You have about 20 seconds to talk, after which the terminal will hang up. Replace the telephone receiver.

TABLE AD-17.1
EMERGENCY CALL LIST (cont'd)

GREEN BAY EXTENSION PHONES

- 3.6 Dial the Kewaunee Plant tie line
- 3.7 Then dial plant extensions:
 - a. For Kewaunee site transmitter -
 - b. For Green Bay transmitter -
- 3.8 When the terminal answers and responds with an acknowledge tone (single beep) go to step 3.9.
 - a. If you hear a "busy" signal, hang up and try again.
- 3.9 Dial the three digit pager code for the party or group you wish to contact from the pager assignment list.
- 3.10 Listen for the transmit tones, (successive beeps) indicating page being transmitted.
- 3.11 When the tones stop, speak your message to the called party. You have about 20 seconds to talk, after which the terminal will hang up. Replace the telephone receiver.

4.0 Tone and Voice Pager Operation

- 4.1 Set the ON/OFF switch on the bottom of the pager to the ON position (white dot visible). The alert tone will sound to indicate battery condition. If tone is absent, replace or recharge batteries.
- 4.2 Press the reset touch bar on top of the pager. This resets the pager to standby and eliminates the squelch noise.
- 4.3 When you are paged and the alert tone is heard, the voice message is heard automatically. Volume control can be adjusted for desired level.
- 4.4 After a message, press the reset touch bar to reset the unit.
- 4.5 Key emergency response personnel and their alternates should telephone the plant at _____ after receipt of a pager signal/message to confirm that contact has been made.

TABLE AD-17.1
EMERGENCY CALL LIST

PRIMARY DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

*Alternate Emergency Director

TABLE AD-17.1
EMERGENCY CAEL LIST

ALTERNATE DIRECTORS

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

*Alternate Emergency Director

TABLE AD-17.1
EMERGENCY CALL LIST

ALTERNATE DIRECTORS (Continued)

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.1
EMERGENCY CALL LIST

PLANT SUPPORT

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.1
EMERGENCY CALL LIST

PLANT SUPPORT

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.1
EMERGENCY CALL LIST

PLANT SUPPORT

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.1
EMERGENCY CALL LIST

RADIATION EMERGENCY TEAM

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.1
EMERGENCY CALL LIST

RADIATION EMERGENCY TEAM (Continued)

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.1
EMERGENCY CALL LIST

OFFSITE DIRECTORS & SUPPORT

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.1
EMERGENCY CALL LIST

OFFSITE DIRECTORS & SUPPORT (Continued)

<u>POSITION</u>	<u>EXT.</u>	<u>HOME NUMBER</u>	<u>GP/IND CODE</u>	<u>CONTACT TIME</u>
-----------------	-------------	------------------------	------------------------	-------------------------

TABLE AD-17.2
NAWAS OPERATIONS

- 1.0 The black telephones and loudspeakers located in the Shift Supervisor's office and the Technical Support Center are part of the National Warning System. Points throughout the state as shown in the following drawing can be accessed simultaneously by removing the handset. Messages should be directed to Kewaunee County, Manitowoc County, the East Central Warning Center in Fond du Lac and Wisconsin Warning Center I in Madison.
- 2.0 Telephone operation is achieved by removing the handset and depressing the PUSH-TO-TALK button on the inside of the handset. Messages should be of the form:

"Kewaunee Nuclear calling Warning Center I, East Central Area, Kewaunee County, Manitowoc County. Please acknowledge."

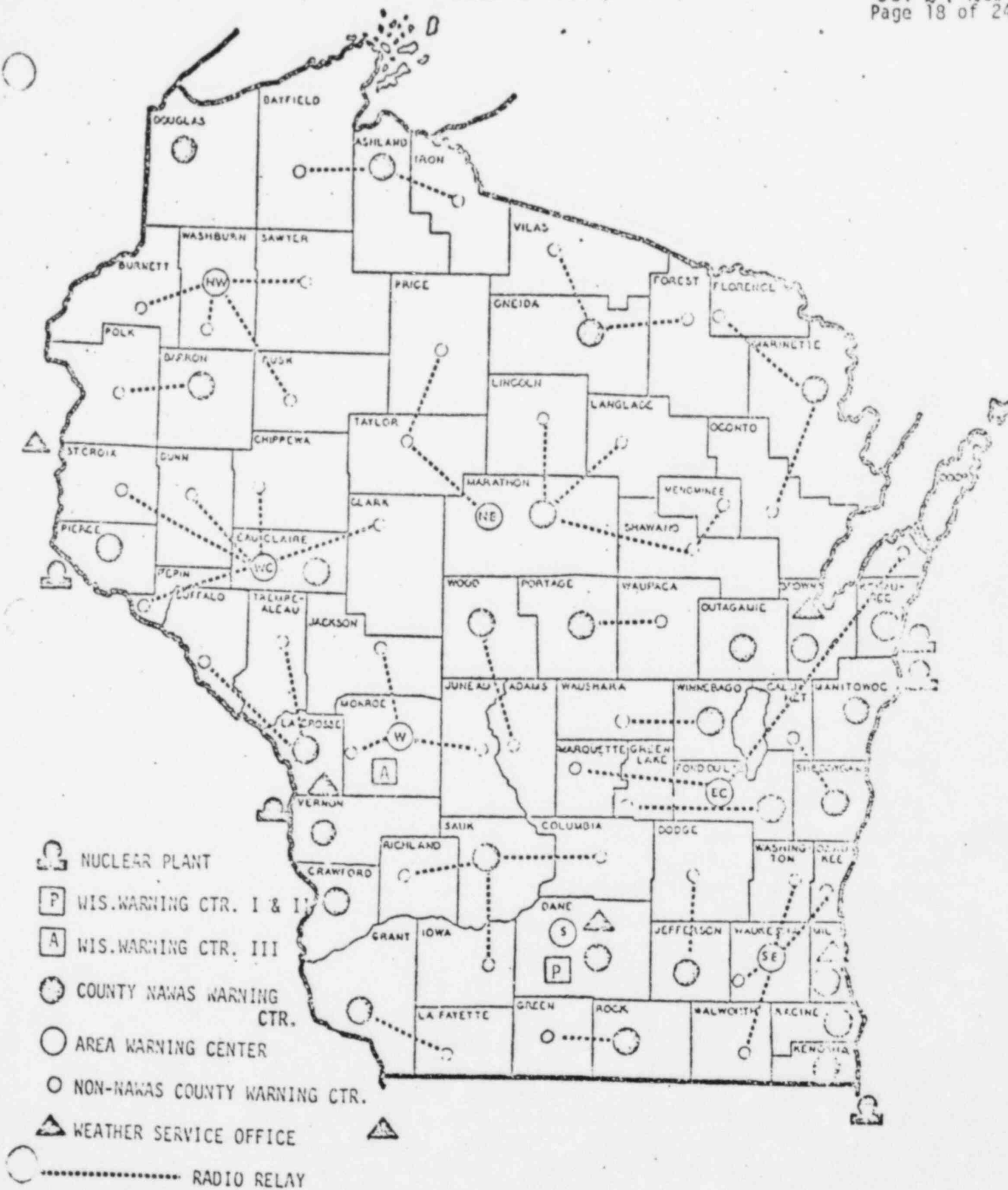
Wait until each area has acknowledged before continuing. If any area fails to acknowledge, request that Warning Center I ring that area and continue:

"Please take the following message. This is (title) at the Kewaunee Nuclear Plant.
(Insert the desired message)
Relay this information to Emergency Government immediately.
Any return contacts or confirming calls should be through commercial telephone.
Please acknowledge receipt of message."

Each area contacted should acknowledge message.

NATIONAL WARNING SYSTEM - WISCONSIN
TABLE AD-17.2 (cont'd)

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Note: Warning Centers I, II, III & Milwaukee Weather Service Office have ring-down capability

TABLE AD-17.3
Support Agencies - Commercial Phone Numbers

*NOTE: Long Distance Calls must be preceded by a (1)

American Nuclear Insurers

Department of Energy

East Central Area Office of Emergency
Government - Fond du Lac
Fluor Power Services

Day
Night

Office
Home

Office
Home

| Teledyne

Office
Home

Office
Home

Institute of Nuclear Power Operations (INPO)

Kewaunee County (Sheriff's Department)
Kewaunee County Emergency Government (EOC)

Manitowoc County (Sheriff's Department)
Manitowoc County Emergency Government Director
Medical Assistance
Two Rivers Hospital

U.W. Hospital E.R.

National Weather Service Office (Green Bay)

| NRC - Region III - Chicago Operations Office
Point Beach Nuclear Power Plant

Public Service Commission of Wisconsin

RAD Services, Incorporated

TABLE AD-17.3
Support Agencies - Commercial Phone Numbers

*NOTE: Long Distance Calls must be preceded by a

State Police - Fond du Lac

U.S. Coast Guard

Westinghouse

Day
Night
Day
Night
Day
Night

Wisconsin Division of Emergency Government

University of Wis. Milwaukee Seismic Center

Office
Home
Office
Home

FORM AD-17.1

STATUS UPDATE

1. IDENTIFICATION

This is _____ the _____
(Name) (Title)

at the Kewaunee Nuclear Power Plant reporting the status of the (Unusual Event/
Alert/Site Emergency/General Emergency) in progress at _____
(Time of Call)
on _____
(Date)

2. STATUS

The following information is now available:

A. Plant

(1) Description of event _____
(Fire, Explosion, Pipe or Tank Rupture, etc.)

(2) Corrective action taken: _____

(3) Condition of Reactor (shutdown/not shutdown).

(4) Major equipment affected: _____

(5) Plant Personnel

(1) Injuries (yes/no); if yes, number injured _____

(2) Contaminated personnel (yes/no); if yes, number _____

(3) Overexposure to personnel (yes/none/possibility exists);
if yes, number _____

(4) Other potential or actual hazards _____

FORM AD-17.1

STATUS UPDATE (cont.)

C. Meteorological Conditions

- (1) Wind speed _____ (mph)
- (2) Wind direction _____ degrees (from _____ to _____)
Compass Compass
- (3) Stability class _____
- (4) General weather conditions _____

D. Radiological Conditions Off-Site

- (1) Release of radioactive material is (not expected/expected/in progress).
- (2) (If applicable)
- (a) Release of radioactive material (will start/has started)
- at _____ on _____ and is expected to continue
(Time) (Date)
for _____
(Hour/Minutes)
- (b) The radiological release is in (liquid/gaseous) form and is
(controlled/uncontrolled).
- (c) The release rate is estimated to be:
- Iodine _____ Ci/sec
- Noble gas _____ Ci/sec
- (d) The projected arrival time for the plume at _____
miles down wind is _____
(Time)
- (e) The projected dose at _____ miles down wind at plume
centerline is _____ Rem to the whole body and _____
Rem to the thyroid.
- (f) (If applicable) Measured surface deposition is _____
(dpm/100 cm² or Ci/m²) at _____
(Location)

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FORM AD-17.1

STATUS UPDATE (cont.)

3. RECOMMENDED PROTECTIVE ACTIONS ARE:

A. None

B. Take shelter in following areas:

(Location, sector and miles radius)

C. Evacuate the following areas:

(Location, sector and miles radius)

D. Other

in

(Location)

in

(Recommended Action)

(Location)

4. Press releases from the JPIC in Two Rivers, Wisconsin (are/are not) planned.

5. Additional assistance required (yes/no). If yes:

A.

(Problem Area)

(Agency)

B.

(Problem Area)

(Agency)

C.

(Problem Area)

(Agency)

Assessment of plant conditions will continue. Further status update will be transmitted to you periodically, based on the change in plant conditions.

Time Notified

<u>Agency</u>	<u>Contact</u>	<u>Time/Date</u>	<u>Initials</u>
Wisconsin Emergency Operations Center			
State Patrol - Fond du Lac or East Central Area EOC (If activated)			
Kewaunee County Sheriff, or Kewaunee County EOF (If activated)			
Manitowoc County Sheriff, or Manitowoc County EOC (If activated)			
Coast Guard			

FORM AD-17.2
TELEPHONE COMMUNICATIONS LOG SHEET

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DATE:	TIME:	INCOMING	OUTGOING
TO:		FROM:	
Message:			
Sent by:			
Received by:			

DATE:	TIME:	INCOMING	OUTGOING
TO:		FROM:	
Message:			
Sent by:			
Received by:			

DATE:	TIME:	INCOMING	OUTGOING
TO:		FROM:	
Message:			
Sent by:			
Received by:			

Kewaunee Nuclear Power Plant

TITLE: Environmental Protection Direct
Actions and Directives

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

PAGE 1 of 17

REVIEWED BY

M.L. March / D.H. (unclear)

APPROVED BY

C.R. Luma
10-25-83

1.0 APPLICABILITY

Upon the classification of an incident as a Site or General Emergency, or during an Alert if conditions warrant, the Environmental Protection Director (EPD) will execute this procedure.

2.0 PRECAUTIONS

- 2.1 Projected dose rates, concentrations and meteorological conditions must be known prior to dispatching the Environmental Monitoring Teams (EM Teams).
- 2.2 Ensure proper protective actions are taken for the Environmental Monitoring Team members prior to dispatch.
- 2.3 Utilize the Field Map with Plexiglass Cover in recording field results.

3.0 REFERENCES

- 3.1 EP-AD-11, Emergency Radiation Controls
- 3.2 EP-RET-2, Inplant Radiation Emergency Team

4.0 DIRECTIONS

Environmental Protection Director

- 4.1 If notified by pager, confirm contact with a telephone call to the control room at
- 4.2 If informed of EOF activation by the ERM:
 - a. Notify members of the Environmental Monitoring Team per Form ENV-3A.1.

NOTE: If unable to contact a sufficient number of personnel from the group by using home or office telephone numbers, activate the pager system per attached Table ENV-3A.2 or call System Operating at _____ and provide your name and title and the names and titles of the individuals you wish to page. Also provide a brief (20 seconds) message to be broadcast over the pagers. System Operating personnel will attempt to contact these individuals via the paging system.

- b. Proceed to the EOF.

- 4.3 Perform dose projection calculation via EP-ENV-3C, Primary Dose Projection Calculation - IBM Personal Computer and EP-ENV-3D, Primary Determination of Meteorological Data.

NOTE: If the IBM Personal Computer is not available for use, refer to EP-RET-5 and EP-RET-6.

NOTE: If the WPS IBM Computer is not available for use, refer to EP-ENV-3E, Manual Determination of X/O-KNPP Meteorological Data; EP-ENV-3F, Manual Determination of XQ/-Green Bay Meteorological Data; and EP-ENV-3G, Manual Dose Projection Calculations as are appropriate.

- 4.4 Determine Protective Actions needed via EP-ENV-3G, Protective Action Recommendation Determinations.

NOTE: See Decision Flow Chart, Figure 3A.1.

- 4.5 Maintain a log of all significant events reported and directed.

5.0 PERSONNEL DISPATCH

- 5.1 Evaluate the radiological consequences in consultation with the Radiological Protection Director (RPD) from the above data and advise Environmental Monitoring Teams accordingly of the appropriate protective actions.

- 5.2 Dispatch Environmental Monitoring Teams, via the Environmental Monitoring Team Coordinator, to the projected plume path as follows:

NOTE: As Form ENV-3A.2 is initiated for Tracking EM Team Sampling, record Dose Projections (ENV-3C or 3G) for the sample points on the form.

- 5.2.1 Dispatch EM teams to predetermined sample points, TABLE ENV-3A, near the projected plume edges. Spacing the teams to define the plume shape and characteristics.

NOTE: If lake breeze effect exists as determined in Form ENV-3D.2, 3E.3 or 3F.3 refer to step 6.0 for guidance in directing environmental monitoring teams.

- 5.2.2 Observe caution when sending EM teams into a plume, especially to point near the centerline.

5.2.3 After the plant has discontinued releases, continue tracking the plume to the perimeter of the EPZ.

5.2.4 Record sampling results and locations on Form ENV-3A.2, using Base Map sector designate and predetermined sample location number.

