

UNION ELECTRIC COMPANY

CALLAWAY PLANT EMERGENCY PLAN IMPLEMENTING PROCEDURE INDEX

EMERGENCY PREPAREDNESS

<u>Procedure Number</u>	<u>Title</u>	<u>Rev.</u>	<u>Date Issued</u>	<u>Deficiency Page Date</u>	<u>Resp. Dept.</u>
EIP-ZZ-00101	Classification of Emergencies	0	05/18/83	04/14/83	Hlth Phy
EIP-ZZ-00102	Emergency Implementing Actions	1	12/13/83		Emg. Pre
EIP-ZZ-00201	Notifications	0	04/29/83	04/20/83	Hlth Phy
EIP-ZZ-00202	Callout of Emergency Organization	0	07/18/83	06/20/83	Hlth Phy
EIP-ZZ-00203	Additional Assistance	0	07/07/83		Hlth Phy
EIP-ZZ-00210	In-Plant Radiological Controls	0	07/18/83	06/14/83	Hlth Phy
EIP-ZZ-00212	Protective Action Recommendations	0	07/18/83		Hlth Phy
EIP-ZZ-00213	Technical Assessment	0	07/18/83		Hlth Phy
EIP-ZZ-00214	Personnel/Vehicle Monitoring and Decontamination	1	12/13/83	12/08/83	Emg. Pre
EIP-ZZ-00216	Potassium Iodine Administration	0	10/04/83		Emg. Pre
EIP-ZZ-00220	Emergency Team Formation	0	04/29/83		Hlth Phy
EIP-ZZ-00221	Search and Rescue	0	04/29/83		Hlth Phy
EIP-ZZ-00222	Emergency Repair	0	04/29/83		Hlth Phy
EIP-ZZ-00223	Field Monitoring	0	05/18/83	05/12/83	Hlth Phy
EIP-ZZ-00224	Transport of Contaminated Injured/Ill Personnel	0	04/29/83	04/19/83	Hlth Phy
EIP-ZZ-00225	Reentry	0	06/15/83		Hlth Phy
EIP-ZZ-00230	Evacuation	1	12/13/83	09/13/83	Emg. Pre

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EMERGENCY PREPAREDNESS

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EIP-ZZ-00240	Technical Support Center Operations	1	12/13/83		Emg. Pre
EIP-ZZ-00241	Operational Support Center Operations	1	12/13/83		Emg. Pre
EIP-ZZ-00250	Communications & Records Keeping	0	05/18/83		Hlth Phy
EIP-ZZ-00260	Recovery	0	05/18/83		Hlth Phy
EIP-ZZ-01211	Initial Dose Assessment	0	10/19/83	09/30/83	Emg Prep
EIP-ZZ-02211	Intermediate Phase and Subsequent Dose Assessment	0	10/19/83	09/30/83	Emg Prep
EIP-ZZ-A0010	Emergency Drills and Exercises	0	12/07/83	11/20/83	Hlth Phy
EIP-ZZ-A0020	Maintaining Emergency Preparedness	0	12/07/83		Hlth Phy
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization	0	12/07/83	12/02/83	Emg Prep
EIP-ZZ-C0020	Callout of Corporate Emergency Organization	0	12/07/83	12/02/83	Emg Prep

EIP-ZZ-00102  
December 5, 1983  
Revision 1

CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
EIP-ZZ-00102  
EMERGENCY IMPLEMENTING ACTIONS

RESP. DEPT. Emergency Preparedness PREPARED BY R. Wolfe  
APPROVED BY Steven E. Muttenthaler DATE 12-13-83  
DATE ISSUED 12/13/83

This procedure contains the following:

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## EMERGENCY IMPLEMENTING ACTIONS

### 1.0 PURPOSE AND SCOPE

The purpose of this procedure is to provide guidelines to the Emergency Coordinator for ensuring the appropriate emergency actions are implemented after classifying an emergency.

### 2.0 RESPONSIBILITIES

The Emergency Coordinator shall be responsible for implementing this procedure and directing emergency response.

### 3.0 INITIATING CONDITIONS

This procedure is initiated when an emergency has been classified or reclassified per EIP-ZZ-00101, Classification of Emergencies.

### 4.0 PROCEDURE

Upon determining that an emergency action level(s) has been exceeded, the Emergency Coordinator shall use Attachment 2, Emergency Implementing Actions Flowchart, as guidance and ensure the following emergency actions are taken:

4.1 Ensure that the date, time, initials, and signature are recorded where indicated and logs/records are maintained per EIP-ZZ-00250, Communications and Recordkeeping.

4.2 Ensure Announcement A of Attachment 3, Emergency Announcements, is made to personnel within the Emergency Response Facility from which emergency response is being coordinated (i.e., Control Room, Technical Support Center (TSC)).

- 4.3 If an evacuation is to be announced (mandatory at SITE or GENERAL EMERGENCY, discretionary at ALERT and UNUSUAL EVENT), implement EIP-ZZ-00230, Evacuation.
- 4.3.1 Designate an Assembly Area Coordinator and Assembly Area, taking into consideration radiological and meteorological conditions.
- 4.4 Ensure the Public Address (PA) System Merge/Isolate Switch is activated.
- 4.4.1 If located in the TSC, ensure the PA System Merge/Isolate switch is activated in the Control Room.
- 4.5 Ensure the Plant Emergency Alarm is sounded.  
  
NOTE The Plant Emergency Alarm shall be sounded prior to making any site wide emergency announcements over the PA system.
- 4.5.1 If located in the TSC, ensure the Plant Emergency Alarm is sounded from the Control Room.
- 4.6 Ensure that an announcement, applicable to the emergency classification, is made to site personnel over the PA system (Utilize Attachment 3):  
  
NOTE If there is a localized emergency (e.g. fire) announce its type and location, and instruct personnel to stand clear of the affected area.
- 4.6.1 UNUSUAL EVENT (Announcement B of Attachment 3)

4.6.1.1 Evacuation is discretionary at an UNUSUAL EVENT emergency classification. If a Protected Area Evacuation is warranted as a precautionary measure, ensure Announcement F of Attachment 3 is made.

4.6.2 ALERT (Announcement C of Attachment 3)

4.6.2.1 Evacuation is discretionary at an ALERT emergency classification. If a Protected Area Evacuation is warranted as a precautionary measure, ensure Announcement F of Attachment 3 is made.

4.6.3 SITE EMERGENCY (Announcement D of Attachment 3)

4.6.3.1 If an Owner Controlled Area Evacuation of non-essential personnel is warranted at a SITE EMERGENCY classification ensure Announcement G of Attachment 3 is made.

4.6.4 GENERAL EMERGENCY (Announcement E of Attachment 3)

4.7 Ensure an Initial or Followup Notification Form is prepared, and assign a communicator to make initial/followup notifications per EJP-ZZ-00201, Notifications.

NOTE Initial notifications to State and local organizations should be completed within 15 minutes after declaration of the emergency.

4.8 When evacuation (Protected Area or Owner Controlled Area) is ordered, ensure accountability of personnel occurs within 30 minutes (after the evacuation announcement) per SDP-ZZ-PP008, Personnel Accountability.

NOTE In the event the Security Computer should become inoperable, accountability may take longer than 30 minutes and manual accountability will occur per SDP-ZZ-PP008.

- 4.8.1 Ensure that Security receives an accountability report from all activated On-Site Emergency Response Facilities (e.g. Control Room, TSC, OSC).
- 4.8.2 If a report of personnel accountability is not received within 30 minutes, contact the Shift Security Supervisor or Security Coordinator, if available in the TSC for an accountability report.
- 4.8.3 If personnel are determined to be unaccounted for, initiate EIP-ZZ-00220, Emergency Team Formation, for Search and Rescue response.
- 4.9 If airborne radiiodine is present, ensure the need for Potassium Iodide (KI) is evaluated in accordance with EIP-ZZ-00216, Potassium Iodide Administration.
- 4.10 If an emergency team(s) is required for Search and Rescue, Emergency Repair, Fire Fighting, or Field Monitoring, ensure the team(s) is formed per EIP-ZZ-00220, Emergency Team Formation.
  - 4.10.1 If the team(s) is to enter evacuated areas or areas in which conditions are relatively unknown, initiate EIP-ZZ-00225, Reentry.
  - 4.10.2 If personnel are injured/ill and contaminated and require off-site transport to medical facilities, implement EIP-ZZ-00224, Transport of Contaminated Injured/Ill Personnel.

- 4.11 Ensure Attachment 1, Plant Status Report is completed.
- 4.11.1 Ensure a copy of Attachment 1 is given to Status Board Keepers, as appropriate.
- 4.12 If the Emergency Duty Officer (EDO) has not been previously contacted, contact the EDO and discuss:
  - 4.12.1 Plant Status (Attachment 1).
  - 4.12.2 Emergency Classification and potential of conditions to degrade.
  - 4.12.3 Additional assistance that may be required (e.g. operations, technical, private sector).
  - 4.12.4 Need to notify the Manager, Callaway Plant; Public Relations; and Vice President, Nuclear.
- 4.13 At ALERT or higher emergency classification levels assign a communicator to callout the On-site Emergency Organization per EIP-ZZ-00202, Callout of Emergency Organization.
  - 4.13.1 If additional on-site support is warranted, initiate call-out of additional personnel per EIP-ZZ-00202, Callout of Emergency Organization.
- NOTE TSC and Operational Support Center (OSC) activation shall be performed per EIP-ZZ-00240, Technical Support Center Operations and EIP-ZZ-00241, Operational Support Center Operations at ALERT or higher emergency classification levels.
- 4.14 At SITE or GENERAL EMERGENCY classification levels, ensure the Recovery Manager is notified and asked to activate the Corporate Emergency Organization.



- 4.14.1 If the Emergency Operations Facility (EOF) is being activated, establish contact with the EOF and ensure the transfer of the following responsibilities to the EOF:
  - 4.14.1.1 Notifications.
  - 4.14.1.2 Protective Action Recommendations.
  - 4.14.1.3 Dose Assessment.
  - 4.14.1.4 Press Releases.
  - 4.14.1.5 Requests for outside assistance.
  - 4.14.1.6 INPO NOTEPAD releases.
- 4.15 If abnormal radiological conditions exist in-plant, initiate EIP-ZZ-00210, In-Plant Radiological Controls During Emergencies.
- 4.16 If evacuation of an On-Site Emergency Response Facility is required, designate evacuation location and ensure responsibilities are transferred, as necessary.
- 4.17 If there is an actual or potential off-site radiological release, initiate Dose Assessment utilizing RRIS: EIP-ZZ-01211, Initial Dose Assessment Calculations; or EIP-ZZ-02211, Intermediate Phase and Subsequent Dose Assessment.
- 4.18 If the need for making protective action recommendations is warranted, implement EIP-ZZ-00212, Protective Action Recommendations.
- 4.19 If post accident sampling or Chemistry support is warranted, contact Chemistry personnel to ensure initiation of appropriate Chemistry Procedures.
- 4.20 If non-UE support (personnel or material) is warranted, request support per EIP-ZZ-00203, Additional Assistance.



- 4.21 Continue emergency assessment and response and ensure that UE, Federal, State, local authorities and the Emergency Response Organization are kept up-to-date on on-site response and conditions.
- 4.22 If reclassification of the emergency is necessary, reclassify the emergency per EIP-ZZ-00101, Classification of Emergencies.
  - 4.22.1 If the emergency is being declassified or downgraded, ensure actions and announcements are modified to reflect the mitigation of the emergency.