EXAMPLE: Log: Sector "A" at "point 122"

5.3 Record the following data for each environmental sample location on Form ENV-3A, when received from EMT Coordinator.

5.3.1 Date and Time results received.

5.3.2 Direct radiation readings.

5.3.3 Particulate activity.

5.3.4 I-131 concentration.

5.3.5 Noble gas concentration.

5.4 Mark the most recent results on the plexiglass covered field maps.

5.5 Transmit the most current data recorded on the field maps to the Technical Support Center Director.

5.6 Redirect the Environmental Monitoring Teams to take subsequent samples as necessary.

5.7 Transmit the measured data, and any plume track changes, to the Radiological Protection Director promptly.

NOTE: Meteorological conditions should be checked periodically.

5.8 Direct the Environmental Monitoring Team Coordinator to take appropriate precautions for the collection of samples and the storage of all environmental samples obtained at the Site Access Facility.

5.9 Continue to update plume path sample results on the Field Map as results are reported.

5.10 Transmit results and recommendations to the Emergency Response Manager.

5.11 Keep the SAF and EM team informed on plant conditions.

6.0 EFFECT OF LAKE BREEZE ON PROJECTED EXPOSURES

6.1 Actual dose rates west of the Lake Breeze "front" (where the lake breeze meets the prevailing wind) will be lower than projected.

6.2 Exposure from the plume may occur in areas not encompassed by the X/Q or Xu/Q overlays since the plume is directed back toward the lake in the direction of the prevailing wind.

6.3 Monitoring Considerations

Figure ENV-3A.2 shows a method for determining the location of the Lake Breeze front. Following the guidelines below and Figure ENV-3A.2 will aid in determining the radiological effects of the lake breeze on the plume track.

6.3.1 One team should be sent to the predicted lake breeze front position via the plume edge downwind of the prevailing wind. The team should then begin searching for the lake breeze front to verify the predicted lake breeze position. Once discovered the team should be sent downwind of the projected plume with respect to the prevailing wind. The objective is to look for radiation or plume recirculation in the lake breeze.

6.3.2 The other team should sample the plume between the lake shore and the lake breeze front.

FIGURE ENV-3A.1
DECISION FLOW CHART

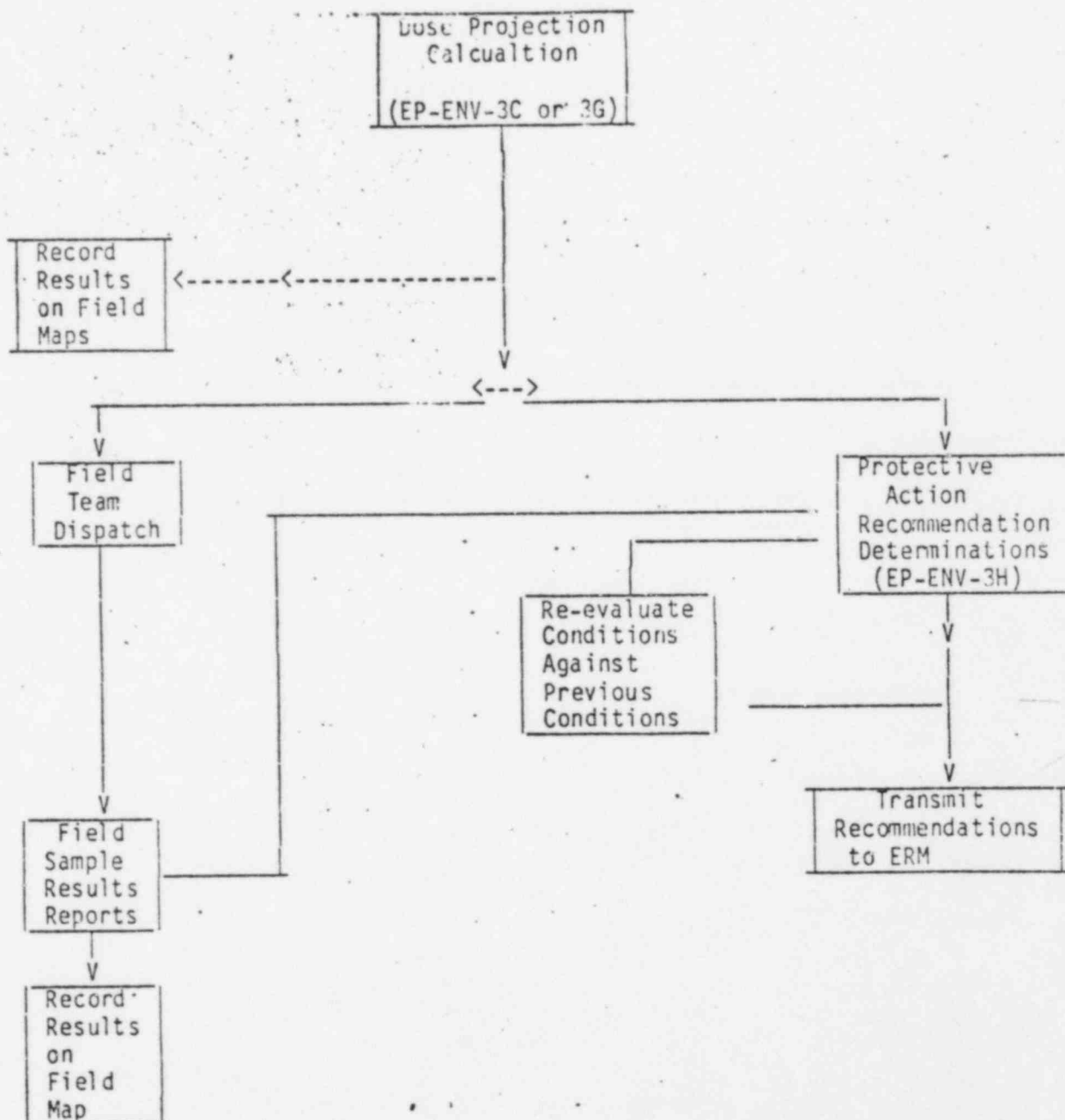
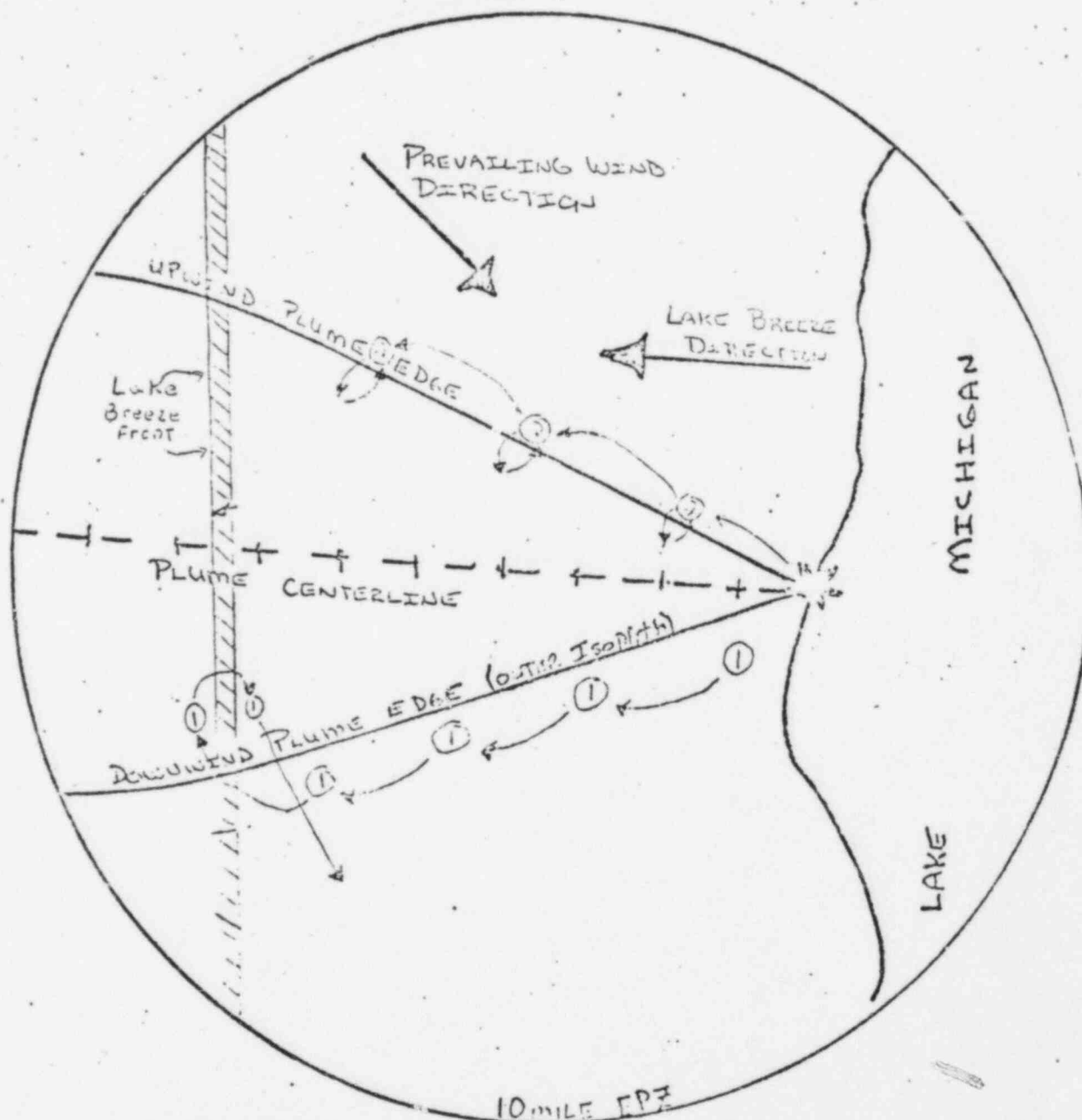


FIGURE ENV-3A.2
LAKE BREEZE EFFECTS DIAGRAM



1. Team Dispatched to Sample lake breeze front and retrain flow.
2. Team Dispatched to Sample plume between plant and lake breeze front.

NOTE: This Drawing is for Illustration Only.
The Actual sampling points are designated by the Environmental Protection Director.

FORM ENV-3A.1

TIME INITIALS NAME OFFICE # HOME PAGER GP/IND

FORM ENV-3A.2
RADIOLOGICAL ENVIRONMENTAL MONITORING AND SAMPLING WORKSHEET

[illegible]

TABLE ENV-3A.1

TLD MONITORING AND SAMPLING LOCATIONS
(1 of 7)

1. Lake Shore Rd (M) 1/4 mile north of Zander Rd
2. Lake Shore Rd (M) 1/4 mile south of Two Creeks Rd
3. Hwy 42 1/4 mile North of Two Creeks Rd Intersection
4. Two Creeks Rd 3/4 mile west of Hwy 42, 1/4 mile N. on Blaha Road
5. County BBB and County BB Intersection
6. County BBB 1/2 mile south of BB
7. 3/4 mile west and 1/2 mile south of County Hwys. BB and BBB inersection (trailer pa
8. County BB 1/4 mile east of Saxonburg Rd
9. County BB 1/2 mile east of State Hwy 163
10. County B 1/4 mile north of Zander Rd
11. Saxonburg Rd 1/2 mile north of Zander Rd
12. Two Creeks Rd 1/2 mile west of Saxonburg Rd
13. Two Creeks Rd 1/4 mile east of State Hwy 163
14. Two Creeks Rd 1/2 mile east of Saxonburg Rd
15. Tannery Rd 3/4 mile north of Tappawingo Rd
16. Access Rd off of Tappawingo Rd 1/4 mile eas of Tannery Rd
17. Tappawingo Rd 3/4 mile west of Tannery Rd
18. Tappawingo Rd 1/4 mile west of Saxonburg Rd
19. Tappawingo Rd 1/4 mile west of State Hwy 163
20. Tappawingo rd and Jambo Creek Rd Intersection
21. Jambo Creek Rd 1/4 mile north of Holmes Rd
22. County Hwy BB 1/2 mile west of State Hwy 163
23. Lakeshore Rd (M) 1/4 mile north of Nuclear Rd (M)
24. Nuclear Rd (M) 1/2 mile eas of State Hwy 42

(K) - Kewaunee County
(M) - Manitowoc County

TABLE ENV-3A.1 (cont'd)
(2 of 7)

25. Lakeshore Rd (M) and Nuclear Rd (M) Intersection
 26. Irish Rd 1/4 mile east of Meyer Rd
 27. State Hwy 177 1/4 mile west of County Hwy. 0
 28. Elmwood Rd and Ravine Rd Intersection
 29. Tannery Rd 1/4 mile north of Elmwood Rd
 30. 1/4 mile east of County Hwy V and State Hwy 42 Intersection
 31. State Hwy 42 1/2 mile north of Irish Rd
 32. Benzinger Rd 1/4 mile west of Tannery Road
 33. County Hwy V and Saxonburg Rd Intersection
 34. Corners Rd and Division Dr. Intersection
 35. State Hwy 42 1/4 mile north of Rawley Rd
 36. South entrance road to Point Beach State Park, 1/4 mile east of County Hwy. 0
 37. Nuclear (M) 3/4 mile west of Tannery Rd
 38. 1/4 mile south and 1/4 mile west of Saxonburg Rd and Nuclear Rd (M) Intersection
 39. Tappawingo Rd 0.1 mile east of State Hwy 42
 40. State Hwy 163 and State Hwy 147 Intersection
 41. Prince Rd 1/4 mile north of Rockledge Rd
 42. Jambo Creek Rd 1/4 mile north of Rockledge Rd
 43. County Hwy Q and Intersection with Factory Rd
 44. County Hwy Q 1/4 mile north of Zander Rd
 45. County Hwy BB 0.4 mile east of Harpt Lake Rd
 46. Nuclear Rd (K) 0.4 mile west of State Hwy 42
 47. Nuclear Rd (K) 1/2 mile west of Hwy 42
 48. County Hwy BB and state Hwy 42 Intersection
 49. German Lane 1/4 mile west of State Hwy. 42
- (K) - Kewaunee County
(M) - Manitowoc County

TABLE ENV-3A.1 (cont'd)
(3 of 7)

50. State Hwy 42 1/4 mile south of Nuclear Rd (K)
51. State Hwy 42 and Nuclear Rd (K) Intersection
52. State Hwy 42 and Nuclear Rd (K) Intersection.
53. State Hwy 42 and Intersection of Nuclear Rd (K)
54. State Hwy 42 0.4 mile north of Nuclear Rd (K)
55. State Hwy 42 1/4 mile south of Sandy Bay Rd
56. State Hwy 42 and Intersection of Sandy Bay Rd
57. Sandy Bay Rd and Intersection of Cemetery Rd
58. Cemetery Rd 1/4 mile north of Sandy Bay Rd.
59. Lake shore Rd (K) and Intersection of Cemetery Rd
60. Lake Shore Rd (K) 1/2 mile east of State Hwy 42
61. Lake Shore Rd (K) and State Hwy 42 Intersection
62. Lake Shore Rd (K) 1/2 mile west of State Hwy 42
63. Sandy Bay Rd 1/2 mile west of State Hwy 42
64. Sandy Bay Rd and Intersection of Woodside Rd
65. Woodside Rd 1/2 mile north of Nuclear Rd (K)
66. Woodside Rd and Intersection of Nuclear Rd (K)
67. Woodside Rd 1/4 mile south of Nuclear Rd (K)
68. Woodside Rd 3/4 mile north of County Hwy BB
69. Town Hall Rd 1/4 mile north of County Hwy BB
70. Town Hall Rd 1/4 mile north of Nuclear Rd (K)
71. Town Hall Rd 3/3 mile south of Sandy Bay Rd
72. Town Hall Rd 1/2 mile south of County Hwy G
73. County Hwy G 1/2 mile east of town Hall Rd

(K) - Kewaunee County
(M) - Manitowoc County

TABLE ENV-3A.1 (cont'd)
(4 of 7)

74. Woodside Rd and County Road G Intersection
75. Old Settlers Rd and Cemetary Rd Intersection
76. Old Settlers Rd and Hwy 42 Intersections
77. Old Settlers Rd 1/4 mile east of Woodside Rd
78. Woodside Rd. 1/2 mile south of Old Settlers Road
79. Old Settlers Rd. and Town Hall Road Intersection
80. Norman Road 1/4 mile north of County Hwy. G
81. County Hwy B 1/4 mile west of Norman Rd
82. Saint Peters Rd 1/4 mile north of Old Settlers Rd
83. Wochos Rd and intersection of Old settlers Rd
84. North Intersection of Range Line Rd and County Hwy G
85. County Hwy B 1/4 mile north of County Hwy G
86. Norman Rd 1/4 mile north of Sandy Bay Rd
87. Sandy Bay Rd and Intersection of Saint Peters Rd
88. County Hwy B 1/2 mile south of Sandy Bay Rd
89. Nuclear Rd (K) 1/2 mile east of Range Line Rd
90. Nuclear Rd (K) and Norman Rd Intersection
91. Norman Rd 1/4 mile north of County Hwy BB
92. County Hwy B 1/4 mile north of County hwy BB
93. Range Line Rd 1/4 mile north of County hwy BB
94. Collegiate Rd 1/2 mile west of Range Line Rd
95. State Hwy 163 1/4 mile west of Sleepy Hollow Rd
96. Bolt Rd and County Hwy Q intersection
97. Bolt Rd 1/4 mile west of Collegiate Rd
98. Knutson Rd and State Hwy 96 Intersection
99. Manitowoc Rd and Langes Corners Rd Intersection

TABLE ENV-3A.1 (cont'd)
(5 of 7)

100. State Hwy 163 1/4 mile south of Old Settlers Rd
101. County Hwy J 1/4 mile west of State Hwy 163
102. Sleepy Hollow Rd and Kassner Rd Intersection
103. Church Rd 1/2 mile north of County Hwy J
104. Saint Peters Rd and Town Line Rd Intersections
105. County hwy B 1/4 mile South of County Hwy J
106. County Hwy J 1/4 mile west of Town Hall Rd
107. Town Hall Rd and Town Line Rd Intersections
108. Town Line Rd 1/2 mile west of Woodside Rd
109. Town Line Rd and State Hwy 42 Intersection
110. Town Line Rd 0.3 mile east of Mile Rd
111. Lake Rd 1/2 mile east of State Hwy 42
112. County hwy J 1/2 mile west of State Hwy 42
113. County hwy J 1/2 mile east of Town Hall Rd
114. Krok Rd 1/4 mile west of Sleepy Hollow Rd
115. Krok Rd 1/4 mile west of Church Rd
116. Krok Rd 1/4 mile east of Saint Peters Rd
117. 1/4 mile south of Angle Rd and Krok Rd Intersections
118. State Hwy 42 1/4 mile south of Hospital Rd
119. State Hwy 42 3/4 mile south of County hwy F
120. County Hwy C 1/2 mile west of Kewaunee City
121. County Hwy C 1/2 mile north of County Hwy F
122. Birchwood Rd and County Hwy F Intersection
123. Lilac Lane 1/4 mile north of County F

(K) - Kewaunee County
(M) - Manitowoc County

TABLE ENV-3A.1 (cont'd)
(6 of 7)

- 124. State Hwy 29 and County hwy B Intersection
 - 125. Church Rd 1/4 mile north of State Hwy 29
 - 126. Town Hall Rd 1/2 mile south of State Hwy 29
 - 127. Angle Rd 1/4 mile south of State Hwy 29
 - 128. Hospital Rd 3/4 mile north of State Hwy 42
 - 129. East end of Krok Rd, along the Lakeshore
 - 130. Old Settlers Rd 1/2 mile east of Twon Hall Rd
 - 131. 1204 Milwaukee St., Kewaunee
 - 132. County Hwy. O, 1 1/2 miles south of County Hwy. VV
 - 133. Lake Shore Rd 1/2 mile north of Kewaunee City
 - 134. Lakeshore Rd (K) 1/2 mile north of First Road (Barnett Sub.)
 - 135. County Hwy F 1 1/4 miles west of State Hwy 42
 - 136. Maple Lane 1/2 mile west of County Hwy C
 - 137. Church Rd and Town Line Rd Intersection (northeast of Ellisville)
 - 138. Sleepy Hollow Rd 1/4 mile north of Hwy 29
 - 139. Reckelberg Rd 1/4 mile south of Krok Rd
 - 140. Schweiner Rd 1/2 mile south of County hwy J
 - 141. Schultz Rd and State Hwy 96
 - 142. Lyons Rd 1/4 mile south of Zander Rd
 - 143. County hwy Q 1/4 mile north of State Hwy 147
 - 144. Fisherville Rd and Cherney Rd Intersection
 - 145. Steiners Corners Rd. 1/2 mile west of State Hwy. 147
- (K) - Kewaunee County
- (M) - Manitowoc County

TABLE ENV-3A.1 (cont'd)
(7 of 7)

- 146. Meadow Dr. 1/4 mile north of E. Hillcrest Rd.
- 147. County Hwy. O 1/2 mile south of County Hwy. VV
- 148. Coast Guard Station, Two Rivers
- 149. WPS Operations Building, Two Rivers
- 150. City Hall Roof, Manitowoc

Table ENV-3A.2
PAGING SYSTEM OPERATION

- A.1 Tone and Voice Radio Pagers are assigned to personnel as shown with call numbers on the Emergency Call List. (See EP-AD-17).
- A.2 Whenever it is necessary to contact a person on the Emergency Call List and he is not on site, the home telephone number should be called first. If he cannot be reached at home, contact should then be attempted by using the person's individual call number. A group of individuals may be contacted by using the group call number. Tone and voice contact by pagers is effective within a 15 mile radius of the transmitting station. Only tone contacts can be made outside the 15 mile radius.
- A.3 How to Place a Page
- 3.1 Determine the three digit pager code for the party or group you wish to contact from the pager assignment list.

PLANT EXTENSION PHONES

- 3.2 Dial the terminal access code on any plant extension.
- Kewaunee site transmitter -
- Green Bay transmitter -
- a. When the terminal answers and responds with a beep, go to step 3.3.
- b. If you hear a "busy" signal, hang up and try again.
- 3.3 Dial the three digit pager code for the party or group you wish to contact from the pager assignment list.
- 3.4 Listen for the acknowledge (beeping) tone, indicating page being transmitted.
- 3.5 When the beeping tone stops, speak your message to the called party. You have about 20 seconds to talk. A "click" signals that your allotted time has expired.

TABLE ENV-3A.2 (cont'd)GREEN BAY EXTENSION PHONES

- 3.6 Dial:
 - a. For Kewaunee site transmitter -
 - b. For Green Bay transmitter -
- 3.7 When the terminal ~~and terminal~~ responds with a beep, go to step 3.8.
 - a. If you hear a ~~beep~~ hang up and try again.
- 3.8 Dial the three digit pager code for the party or group you wish to contact from the pager assignment list.
- 3.9 Listen for the acknowledge (beeping) tone, indicating page being transmitted.
- 3.10 When the beeping tone stops, speak your message to the called party. You have about 20 seconds to talk. A "click" signals that your allotted time has expired.

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Corporate Staff Emergency
Response Organization

DATE OCT 27 1993

PAGE 1 of 6

REVIEWED BY

M. J. Mendi / Clark A. Schrock
10-25-83

APPROVED BY

CP Luoma 10-25-83

1.0 PURPOSE

This procedure describes the response of the Corporate Staff members to an activation of the Kewaunee Nuclear Power Plant Emergency Plan.

2.0 APPLICABILITY

This procedure applies to members of the Corporate Staff following their notification of the activation of the Emergency Plan.

3.0 REFERENCES

- 3.1 Emergency Plan Implementing Procedures (EPIPs).
- 3.2 Wisconsin Public Service Corporation Nuclear Emergency Public Information Plan.
- 3.3 Kewaunee Nuclear Power Plant Emergency Plan.

4.0 RESPONSIBILITIES

4.1 Emergency Response Manager (ERM)

- 4.1.1 If warranted, activates and provides the overall direction of the Emergency Response Organization and the Emergency operations Facility (EOF).
- 4.1.2 Ensures that a designate for each position of the corporate emergency response organization (Table EOF-1.1) is notified.
- 4.1.3 Determines the extent of the corporate response required.

NOTE: The corporate staff response is based on the classification of the emergency event as determined by onsite personnel.
- 4.1.4 Establishes communications in accordance with EP-EOF-7, Communications Documentation.
- 4.1.5 Ensures offsite radiological accident assessment is being performed and evaluates recommended protective actions with the Environmental Protection Director (EPD).
- 4.1.6 Provides information via corporate management to the Nuclear Public Information Director (NPID) for dissemination to the public.

4.1.7 Notifies appropriate offsite agencies of emergency status of the plant and any change in status as required in notification procedures (EP-EOF-3,4,5,6).

4.1.8 Directs the Admin/Logistic Director (A/LD) to provide for needed assistance and support from NSS suppliers, other utilities, AE/Consultants, and Federal, State and local agencies and other WPS personnel.

4.1.9 Ensures ambulance and medical services are available for accidents involving emergency response personnel which may occur outside the protected area.

4.2 Environmental Protection Director

4.2.1 Directs the radiological environmental survey and monitoring evolutions.

4.2.2 Provides the ERM with offsite dose parameters, dose predictions and recommended protective actions.

4.2.3 Assumes the responsibilities delineated in EP-ENV-1, Environmental Monitoring Team Organization.

4.2.4 Performs the actions delineated in EP-ENV-3A, Environmental Protection Director Actions and Directives.

4.3 Admin/Logistic Director (A/LD)

4.3.1 Coordinates the procurement of needed supplies and equipment.

4.3.2 Obtains additional manpower as necessary from support agencies.

4.4 Nuclear Public Information Director (NPID)

4.4.1 Disseminates information on plant conditions to the public.

4.4.2 Performs the assigned responsibilities described in Ref. 3.2.

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Corporate Staff Emergency
Response Organization

DATE: OCT 27 1983

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5.0 REQUIREMENTS

5.1 Unusual Event

- 5.1.1 The ERM is notified by the plant staff of the emergency condition and, following verification, performs notifications in accordance with EP-EOF-3, Corporate Response to an Unusual Event.
- 5.1.2 The NPID issues routine news releases to inform the public as necessary.

5.2 Alert

- 5.2.1 The ERM, upon notification and verification of the emergency event, calls the Emergency Director to determine the severity of the emergency event. A determination of whether or not to activate EOF will be made. With this determination in mind, perform applicable notification in accordance with EP-EOF-4, Corporate Response to an Alert.
- 5.2.2 If warranted, the ERM will activate the EOF in accordance with EP-EOF-2, Emergency Operations Facility Activation.
- 5.2.3 The A/LD, when notified by the ERM that the EOF is being activated, performs required notifications in accordance with EP-EOF-4, Corporate Response to an Alert, and then proceeds to the EOF.
- 5.2.4 The EPD, when notified by the ERM that the EOF is being activated, performs required actions in accordance with EP-ENV-3A, Environmental Protection Director Actions and Directives.
- 5.2.5 The NPID, when notified by the ERM will initiate notifications in accordance with Ref. 3.2 and if requested, proceed to and activate the Joint Public Information Center (JPIC).
- 5.2.6 The ERM determines the amount of corporate response needed.
- 5.2.7 The ERM, upon being notified by the Emergency Director of the close out from the emergency event, commences deactivation of EOF or if required implements recovery operations per EP-AD-15, Recovery Planning.

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Corporate Staff Emergency
Response Organization

DATE: OCT 27 1983

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5.3 Site Emergency

- 5.3.1 The ERM, upon notification and verification of a Site Emergency, will perform notifications in accordance with EP-EOF-5, Corporate Response to a Site Emergency.
- 5.3.2 If not previously activated, the ERM performs EOF activation in accordance with EP-EOF-2.
- 5.3.3 The ERM, upon completion of EOF activation, contacts the Emergency Director or his representative in the TSC to obtain an update on the condition of the emergency and assume offsite notification responsibility.
- 5.3.4 The A/LD, when notified of the Site Emergency, performs required notifications in accordance with EP-EOF-5, Corporate Response to a Site Emergency, and then proceeds to the EOF.
- 5.3.5 The EPD, when notified of the Site Emergency, performs required actions in accordance with EP-ENV-3A, Environmental Protection Director Actions and Directives.
- 5.3.6 The NPID, when notified of the Site Emergency, activates the JPIC and makes notifications in accordance with Ref. 3.2.
- 5.3.7 The ERM recommends to State and local governments protective action that need to be taken as a result of the event.
- 5.3.8 The ERM will provide information via the corporate management to the Nuclear Public Information Director.
- 5.3.9 The ERM, upon being notified of the close out from the emergency event, commences deactivation of EOF or if required implements recovery operations per EP-AD-15, Recovery Planning.

5.4 General Emergency

- 5.4.1 The ERM, upon notification and verification of a General Emergency, will perform notifications in accordance with EP-EOF-6, Corporate Response to a General Emergency.
- 5.4.2 If not previously activated, the ERM performs EOF activation in accordance with EP-EOF-2, Emergency Operations Facility Activation.

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Corporate Staff Emergency
Response Organization

DATE: OCT 27 1983

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- 5.4.3 The ERM provides the overall direction of the EOF, including recommendations to the State to initiate predetermined protective actions for the public.
- 5.4.4 The A/LD, when notified of the General Emergency, performs required notification in accordance with EP-EOF-6, Corporate Response to a General Emergency, and then proceeds to the EOF.
- 5.4.5 The EPD, when notified of the General Emergency, performs required actions in accordance with EP-ENV-3A, Environmental Protection Director Actions and Directives, and then proceeds to the EOF.
- 5.4.6 The NPID, when notified of the General Emergency, activates the JPIC and makes notifications in accordance with Ref. 3.2.
- 5.4.7 The ERM, upon being notified of the close out from the emergency event, commences deactivation of EOF or if required implements recovery operations per EP-AD-15, Recovery Planning.

TABLE EOF-1.1

CORPORATE EMERGENCY ORGANIZATION
CORRELATION BETWEEN NORMAL AND EMERGENCY ORGANIZATION TITLES

<u>EMERGENCY ORGANIZATION TITLE</u>	<u>NORMAL ORGANIZATION TITLE</u>	
	<u>PRINCIPAL</u>	<u>ALTERNATE</u>
Emergency Response Manager	Manager-Nuclear Power	1. Nuclear Services Supv. 2. Nuclear Licensing and Systems Superintendent 3. Nuclear Technical Review Sup 4. Nuclear Administrative Supervisor
Environmental Prot. Director	Environmental Supervisor	1. Environ. Biologist 2. Environmental Analyst
Administrative/Logistics Director	Nuclear Design Change Supervisor	1. Nuclear Clerical Coordinator 2. Nuclear Emergency Preparedness Coordinator 3. Power Plant Design Supervisor
Nuclear Public Information Director	Nuclear Information Coordinator	1. Public Information and Advertising Director 2. Consumer Consultant-Wausau

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURETITLE: Emergency Operations Facility
(EOF) Activation

DATE: OCT 27 1983

PAGE 1 of 6

REVIEWED BY mf March / Charles A. Schuch
10-25-83APPROVED BY C. P. Huson
10-25-831.0 APPLICABILITY

The EOF is activated for a Site Emergency, General Emergency, or at the discretion of the Emergency Response Manager (ERM).