5.0 FINAL CONDITIONS

Any of the following conditions are met:

- 5.1 The emergency has been terminated, or
- 5.2 Recovery has been declared per EIP-ZZ-00260, Recovery, or
- 5.3 The Emergency has been reclassified per EIP-ZZ-00101, Classification of Emergencies, and
- 5.4 Records are handled per EIP-ZZ-00250, Communications and Record Keeping.

6.0 RECORDS

6.1 OA RECORDS

- 6.1.1 Attachment 1, Plant Status Report.
- 6.1.2 Attachment 2, Emergency Implementing Actions Flowchart.

7.0 REFERENCES

- 7.1 Callaway Plant Radiological Emergency Response Plan (RERP).

- 7.2 EIP-ZZ-00101, Classification of Emergencies.
- 7.3 EIP-ZZ-00201, Notifications.
- | 7.4 EIP-ZZ-00202, Callout of Emergency Organization.
- 7.5 EIP-ZZ-00203, Additional Assistance.
- | 7.6 EIP-ZZ-00210, In-Plant Radiological Controls During Emergencies.
- | 7.7 EIP-ZZ-01211, Initial Dose Assessment.
- | 7.8 EIP-ZZ-02211 Intermediate Phase and Subsequent Dose Assessment.
- | 7.9 EIP-ZZ-00212, Protective Action Recommendations.
- | 7.10 EIP-ZZ-00213, Technical Assessment.
- | 7.11 EIP-ZZ-00214, Personnel/Vehicle Monitoring and Decontamination.
- | 7.12 EIP-ZZ-00216, Potassium Iodide Administration.
- | 7.13 EIP-ZZ-00220, Emergency Team Formation.
- | 7.14 EIP-ZZ-00221, Search and Rescue.
- | 7.15 EIP-ZZ-00222, Emergency Repair.
- | 7.16 EIP-ZZ-00223, Field Monitoring.
- | 7.17 EIP-ZZ-00224, Transport of Contaminated Injured/Ill Personnel.
- | 7.18 EIP-ZZ-00225, Reentry.
- | 7.19 EIP-ZZ-00230, Evacuation.
- | 7.20 EIP-ZZ-00240, Technical Support Center Operations.

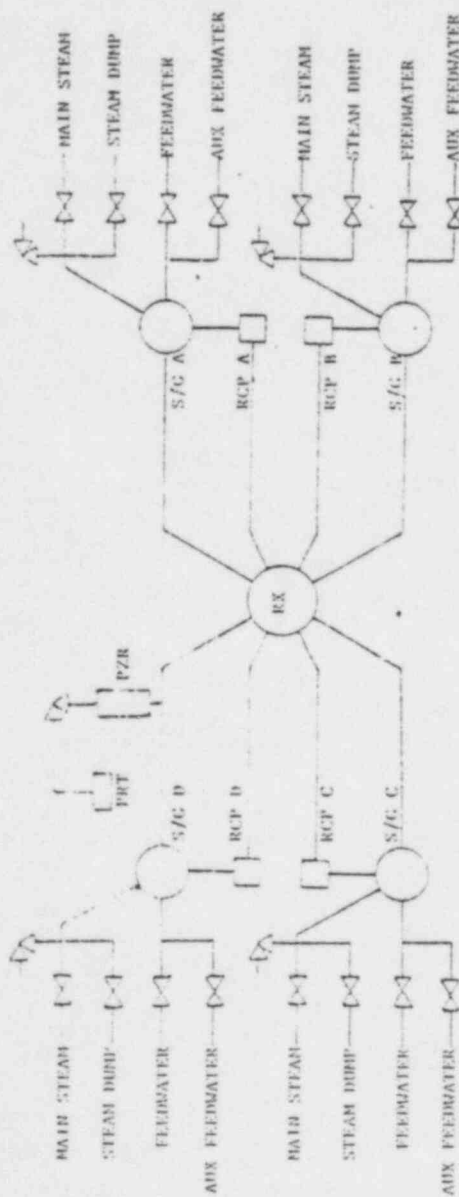
- | 7.22 EIP-ZZ-00241, Operational Support Center Operations.
- | 7.23 EIP-ZZ-00250, Communications and Record Keeping.
- | 7.23 EIP-ZZ-00260, Recovery.
- | 7.24 SDP-ZZ-PP008, Personnel Accountability.
- 8.0 ATTACHMENTS
- | 8.1 Attachment 1, Plant Status Report (CA-#238)
- 8.2 Attachment 2, Emergency Implementing Actions Flowchart (CA-#239)
- | 8.3 Attachment 3, Emergency Announcements

## PLANT STATUS REPORT

## TECHNICAL ASSESSMENT

## CLASSIFICATION

## REACTOR COOLANT SYSTEM



REACTOR COOLANT SYSTEM

[illegible]

SECONDARY COOLANT SYSTEM

5/G LEVEL (M) 2  
5/G PRESS. (PSIG)  
FEEDWATER FLOW (LBM/HR)  
MIXED-LUARY FEEDWATER FLOW (LBM/HR)  
5/G GROSS ACTIVITY  $\mu$ Ci/cc

POWER	CONTROL ROD STATUS	2
S/D BANK	CONTROL ROD BANK	
POW AVAILABLE Y/N		
RVLS		2

#### METHOD OF PRESSURE CONTROL.

#### METHOD OF HEAT REMOVAL

RX TRIP
TIME
CAUSE

SUB COOLING	°F
RC SYSTEM PRESS.	PSIG
PRESSURIZER PRESS.	PSIG
PRES. WATER LEVEL	%
PRT WATER LEVEL	%
PRT PRESS.	PSIG
RCS ACTIVITY	uCi/cm
BORON CONCENTRATION	PPM
/D NARGIN	

[illegible]

DATE \_\_\_\_\_ TIME \_\_\_\_\_

TIME

ATTACHMENT 1 Page 1 of 2

PLANT STATUS REPORT

TECHNICAL ASSESSMENT

BOARD 2

TIME

DATE

CONTAINMENT

PRESSURE

TEMPERATURE

HUMIDITY

RADIATION LEVEL

O-CT-RE-59/60

ACTIVITY O-CT-RE-31/32 or PASS

PARTICULATE

IODINE

GAS

RECIR. SUMP LEV.

CONTAINMENT SPRAY AVAILABLE Y/N

CONTAINMENT VENTILATION AVAILABLE Y/N

CONTAINMENT ISOLATION STATUS PHASE A/B

\* PSIA

°F

%

R/HR

µCi/cc

µCi/cc

µCi/cc

IN.