2.0 PRECAUTIONS

None

3.0 REFERENCES

- 3.1 Kewaunee Nuclear Power Plant Emergency Plan.
- 3.2 EP-EOF-7, Communications Documentation.
- 3.3 EP-AD-12, Personnel Assembly and Accountability

4.0 INSTRUCTIONS4.1 Emergency Response Manager (ERM)

- 4.1.1 If applicable, contact the Control Room (1-388-2561) and obtain a list of any corporate directors who may have called in response to a pager activation.
- 4.1.2 Maintain an EOF logbook and record pertinent events and evolutions.
- 4.1.3 Verify that all communication lines are operational in accordance with Form EOF-2.2.
- 4.1.4 Verify that the proper equipment and supplies are located in the EOF. Complete Form EOF-2.1.

NOTE: The ERM will evaluate the results of the communications and supply checks and, at his discretion, determine whether the operational equipment is adequate to warrant EOF activation.

Kewaunee Nuclear Power Plant

TITLE: Emergency Operations Facility
(EOF) Activation

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

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4.1.5 Notify the Emergency Director or his representative in the Technical Support Center that the EOF activation is completed and offsite notification is assumed by the ERM from the TSC at this time.

4.2 EOF Close Out

4.2.1 The ERM, upon notification from the Emergency Director or his representative of a close out of the event, will commence deactivation of EOF. Complete attached Form EOF-2.3.

FORM EOF 2.1
EOF EQUIPMENT CHECKLIST

ITEM	EQUIPMENT	NOMINAL QUANTITY	INITIAL WHEN VERIFIED
1	Emergency Plan	1	
2	Emergency Plan Implementing Procedures	1	
3	Technical Specifications	1	
4	Final Safety Analysis Report	1	
5	State of Wisconsin Peacetime Radiological Emergency Response Plan	1	
6	Kenosha County Radiological Emergency Response Plan	1	
7	Manitowoc County Radiological Emergency Response Plan	1	
8	Operating Procedures	1	
9	Domestic Drawings Card Library (micro-film)	1	
10	Base Map (wall mounted)	1	
11	Sector Map (wall mounted)	1	

(ERM SIGNATURE)

FORM EOF 2.2

EMERGENCY OPERATIONS FACILITY COMMUNICATIONS CHECKLIST

Test all circuits to ensure operability and initial the checklist if satisfactory.
If any phones are inoperable contact the phone company at the appropriate number below:

- a) For outside line (starting with _____) call _____
- b) For ringdowns and plant extensions call _____

1) Ringdown Lines to:

- a) Technical Support _____
- b) Control Room _____
- c) Operational Support _____
- d) Radiological _____ Facility _____
- e) Site Access Facility _____
- f) Joint Public Information Center _____

2) Outside Phone Lines

NOTE: Determine operability of outside lines by verifying that a dial tone exists. The extensions are extensions of the KNPP inplant system.

(WPS Coordination Center)

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

(NRC Office)

- a) _____
- b) _____
- c) _____

(State Office)

- a) _____

(Security Desk)

- a) _____

Environmental Calculation Room

- a) _____
- b) _____

FORM EOF 2.2

EMERGENCY OPERATIONS FACILITY COMMUNICATIONS CHECKLIST (cont.)

3) Radio Communications

- a) Test base unit to insure that messages can be transmitted and received by contacting the SAF using the base station in the transmission and intercom mode.

Base _____

Intercom _____

4) Emergency Notification System (red phone in WPS Coordination Center and NRC office)

- a) Upon acknowledgement from system operator that someone is on the circuit, say:

"This is (name) in the EOF at Kewaunee Nuclear requesting a phone test."

You should receive acknowledgement of test.

5) Health Physics Network (yellow phone in NRC office)

- a) Using message above test this circuit for proper operation by dialing after picking up the receiver.

Discrepancies:

Signature

FORM EOF 2.3

EOF CLOSE OUT CHECKLIST

Initial steps as performed and sign when complete.

INITIALS

1. Time of notification of event completion _____
(TIME)
2. Using Form EOF-2.1 as a reference, replace all EOF equipment
in proper storage location and list below equipment that needs to
be repaired or replaced. _____
3. Record EOF Deactivation Time: _____
4. Notify Emergency Director that closeout of EOF is complete. _____

(ERM Signature)

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Corporate Response to an
Unusual Event

DATE: OCT 27 1983

PAGE 1 of 3

REVIEWED BY

M. L. Schick / Charles A. Schick
10-25-83

APPROVED BY

C. L. Yuma
10-25-83

1.0 APPLICABILITY

- 1.1 This procedure is to be implemented upon the declaration of an Unusual Event, or at the request of the Emergency Response Manager.

2.0 PRECAUTIONS

- 2.1 If an emergency class escalation occurs during the notifications, proceed to the notification procedure for the new emergency classification.

3.0 REFERENCES

- 3.1 EP-EOF-1, Corporate Emergency Response Organization
3.2 EP-AD-17, Communications
3.3 EP-AD-15, Recovery Planning

4.0 INSTRUCTIONS

4.1 Emergency Response Manager (ERM) Actions

4.1.1 Initial Actions and Notifications

NOTE: Notifications may be performed by a communicator designated by the ERM.

- a. If notified by pager, confirm contact with a telephone call to
- b. Notify a designate for each of the corporate emergency positions. Telephone contact should be utilized, per Form EOF-3.1.A.

NOTE: Contacts made for information purposes only.

- c. Determine the need for corporate staff response. This determination may be based upon plant status or requests from plant personnel.

4.1.2 Escalation to Alert, Site Emergency or General Emergency

- a. Proceed to the notification procedure for the new emergency classification:
 - 1. Corporate Response to an Alert, EP-EOF-4
 - 2. Corporate Response to a Site Emergency, EP-EOF-5
 - 3. Corporate Response to a General Emergency, EP-EOF-6

4.1.3 Unusual Event Close Out

- a. Upon notification of Unusual Event close out from the Emergency Director, notify the previously contacted emergency position designates of the emergency close out and, if applicable, any recovery operations and document on Form EOF-3.1.B.

4.2 Nuclear Public Information Director (NPID) Actions

- 4.2.1 Upon notification from the ERM, perform normal press release actions in support of the Unusual Event.

FORM EOF-3.1

INITIAL NOTIFICATIONS

A. Notification of Corporate Emergency Personnel

NUCLEAR PUBLIC INFORMATION DIRECTOR

Office #

Home #

Initials

Designate Contacted _____ TIME _____

ENVIRONMENTAL PROTECTION DIRECTOR

Designate Contacted _____ TIME _____

ADMIN/LOGISTICS DIRECTOR

Designate Contacted _____ TIME _____

NUCLEAR ADMINISTRATIVE SUPERVISOR

Time Contacted _____

B. NAWAS contact: Agency Time Initials

Warning Center 1 _____

East Central Area _____

Kewaunee County _____

Manitowoc County _____

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Corporate Response to ALERT

DATE: OCT 27 1993

PAGE 1 of 14

REVIEWED BY

W. J. Marchi / Charles A. Schuch
10-25-83

APPROVED BY

CR Luma
10-25-83

1.0 APPLICABILITY

- 1.1 This procedure is to be implemented upon the declaration of an Alert, or at the request of the Emergency Response Manager.

2.0 PRECAUTIONS

- 2.1 If an emergency class escalation occurs during the notification, immediately implement the notification procedure for the new emergency classification.
- 2.2 When calls originate from the Green Bay offices, plant extension numbers must be preceded by

3.0 REFERENCES

- 3.1 EP-EOF-1, Corporate Emergency Response Organization
- 3.2 EP-AD-17, Communications
- 3.3 EP-EOF-2, Emergency Operations Facility Activation
- 3.4 EP-EOF-9, Interface with Support Organizations
- 3.5 EP-ENV-3A, Environmental Protection Director Actions and Directives
- 3.6 EP-ENV-3B, Environmental Monitoring Team Actions
- 3.7 EP-AD-15, Recovery Planning
- 3.8 Nuclear Emergency Public Information Plan

4.0 INSTRUCTIONS

4.1 Emergency Response Manager (ERM) Actions

NOTE: Notifications may be performed by a communicator designated by the ERM.

4.1.1 Initial Actions and Notifications

- a. Upon notification contact the Emergency Director to verify the alert condition and see if EOF activation is necessary.

NOTE: If notified by pager, confirm contact with a telephone call to the control room at

- b. Notify a designate for each of the corporate emergency positions and brief designates on plant status per Form EOF-4.1.A. Phone contact should be used if time permits.

NOTE: If unable to contact one person from each group by using home or office telephone numbers, call the Control Room Communicator at _____ and provide the names of the individuals you wish to page. Also provide a brief message to be broadcast with the page. The communicator will activate the pager system and broadcast the message.

- c. If the decision is not to activate the EOF proceed to Step 4.1.1.j.
- d. If the EOF is to be activated:
 1. Activate the EOF in accordance with EP-EOF-2 and,
 2. As necessary, direct the Admin/Logistics Director to contact additional personnel to staff the EOF using phone numbers listed on Form EOF 4.3.
 3. Assign the necessary EOF staff members to man the communication links.
 4. following completion of EP-EOF-2 continue this procedure with Step 4.1.1.e.
- e. If TSC has not already made the initial Alert notifications, notify the State and local governments using the NAWAS phone and document the contact on Form EOF-4.1.B.

Kewaunee Nuclear Power Plant

TITLE: Corporate Response to ALERT

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The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

All areas please take the following message:

This is (title) at the Kewaunee Nuclear Plant. An incident has occurred at our facility and we are declaring an Alert at (time) on (date).

There (has/has not) been a radiological release to the environment.

Off site consequences (are/are not) expected

Please relay this information to Emergency Government immediately.

Please verify this message by return telephone call to the appropriate number listed in your procedure.

Recommended protective actions are:

a. Not required at this time

b. Take shelter in the following areas:

(Location, sector and mile radius)

c. Other _____ in _____

(Recommended Action)

(Location)

in _____

(Recommended Action)

(Location)

Please acknowledge receipt of this message.

- f. If the TSC has not already made the initial Alert notification notify the United States Coast Guard using commercial telephone lines with the text of the previous message and document the contact on Form EOF-4.1.C.

Kewaunee Nuclear Power Plant
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- g. Evaluate offsite radiological conditions with the EPD, RPD, and ED, and recommend protective actions, if warranted, to State and local authorities, per EP-ENV-3F, Protective Action Recommendations.
- h. Complete Form EOF-4.2 and provide status updates to support agencies at mutually agreed upon intervals.
- i. Brief the EOF staff periodically on the status of the emergency and pertinent plant conditions.
- j. Notify the Institute of Nuclear Power Operations (INPO) and inform them of the Alert condition, per Form EOF-4.1.D.
- k. Notify American Nuclear Insurers (ANI) and inform them of the Alert conditions per Form EOF-4.1.E.
- l. As necessary, direct the Admin/Logistics Director to perform any additional support organization notifications per EP-EOF-9, Interface with Support Organizations.

4.1.2 Alert escalation to a Site Emergency or General Emergency.

- a. Proceed to the notification procedure for the new emergency classification:
 - 1. Corporate response to a Site Emergency, EP-EOF-5.
 - 2. Corporate response to a General Emergency, EP-EOF-6.

4.1.3 Alert De-escalation to an Unusual Event

- a. Notify the corporate emergency directors of the emergency class change, per Form EOF-4.1.F.
- b. Notify the Institute of Nuclear Power Operations (INPO) of the emergency class change per Form EOF-4.1.G.
- c. Notify American Nuclear Insurers (ANI) of the emergency class change per Form EOF-4.1.H.
- d. If the EOF is activated, notify the support agencies with the NAWAS phone of the emergency class change and document the contact on Form EOF-4.1.I.

Kewaunee Nuclear Power Plant

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The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

This is (title) at the Kewaunee Nuclear Power Plant. Conditions have improved and we have de-escalated the Alert to an Unusual Event at (time) on (date).

To repeat: The Alert has been de-escalated to an Unusual Event at (time) on (date). Relay this information to Emergency Government immediately. Please acknowledge receipt of this message.

- e. Notify the United States Coast Guard using commercial telephone lines with the text of the previous message and document the contact on Form EOF-4.1.J.

4.1.4 Alert Close Out

- a. Notify the corporate emergency directors of the emergency close out and if applicable any recovery operations per Form EOF-4.1.K.
- b. Notify the Institute of Nuclear Power Operations (INPO) of the emergency close out and if applicable any recovery operations per Form EOF-4.1.L.
- c. Notify American Nuclear Insurers (ANI) of the emergency close out and if applicable any recovery operations per Form EOF-4.1.M.
- d. If the EOF is activated, notify the support agencies using the NAWAS phone of the emergency close out and if applicable any recovery operations and document the contact on Form EOF-4.1.N

Kewaunee Nuclear Power Plant

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The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

This is (title) at the Kewaunee Nuclear Power Plant. We have closed out the Alert at (time) on (date). Recovery operations (are/are not) required.

To repeat: The Alert has been closed out at (time) on (date).

This verbal close out will be followed with a written summary within 8 hours.

Relay this information to Emergency Government immediately. Please acknowledge receipt of this message.

- e. Notify the United States Coast Guard using commercial telephone lines with the text of the previous message and document the contact on Form EOF-4.1.0.
- f. Perform EOF deactivation in accordance with Section 4.2 of EP-EOF-2, Emergency Operations Facility Activation.

4.2 Nuclear Public Information Director (NPID) Actions

- 4.2.1 Upon notification from the ERM, perform normal press release actions in support of the Alert condition.
- 4.2.2 If requested by the ERM, activate the Joint Public Information Center per reference 3.8. (Nuclear Emergency Public Information Pla

4.3 Environmental Protection Director (EPD) Actions

- 4.3.1 Perform actions in accordance with EP-ENV-3A, Environmental Protection Director Actions and Directives.

4.4 Environmental Monitoring Team (EMT) Actions

- 4.4.1 Perform actions in accordance with EP-ENV-3B, Environmental Monitoring Team Actions.

4.5 Admin/Logistics Director (ALD) Actions

- 4.5.1 If notified by pager, confirm contact with a telephone call to the control room at
- 4.5.2 If informed of EOF activation by the ERM, contact support personnel (ie. recorder, communicator, clerical, etc.) per Form EOF-4.3 and proceed to the EOF.
- 4.5.3 Perform the actions necessary to obtain additional manpower, supplies and equipment as requested by the ERM in accordance With EP-EOF-9, Interface With Support Organizations.

FORM EOF-4.1

INITIAL NOTIFICATIONS

A. Notification of Corporate Emergency Personnel

NUCLEAR PUBLIC INFORMATION DIRECTOR

Office #	Home #	Initials
----------	--------	----------

Designate Contacted _____ TIME _____

ENVIRONMENTAL PROTECTION DIRECTOR

Designate Contacted _____ TIME _____

ADMIN/LOGISTICS DIRECTOR

Designate Contacted _____ TIME _____

NUCLEAR ADMINISTRATIVE SUPERVISOR

Time Contacted _____

B. NAWAS contact:	<u>Agency</u>	<u>Time</u>	<u>Initials</u>
	Warning Center 1	_____	_____
	East Central Area	_____	_____
	Kewaunee County	_____	_____
	Manitowoc County	_____	_____

FORM EOF-4.1 (cont'd)

C. Notification of United States Coast Guard: Day
 Night

Contact _____ Time _____ Initials _____

D. Notification of INPO:

Contact _____ Time _____ Initials _____

E. Notification of ANI:

Contact _____ Time _____ Initials _____

Notification of Emergency Class De-escalation

F. Nuclear Public Information Director	Time _____	Initials _____
Environmental Protection Director	Time _____	Initials _____
Admin/Logistics Director	Time _____	Initials _____
Nuclear Administrative Supervisor	Time _____	Initials _____

G. INPO

Contact _____ Time _____ Initials _____

H. ANI

Contact _____ Time _____ Initials _____

I. NAWAS Contact:

<u>Agency</u>	<u>Time</u>	<u>Initials</u>
Warning Center 1	_____	_____
East Central Area	_____	_____
Kewaunee County	_____	_____
Manitowoc County	_____	_____

J. Notification of United States Coast Guard:

Day
 Night

Contact _____ Time _____ Initials _____

FORM EOF-4.1 (cont'd)

Notification of Emergency Closeout

K. Nuclear Public Information Director	Time _____	Initials _____
Environmental Protection Director	Time _____	Initials _____
Admin/Logistics Director	Time _____	Initials _____
Nuclear Administrative Supervisor	Time _____	Initials _____

L. INPO

Contact _____ Time _____ Initials _____

M. ANI

Contact _____ Time _____ Initials _____

N. NAWAS Contact :

<u>Agency</u>	<u>Time</u>	<u>Initials</u>
Warning Center 1	_____	_____
East Central Area	_____	_____
Kewaunee County	_____	_____
Manitowoc County	_____	_____

O. Notification of United States Coast Guard:

Day

Night

Contact _____ Time _____ Initials _____

FORM EOF 4.2
STATUS UPDATE FORM

1. IDENTIFICATION

This is _____ the _____
(Name) (Title)
at the Kewaunee Nuclear Power Plant reporting the status of the (Unusual
Event/Alert/Site Emergency/General Emergency) in progress at _____
on _____ (Time of Call)
(Date)

2. STATUS

The following information is now available:

A. Plant

(1) Description of event _____
(Fire, Explosion, Pipe or Tank Rupture, etc.)

(2) Corrective action taken: _____

(3) Condition of Reactor (shutdown/not shutdown).

(4) Major equipment affected: _____

B. Plant Personnel

(1) Injuries (yes/no); if yes, number injured _____

(2) Contaminated personnel (yes/no); if yes number _____

(3) Overexposure to personnel (yes/none/possibility exists);
if yes, number _____

(4) Other potential or actual hazards _____

Form EOF-4.2 (cont'd)

C. Meteorological Conditions

- (1) Wind speed _____ (mph)
- (2) Wind direction _____ degrees (from _____ to _____)
(Compass) (Compass)
- (3) Stability class _____
- (4) General weather conditions _____

D. Radiological Conditions Off-Site

- (1) Release of radioactive material is (not expected/expected/in progress).
- (2) (If applicable)
 - (a) Release of radioactive material (will start/has started)
at _____ on _____ and is expected to continue for
(Time) (Date)
(Hour/Minutes)
 - (b) The radiological release is in (liquid/gaseous) form and is
(controlled/uncontrolled).
 - (c) The release rate is estimated to be:
Iodine _____ Ci/sec
Noble gas _____ Ci/sec
 - (d) The projected arrival time for the plume at _____
miles down wind is _____
(Time)
 - (e) The projected dose at _____ miles down wind at plume
centerline is _____ Rem to the whole body and _____
Rem to the thyroid.
 - (f) (If applicable) Measured surface deposition is _____
(dpm/100 cm² or Ci/m²) at _____
(Location)

Form EOF-4.2 (cont'd)

3. RECOMMENDED PROTECTIVE ACTIONS ARE:

A. None

B. Take shelter in following areas:

(Location, sector and miles radius)

C. Evacuate the following areas:

(Location, sector and miles radius)

D. Other

(Recommended Action)

in

(Location)

in

(Recommended Action)

(Location)

4. Press releases from the JPIC in Two Rivers, Wisconsin (are/are not) planned.

5. Additional assistance required (yes/no). If yes:

A.

(Problem Area)

(Agency)

B.

(Problem Area)

(Agency)

C.

(Problem Area)

(Agency)

Assessment of plant conditions will continue. Further status update will be transmitted to you periodically, based on the change in plant conditions.

Time Notified

<u>Agency</u>	<u>Contact</u>	<u>Time/Date</u>	<u>Initials</u>	<u>Phone Number</u>
Wisconsin Emergency Operations Center	_____	_____	_____	_____
State Patrol - Fond du Lac or East Central Area EOC (If activated)	_____	_____	_____	_____
Kewaunee County Sheriff, or Kewaunee County EOC (If activated)	_____	_____	_____	_____
Manitowoc County Sheriff, or Manitowoc County EOC (if activated)	_____	_____	_____	_____

Form EOF-4.3

EOF SUPPORT PERSONNEL

Name

Office #

Home #

CLERICAL SUPPORT

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURETITLE: Corporate Response to a
Site Emergency

DATE: OCT 27 1993

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REVIEWED BY M R Murchif/Chas G. Schaal
10-15-83

APPROVED BY

C R Duoma
10-25-831.0 APPLICABILITY

- 1.1 This procedure is to be implemented upon the declaration of a Site Emergency or at the request of the Emergency Response Manager.

2.0 PRECAUTIONS

- 2.1 If an emergency class escalation occurs during the notification, immediately implement the notification procedure for the new emergency classification.
- 2.2 When calls originate from the Green Bay offices, plant extension numbers must be preceded by

3.0 REFERENCES

- 3.1 EP-EOF-1, Corporate Emergency Response Organization
- 3.2 EP-AD-17, Communications
- 3.3 EP-EOF-2, Emergency Operations Facility Activation
- 3.4 EP-EOF-9, Interface with Support Organizations
- 3.5 EP-ENV-3A, Environmental Protection Director Actions and Directives
- 3.6 EP-ENV-3B, Environmental Monitoring Team Actions
- 3.7 EP-AD-15, Recovery Planning
- 3.8 Nuclear Emergency Public Information Plan

4.0 INSTRUCTIONS4.1 Emergency Response Manager (ERM) Actions

NOTE: Notifications may be performed by a communicator designated by the ERM.

TITLE: Corporate Response to a
Site Emergency

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4.1.1 Initial Actions and Notifications

- a. Upon notification contact the Emergency Director to verify that a Site Emergency exists.

NOTE: If notified by pager, confirm contact with a telephone call to

- b. Notify a designate for each of the corporate emergency positions and brief designates on plant status, per Form EOF-5.1.A. Phone contact should be used if time permits.

NOTE: If unable to contact one person from each group by using home or office telephone numbers, call the Control Room Communicator at and provide the names of the individuals you wish to page. Also provide a brief message to be broadcast with the page. The Communicator will activate the pager system and broadcast the message.

- c. Activate the EOF by:

1. Activating the EOF in accordance with EP-EOF-2 and,
2. as necessary, direct the Admin/Logistics Director to contact additional personnel to staff the EOF with phone numbers listed on Form EOF 5.3.
3. Assign the necessary EOF staff members to man the communication links.
4. Following completion of EP-EOF-2 continue this procedure with Step 4.1.1.d.

- d. If TSC has not already made the initial Site Emergency notifications, notify the State and local governments using the NARIAS phone and document the contact on Form EOF-5.1.B.

The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

All areas please take the following message:

This is (title) at the Kewaunee Nuclear Plant. An incident has occurred at our facility and we are declaring a Site Emergency at (time) on (date).

There (has/has not) been a radiological release to the environment.

Off site consequences are expected.

Please relay this information to Emergency Government immediately.

Please verify this message by return telephone call to the appropriate number listed in your procedure.

Recommended protective actions are:

a. Not required at this time

b. Take shelter in the following areas:

(Location, sector and mile radius)

c. Evacuate the following areas:

(Location, sector and mile radius)

d. Other

(Recommended Action)

in

(Location)

(Recommended Action)

in

(Location)

Please acknowledge receipt of this message.

- e. If the TSC has not already made the initial Alert notification notify the United States Coast Guard using commercial telephone lines with the text of the previous message and document the contact on Form EOF-5.1.C.

- f. Evaluate offsite radiological conditions with the EPD, RPD, and ED, and recommend protective actions, if warranted, to State and local authorities per EP-ENV-3F, Protective Action Recommendations.
- g. Complete Form EOF-5.2 and provide status updates to support agencies at mutually agreed upon intervals.
- h. Notify the Institute of Nuclear Power Operations (INPO) of the Site Emergency condition, per Form EOF-5.1.D.
- i. Notify American Nuclear Insurers (ANI) and inform them of the Site Emergency condition per Form EOF-5.1.E.
- j. Notify Wisconsin Telephone Company and inform them of the Site Emergency per Form EOF-5.1.F.
- k. As necessary, direct the Admin/Logistics Director to perform any additional support organization notifications per EP-EOF-9, Interface with Support Organizations.
- l. Provide information via the corporate management to the Nuclear Public Information Director.
- m. If requested, dispatch representative to the County Emergency Operations Center.
- n. Brief the EOF staff periodically on the status of the emergency and pertinent plant conditions.

4.1.2 Site Emergency escalation to a General Emergency

- a. Proceed to notification procedure EP-EOF-6, Corporate Response to a General Emergency.

4.1.3 Site Emergency De-escalation to an Alert or Unusual Event

- a. Notify the corporate emergency directors of the emergency class change, per Form EOF-5.1.G.
- b. Notify the Institute of Nuclear Power Operations (INPO) of the emergency class change per Form EOF-5.1.H.
- c. Notify American Nuclear Insurers (ANI) of the emergency class change per Form EOF-5.1.I.
- d. If the EOP is activated, notify the support agencies using the NAWAS phone of the emergency class change and document the contact on Form EOF 5.1.J.

Kewaunee Nuclear Power Plant

TITLE: Corporate Response to a
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The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center 1, East Central Area
Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If
any area fails to acknowledge, ask Warning Center 1 to ring that area

This is (title) at the Kewaunee Nuclear Power Plant. Conditions
have improved and we have de-escalated the Site Emergency to an

Alert/Unusual Event at (time) on (date).

To repeat: The Site Emergency has been de-escalated to an
Alert/Unusual Event at (time) on (date). Relay this information to
Emergency Government immediately. Please acknowledge receipt of this
message.

- e. Notify the United States Coast Guard using commercial
telephone lines with the text of the previous message
and document the contact on Form EOF-5.1.K.

4.1.4 Site Emergency Close Out

- a. Notify the corporate emergency directors of the emergency
close out and if applicable any recovery operations per
Form EOF-5.1.L.
- b. Notify the Institute of Nuclear Power Operations (INPO)
of the emergency close out and if applicable any recovery
operations per Form EOF-5.1.M.
- c. Notify American Nuclear Insurers (ANI) of the emergency
close out and if applicable any recovery operations per
Form EOF-5.1.N.
- d. Notify Wisconsin Telephone Company of the emergency
closeout and if applicable any recovery operations per
Form EOF-5.1.O.
- e. If the EOF is activated, notify the support agencies using
the NAWAS phone of the emergency close out and if applicable
any recovery operations and document the contact on Form
EOF-5.1.P.

Kewaunee Nuclear Power Plant

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The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

This is (title) at the Kewaunee Nuclear Power Plant. We have closed out the Site Emergency at (time) on (date). Recovery operations (are/are not required.)

To repeat: The Site Emergency has been closed out at (time) on (date).

This verbal close out will be followed with a written summary within 8 hours.

Relay this information to Emergency Government immediately. Please acknowledge receipt of this message.

- f. Notify the United States Coast Guard using commercial telephone lines with the text of the previous message and document the contact on Form EOF-5.1.Q.
- g. Perform EOF deactivation in accordance with Section 4.2 of EP-EOF-2, Emergency Operations Facility Activation.

4.2 Nuclear Public Information Director (PID) Actions

- 4.2.1 Upon notification from the ERM, perform normal press release actions in support of the Site Emergency condition.
- 4.2.2 Activate the Joint Public Information Center per reference 3.8 (Nuclear Emergency Public Information Plan).

WISCONSIN PUBLIC SERVICE CORPORATION
Kewaunee Nuclear Power Plant
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NO. EP-EOF-5

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4.3 Environmental Protection Director (EPD) Actions

4.3.1 Perform actions in accordance with EP-ENV-3A, Environmental Protection Director Actions and Directives.

4.4 Environmental Monitoring Team (EMT) Actions

4.4.1 Perform actions in accordance with EP-ENV-3B, Environmental Monitoring Team Actions.

4.5 Admin/Logistics Director (ALD) Actions

4.5.1 If notified by pager, confirm contact with a telephone call to the Control Room at

4.5.2 If informed of EOF activation by the ERM, contact support personnel (i.e. recorder, communicators, clerical, etc.) per Form EOF-5.3 and proceed to the EOF.

4.5.3 Perform the actions necessary to obtain additional manpower, supplies and equipment as requested by the ERM in accordance with EP-EOF-9, Interface with Support Organizations.

FORM EOF-5.1

INITIAL NOTIFICATIONS

A. Notification of Corporate Emergency Personnel

NUCLEAR PUBLIC INFORMATION DIRECTOR

Office #

Home #

Initials

Designate Contacted _____ TIME _____

ENVIRONMENTAL PROTECTION DIRECTOR

Designate Contacted _____ TIME _____

ADMIN/LOGISTICS DIRECTOR

Designate Contacted _____ TIME _____

NUCLEAR ADMINISTRATIVE SUPERVISOR

Time Contacted _____

B. NAWAS contact: Agency Time Initials

Warning Center 1 _____

East Central Area _____

Kewaunee County _____

Manitowoc County _____

FORM EOF-5.1 (cont'd)

C. Notification of United States Coast Guard: Day
Night

Contact _____ Time _____ Initials _____

D. Notification of INPO:

Contact _____ Time _____ Initials _____

E. Notification of ANI:

Contact _____ Time _____ Initials _____

F. Notification of Wisconsin Telephone Co.

Contact _____ Time _____ Initials _____

Notification of Emergency Class De-escalation

G. Nuclear Public Information Director	Time _____	Initials _____
Environmental Protection Director	Time _____	Initials _____
Admin/Logistics Director	Time _____	Initials _____
Nuclear Administrative Supervisor	Time _____	Initials _____

H. INPO

Contact _____ Time _____ Initials _____

I. ANI

Contact _____ Time _____ Initials _____

J. NAWAS Contact: Agency Time Initials

Warning Center 1 _____

East Central Area _____

Kewaunee County _____

Manitowoc County _____

K. Notification of United States Coast Guard:

Day
Night

Contact _____ Time _____ Initials _____

FORM EOF-5.1 (cont'd)

Notification of Emergency Closeout

L. Nuclear Public Information Director	Time _____	Initials _____
Environmental Protection Director	Time _____	Initials _____
Admin/Logistics Director	Time _____	Initials _____
Nuclear Administrative Supervisor	Time _____	Initials _____

M. INPO

Contact _____ Time _____ Initials _____

N. ANI

Contact _____ Time _____ Initials _____

O. Wisconsin Telephone Co.

Contact _____ Time _____ Initials _____

P. NAWAS Contact: Agency Time _____ Initials _____

Warning Center 1 _____

East Central Area _____

Kewaunee County _____

Manitowoc County _____

Q. Notification of United States Coast Guard: Day -
Night

Contact _____ Time _____ Initials _____

FORM EOF 5.2
STATUS UPDATE FORM

1. IDENTIFICATION

This _____ the _____
(Name) (Title)

at the Kewaunee Nuclear Power Plant reporting the status of the (Unusual
Event/Alert/Site Emergency/General Emergency) in progress at (Time of Call)
on (Date).

2. STATUS

The following information is now available:

A. Plant

- (1) Description of event (Fire, Explosion, Pipe or Tank Rupture, etc.)

(2) Corrective action taken: _____

(3) Condition of Reactor (shutdown/not shutdown).

(4) Major equipment affected: _____

B. Plant Personnel

- (1) Injuries (yes/no); if yes, number injured _____

(2) Contaminated personnel (yes/no); if yes number _____

(3) Overexposure to personnel (yes/none/possibility exists);
if yes, number _____

(4) Other potential or actual hazards _____

Form EOE-5.2 (cont'd)

C. Meteorological Conditions

- (1) Wind speed _____ (mph)
- (2) Wind direction _____ degrees (from _____ to _____)
(Compass) (Compass)
- (3) Stability class _____
- (4) General weather conditions _____

D. Radiological Conditions Off-Site

- (1) Release of radioactive material is (not expected/expected/in progress).

- (2) (If applicable)

- (a) Release of radioactive material (will start/has started)

at _____ on _____ and is expected to continue for
(Time) (Date)

(Hour/Minutes)

- (b) The radiological release is in (liquid/gaseous) form and is
(controlled/uncontrolled).