SECONDARY COOLANT SYSTEM

COND. STORAGE TANK LEVEL

AUX. FEEDWATER PUMP AVAILABLE

MD "A" Y/N ON/OFF

MD "B" Y/N ON/OFF

TD Y/N ON/OFF

TURBINE TRIP

TIME

CAUSE

MAKEUP

CHARGING PUMP AVAILABLE

TOTAL CHARGING FLOW

SI PUMP AVAILABLE

TOTAL SI FLOW

RHR PUMP AVAILABLE

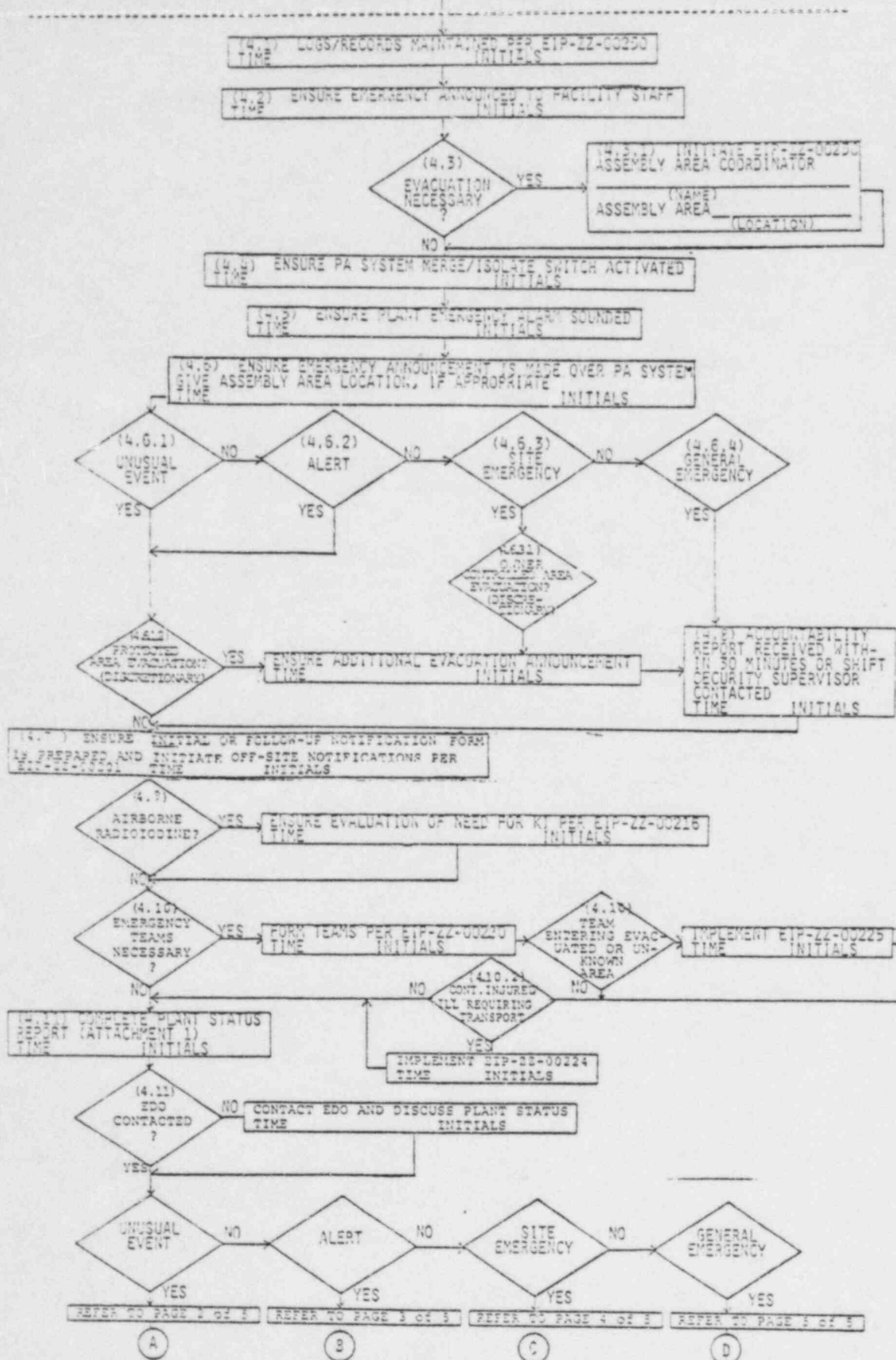
TOTAL RHR FLOW

RWST LEVEL

COMMENTS

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED

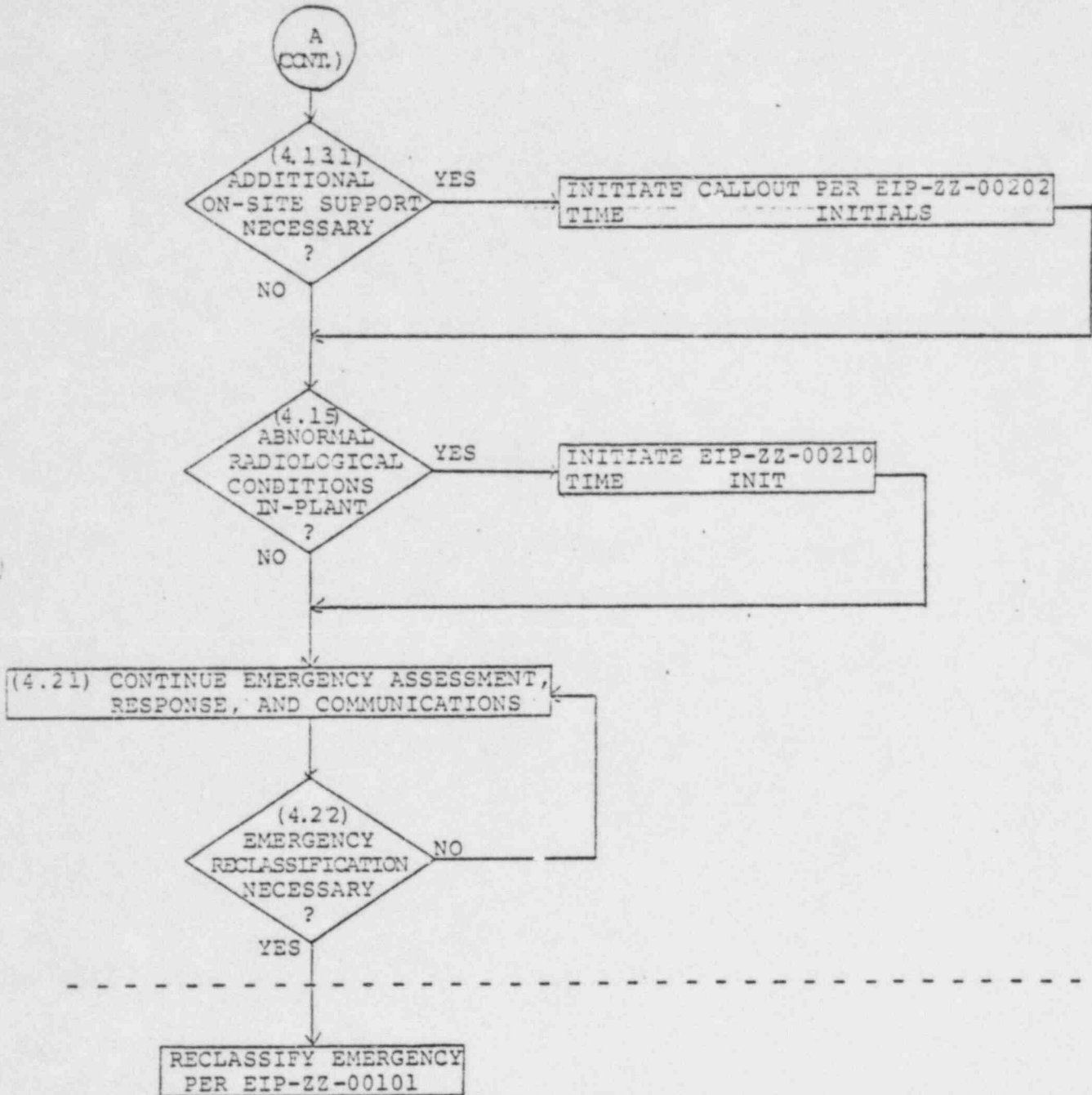
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# UNUSUAL EVENT FLOW CHART

Date      /      /     



( ) Procedure  
Step #

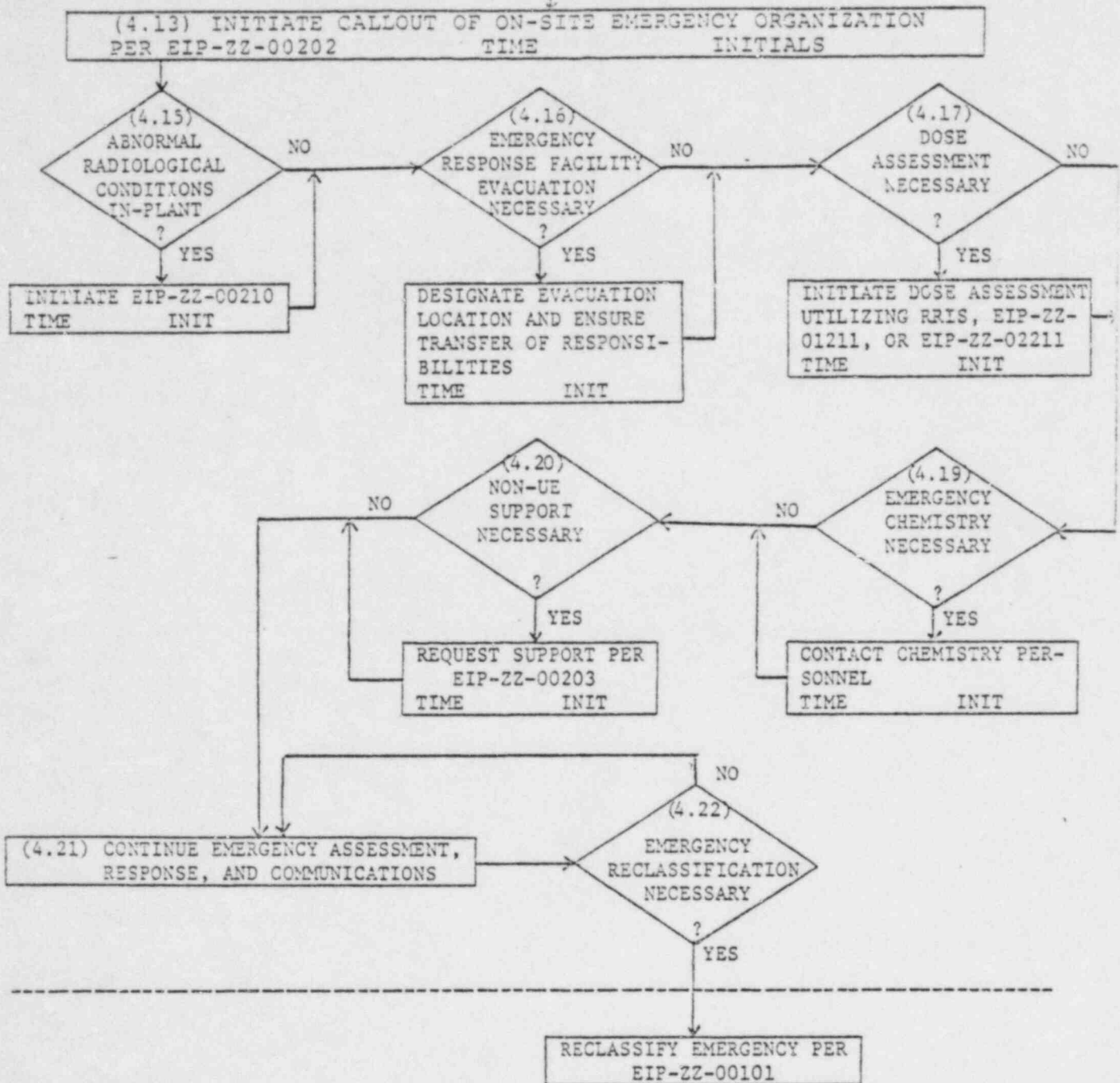
Emergency Coordinator

(Signature)

# ALERT FLOW CHART

Date      /      /     

3  
CONT



Emergency Coordinator

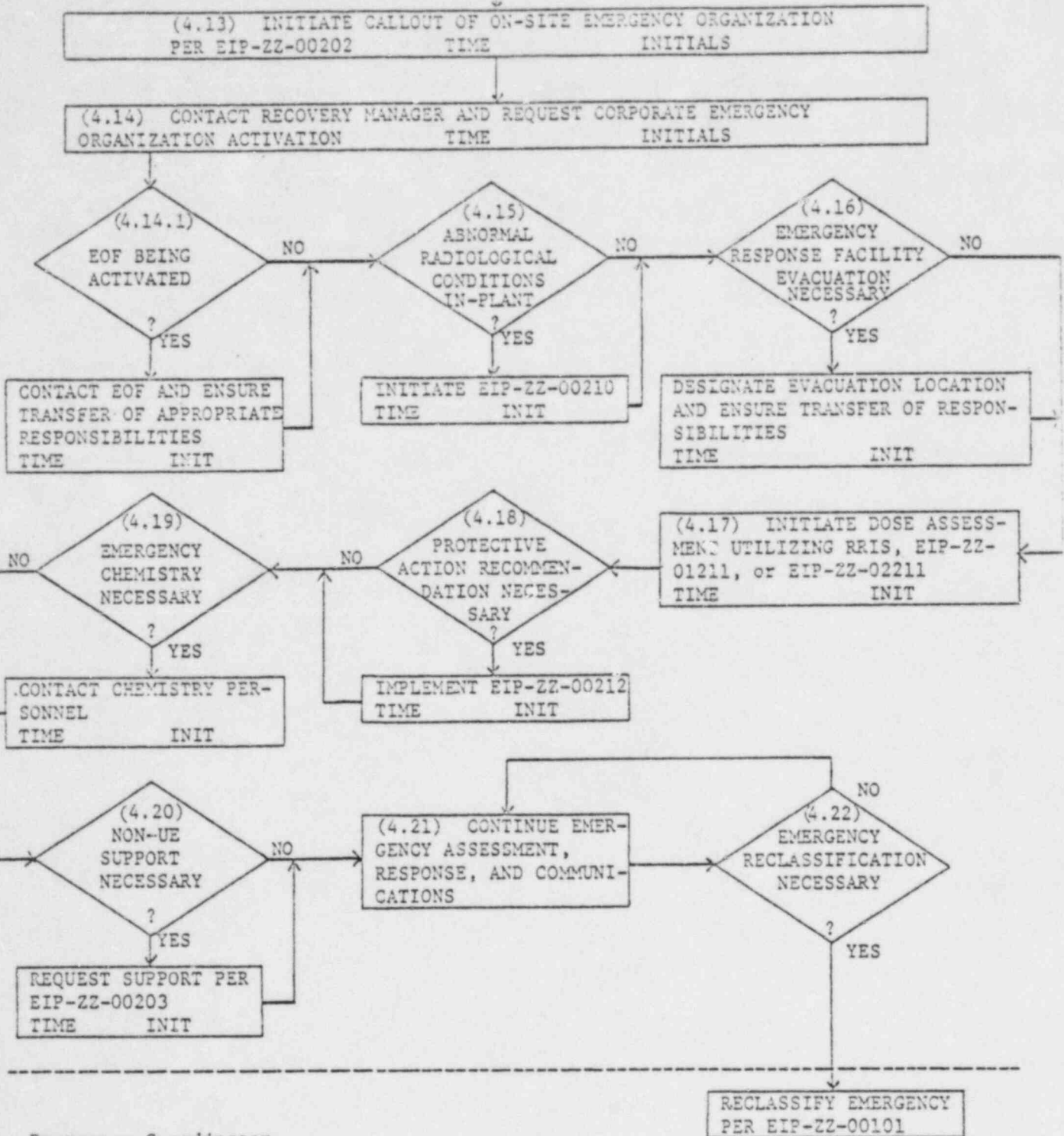
(Signature)

( ) Procedure  
Step #

# SITE EMERGENCY FLOW CHART

Date      /      /     

C  
CONT.