- (c) The release rate is estimated to be:

Iodine _____ Ci/sec

Noble gas _____ Ci/sec

- (d) The projected arrival time for the plume at _____
miles down wind is _____
(Time)

- (e) The projected dose at _____ miles down wind at plume
centerline is _____ Rem to the whole body and _____
Rem to the thyroid.

- (f) (If applicable) Measured surface deposition is _____
(dpm/100 cm² or Ci/m²) at _____
(Location)

Form EOF-5.3

3. RECOMMENDED PROTECTIVE ACTIONS ARE:

A. None

B. Take shelter in following areas:

(Location, sector and miles radius)

C. Evacuate the following areas:

(Location, sector and miles radius)

D. Other

(Recommended Action) in (Location)

(Recommended Action) in (Location)

4. Press releases from the JPIC in Two Rivers, Wisconsin (are/are not) planned.

5. Additional assistance required (yes/no). If yes:

A. (Problem Area) (Agency)

B. (Problem Area) (Agency)

C. (Problem Area) (Agency)

Assessment of plant conditions will continue. Further status update will be transmitted to you periodically, based on the change in plant conditions.

Time Notified

<u>Agency</u>	<u>Contact</u>	<u>Time/Date</u>	<u>Initials</u>	<u>Phone Number</u>
Wisconsin Emergency Operations Center				
State Patrol - Fond du Lac or East Central Area EOC (If activated)				
Kewaunee County Sheriff, or Kewaunee County EOF (If activated)				
Manitowoc County Sheriff, or Manitowoc County EOF (if activated)				
United States Coast Guard				

Day:
Night:

EP-EOF-5

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Form EOF-5.3

EOF SUPPORT PERSONNEL

Name

Office #
.....

Home #
.....

CLERICAL SUPPORT

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-EOF-6

REV.

TITLE: Corporate Response to a
General Emergency

DATE: OCT 27 1983

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REVIEWED BY

m L. Marcher / C.A. Schuck
10-25-83

APPROVED BY

C.R. Huoma
10-25-83

1.0 APPLICABILITY

1.1 This procedure is to be implemented upon the declaration of a General Emergency or at the request of the Emergency Response Manager.

2.0 PRECAUTIONS

2.1 When calls originate from the Green Bay offices, plant extension numbers must be preceded by

3.0 REFERENCES

3.1 EP-EOF-1, Corporate Emergency Response Organization

3.2 EP-AD-17, Communications

3.3 EP-EOF-2, Emergency Operations Facility Activation

3.4 EP-EOF-9, Interface with Support Organizations

3.5 EP-ENV-3A, Environmental Protection Director Actions and Directives

3.6 EP-ENV-3B, Environmental Monitoring Team Actions

3.7 EP-AD-15, Recovery Planning

3.8 Nuclear Emergency Public Information Plan

4.0 INSTRUCTIONS

4.1 Emergency Response Manager (ERM) Actions

NOTE: Notifications may be performed by a communicator designated by the ERM.

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4.1.1 Initial Actions and Notifications

- a. Upon notification contact the Emergency Director to verify that a General Emergency exists.

NOTE: If notified by pager, confirm contact with a telephone call to

- b. Notify a designate for each of the corporate emergency positions and brief designates on plant status per Form EOF-6.1.A. Phone contact should be used if time permits.

NOTE: If unable to contact one person from each group by using home or office telephone numbers, call the Control Room Communicator at _____ and provide the names of the individuals you wish to page. Also provide a brief message to be broadcast with the page. The Communicator will activate the pager system and broadcast the message.

- c. Activate the EOF by:

1. Activating the EOF in accordance with EP-EOF-2 and,
2. as necessary, direct the Admin/Logistics Director to contact additional personnel to staff the EOF with phone numbers listed on Form EOF 6.3.
3. Assign the necessary EOF staff members to man the communication links.
4. Following completion of EP-EOF-2 continue this procedure with Step 4.1.1.d.

- d. If TSC has not already made the initial General Emergency notifications, notify the State and local governments using the NAWAS phone and document the contact on Form EOF-6.1.B.

The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center 1, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center 1 to ring that area.

All areas please take the following message:

This is (title) at the Kewaunee Nuclear Plant. An incident has occurred at our facility and we are declaring a General Emergency at (time) on (date).

There (has/has not) been a radiological release to the environment.

Off site consequences are expected.

Please relay this information to Emergency Government immediately.

Please verify this message by return telephone call to the appropriate number listed in your procedure.

Recommended protective actions are:

a. Not required at this time

b. Take shelter in the following areas:

(Location, sector and mile radius)

c. Evacuate the following areas:

(Location, sector and mile radius)

d. Other

(Recommended Action)

in

(Location)

(Recommended Action)

in

(Location)

Please acknowledge receipt of this message.

e. If the TSC has not already made the initial General Emergency notification, notify the United States Coast Guard using commercial telephone lines with the text of the previous message and document the contact on Form EOF-b.1.C.

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- f. Evaluate offsite radiological conditions with the EPD, RPD, and ED and recommend protective actions, if warranted, to State and local authorities, per EP-ENV-3F, Protective Action Recommendations.
 - g. Complete Form EOF 6.2 and provide status updates to support agencies at mutually agreed upon intervals.
 - h. Notify the Institute of Nuclear Power Operations (INPO) and inform them of the General Emergency condition per Form EOF-6.1.D.
 - i. Notify American Nuclear Insurers (ANI) and inform them of the General Emergency condition per Form EOF-6.1.E.
 - j. Notify Wisconsin Telephone Company and inform them of the General Emergency per Form EOF-6.1.F.
 - k. As necessary, direct the Admin/Logistics Director to perform any additional support organization notifications per EP-EOF-9, Interface with Support Organizations.
 - l. Provide information via the corporate management to the Nuclear Public Information Director.
 - m. If requested, dispatch representative to the County Emergency Operations Center.
 - n. Brief the EOF staff periodically on the status of the emergency and pertinent plant conditions.
- 4.1.2 General Emergency De-escalation to a (Site Emergency/Alert/or Unusual Event).
- a. Notify the corporate emergency directors of the emergency class change per Form EOF-6.1.G
 - b. Notify Institute of Nuclear Power Operations (INPO) of the emergency class change per Form EOF-6.1.H.
 - c. Notify American Nuclear Insurers (ANI) of the emergency class change per Form EOF-6.1.I.
 - d. If the EOF is activated notify the support agencies, using the NAWAS phone, of the emergency class change and document the contact on Form EOF-6.1.J.

The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center I, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center I to ring that area.

This is (title) at the Kewaunee Nuclear Power Plant. Conditions have improved and we have de-escalated the General Emergency to a (Site Emergency/Alert/Unusual Event) at (time) on (date).

To repeat: The General Emergency has been de-escalated to a (Site Emergency/Alert/Unusual Event) at (time) on (date). Relay this information to Emergency Government immediately. Please acknowledge receipt of this message.

- e. Notify the United States Coast Guard, using commercial telephone lines with the text of the previous message and document the contact on Form EOF-6.1.K.

4.1.3 General Emergency Close Out

- a. Notify the corporate emergency directors of the emergency close out and if applicable any recovery operations per Form EOF-6.1.L.
- b. Notify the Institute of Nuclear Power Operations (INPO) of the emergency close out and if applicable any recovery operations per Form EOF-6.1.M.
- c. Notify American Nuclear Insurers (ANI) of the emergency close out and if applicable any recovery operations per Form EOF-6.1.N.
- d. Notify Wisconsin Telephone Company of the emergency closeout and if applicable any recovery operations per Form EOF-6.1.O.
- e. If the EOF is activated, notify the support agencies, using the NAWAS phone, of the emergency close out and if applicable any recovery operations and document the contact on Form EOF-6.1.P.

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The following statement should be given:

Kewaunee Nuclear calling Wisconsin Warning Center I, East Central Area, Kewaunee County, and Manitowoc County. Please acknowledge.

Wait until all four areas have acknowledged, then continue. If any area fails to acknowledge, ask Warning Center I to ring that area.

This is (title) at the Kewaunee Nuclear Power Plant. We have closed out the General Emergency at (time) on (date).

Recovery operations (are/are not) required.

To repeat: The General Emergency has been closed out at (time) on (date).

This verbal close out will be followed with a written summary within 8 hours.

Relay this information to Emergency Government immediately. Please acknowledge receipt of this message.

- f. Notify the United States Coast Guard, using commercial telephone lines, with the text of the previous message and document the contact on Form EOF-6.1.Q.
- g. Perform EOF deactivation in accordance with Section 4.2 of EP-EOF-2, Emergency Operations Facility Activation.

4.2 Nuclear Public Information Director (NPID) Actions

- 4.2.1 Upon notification from the ERM, perform normal press release actions in support of the General Emergency condition.
- 4.2.2 Activate the Joint Public Information Center per reference 3.8 (Nuclear Emergency Public Information Plan).

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4.3 Environmental Protection Director (EPD) Actions

- 4.3.1 Perform actions in accordance with EP-ENV-3A, Environmental Protection Directors Action and Directives.

4.4 Environmental Monitoring Team (EMT) Actions

- 4.4.1 Perform actions in accordance with EP-ENV-3B, Environmental Monitoring Team Actions.

4.5 Admin/Logistics Director (ALD) Actions

- 4.5.1 If notified by pager, confirm contact with a telephone call to the control room at
- 4.5.2 If informed of EOF activation by the ERM, contact support personnel (i.e., recorder, communicators, clerical, etc.) per Form EOF-6.3 and proceed to the EOF.
- 4.5.3 Perform the actions necessary to obtain additional manpower, supplies and equipment as requested by the ERM in accordance with EP-EOF-9, Interface with Support Organizations.

FORM EOF-6.1

INITIAL NOTIFICATIONS

A. Notification of Corporate Emergency Personnel

NUCLEAR PUBLIC INFORMATION DIRECTOR

Office #

Home #

Initials

Designate Contacted _____ TIME _____

ENVIRONMENTAL PROTECTION DIRECTOR

Designate Contacted _____ TIME _____

ADMIN/LOGISTICS DIRECTOR

Designate Contacted _____ TIME _____

NUCLEAR ADMINISTRATIVE SUPERVISOR

Time Contacted _____

B. NAWAS contact: Agency Time Initials

Warning Center 1 _____

East Central Area _____

Kewaunee County _____

Manitowoc County _____

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FORM EOF-6.1 (cont'd)

C. Notification of United States Coast Guard: Day
Night

Contact _____ Time _____ Initials _____

D. Notification of INPO:

Contact _____ Time _____ Initials _____

E. Notification of ANI:

Contact _____ Time _____ Initials _____

F. Notification of Wisconsin Telephone Co.

Contact _____ Time _____ Initials _____

Notification of Emergency Class De-escalation

G. Nuclear Public Information Director Time _____ Initials _____

Environmental Protection Director Time _____ Initials _____

Admin/Logistics Director Time _____ Initials _____

Nuclear Administrative Supervisor Time _____ Initials _____

H. INPO

Contact _____ Time _____ Initials _____

I. ANI

Contact _____ Time _____ Initials _____

J. NAWAS Contact: Agency Time Initials

Warning Center I _____

East Central Area _____

Kewaunee County _____

Manitowoc County _____

K. Notification of United States Coast Guard: Day
Night

Contact _____ Time _____ Initials _____

FORM EOF-6.1 (cont'd)

Notification of Emergency Closeout

L. Nuclear Public Information Director	Time _____	Initials _____
Environmental Protection Director	Time _____	Initials _____
Admin/Logistics Director	Time _____	Initials _____
Nuclear Administrative Supervisor	Time _____	Initials _____

M. INPO

Contact _____ Time _____ Initials _____

N. ANI

Contact _____ Time _____ Initials _____

O. Wisconsin Telephone Co.

Contact _____ Time _____ Initials _____

P. NAWAS Contact:	<u>Agency</u>	<u>Time</u>	<u>Initials</u>
	Warning Center I	_____	_____
	East Central Area	_____	_____
	Kewaunee County	_____	_____
	Manitowoc County	_____	_____

Q. Notification of United States Coast Guard: Day
Night

Contact _____ Time _____ Initials _____

FORM EOF 6.2
STATUS UPDATE FORM

1. IDENTIFICATION

This is _____ the _____
(Name) (Title)
at the Kewaunee Nuclear Power Plant reporting the status of the (Unusual
Event/Alert/Site Emergency/General Emergency) in progress at _____
on _____ (Time of Call)
(Date)

2. STATUS

The following information is now available:

A. Plant

- (1) Description of event _____
(Fire, Explosion, Pipe or Tank Rupture, etc.)
- (2) Corrective action taken: _____

- (3) Condition of Reactor (shutdown/not shutdown),
- (4) Major equipment affected: _____

B. Plant Personnel

- (1) Injuries (yes/no); if yes, number injured _____
- (2) Contaminated personnel (yes/no); if yes number _____
- (3) Overexposure to personnel (yes/none/possibility exists);
if yes, number _____
- (4) Other potential or actual hazards _____

Form EOF-6.2 (cont'd)

C. Meteorological Conditions

- (1) Wind speed _____ (mph)
- (2) Wind direction _____ degrees (from _____ to _____)
(Compass) (Compass)
- (3) Stability class _____
- (4) General weather conditions _____

D. Radiological Conditions Off-Site

- (1) Release of radioactive material is (not expected/expected/in progress).
- (2) (If applicable)
 - (a) Release of radioactive material (will start/has started)
at _____ on _____ and is expected to continue for
(Time) (Date)

(Hour/Minutes)
 - (b) The radiological release is in (liquid/gaseous) form and is
(controlled/uncontrolled).
 - (c) The release rate is estimated to be:
Iodine _____ Ci/sec
Noble gas _____ Ci/sec
 - (d) The projected arrival time for the plume at _____
miles down wind is _____
(Time)
 - (e) The projected dose at _____ miles down wind at plume
centerline is _____ Rem to the whole body and _____
Rem to the thyroid.
 - (f) (If applicable) Measured surface deposition is _____
(dpm/100 cm² or Ci/m²) at _____
(Location)

Form EOF-6.2 (cont)

3. RECOMMENDED PROTECTIVE ACTIONS ARE:

A. None

B. Take shelter in following areas:

(Location, sector and miles radius)

C. Evacuate the following areas:

(Location, sector and miles radius)

D. Other

(Recommended Action) in (Location)

(Recommended Action) in (Location)

4. Press releases from the JPIC in Two Rivers, Wisconsin (are/are not) planned.

5. Additional assistance required (yes/no). If yes:

A. (Problem Area) (Agency)

B. (Problem Area) (Agency)

C. (Problem Area) (Agency)

Assessment of plant conditions will continue. Further status update will be transmitted to you periodically, based on the change in plant conditions.

Time Notified

<u>Agency</u>	<u>Contact</u>	<u>Time/Date</u>	<u>Initials</u>	<u>Phone Number</u>
Wisconsin Emergency Operations Center				
State Patrol - Fond du Lac or East Central Area EOC (If activated)				
Kewaunee County Sheriff, or Kewaunee County EOF (If activated)				
Manitowoc County Sheriff, or Manitowoc County EOF (if activated)				
United States Coast Guard				

Day:
Night:

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Form EOF-6.3

EOF SUPPORT PERSONNEL

Name

Office #

Home #

CLERICAL SUPPORT

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-EOF-9

REV. G

TITLE: Interface With
Support Organizations

DATE: OCT 27 1983

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REVIEWED BY MX Marsh / C.A. Scholt
10-25-83

APPROVED BY CR Duoma
10-25-83

1.0 APPLICABILITY

This procedure is implemented upon determination that assistance of outside Support Organizations is needed to support the emergency response activities.

2.0 PRECAUTIONS

- 2.1 Ensure acknowledgement from Support Organizations of the assistance requested.
- 2.2 Document telephone conversations per EP-EOF-7, Communication and Documentation.