Emergency Coordinator

(Signature)

( ) Procedure  
Step #

# GENERAL EMERGENCY FLOW CHART

Date / /

D  
CONT

(4.13) INITIATE CALLOUT OF ON-SITE EMERGENCY ORGANIZATION PER EIP-ZZ-00202  
TIME INITIALS

(4.14) CONTACT RECOVERY MANAGER AND REQUEST CORPORATE EMERGENCY ORGANIZATION ACTIVATION  
TIME INITIALS

(4.14.1)  
EOB BEING  
ACTIVATED  
?  
YES

CONTACT EOB AND ENSURE  
TRANSFER OF APPROPRIATE  
RESPONSIBILITIES  
TIME INIT

(4.15)  
ABNORMAL  
RADIOLOGICAL  
CONDITIONS  
IN-PLANT  
?  
YES

INITIATE EIP-ZZ-00210  
TIME INIT

(4.16)  
EMERGENCY  
RESPONSE FACILITY  
EVACUATION  
NECESSARY  
?  
YES

DESIGNATE EVACUATION  
LOCATION AND ENSURE  
TRANSFER OF RESPON-  
SIBILITY  
TIME INIT

(4.19)  
EMERGENCY  
CHEMISTRY  
NECESSARY  
?  
YES

CONTACT CHEMISTRY PER-  
SONNEL  
TIME INIT

(4.18) IMPLEMENT PROTEC-  
TIVE ACTION RECOMMEN-  
DATIONS PER EIP-ZZ-00212  
TIME INIT

(4.17) INITIATE DOSE  
ASSESSMENT UTILIZING  
PRIS, EIP-ZZ-01211, OR  
EIP-ZZ-02211  
TIME INIT

(4.20)  
NON-UE  
SUPPORT  
NECESSARY  
?  
YES

REQUEST SUPPORT PER  
EIP-ZZ-00203  
TIME INIT

(4.21) CONTINUE EMERGENCY  
ASSESSMENT, RESPONSE, AND  
COMMUNICATIONS

(4.22)  
EMERGENCY  
RECLASSIFICATION  
NECESSARY  
?  
YES

RECLASSIFY EMERGENCY  
PER EIP-ZZ-00101

( ) Procedure  
Step #

Emergency Coordinator

EMERGENCY ANNOUNCEMENTS  
(All Announcements should be repeated)

A. ASSUMPTION OF DUTIES

"AN (emergency classification) HAS BEEN DECLARED DUE TO (brief description of the events). I, name, AM THE EMERGENCY COORDINATOR AND WILL DIRECT EMERGENCY RESPONSE".

B. UNUSUAL EVENT

"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. AN UNUSUAL EVENT HAS BEEN DECLARED. ALL MEMBERS OF THE ON-SHIFT EMERGENCY ORGANIZATION REPORT TO YOUR STATIONS. ALL OTHER PERSONNEL CONTINUE WITH YOUR NORMAL DUTIES UNLESS FURTHER INSTRUCTIONS ARE GIVEN. THE CAUSE OF THE EMERGENCY IS (give a brief description)."

C. ALERT

"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. AN ALERT HAS BEEN DECLARED, ALL MEMBERS OF THE ON-SITE EMERGENCY ORGANIZATION REPORT TO YOUR STATION. ALL OTHER PERSONNEL PROCEED TO YOUR NORMAL REPORTING STATION AND AWAIT FURTHER INSTRUCTIONS. THE CAUSE OF THE EMERGENCY IS (give a brief description)."

D. SITE EMERGENCY

"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. A SITE EMERGENCY HAS BEEN DECLARED. ALL EMERGENCY ORGANIZATION MEMBERS REPORT TO YOUR STATIONS. ALL NON-ESSENTIAL PERSONNEL REPORT TO THE TRAINING CENTER. ALL PERSONNEL IN RADIOLOGICAL CONTROLLED AREAS PROCEED TO THE HEALTH PHYSICS CONTROL POINTS. THERE WILL BE NO SMOKING, EATING OR DRINKING UNTIL FURTHER NOTICE. THE CAUSE OF THE EMERGENCY IS (give a brief description)."



E. GENERAL EMERGENCY

"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. A GENERAL EMERGENCY HAS BEEN DECLARED. ALL MEMBERS OF THE EMERGENCY ORGANIZATION REPORT TO YOUR STATIONS. ALL NON-ESSENTIAL PERSONNEL PROCEED IMMEDIATELY TO (Name Location-Emergency Operations Facility or Primary Meteorological Tower). UPON ARRIVAL, ALL SUPERVISORS WILL ASSEMBLE AND LOG THEIR PERSONNEL. PERSONNEL IN RADIOLOGICAL CONTROLLED AREAS PROCEED TO THE HEALTH PHYSICS CONTROL POINTS. THERE WILL BE NO SMOKING, EATING, OR DRINKING UNTIL FURTHER NOTICE. THE CAUSE OF THE EMERGENCY IS (give a brief description)."

F. PROTECTED AREA EVACUATION

"ATTENTION ALL PERSONNEL, ATTENTION ALL PERSONNEL. ALL NON-ESSENTIAL PERSONNEL PROCEED IMMEDIATELY TO THE TRAINING CENTER AND WAIT FURTHER INSTRUCTIONS".

G. OWNER CONTROLLED AREA EVACUATION

ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. ALL NON-ESSENTIAL PERSONNEL REPORT IMMEDIATELY TO (Name location - Emergency Operations Facility or Primary Meteorological Tower) UPON ARRIVAL, SUPERVISORS WILL ASSEMBLE AND LOG THEIR PERSONNEL.



EIP-22-00214  
December 8, 1983  
Revision 1

CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EIP-22-00214

PERSONNEL/VEHICLE MONITORING AND DECONTAMINATION

RESP. DEPT. Emergency Preparedness PREPARED BY R. Wolfe

APPROVED BY Steven E. Nuttall DATE 12-13-83

DATE ISSUED 12/13/83

This procedure contains the following:

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Proced. No. EIP-32-00214  
Rev. 1  
Date 12/08/83

DEFICIENCY LIST

Section	Deficiency Description	Constraints
4.5.2, 4.5.3, 7.10	RTN-HD-00006, Area and Equipment Decontamination, not approved.	None

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PERSONNEL/VEHICLE MONITORING AND DECONTAMINATION

1.0 PURPOSE AND SCOPE

The purpose of this procedure is to provide guidance to personnel responsible for personnel/vehicle monitoring and decontamination activities during emergencies when normal procedures cannot be effectively implemented. This procedure also provides the follow-up actions necessary to assure proper documentation of events.

2.0 RESPONSIBILITIES

2.1 The Health Physics Coordinator (HPC), or, upon activation of the Operational Support Center (OSC), the Radiological Controls Coordinator (RCC) shall be responsible for ensuring that personnel/vehicle monitoring and personnel decontamination are performed in accordance with Sections 4.1, 4.2, and 4.3 of this procedure.

2.2 Radwaste shall be responsible for ensuring that vehicle and equipment decontamination activities are performed in accordance with Sections 4.4 and 4.5 of this procedure.

3.0 INITIATING CONDITIONS

This procedure shall be implemented when the following conditions exist:

3.1 An emergency has been declared per EIP-ZZ-00101, Classification of Emergencies, and personnel/vehicles are (or suspected to be) contaminated, and monitoring and decontamination cannot be effectively and expeditiously performed with normal procedures.

3.2 At the discretion of the Health Physics Coordinator.

4.0 PROCEDURE

4.1 ASSIGNMENT OF MONITORING PERSONNEL

The Health Physics Coordinator/Radiological Controls Coordinator shall assign personnel to supervise monitoring activities and ensure that monitoring personnel are briefed on the following items:

- 4.1.1 Location(s) where monitoring is to be performed (e.g., assembly areas, Security Building).
- 4.1.2 Means of communications and communication intervals.
- 4.1.3 Means of transportation to monitoring locations (e.g. private vehicles, company vehicles).
- 4.1.4 Number of personnel/vehicles to be monitored, if known.
- 4.1.5 Documentation requirements of this procedure and EIP-ZZ-00250, Communications and Record Keeping.
- 4.1.6 Nature of contamination (specific isotopes) and levels anticipated.
- 4.1.7 Type of instrumentation to be used for monitoring.
- 4.1.8 Inform personnel that additional support (e.g. vehicles, equipment, personnel) will be requested through the Health Physics Coordinator/Radiological Controls Coordinator, as necessary.
- 4.1.9 Ensure personnel log out on the Health Physics Access Control Area status board prior to departure.



4.2 MONITORING ACTIVITIES

Health Physics personnel assigned to supervise monitoring activities shall ensure the following actions are taken:

4.2.1 Assemble monitoring personnel at monitoring locations(s).

4.2.2 Establish communications with the Health Physics Coordinator/Radiological Controls Coordinator as discussed in step 4.1.2.

4.2.3 Commence monitoring of personnel/vehicles utilizing methods outlined in HTP-ZZ-06010, Personnel Monitoring for Contamination and HTP-ZZ-03002, Contamination Survey Methods.

NOTE When monitoring vehicles, pay close attention to grill, tires, and roof for potential contamination. If vehicle has been operated during suspected passage of plume, check air filter for contamination.

4.2.4 Follow guidelines provided in HDP-ZZ-06000, Contamination Guidelines and Limits.

4.2.5 If personnel/vehicles are found to be contaminated, isolate them from unmonitored personnel/vehicles and record applicable information on Attachment 1, Personnel Decontamination Record, or Attachment 2, Vehicle/Equipment Decontamination Record, as appropriate.

4.2.6 Notify the Health Physics Coordinator/- Radiological Controls Coordinator of confirmed contamination findings and follow provided guidance.

4.2.7 As necessary, transport contaminated personnel to decontamination facilities (Health Physics Access Control Area or Emergency Operations Facility as appropriate).



NOTE In some cases, it may be possible to decontaminate personnel with minor contamination and/or confiscate contaminated personal effects at the monitoring locations without relocating personnel to decontamination facilities. Ensure radioactive materials at monitoring locations are controlled in accordance with HTP-ZZ-02005, Handling and Control of Radioactive Materials and Equipment.

4.2.8 Post contaminated vehicles/equipment in accordance with HDP-ZZ-01500, Radiological Posting and Access Control. Decontamination will be performed in accordance with Section 4.4 of this procedure.

4.2.9 Complete and return applicable records to the Health Physics Coordinator/Radiological Controls Coordinator for review.

4.3 PERSONNEL DECONTAMINATION

The Health Physics Coordinator/Radiological Controls Coordinator shall assign Health Physics personnel to supervise decontamination of personnel. Assigned Health Physics personnel shall ensure the following actions are taken:

4.3.1 Prioritize personnel for decontamination by taking into account the extent of contamination, location of contamination (e.g., mouth, hair, hands), and contamination levels.

4.3.2 Commence decontamination efforts utilizing methods and guidelines per HTP-ZZ-06009, Personnel Decontamination.

4.3.3 Record applicable information on Attachment 1, Personnel Decontamination Record.

- | 4.3.4 If repeated decontamination efforts do not reduce levels to releasable limits as defined in HDP-ZZ-06000, contact the Health Physics Coordinator/Radiological Controls Coordinator for further guidance and direction.
- | 4.3.5 Schedule personnel with potential or known internal contamination for bioassay analysis in accordance with HDP-ZZ-01300, Internal Dosimetry Program.
- | 4.3.6 Update the Health Physics Coordinator/- Radiological Controls Coordinator on decontamination activities, as necessary.
- | 4.3.7 Complete and return applicable records to the Health Physics Coordinator/Radiological Controls Coordinator for review.

4.4 ASSIGNMENT OF VEHICLE/EQUIPMENT DECONTAMINATION PERSONNEL

| Radwaste shall coordinate and assign Radwaste personnel to supervise vehicle/equipment decontamination activities, and brief assigned individuals on the following items:

- 4.4.1 Location(s), number, types, and identification of contaminated vehicles/equipment.
- 4.4.2 Means of communications and communication intervals.
- 4.4.3 If required, the means for relocating vehicles/equipment to decontamination areas.
- 4.4.4 Nature of contamination (specific isotopes and levels anticipated).
- | 4.4.5 Decontamination areas to be utilized (e.g., Hot Machine Shop, Fuel Building, Radwaste Building).
- | 4.4.6 Decontamination methods or techniques that may be utilized.

4.4.7 Documentation requirements of this procedure and EIP-ZZ-00250, Communications and Record Keeping.

4.5 VEHICLE/EQUIPMENT DECONTAMINATION

Radwaste personnel assigned to supervise vehicle/equipment activities shall coordinate and ensure the following actions are taken:

4.5.1 Relocate contaminated vehicles/equipment to designated decontamination areas using appropriate radiological controls.

4.5.2\* Decontaminate relocated vehicles/equipment utilizing methods and techniques provided in RTN-HD-00006.

4.5.3\* Document decontamination activities in accordance with Attachment 2, Vehicle/Equipment Contamination Record and RTN-HD-00006.

4.5.4 Decontaminate vehicles/equipment to releasable levels as defined in HDP-ZZ-06000.

4.5.5 Control vehicles and equipment in accordance with HTP-ZZ-02005 until contamination levels are reduced to levels for unconditional release as defined in HDP-ZZ-06000.

4.5.6 Update the Health Physics Coordinator on decontamination activities and/or seek guidance, as necessary.

4.5.7 Contact the Health Physics Coordinator when required vehicle/equipment decontamination is complete and request further instructions.

4.5.8 Dispose of radwaste generated during decontamination activities in accordance with Radwaste Procedures.

4.5.9 Complete and return all applicable records to the Radwaste Coordinator for review.

5.0 FINAL CONDITIONS

5.1 Personnel and vehicles/equipment found to be contaminated have been decontaminated and/or have been identified for follow-up action requirements.

5.2 Records required by this procedure are completed and forwarded to the Health Physics Coordinator or Radwaste Coordinator.

5.3 The emergency situation has been secured and normal monitoring and decontamination procedures would be sufficient.

6.0 RECORDS

6.1 OA RECORDS

| 6.1.1 Attachment 1, Personnel Decontamination Records

| 6.1.2 Attachment 2, Equipment/Vehicle Decontamination Record

7.0 REFERENCES

7.1 Callaway Plant Radiological Emergency Response Plan.

7.2 EIP-ZZ-00101, Classification of Emergencies.

7.3 EIP-ZZ-00250, Communications and Record Keeping.

| 7.4 HDP-ZZ-01300, Internal Dosimetry Program.

| 7.5 HDP-ZZ-01500, Radiological Posting and Access Control.

7.6 HTP-ZZ-06009, Personnel Decontamination.

| 7.7 HTP-ZZ-06010, Personnel Monitoring for Contamination.

7.8 HTP-ZZ-02005, Handling and Control of Radioactive Materials and Equipment.

7.9 HTP-ZZ-03002, Contamination Survey Methods.

7.10\* RTN-HD-00006, Area and Equipment  
Decontamination.

| 7.11 HDP-ZZ-06000, Contamination Guidelines and  
Limits.

8.0 ATTACHMENTS

| 8.1 Attachment 1, Personnel Decontamination  
Record (CA-#236)

| 8.2 Attachment 2, Vehicle/Equipment Decontamina-  
tion Record (CA-#237)



PERSONNEL DECONTAMINATION RECORD			
NAME: (Print) _____ (Last) (First) (MI)		Soc. Sec. No.: _____	
DATE: ____/____/____ (Mo) (Day) (Yr)	TIME: ____:____:____ (24 hr clock)	RWP No: (if applicable) _____	
RWP/HP Procedures Violated? <input type="checkbox"/> No <input type="checkbox"/> Yes (Explain in remarks) _____			
Plant Location Where Contamination Occured: _____ _____ _____ _____ _____			
Apparent Cause: _____ _____ _____ _____ _____			
Injury Involved: <input type="checkbox"/> No <input type="checkbox"/> Yes (Explain) _____ _____ _____ _____			
Nasal Swabs Taken <input type="checkbox"/> No <input type="checkbox"/> Yes RT. NOSTRIL _____ dpm LT. NOSTRIL _____ dpm		Counting Instr. Used: _____ (Model) Inst. I.D. _____	
Medical Assistance Required: <input type="checkbox"/> No <input type="checkbox"/> Yes (Explain) _____ _____ _____ _____			
Decontamination Started: _____/_____ (Date) (Time - 24 hour clock)			
Decontamination Completed: _____/_____ (Date) (Time - 24 hour clock)			
Remarks: _____ _____ _____ _____ _____			
Survey Technician: _____/_____ (Signature) (Date)		Employee: _____/_____ (Signature) (Date)	
(Reviewed By) _____/_____ (Date)		(Reviewed By) _____/_____ (Date)	





VEHICLE/EQUIPMENT DECONTAMINATION RECORD

Specify: <input type="checkbox"/> Vehicle <input type="checkbox"/> Equipment _____					<input type="checkbox"/> Other _____						
License #		Make:		Model:		Color:		Vehicle #(UE)		Owner:	
If Outside Agency (Print Address): _____											
Damage Incurred <input type="checkbox"/> No <input type="checkbox"/> Yes (explain) _____											
Apparent Cause of Contamination: _____											
DECONTAMINATION DATA											
Location Vehicle/ Equip		Initial Level dpm/100cm²		Final Level dpm/100cm²		Decon Technique Used			Remarks		
(Sketch of Vehicle/Equipment/Item)   											
Decon Started:  (Date)                  (Time 24 hr. clock) Survey Technician:  (Signature)                      (Date) Reviewed by Radwaste:  (Signature)                      (Date) Reviewed by H. P. Coordinator:  (Signature)                      (Date)						Decon completed:  (Date)                  (Time 24 hr. clock) Decontamination performed by:  (Signature)                      (Date)  Distribution: Emergency Incident File: Owner (Vehicle/Equipment):					

CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
EIP-ZZ-00230  
EVACUATION

RESP. DEPT. Emergency Preparedness PREPARED BY R. Wolfe  
APPROVED BY Steve E. Smith DATE 12-13-83  
DATE ISSUED 12/13/83

This procedure contains the following:

Pages	<u>1</u>	through	<u>7</u>
Attachments	<u>1</u>	through	<u>1</u>
Appendices	<u></u>	through	<u></u>
Checklist	<u></u>	through	<u></u>

### DEFICIENCY LIST

Section	Deficiency Description	Constraints
4.3.1 Note	Security badges with Normal Reporting Station printed on back have not been obtained.	None

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## EVACUATION

### 1.0 PURPOSE AND SCOPE

The purpose of this procedure is to provide guidance when an emergency announcement instructs non-essential personnel to report to their normal reporting station or an Assembly Area.

### 2.0 RESPONSIBILITIES

2.1 The Emergency Coordinator is responsible for:

2.1.1 Initiating actions to implement this procedure.

2.1.2 Designating an Assembly Area Coordinator.

2.2 All personnel are responsible for following the instructions given in the announcement and the applicable steps in this procedure.

### 3.0 INITIATING CONDITIONS

This procedure shall be initiated upon any of the following conditions

3.1 ALERT

3.2 SITE EMERGENCY

3.3 GENERAL EMERGENCY

3.4 At the discretion of the Emergency Coordinator.



4.0 PROCEDURE

4.1 EMERGENCY COORDINATOR

The Emergency Coordinator should ensure the following actions are completed:

4.1.1 Sound the Plant Emergency Alarm.

4.1.2 Make the appropriate announcement corresponding to the Emergency Classification or desired response in accordance with EIP-ZZ-00102, Emergency Implementing Actions. The announcement should contain at the minimum:

4.1.2.1 Emergency Classification

4.1.2.2 Cause of the emergency

4.1.2.3 Emergency Directions for personnel.

4.1.2.3.1 Essential personnel shall be told to report to their Emergency Station and non-essential personnel may be told to continue work or report to their normal reporting station, Training Center, EOF Parking Lot, or Primary Meteorological Tower.

! 4.1.2.4 Areas to be avoided (if applicable).

4.1.3 Assess available manpower and designate an Assembly Area Coordinator (prior to announcement if possible) if personnel are instructed to report to the Training Center, EOF Parking Lot, or Primary Meteorological Tower.

4.1.4 Ensure personnel actions are carried out in accordance with this procedure.

4.1.5 Issue any further instruction as appropriate.

4.2 COMMON GUIDELINES

All personnel shall adhere to the following guidelines as appropriate:

- 4.2.1 When departing work areas leave the area and equipment in a safe condition.
- 4.2.2 If in a high noise area and a blue flashing light is seen, proceed to a low noise area to hear the announcement.
- 4.2.3 If the announcement following an Emergency Alarm was missed or not understood, ask other personnel the content of the announcement.
  - 4.2.3.1 If the content of the announcement cannot be obtained, proceed to the Security Building for message content or clarification.
- 4.2.4 If in a Radiological Controlled Area (RCA), and instructed to leave the RCA, exit in accordance with normal procedures.
- 4.2.5 When exiting a Security Access Control Point, exit in accordance with normal procedures, unless otherwise instructed by Security Personnel.
- 4.2.6 When evacuating the Protected Area or any other Affected Area, use the most direct route avoiding any hazardous or affected area.
- 4.2.8 Follow any specific instruction given in the announcement.

4.3 NORMAL REPORTING STATION

! When instructed to proceed to normal reporting stations (usually at the ALERT level), the following actions shall be performed:

! 4.3.1 Non-essential personnel shall:

! 4.3.1.1\* Report to their supervisor or his designee at their normal reporting station

NOTE Normal Reporting Station is printed on the back of individual security badges.

! 4.3.1.2 Assist the supervisor or designee in performing a role and determining if anyone is missing or injured.

! 4.3.1.3 Standby for further instructions

! 4.3.2 Supervisors or designee shall:

! 4.3.2.1 Prepare a personnel roster by name

! 4.3.2.2 Report unaccounted individuals to the Security Coordinator

! 4.3.2.2.1 The Security Coordinator shall inform the Emergency Coordinator of any unaccounted individuals.

! 4.3.2.3 Retain the roster for potential use if accountability is ordered.

! 4.3.2.4 Give personnel any further instructions as necessary

! 4.3.3 A visitor's normal reporting station is the Security Access Facility at which they entered unless instructed otherwise by the appropriate department head.

! 4.3.3.1 Escorts will ensure their escorted visitor(s) report to the Security Access Facility.

! 4.3.3.2 If not instructed otherwise, visitors shall  
clear security and leave the plant site.

! 4.4 PROTECTED AREA EVACUATION TO THE TRAINING  
! CENTER

! When instructed to proceed to the Training  
! Center (accountability is required per SDP-  
ZZ-PP008, Personnel Accountability), the  
following actions shall be performed:

4.4.1 The Assembly Area Coordinator shall:

4.4.1.1 Proceed to the Training Center

4.4.1.2 Obtain the Emergency Monitoring Kit

4.4.1.3 Instruct arriving personnel to assemble by  
department (utilizing classrooms if  
available.)

! 4.4.1.4 Instruct an individual from each department  
(preferably, but not necessarily the senior  
most person) to develop a list by name and  
badge number of all individuals present and  
a list of any individuals known to be  
missing. (The list developed by the super-  
visor or his designee (Step 4.3.2.1) may be  
useful).