3.0 REFERENCES

- 3.1 Fluor Engineers, Inc., Emergency Response Plan
- 3.2 Westinghouse Electric Corporation, Emergency Response Plan, Water Reactors Division
- 3.3 State of Wisconsin, Peacetime Radiological Emergency Response Plan
- 3.4 Manitowoc County Radiological Emergency Response Plan
- 3.5 Kewaunee County Radiological Emergency Response Plan
- 3.6 Rad Services Inc., Agreement for Health Physics Services
- 3.7 Hazleton Environmental Services, Emergency Response Plan for Kewaunee Nuclear Power Plant

4.0 INSTRUCTIONS

4.1 Administrative Logistics Director

4.1.1 Radiological and Environmental Support

Contact Rad Services, Inc., or Hazleton Environmental Sciences per recommendations received from the RPD/EPD using the following numbers:

- a. Rad Services, Inc.
- b. Hazleton Environmental Sciences
 - 1. (office)
(home)
 - 2. (office)
(home)

NOTE: If additional contacts are needed, refer to Letter of Agreement, Appendix D, of Kewaunee Nuclear Power Plant Emergency Plan.

4.1.2 Engineering and Technical Support

Contact Westinghouse or Fluor Engineers Inc., per recommendations received from the Technical Support Center Director using the following numbers:

- a. Westinghouse
 - (day)
 - (night)
 - (day)
 - (night)
- b. Fluor Engineers Inc...
 - Director
 - (office)
 - (home)
 - Alternate
 - (office)
 - (home)

4.1.3 Medical Assistance

If medical assistance is requested, contact the Kewaunee County Sheriff at the following:

Kewaunee County Sheriff

As necessary, contact any of the following support agencies:

- a. American Nuclear Insurers
- b. Department of Energy Day
Night
- c. Institute of Nuclear Power
Operations (INPO)
- d. National Weather Service Office
(Green Bay)
- e. NRC - Region III - Chicago
Operations Office
- f. Point Beach Nuclear Power Plant
- g. Public Service Commission of
Wisconsin
- h. State Police - Fond du Lac
- i. U.S. Coast Guard Day
Night

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APPROVED BY

3.2 U.S. EPA, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents, EPA-520/1-75-001, September 1975. Appendix D Technical Bases for Methods to Estimate the Projected Thyroid Dose and Projected Whole Body Gamma Dose from Exposure to Airborne Radioiodines and Radioactive Noble Gases.

4.0 INSTRUCTIONS

4.1 Starting the IBM Personal Computer

- 4.1.1 Acquire the 5 1/2 inch diskette labeled "Dose Projection" from the office supplies storage file in the EOF bullpen.
- 4.1.2 Insert the diskette into the IBM personal computer's disk drive A. When facing the computer, the diskette label should be on the right in the corner nearest you. Close the door on disk drive A.
- 4.1.3 Turn the computer on. Turn the printer on. It should take approximately 40 seconds before the computer responds.
- 4.1.4 The Dose Projection Program is now executing. A menu will soon appear on the screen. Instructions will appear at the bottom of the screen.

4.2 Dose Projection from Plant Release Data

- 4.2.1 Acquire the plant release data on Form ENV 3C.1, Plant Release Data, from the RAF or the TSC and complete the appropriate section of the Form.
- 4.2.2 Acquire meteorological data on Forms ENV-3D.1 or ENV-3F.1, (Section I & II), Meteorological Data Worksheet and ENV-3C.1, IBM Personal Computer.
- 4.2.3 Enter data collected in IBM personal computer.
- 4.2.4 Proceed to procedure EP-ENV-3H, Protective Action Recommendation, to determine the appropriate protective action recommendation.

4.3 Dose Calculation from Field Sample Data

- 4.3.1 Acquire the field sample data on Form ENV-3C.2, Field Sample Data, from the EM team coordinator.
- 4.3.2 Acquire the meteorological data on Forms ENV-3D.1 or ENV-3F.1, (Section I & II) Meteorological Data Worksheet, that is closest in time to the time on form ENV-3C.2, Field Sample Data.
- 4.3.3 Enter data collected on Forms ENV-3D.1 or ENV-3F.1, (Section I & II), Meteorological Data Worksheet and ENV-3C.2, Field Sample Data into the IBM personal computer.
- 4.3.4 Proceed to procedure EP-ENV-3H, Protective Action Recommendation, to determine the appropriate protective action recommendation.

FORM ENV-3C.2

FIELD SAMPLE DATA

DATE _____ TIME _____

Sample Time: _____ Sample Location: _____

Nearest Isopleth: _____

I.

GAS ANALYSIS

ISOTOPE

CONCENTRATION (uCi/cc)

Kr-85
KR-85m
KR-87
KR-88
Xe-133
Xe-133m
Xe-135
Xe-135m

II. DIRECT FIELD READINGS

Whole Body Dose Rate: _____ REM/hr

Iodine Concentration: _____ uCi/cc

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Plume Projection

DATE: OCT 25 1983

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REVIEWED BY

W. March / *John Rishel*

APPROVED BY

D/K

1.0 APPLICABILITY

This procedure is applicable for all abnormal releases of airborne radioactivity.

2.0 PRECAUTIONS

- 2.1 This program utilizes a straight line Gaussian model to determine diffusion coefficients. The model does not take into account building wake, lake effects, or inland wind shifts.
- 2.2 Isotopic input data is limited to the predominant fission gases and iodine 131. The program can be used to calculate X/Q's for subsequent hand calculation of ground level concentrations. Dose projections can then be made using EP-RET-6.
- 2.3 The dose data is only valid for releases from the Auxiliary Building stack in Zone SV mode. The X/Q values can be used for the Shield Building Vent.
- 2.4 The procedure requires use of the Green Bay IBM Computer. If terminal access is not available, see EP-ENV-3C.

3.0 REFERENCES

- 3.1 NRC Regulatory Guide 1.145, August 1979.
- 3.2 NRC Regulatory Guide 1.23, Rev. 1 (Proposed), September 1980.

4.0 APL USER INFORMATION

- 4.1 The minus sign (-) is the upper case 2.
- 4.2 The plus sign (+) is not required when using scientific notation.
- 4.3 # means depress the enter key.
- 4.4 The closed bracket sign) must be entered using the red).
- 4.5 To clear the screen hold down the ALT key and depress the clear key.
- 4.6 If the terminal locks up because of an entry error, type in DOSE # (see 5.9). This will restart the program.
- 4.7 The letter Y shall be used for all yes answers and N for all no answers.

Kewaunee Nuclear Power Plant

TITLE: Plume Projection

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5.0 INSTRUCTIONS

- 5.1 Complete Plume Projection Data Sheet (Form RET-5.1). All data should be available in the TSC.
- 5.2 Sign on with
- 5.3 Turn on the APL Keyboard by holding down the ALT key and then depressing the APL on/off key.
- 5.4 RUN 1 APL #
- 5.5 Clear the screen.
- 5.6 KNPP #
- 5.7 DRILL #
- 5.8)LOAD ISODOSE #
- 5.9 DOSE # (This starts the program).
- 5.10 Answer the questions one at a time as they appear using the data from Form RET-5.

6.0 DOSE PROJECTION FROM STACK ANALYTICAL RESULTS

- 6.1 Enter the delta T (or sigma theta) and wind speed.
- 6.2 Enter the expected release duration.
- 6.3 Enter the isotopic concentrations. Separate each concentration by a space.
NOTE: Plus signs are not required but minus signs (upper case 2) are.)
- 6.4 The program will echo the input data and ask if the data is correct.
- 6.5 The program then computes whole body dose, iodine concentration, child thyroid dose, impact time of the plume, and X/Q at mile intervals along the plume centerline out to ten miles. Whole body dose and iodine concentration is also computed along isodose lines based on each factor of 10 reduction in X/Q.

7.0 DOSE PROJECTION FROM SPING 4 DATA

- 7.1 Enter meteorological data and expected release duration.
- 7.2 When asked for stack sample analysis results answer No or N.
- 7.3 The program will ask if you have SPING readings and which exhaust SV fans are running.

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7.4 The iodine average requested is the last 10 minute average from the SPING4.

7.5 The noble gas average requested is the last 10 minute average from the SPING4. If the reading is from the midrange or high range channel, convert from gamma Bq Mev/cc to uCi/cc prior to entering the value.

NOTE: The conversion factors are posted on the SPING consoles.

7.6 The program calculates the noble gas isotopic mixture from the predicted core inventory as a function of time after trip. The results are used to make the plume projection.

8.0 MAIN STEAM LINE RELEASES

8.1 Enter the meteorological data.

8.2 Enter the release duration. This duration is the time the steam dump valves were (or are expected to be) open.

8.3 Answer No (N) when asked for stack sample results.

8.4 Answer No (N) when asked for SPING readings.

8.5 The program will request the reading in R/hr from the main steam line direct radiation monitor.

8.6 The program requests release flow rate and assumes this value to be the rate of water loss through a primary to secondary tube rupture.

8.7 The program then calculates the dose projection.

9.0 RESULTS ANALYSIS

9.1 Make a hard copy of the Dose Projection and transmit to the Radiological Protection Director.

9.2)OFF HOLD #

9.3 OUTPUT * # (the * is an upper case P).

9.4 LOAD DRILL #

9.5 RUN HCPY #

9.6 PRINT DRILL NOL # (The hard copy prints out at this time on the printer assigned to hard copy.)

9.7 OFF #

FORM RET-5
PLUME PROJECTION DATA SHEET

Reactor Trip _____ Date _____ Time _____
MET Conditions: \pm T _____ °F Wind Speed _____ mph
Sigma Theta _____ ° Wind Direction _____ °

Expected Release Duration _____ hrs

Operating Fans Aux A Aux B Both SVA SVB Both None (circle one)

Stack Analytical Results:

Isotope	Conc. (uCi/cc)
Kr 85	
Kr 85m	
Kr 87	
Kr 88	
Xe 133	
Xe 133m	
Xe 135	
Xe 135m	
I-131	

Flow Rates cc/sec	Aux A	Aux B	Both	SVA	SVB	Both
	2.04E+7	1.96E+7	3.36E+7	4.36E+6	4.00E+6	8.61E+6

SPING RESULTS

Latest 10 min Iodine Average _____ uCi/cc Latest 10 min Gas Average _____ uCi/cc

STEAM RELEASE

Main Steam Line Monitor _____ R/hr Release flow rate _____ gpm

BY _____ DATE _____ TIME _____

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Plume Projection (Backup Method)

DATE: OCT 25 1983

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REVIEWED BY

m. L. Martin / J. H. Riehl

APPROVED BY

NHT

1.0 APPLICABILITY

This procedure can be utilized during any incident that involves a significant release of radioactive materials to the environment for the purpose of projecting a radiological dose impact.

2.0 PRECAUTIONS

- 2.1 If both the IBM personal computer and the IBM mainframe computer are not available for use, proceed to ENV-3E, 3F, and 3G for performing dose projection calculations.
- 2.2 Meteorological data should be re-evaluated every 30 minutes, or whenever significant changes occur, to determine if dose projection should be recalculated.

3.0 REFERENCE

- 3.1 U.S. NRC Regulatory Guide 1.109, Calculation of Annual Doses to Man from Routine Release of Reactor Effluents for the Purpose of Evaluating Compliance with 10 CFR 50, Appendix I, Revision 1, October 1977.
- 3.2 U.S. EPA, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents, EPA-520/1-75-001, September 1975. Appendix D Technical Bases for Methods to Estimate the Projected Thyroid Dose and Projected Whole Body Gamma Dose from Exposure to Airborne Radioiodines and Radioactive Noble Gases.

4.0 PRELIMINARY INSTRUCTIONS

- 4.1 Acquire the plant release data and meteorological data on Form RET-5.A.
- 4.2 For field sample data, acquire sample data on Form ENV-3C.2 and meteorological data on Form RET-5.A.
- 4.3 Acquire the 5 1/2 inch diskette labeled KNPP Emergency Dose Projection Program from the RAF or Rad Chem Clerk's file.
- 4.4 Turn on the IBM Personal Computer (P/C) and associated printer.

WISCONSIN PUBLIC SERVICE CORPORATION
Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-RET-5A

TITLE: Plume Projection (Backup Method)

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5.0 PROGRAM OPERATION

- 5.1 Insert the diskette into the P/C disk drive labeled A with the paper label up and towards you on the right front corner.
- 5.2 If the program does not auto load, press the CONTROL, ALTERNATE and DELETE keys simultaneously to load the program. Update the clock if required. The P/C should then display a menu screen.
- 5.3 Data Entry
 - 5.3.1 The program accepts engineering notation and inserts zeros where appropriate. Therefore, 3E3 will appear as 3.00E+03 or 2.5E-2 will appear as 2.50E+02.
 - 5.3.2 The F1 key allows you to enter wind speed. Minimum acceptable speed is 0.7 mph.
 - 5.3.3 The F2 key allows you to enter wind direction.
 - 5.3.4 The F3 key allows you to determine stability class from Delta T, Sigma Theta, or National Weather Service (EP-ENV-3F).
 - 5.3.5 The F4 key allows you to enter a positive or negative value for Delta T, Sigma theta, or a letter designation of stability class.
 - 5.3.6 The F5 key allows you to enter release duration.
 - 5.3.7 The F6 key activates the line printer. If OFF is selected the dose projection will be displayed on the screen and can be printed with the PRTSC key.
 - 5.3.8 The F8 key is for future graphics display.
 - 5.3.9 The F9 key allows you to account for the lake breeze effect and requests the data (see Form ENV 3.F1).
 - 5.3.10 The F10 key allows you to enter plant or field data from RET-5.1 or ENV-3C.2.
- 5.4 After all data is entered, press F7 to execute the program. The selections remain the same from one run to the next unless changed by the operator. Analytical data has to be re-entered for each run.
- 5.5 To exit the program, return to the menu screen, press Control & Break simultaneously, and remove the diskette.
- 5.6 Transmit all results to the Radiological Protection Director.

FORM RET-5A
PLUME PROJECTION DATA SHEET

Reactor Trip _____ Date _____ Time _____
 MET Conditions: \pm T _____ °F Wind Speed _____ mph
 Sigma Theta _____ °
 NWS Stability _____ Wind Direction _____ °
 Expected Release Duration _____ hrs
 Operating Fans Aux A Aux B Both SVA SVB Both None (circle one)

Stack Analytical Results:

Isotope	Conc. (uCi/cc)
Kr 85	
Kr 85m	
Kr 87	
Kr 88	
Xe 133	
Xe 133m	
Xe 135	
Xe 135m	
I-131	

Flow Rates	Aux A	Aux B	Both	SVA	SVB	Both
cc/sec	2.04E+7	1.96E+7	3.36E+7	4.36E+6	4.00E+6	8.61E+6

SPING RESULTS

Latest 10 min Iodine Average _____ uCi/cc Latest 10 min Gas Average _____ uCi/cc

STEAM RELEASE

Main Steam Line Monitor _____ R/hr Release flow rate _____ gpm

BY _____ DATE _____ TIME _____

4.2.2 One ringdown circuit telephone in the RPO provides direct line communications to the RAF.

AMERICAN ELECTRIC POWER CORPORATION
Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

Radiological Analysis Facility	
TITLE: Radiation Protection Office Communications	
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- 4.2.3 Designed in such a manner that taking the receiver off the hook will cause the telephone at the receiving end to ring. Call lights are provided as a backup method to the telephone ringing to aid in determining which telephone needs to be answered.
- 4.3 Gai-Tronics Paging System (gray telephone with gray receiver)
 - 4.3.1 Provides means of broadcasting emergency alarms and announcements throughout the plant.
 - 4.3.2 Provides a semi-private message system which can be used throughout the plant, except in the SAF.
 - 4.3.3 Designed with five available circuits. In order to operate, pick up the hand piece, select one of the five circuits, listen to ensure a clear circuit, depress button and announce slowly and clearly the name of the party you want to contact and which line to use. Release button and wait for party to pick up that line.
- 4.4 NRC Health Physics Network (yellow phone)
 - 4.4.1 Communication system in the RAF and RPO provided for NRC use only.
 - 4.4.2 Provides direct communication to the NRC Health Physics Network.
 - 4.4.3 Links together the NRC Operations Center, all NRC Regional Offices and all nuclear facilities.
- 4.5 Radio
 - 4.5.1 A radio base station is located in the Control Room with remote console stations in the SAF, EOF and RAF. This provides communications for the Radiation Emergency Teams and Environmental Monitoring Teams.
 - 4.5.2 The base and remote console stations are connected via a common antenna lead and can be used as an intercom by depressing the appropriate button on the station. This allows for communications between stations without radio transmission.
 - 4.5.3 Portable radios are located at the RPO and RAF for use by the Radiation Emergency Teams and supply a backup system for the remote console station located in the RAF.