4.4.1.5 Ensure the lists of individuals present and  
missing are forwarded to Security by the  
most expeditious means available for  
accountability.

! 4.4.1.6 Begin personnel monitoring and contact  
Health Physics for additional assistance if  
individuals are known or suspected to be  
contaminated.

NOTE If a normal exit was made  
through an access facility  
this step may be  
unnecessary.

- 4.4.2 All individuals required to report to the Training Center shall:
  - 4.4.2.1 Proceed to the Training Center
  - 4.4.2.2 Follow instructions given by the Assembly Area Coordinator.
  - 4.4.2.3 Assist the Assembly Area Coordinator in determining if personnel are contaminated.
  - 4.4.2.4 Assist the Assembly Area Coordinator in obtaining personnel lists.
  - 4.4.2.5 Stand by for further instructions.
- 4.4.3 Visitors shall leave the protected area utilizing the normal exit requirements and leave the plant site unless otherwise instructed.
- ! 4.5 OWNER CONTROLLED AREA EVACUATION TO THE EOF PARKING LOT (PRIMARY ASSEMBLY AREA) OR PRIMARY METEOROLOGICAL TOWER (ALTERNATE ASSEMBLY AREA)

When instructed to proceed to the EOF Parking Lot or Primary Meteorological Tower (accountability is required per SDP-ZZ-PP008 if not previously completed) the following actions shall be performed.

  - 4.5.1 The Assembly Area Coordinator shall:
    - ! 4.5.1.1 Pick up the Emergency Monitoring Kit at the Training Center.
    - ! 4.5.1.2 Proceed to the designated Off-Site Assembly Area via the predetermined Evacuation Route per Attachment 1, Evacuation Routes and Assembly Area Locations.
    - 4.5.1.3 Instruct arriving personnel to assemble by department.



- 4.5.1.4 Follow steps 4.4.1.4 through 4.4.1.6
- 4.5.2 All individuals required to report to the Off Site Assembly Area shall:
  - ! 4.5.2.1 Proceed to the designated Off-Site Assembly Area per Attachment 1, Evacuation Routes and Assembly Area Locations, using private vehicles.
  - 4.5.2.2 Follow Steps 4.4.2.2 through 4.4.2.5.
- 4.5.3 Visitors shall clear security and leave the plant site unless otherwise instructed.
- 5.0 FINAL CONDITIONS
- 5.1 Required actions in accordance with this procedure have been completed.
- 6.0 RECORDS
  - None
- 7.0 REFERENCES
- 7.1 Callaway Plant Radiological Emergency Response Plan (RERP)
- ! 7.2 SDP-ZZ-PP008, Personnel Accountability.
- 8.0 ATTACHMENTS
- 8.1 Attachment 1, Evacuation Routes and Assembly Area Locations



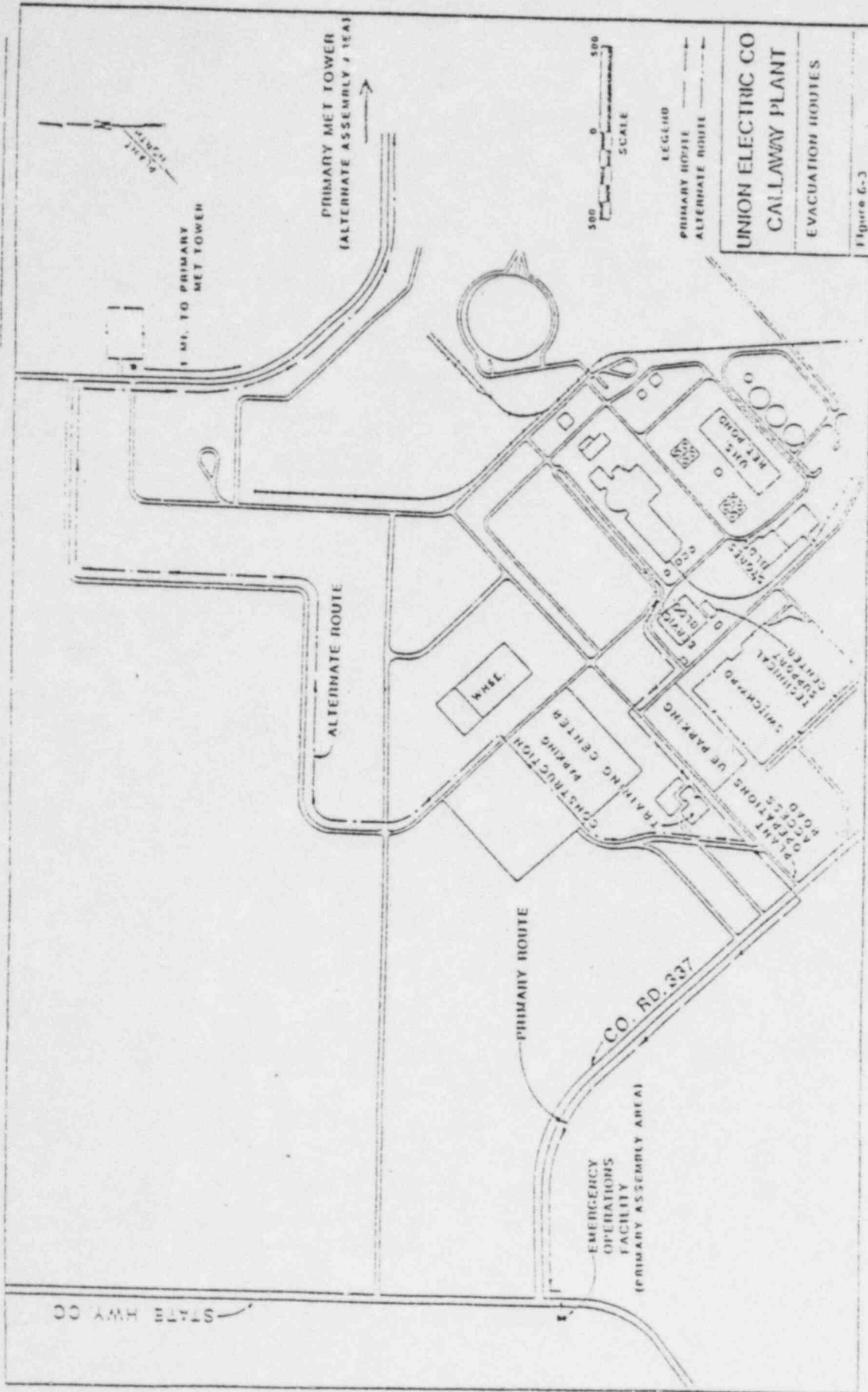


Figure G-3

EIP-32-00240  
December 5, 1983  
Revision 1

CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
EIP-32-00240  
TECHNICAL SUPPORT CENTER OPERATIONS

RESP. DEPT. Emergency Preparedness PREPARED BY R. Wolfe  
APPROVED BY Steven E. Mullinburg DATE 12-13-83  
DATE ISSUED 12/13/83

This procedure contains the following:

Pages	<u>1</u>	through	<u>7</u>
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Appendices	<u></u>	through	<u></u>
Checklist	<u></u>	through	<u></u>

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Attachment 9 - Chemistry Coordinator Checklist	
Attachment 10 - Dose Assessment Coordinator (DAC) Checklist	

## TECHNICAL SUPPORT CENTER OPERATIONS

### 1.0 PURPOSE AND SCOPE

The purpose of this procedure is to provide guidance to the Technical Support Center Staff in the activation, operation, and deactivation of the Technical Support Center (TSC).

### 2.0 RESPONSIBILITIES

#### 2.1 EMERGENCY COORDINATOR

The Emergency Coordinator is responsible for TSC operations and directing the deactivation of the TSC.

#### 2.2 TECHNICAL ASSESSMENT COORDINATOR (TAC)

The TAC is responsible for TSC activation and deactivation.

#### 2.3 TSC STAFF MEMBERS

The following TSC staff members are responsible for their appropriate attachments to this procedure.

##### 2.3.1 TAC

##### 2.3.2 Operations and Maintenance (O&M) Coordinator

##### 2.3.3 Administrative (Admin) Coordinator

##### 2.3.4 Health Physics (HP) Coordinator

##### 2.3.5 Communications Coordinator

##### | 2.3.6 Chemistry Coordinator

##### | 2.3.7 Dose Assessment Coordinator (DAC)

#### 2.4 The TSC Staff may perform various steps of this procedure.

3.0 INITIATING CONDITIONS

This procedure shall be initiated upon any of the following conditions:

3.1 ALERT

3.2 SITE EMERGENCY

3.3 GENERAL EMERGENCY

3.4 At the direction of the Emergency Coordinator.

4.0 PROCEDURE

4.1 ACTIVATION

The TAC shall ensure that the following actions are completed. (Attachment 1, TSC Checklist - Activation, should be used as a guide):

NOTE The first person arriving at the TSC should initiate the TSC activation.

4.1.1 Establish contact with the Emergency Coordinator/Control Room to announce the initiation of TSC activation.

4.1.2 Start a facility log sheet and record communications in accordance with EIP-ZZ-00250, Communications and Record Keeping.

4.1.3 Energize/make ready TSC emergency equipment shown in Attachment 1, Page 2.

4.1.4 Ensure personnel sign in on the On-Site Emergency Organization (TSC) Status Board.



- 4.1.5 Ensure the following personnel obtain emergency packets (located in a labeled and sealed file near each work location) and initiate their attachments to this procedure:
  - 4.1.5.1 TAC (Attachment 4)
  - 4.1.5.2 O & M Coordinator (Attachment 5)
  - 4.1.5.3 Admin Coordinator (Attachment 6)
  - 4.1.5.4 HP Coordinator (Attachment 7)
  - 4.1.5.5 Communications Coordinator (Attachment 8)
  - 4.1.5.6 Chemistry Coordinator (Attachment 9)
  - 4.1.5.7 DAC (Attachment 10)
- 4.1.6 Establish contact with the OSC (Service Building Lunchroom and Health Physics Access Control Area) and determine OSC status and activation time.
- 4.1.7 Assess available TSC personnel and as groups become functional, contact the Emergency Coordinator and make preparations to assume responsibilities from the Control Room.

NOTE The Control Room Staff must be expeditiously relieved of peripheral duties and communications not directly related to Control Room manipulations. Some circumstances dictate that personnel may arrive at the TSC before the Technical Assessment Coordinator. In these situations, the Shift Supervisor may begin shifting some responsibilities (on a limited basis) to personnel in the TSC.



4.1.8 At the direction of the Emergency Coordinator, coordinate the transfer of responsibilities from the On-shift Emergency Organization to the On-site Emergency Organization.

4.1.8.1 After shifting responsibilities to the TSC, inform the Emergency Coordinator that the TSC has been activated.

4.2 OPERATIONS

The Emergency Coordinator shall ensure that the following actions are completed (Attachment 2, TSC Checklist, Operations should be used as a guide):

4.2.1 Upon arrival at the TSC, receive a short status briefing from the TAC on TSC activities and obtain an emergency packet.

4.2.2 Announce to the TSC Staff that the duties of Emergency Coordinator are assumed.

4.2.3 Meet with TSC Group Coordinators individually or as a group to assess group status and activities, addressing as a minimum the following items:

4.2.3.1 Plant Status.

4.2.3.2 Review the status of group activities.

4.2.4 Ensure TSC personnel receive a periodic plant status update.

4.2.5 Continue activities per EIP-ZZ-00102.

4.2.6 If the emergency has been deescalated or mitigated, consider deactivation of the TSC.

4.2.6.1 If the TSC is to be deactivated, direct the TAC to initiate deactivation.

4.3 DEACTIVATION

The TAC shall ensure that the following actions are completed (Attachment 3, TSC Checklist - Deactivation, should be used as a guide):

- 4.3.1 When informed by the Emergency Coordinator to deactivate the TSC, make preparations with the Shift Supervisor to transfer remaining responsibilities to the Control Room.
- 4.3.2 Direct the Operations and Maintenance and Health Physics Coordinators to initiate the Operational Support Center (OSC) deactivation in accordance with EIP-ZZ-00241, Operational Support Center Operations.
- 4.3.3 Ensure that emergency equipment is de-energized and/or restored to preactivation conditions.
- 4.3.4 Ensure all TSC emergency records are collected and disposed of per EIP-ZZ-00250.
- 4.3.5 After shifting responsibilities, inform the Shift Supervisor that the TSC has been deactivated.

5.0 FINAL CONDITIONS

The Technical Assessment Coordinator shall assess the status of the TSC and ensure the following actions have been completed.

- 5.1 All functional equipment/supplies have been restored to preactivation conditions.
- 5.2 The OSC has been deactivated.
- 5.3 The entire TSC staff has been relieved of all duties associated with the operation of the TSC.
- 5.4 The Control Room has been informed of TSC and OSC deactivation.

5.5 All records generated during the operation of the TSC have been disposed of per EIP-ZZ-00250.

6.0 RECORDS

6.1 OA RECORDS

6.1.1 Attachment 1, TSC Checklist, Activation

6.1.2 Attachment 2, TSC Checklist - Operations

6.1.3 Attachment 3, TSC Checklist - Deactivation

6.1.4 Attachment 4, Technical Assessment Coordinator (TAC) Checklist

6.1.5 Attachment 5, Operations and Maintenance (O&M) Coordinator Checklist

6.1.6 Attachment 6, Administrative (Admin) Coordinator Checklist

6.1.7 Attachment 7, Health Physics (HP) Coordinator Checklist

6.1.8 Attachment 8, Communications Coordinator Checklist

6.1.9 Attachment 9, Chemistry Coordinator Checklist

6.1.10 Attachment 10, Dose Assessment Coordinator (DAC) Checklist

7.0 REFERENCES

7.1 Callaway Plant Radiological Emergency Response Plan (RERP)

7.2 EIP-ZZ-00102, Emergency Implementing Actions

7.3 EIP-ZZ-00213, Technical Assessment

7.4 EIP-ZZ-00250, Communications and Record Keeping

8.0 ATTACHMENTS

- 8.1 Attachment 1, TSC Checklist - Activation  
(CA-#258)
- 8.2 Attachment 2, TSC Checklist - Operations  
(CA-#259)
- 8.3 Attachment 3, TSC Checklist - Deactivation  
(CA-#260)
- 8.4 Attachment 4, Technical Assessment Coordinator (TAC) Checklist (CA-#261)
- 8.5 Attachment 5, Operations and Maintenance  
(O&M) Coordinator Checklist (CA-#262)
- 8.6 Attachment 6, Administrative (Admin) Coordinator Checklist (CA-#263)
- 8.7 Attachment 7, Health Physics (HP) Coordinator Checklist (CA-#264)
- 8.8 Attachment 8, Communications Coordinator Checklist (CA-#265)
- | 8.9 Attachment 9, Chemistry Coordinator Checklist (CA-#267)
- | 8.10 Attachment 10, Dose Assessment Coordinator (DAC) Checklist (CA-#269)

TSC CHECKLIST  
ACTIVATION

\_\_\_\_\_ Date \_\_\_\_\_ Time

Performed by \_\_\_\_\_

Initials

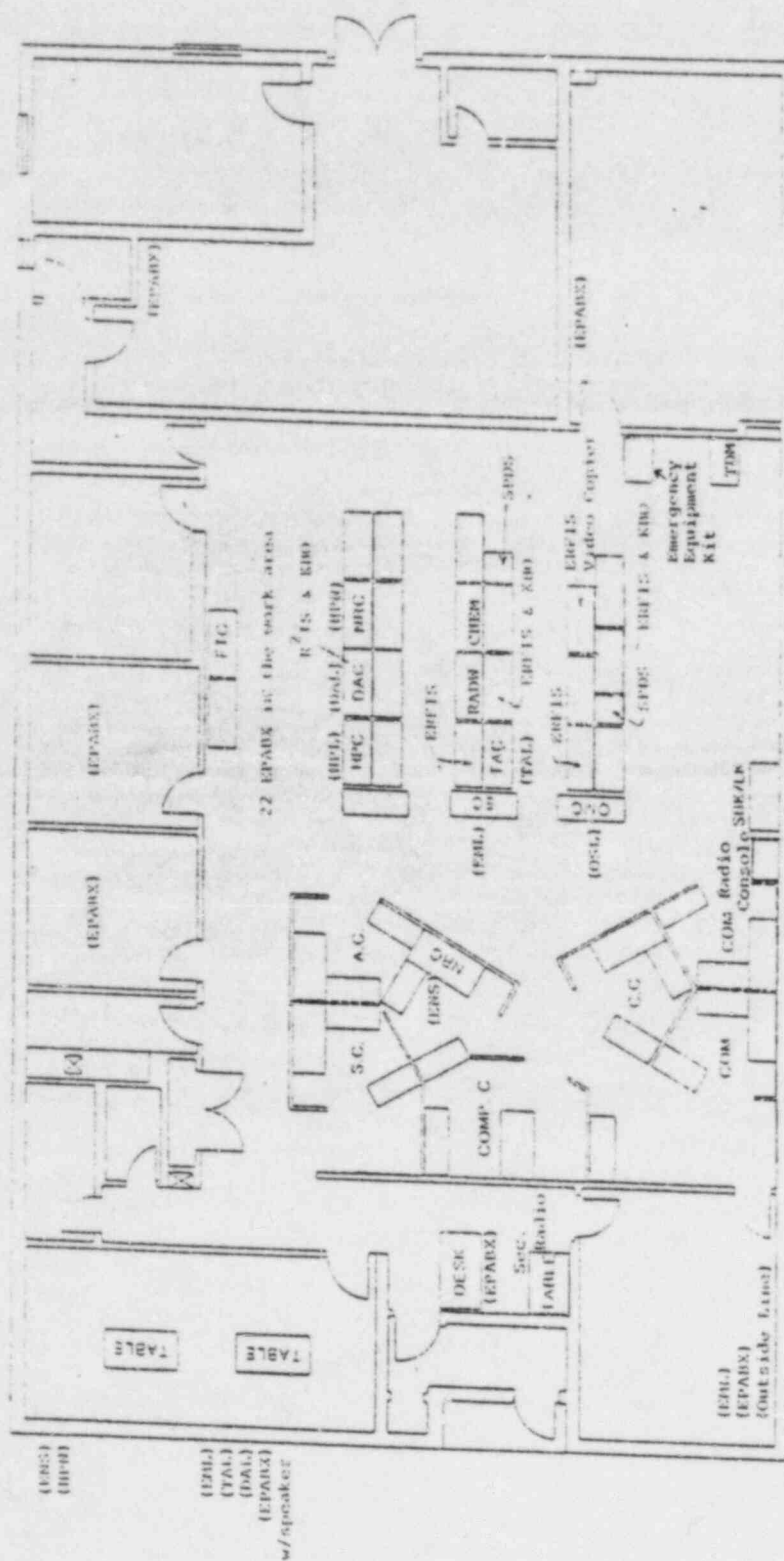
- \_\_\_\_\_ 1. CR/Emergency Coordinator Contacted \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Facility Log Sheets Initiated (EIP-ZZ-00250, Communications and Record Keeping) \_\_\_\_\_ Time.
- \_\_\_\_\_ 3. Equipment energized/made ready.
- |                    |                        |                                 |
|--------------------|------------------------|---------------------------------|
| _____ a. Telephone | _____ f. Copier        | _____ k. Ventilation            |
| _____ b. Radio     | _____ g. FAX           | _____ l. Area Radiation Monitor |
| _____ c. ERFIS     | _____ h. Emerg. Kits   | _____ m. Iodine Monitor         |
| _____ d. SPDS      | _____ i. Status Boards | _____ n.                        |
| _____ e. RRIS      | _____ j. Desk Layout   |                                 |
- \_\_\_\_\_ 4. On-Site Emergency Organization (TSC) Status Board initiated.
- \_\_\_\_\_ 5. TSC Organization Assessment (Use Page 3)
- Groups prepared for operations
- |                         |                                     |
|-------------------------|-------------------------------------|
| _____ a. Administrative | _____ d. Operations and Maintenance |
| _____ b. Communications | _____ e. Technical Assessment       |
| _____ c. Health Physics | _____ f. Security                   |
- \_\_\_\_\_ 6. Contact made with OSC \_\_\_\_\_ Time.
- \_\_\_\_\_ 7. Responsibilities Transferred from Control Room.
- |                |                |
|----------------|----------------|
| _____ a. _____ | _____ f. _____ |
| _____ b. _____ | _____ g. _____ |
| _____ c. _____ | _____ h. _____ |
| _____ d. _____ | _____ i. _____ |
| _____ e. _____ | _____ j. _____ |
- \_\_\_\_\_ 8. TSC Activated/Emergency Coordinator informed \_\_\_\_\_ Time.

\_\_\_\_\_  
Technical Assessment Coordinator  
Signature



- [illegible]

TSC LAYOUT



CEPAINI Touchtone Telephone 554-4400

Physics

- (001) Emergency Management Line
- (002) Technical Assessment Line
- (003) Health Physics Line
- (004) Base Assessment Lines
- (005) Operational Support Line
- (006) Emergency Notification System
- (007) Health Physics Network

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ON-SITE EMERGENCY ORGANIZATION (TSC)

EMERGENCY POSITION	NAME	TIME IN
EMERGENCY COORDINATOR		
STATUS BOARD/LOGKEEPER		
OPS. AND MAIN. COORDINATOR		
HEALTH PHYSICS COORDINATOR		
DOSE ASSESSMENT COORDINATOR		
FIELD TEAM COMMUNICATOR		
STATUS BOARD/LOGKEEPER		
TECHNICAL ASSESSMENT COORDINATOR		
STATUS BOARD/LOGKEEPER		
RADWASTE COORDINATOR		
CHEMISTRY COORDINATOR		
ENGINEERS (DISCIPLINE)		
COMMUNICATIONS COORDINATOR		
COMMUNICATOR 1		
COMMUNICATOR 2		
ADMINISTRATION COORDINATOR		
COMPLIANCE COORDINATOR		
SECURITY COORDINATOR		
SECURITY OFFICER		
ADMIN. SUPPORT PERSONNEL		
OTHERS		

TSC CHECKLIST  
OPERATIONS

Date \_\_\_\_\_ Time \_\_\_\_\_

Initials

- \_\_\_\_\_ 1. Emergency Coordinator arrival at TSC \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Emergency Coordinator briefed by Technical Assessment Coordinator.
- \_\_\_\_\_ 3. Emergency Coordinator announces assumption of duties to TSC staff.
- \_\_\_\_\_ 4. Emergency Coordinator review plant/group status with TSC Group Coordinators.
- \_\_\_\_\_ 5. Ensure TSC personnel receive a periodic plant status update.
- \_\_\_\_\_ 6. Continue activities per EIP-ZZ-00102, Emergency Implementing Actions.
- \_\_\_\_\_ 7. Deactivate TSC Yes/No (Circle).
- \_\_\_\_\_ a. TAC directed to deactivate TSC \_\_\_\_\_ Time.