5.0 RESPONSIBILITIES

5.1 Radiological Protection Director

Ensures the communication systems are manned upon activation of the RAF/RPO.

5.2 RAF/RPO Communicator

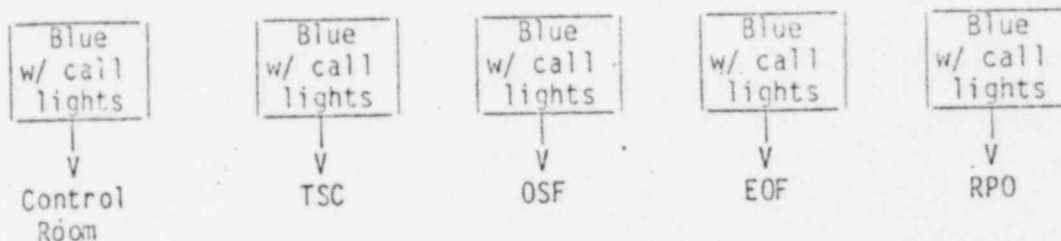
Stands by to receive calls from other emergency response facilities, records the information, and relays it to the RPD.

Radiological Analysis Facility

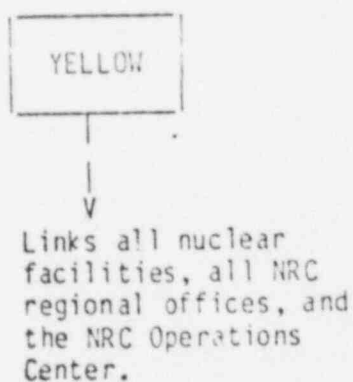
PBX Extension Lines



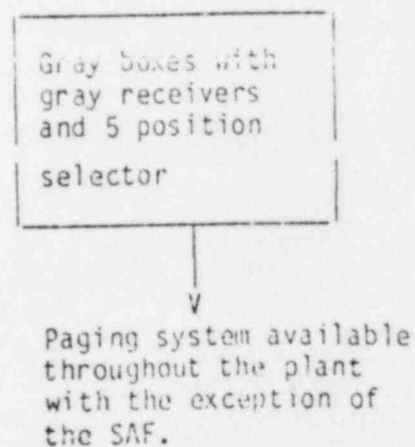
Ringdown Circuits



NRC Health Physics Network

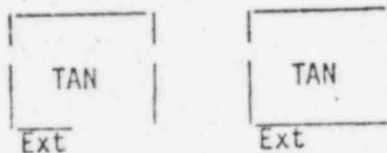


Gai-Tronics Paging System

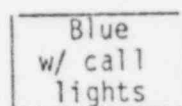


Radiation Protection Office

PBX Extension Lines

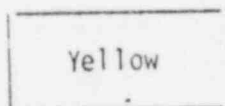


Emergency Circuit



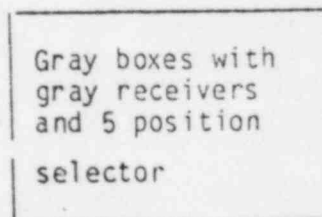
↓
Radiological
Analysis
Facility

NRC Health Physics Network



↓
Links all nuclear
facilities, all NRC
regional offices, and
the NRC Operations
Center.

Gai-Tronics Paging System



↓
Paging system available
throughout the plant
with the exception of
the SAF.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-SEC-2

REV. 0

TITLE: Security Force Response
to Emergencies

DATE: OCT 27 1983

PAGE 1 of 3

REVIEWED BY

James M. Blanches

APPROVED BY

Mt

1.0 APPLICABILITY

The Security Force shall implement this procedure upon declaration of a plant emergency.

2.0 PRECAUTIONS

- 2.1 If the plant emergency is caused by a security event, the Contingency Plan and procedures have priority over the actions in this procedure.
- 2.2 All Security personnel shall wear their dosimetry after declaration of a plant emergency.
- 2.3 If the Security Building becomes uninhabitable, actions of the Security Force should be directed by the Shift Captain from the Site Access Facility. (SAF)

3.0 REFERENCES

- 3.1 EP-AD-12, Personnel Assembly and Accountability
- 3.2 EP-AD-13, Personnel Evacuation
- 3.3 EP-AD-14, Search and Rescue

4.0 SECURITY DIRECTOR/SHIFT CAPTAIN INSTRUCTIONS

4.1 Unusual Event

- 4.1.1 If required, ready the emergency vehicle and provide emergency vehicle driver to transport injured individual to offsite medical facilities.
- 4.1.2 If Personnel Assembly is announced over the Gai-tronics, implement EP-SEC-3, Personnel Accountability - Initial and Maintaining.
- 4.1.3 Direct any search and rescue operations required.

NOTE: Controlled area entries must be coordinated with the Radiological Protection Director.

Kewaunee Nuclear Power Plant
EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-SEC-3

TITLE: Security Force Response
to Emergencies.

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4.2 Alert, Site Emergency, or General Emergency

4.2.1 If needed, provide emergency vehicle driver to transport injured individual to offsite medical facilities.

4.2.2 If Personnel Assembly is announced over the Gai-tronics, immediately implement EP-SEC-3.

4.2.3 Dispatch an officer to the Site Access Facility (SAF). He/she shall:

- a. Obtain SAF keys from the Shift Captain.
- b. Take the emergency vehicle and radio to the SAF,
- c. Stopping off traffic on Nuclear Road, (use roadblocks as needed)
- d. Implement EP-SEC-4, Dosimetry Issue at SAF,
- e. Only allow personnel with Kewaunee Plant I.D.'s access, unless authorized by:

Shift Supervisor
Emergency Director
Event Operations Director
Radiological Protection Director
TSC Director

Support Activities Director
Security Director
Emergency Response Manager
Environmental Protection Dir.
Admin/Logistics Director

- f. Inform Shift Captain and HWY 42 officer by radio of authorized in-coming personnel, and
- g. Record the names of personnel telephoning the SAF that they are in transit and give list to Environmental Monitoring Team Coordinator after his arrival.

4.2.4 Dispatch an officer to the plant HWY 42 entrance. He/she shall:

- a. Report to the HWY 42 entrance and place a road block,
- b. Direct any reporting personnel to the Site Access Facility, and
- c. Only allow entrance to those personnel cleared by the SAF officer.

4.2.5 Dispatch officers to the Emergency Operations Facility (EOF). The first or senior officer to arrive at the EOF shall be the Security Supervisor until relieved by a pre-designated supervisor. They shall implement EP-SEC-5, Security Force Response to the EOF.

4.2.6 Contact the Shift Supervisor or Emergency Director for any information on hazardous site areas. Determine a safe route for exit, then dispatch an officer to the fishing area. He/she shall inform people they should leave the site, using the following statement:

"The plant site has been temporarily closed and you are requested to leave. (Specify route). Please do so at this time."

Ensure any members of the general public within the site boundary have been requested to leave.

NO OTHER INFORMATION SHOULD BE GIVEN.

4.2.7 Direct any search and rescue operations.

NOTE: Controlled area entries must be coordinated with the Radiological Protection Director.

4.2.8 Assist in the evacuation of plant personnel (EP-AD-13).

4.2.9 Contact additional Security Force personnel to augment the normal shift complement.

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-SEC-3

REV. E

TITLE: Personnel Accountability
(Initial and Maintaining)

DATE: OCT 27 1983

PAGE 1 of 3

REVIEWED BY

[Signature]

APPROVED BY

[Signature]

1.0 APPLICABILITY

- 1.1 Personnel accountability will be initiated when an incident is classified as a Site Emergency or General Emergency or whenever conditions warrant as determined by the Emergency Director.

2.0 PRECAUTIONS

- 2.1 Ensure all accountability reports are made clearly and are understood by receiving personnel.
- 2.2 Adhere to the radiation control policies and requirements outlined in EP-AD-11 and EP-RET-2D.
- 2.3 Ensure all incoming personnel are noted on a daily check-in sheet when entering the Protected Area or the site via the Site Access Facility.

3.0 REFERENCES

- 3.1 Kewaunee Nuclear Power Plant Emergency Plan
- 3.2 EP-AD-14, Search & Rescue
- 3.3 EP-AD-11, Emergency Radiation Controls Implementation
- 3.4 EP-AD-12, Personnel Assembly and Accountability
- 3.5 EP-RET-2D, Emergency Radiation Controls

4.0 INSTRUCTIONS

4.1 Security Director

- 4.1.1 Acquire a list of personnel (non-badged) in the Protected Area from the Visitor Register and check-in log.
- 4.1.2 Designate an individual to contact all assembly areas per Table EP-SEC-3 for personnel names and I.D. numbers.
- 4.1.3 Compare the two lists of personnel and determine any missing persons in the Protected Area.

- 4.1.4 Direct CAS operator to run a computer roll call for any missing persons.
- 4.1.5 Attempt to contact any unaccounted for personnel, using plant Gai-tronics. Upon response, inform them to proceed to the nearest assembly area.
- 4.1.6 If conditions permit, Security Force personnel should make a tour through the yard area, substation, sewage plant, and Met Tower due to the lack of communications in these areas. A radiation monitoring instrument should accompany these personnel.
- 4.1.7 Inform the Emergency Director of the status of accountability within 30 minutes of emergency declaration and announcement.
- 4.1.8 Direct search and rescue teams as required.
- 4.1.9 Provide the Radiological Protection Director with support information on possible locations of unaccounted for personnel in controlled areas.
- 4.1.10 Update the accountability status to the Emergency Director at least every 15 minutes, until all personnel, including visitors, have been located.
- 4.1.11 After all personnel are located, periodic accountability checks should be performed to ensure continuous accountability of personnel.
- 4.1.12 Ensure the Site Access Facility (SAF) Security Force members report and record personnel arriving from offsite.

4.2 Security Force

- 4.2.1 Assemble a muster list of personnel inside the Protected Area from the Visitor Register and check-in log. Give this to the Security Director.

TABLE SEC-3
EMERGENCY ASSEMBLY AREAS

GROUP	Primary Assembly Location and Telephone Numbers	Alternate Assembly Locations and Telephone Numbers	Coordinator
Operations Shift Crew	Control Room Phone #	Radiation Protection Office Phone	Shift Supervisor or Event Oper. Director
Fire Brigade	Shift Supervisor's Office Phone #	Admin. Bldg. Lobby Phone #	Fire Brigade Leader
Fire Team	Admin. Bldg. Lobby Phone #	Security Bldg. Phone #	Fire Team Leader
In-plant, Site, Chemistry, Radiation Emergency Teams, Controlled Area Personnel	Radiation Protection Office Phone #	Radiological Analysis Facility Phone	Radiological Protection Dire
Containment Personnel	Personnel Airlock Gai-tronics	Emergency Airlock Gai-tronics	Senior HP Technolo- gist or Staff Member
Technical Support Center Staff	Technical Support Center Phone #		Technical Support Center Director
Maintenance personnel, visitors, contractors, and personnel with no immediate emergency response duty	Operational Support Facility (Admin. Bldg. Ground Level) Phone #		Support Activities Director
Training personnel	Training Building- General Meeting Room Phone #	Site Access Facility Phone	Training Supervisor
Security Personnel (except CAS officers)	Security Bldg. Phone	Site Access Facility Phone	Security Director or Shift Captain

WISCONSIN PUBLIC SERVICE CORPORATION

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

NO. EP-SEC-5

TITLE: Security Force Response
to the EOF

DATE: OCT 27 1983

PAGE 1 of 5

REVIEWED BY *[Signature]*

APPROVED BY *[Signature]*

1.0 APPLICABILITY

The Security Force shall implement this procedure upon declaration of An Alert or as directed by the Emergency Director (ED).

2.0 PRECAUTIONS

2.1 All Security personnel shall wear their dosimetry after declaration of a plant emergency. Dosimetry used shall be turned into the Site Access Facility (SAF).

3.0 REFERENCES

3.1 EP-SEC-2, Security Force Response to Emergencies.

4.0 EOF GENERAL INSTRUCTIONS

4.1 The EOF is activated during a Site Emergency or General Emergency and operates under the direction of the Emergency Response Manager. It is also the headquarters for the Environmental Protection Director, the Administrative/Logistics Direction and associated clerical staff and communicators. The EOF is used for coordinating on-site and off-site emergency response activities, for evaluating off-site accident conditions, for calculating dose projections and for recommending protective actions for emergency situations that may affect the general public. Space is made available for State authorities and the NRC.

5.0 SECURITY FORCE RESPONSE TO THE EOF

5.1 Upon direction by the Shift Captain, a minimum of two (2) officers will respond to the EOF. Prior to their departure from the Security Building, the Officers will:

- a) Sign out the four (4) keys for the EOF
- b) Secure at least two (2) security radios and insure they are operable
- c) Secure one (1) extra charged radio battery
- d) Insure all officers are properly equipped
- e) Consult with the Shift Captain for any additional orders, and inform him when departing for the EOF.

Kewaunee Nuclear Power Plant

TITLE: Security Force Response
to the EOF

EMERGENCY PLAN IMPLEMENTING PROCEDURE

DATE: OCT 27 1983

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5.2 Upon arrival at the EOF,

5.2.1 One Officer will unlock the front door of the EOF.

5.2.2 The Security Officer assigned to the parking lot is responsible for the placement of the barricades. He will station himself at the east driveway and only allow authorized personnel and vehicles into the parking lot.

NOTE: The barricades are located behind the Customer Services Building in the Material Storage Yard.

5.3 The EOF Security Supervisor will:

5.3.1 Unlock the file cabinet and remove the following:

- a) Personnel accountability Badges
- b) Accountability Logs (Fig SEC-5.1)
- c) Radio Charges (2)
- d) EOF front door sign
- e) Emergency Procedures Manual
- f) JPIC Directional Maps (Fig SEC-5.2)

5.3.2 Security Operations Set-Up

- a) Place EOF door sign in its holder
- b) Set-up radio chargers
- c) Set-up accountability Logs and Badges at the Security Desk
- d) Perform Communications Checks Step 5.5 (Radio and Phones)

5.4 The third officer that is assigned to the EOF will:

5.4.1 Assist with the accountability of Personnel

5.4.2 Maintain control of access through the side door of the EOF that leads into the WPS Customer Services Area

NOTE: There are four (4) keys for this door. They are located in the file cabinet. Control of the keys are maintained by this officer.

5.4.3 The Security Officer can issue a key to any badge person. When the person returns to the EOF he will give the key back to the Officer.

Kewaunee Nuclear Power Plant

EMERGENCY PLAN IMPLEMENTING PROCEDURE

TITLE: Security Force Response
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5.5 The Security Supervisor must give the Notification of Activation to the following places:

- a) Security Force Communicator
- b) Two Rivers Chief of Police
- c) Manitowoc County Sheriff

5.6 The Officer assigned to the Security Accountability Desk is responsible for:

- a) Check ID of all personnel wishing to enter the EOF
- b) Log access of all personnel
- c) Issue of proper personnel accountability badges
- d) Maintaining accurate accountability of all personnel

NOTE: If the Officer is in doubt as to allow a person into the EOF, he should check with the Administrative/Logistics Director (ALD) at Ext.



MAP

THE

CITY OF TWO RIVERS

WISCONSIN

POP 13,354 DEC 22, 1980

FIGURE SRC-5-2

REF-SEC-5
OCT 27 1983
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