\_\_\_\_\_  
Emergency Coordinator Signature

TSC CHECKLIST  
DEACTIVATION

Performed by \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Initials

- \_\_\_\_\_ 1. Deactivation directed by Emergency Coordinator \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Responsibilities transferred to the Control Room.
- \_\_\_\_\_ 3. O&M and HP Coordinators directed to deactivate OSC per  
EIP-ZZ-00241, Operational Support Center Operations.
- \_\_\_\_\_ a. Service Building Lunchroom deactivated \_\_\_\_\_ Time.
- \_\_\_\_\_ b. HP Access Control area deactivated \_\_\_\_\_ Time.
- \_\_\_\_\_ 4. Records collected, and handled per EIP-ZZ-00250, Communications  
and Record Keeping.
- \_\_\_\_\_ 5. Equipment deenergized/restored.
- |                    |                      |                        |
|--------------------|----------------------|------------------------|
| _____ a. Telephone | _____ e. RRIS        | _____ f. Status Boards |
| _____ b. Radio     | _____ f. Copier      | _____ j. Desk Layout   |
| _____ c. ERFIS     | _____ g. FAX         | _____ k. _____         |
| _____ d. SPDS      | _____ h. Emerg. Kits | _____ l. _____         |
- \_\_\_\_\_ 6. OSC Deactivated \_\_\_\_\_ Time.
- \_\_\_\_\_ 7. Staff relieved of TSC duties.
- \_\_\_\_\_ 8. Control Room informed of TSC and OSC deactivation.

\_\_\_\_\_  
Technical Assessment Coordinator  
Signature

Date \_\_\_\_\_

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### TECHNICAL ASSESSMENT COORDINATOR (TAC) CHECKLIST

NOTE The Technical Assessment Coordinator is also responsible for TSC activation per Attachment 1 and deactivation per Attachment 3.

#### Initials      ACTIVATION

- \_\_\_\_\_ 1. TAC arrival at TSC \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Technical Assessment furniture/equipment in place and/or energized per Attachment 1.
- \_\_\_\_\_ 3. Personnel Assessment
  - a. Status Board/Log Keeper \_\_\_\_\_ (Name)
  - b. Chemistry Coordinator \_\_\_\_\_ (Name)
  - c. Radwaste Coordinator \_\_\_\_\_ (Name)
  - d. Engineers  
Name/Discipline
    1. \_\_\_\_\_
    2. \_\_\_\_\_
    3. \_\_\_\_\_
    4. \_\_\_\_\_
    5. \_\_\_\_\_
    6. \_\_\_\_\_
    7. \_\_\_\_\_
    8. \_\_\_\_\_

- \_\_\_\_\_ 4. Technical Assessment status board updated.
- \_\_\_\_\_ 5. Technical Assessment Group functional \_\_\_\_\_ Time.

#### OPERATIONS

- \_\_\_\_\_ 1. Emergency Coordinator arrival at TSC \_\_\_\_\_ Time.
  - a. Emergency Coordinator briefed on TSC activities.
- \_\_\_\_\_ 2. TSC Group activities conducted per EIP-ZZ-00213, Technical Assessment.
- \_\_\_\_\_ 3. Monitor appropriate EAL's from EIP-ZZ-00101 and report any EAL that is being approached or exceeded to the Emergency Coordinator.
- \_\_\_\_\_ 4. Coordinate Technical Assessment Group activities with other groups as necessary.
- \_\_\_\_\_ 5. If additional technical support (e.g. equipment, personnel) is needed, forward requests through the Administrative Coordinator.
- \_\_\_\_\_ 6. Upon activation of the EOF, establish contact with the Technical Support Coordinator to ensure interface of group activities.

#### DEACTIVATION

- \_\_\_\_\_ Use Attachment 3

\_\_\_\_\_  
Technical Assessment Coordinator  
Signature



Date \_\_\_\_\_

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OPERATIONS AND MAINTENANCE (O&M) COORDINATOR CHECKLIST

- | <u>Initials</u> | <u>ACTIVATION</u>  |
|-----------------|--|
| _____           | 1. O&M Coordinator arrival at TSC _____ Time.  |
| _____           | 2. Emergency Coordinator/Technical Assessment Coordinator informed.                                |
| _____           | 3. Log commenced and communications conducted per EIP-ZZ-00250, Communications and Record Keeping. |
| _____           | 4. O&M Coordinator furniture/equipment in place and/or energized per Attachment 1.                 |
| _____           | 5. Control Room/TSC Liaison contacted and brief status obtained.                                   |
| _____           | 6. OSC Coordinator contacted and OSC status obtained.  |
| _____           | 7. Personnel Assessment  |
|                 | a. OSC Coordinator   |
|                 | 1. _____ (Name)  |
|                 | b. Maintenance Personnel   |
|                 | 1. Mechanics (_____) (number)  |
|                 | 2. Electricians (_____) (number)   |
|                 | c. I&C Technicians (_____) (number)  |
|                 | d. Operations Personnel  |
|                 | 1. SS/OS (_____) (number)  |
|                 | 2. RO's (_____) (number)   |
|                 | 3. EO's (_____) (number)   |
|                 | 4. AEO's (_____) (number)  |
| _____           | 8. O&M Group functional _____ Time.  |
| _____           | a. Emergency Coordinator/Technical Assessment Coordinator informed.                                |

OPERATIONS

- |       |  |
|-------|--|
| _____ | 1. Ensure the following EIP's are being utilized if necessary:   |
|       | a. EIP-ZZ-00220, Emergency Team Formation  |
|       | b. EIP-ZZ-00221, Search and Rescue   |
|       | c. EIP-ZZ-00222, Emergency Repair  |
|       | d. EIP-ZZ-00241, Operational Support Center Operations   |
| _____ | 2. Monitor appropriate EAL's from EIP-ZZ-00101 and report any EAL that is being approached or exceeded to the Emergency Coordinator. |
| _____ | 3. Maintain close contact with Control Room/TSC Liaison and keep Emergency Coordinator informed of significant activities/events.    |
| _____ | 4. Interface with the Technical Assessment and Health Physics Groups to ensure coordination of activities.                           |
| _____ | 5. Interface with the OSC Coordinator to coordinate O&M activities as requested by the Emergency Coordinator.                        |
| _____ | 6. Ensure the OSC Coordinator receives a periodic plant status update.   |

- | <u>Initials</u> | <u>DEACTIVATION</u>  |
|-----------------|--|
| _____           | 1. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, assist with TSC deactivation per Attachment 3.  |
| _____           | 2. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, contact the OSC Coordinator and initiate OSC (Service Building Lunchroom) deactivation. |
| _____           | a. OSC deactivation complete _____ Time.   |
| _____           | 3. Ensure O&M equipment/supplies is deactivated/restored/replenished.  |
| _____           | 4. Ensure documents are collected and handled in accordance with EIP-ZZ-00250.   |

\_\_\_\_\_  
O&M Coordinator Signature

Date \_\_\_\_\_

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ADMINISTRATIVE (Admin) COORDINATOR CHECKLIST

Initials \_\_\_\_\_

ACTIVATION

- \_\_\_\_\_ 1. Admin. Coordinator arrival at TSC \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Emergency Coordinator/Technical Assessment Coordinator informed.
- \_\_\_\_\_ 3. Log commenced & communications conducted per EIP-ZZ-00250, Communications and Record Keeping.
- \_\_\_\_\_ 4. Admin. Group furniture/equipment in place and/or energized per Attachment 1.
- \_\_\_\_\_ 5. Personnel Assessment
  - a. Admin. Support Personnel
    1. \_\_\_\_\_ (Name)
    2. \_\_\_\_\_ (Name)
    3. \_\_\_\_\_ (Name)
    4. \_\_\_\_\_ (Name)
    5. \_\_\_\_\_ (Name)
  - b. Security Coordinator
    1. \_\_\_\_\_ (Name)

- \_\_\_\_\_ 6. Document Room Inspection
  - \_\_\_\_\_ a. Supplies
  - \_\_\_\_\_ b. Working Copies Current
  - \_\_\_\_\_ c. Stock of Forms
- \_\_\_\_\_ 7. Admin. Group functional \_\_\_\_\_ Time.
  - \_\_\_\_\_ a. Emergency Coordinator/Tech Assessment Coordinator informed.

OPERATIONS

- \_\_\_\_\_ 1. Ensure the availability of the following administrative services.

_____ a. Typing	_____	g. Transportation
_____ b. Word Processing	_____	h. Message Delivery
_____ c. Reproduction	_____	i. Telephone Repair
_____ d. Facsimile Transmission	_____	and Installation
_____ e. Document	_____	j. _____
_____ f. Drawings	_____	k. _____
		l. _____
- \_\_\_\_\_ 2. If operations become or have the potential to become long term, ensure the following items are addressed:
  - \_\_\_\_\_ a. Ensuring that meals are ordered and scheduled, and personnel are informed of meal times and locations.
  - \_\_\_\_\_ b. Preparing sleeping space for emergency personnel.
  - \_\_\_\_\_ c. Establishing a shift schedule for emergency personnel.
  - \_\_\_\_\_ d. Obtaining janitorial/waste disposal services.

Date \_\_\_\_\_

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Initials

OPERATIONS (CONT'D.)

- \_\_\_\_\_ 3. Requests for additional support (personnel, equipment, material) shall be handled per EIP-ZZ-00203, Additional Assistance.
- \_\_\_\_\_ a. If the request is for personnel, address the following areas.
- \_\_\_\_\_ 1. Airline tickets
- \_\_\_\_\_ 2. Lodging
- \_\_\_\_\_ 3. Transportation
- \_\_\_\_\_ 4. Work space
- \_\_\_\_\_ 5. Security access
- \_\_\_\_\_ 4. Update the NOTEPAD service.
- \_\_\_\_\_ 5. Upon EOF activation, contact the Administrative Logistics Coordinator and discuss:
- \_\_\_\_\_ a. Summary of Admin. operations.
- \_\_\_\_\_ b. Responsibilities to be transferred
- \_\_\_\_\_ 1. Food and beverages
- \_\_\_\_\_ 2. Additional support
- \_\_\_\_\_ 3. Airlines, lodging, and other arrangements for incoming personnel.
- \_\_\_\_\_ 4. Transportation

DEACTIVATION

- \_\_\_\_\_ 1. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, assist with TSC deactivation per Attachment 3.
- \_\_\_\_\_ 2. Ensure Admin Group equipment/supplies is deactivated/restored/replenished.
- \_\_\_\_\_ 3. Ensure documents are collected and handled in accordance with EIP-ZZ-00250.

\_\_\_\_\_  
Admin Coordinator Signature



Date \_\_\_\_\_

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HEALTH PHYSICS (HP) COORDINATOR CHECKLIST

- Initials      ACTIVATION
- \_\_\_\_\_ 1. HP Coordinator arrival at TSC \_\_\_\_\_ Time.
  - \_\_\_\_\_ 2. Emergency Coordinator/Technical Assessment Coordinator informed.
  - \_\_\_\_\_ 3. Log commenced and communications conducted per EIP-ZZ-00250, Communications and Record Keeping.
  - \_\_\_\_\_ 4. Health Physics Group furniture/equipment in place and/or energized per Attachment 1.
  - \_\_\_\_\_ 5. On-shift HP Coordinator contacted and brief assessment of radiological status obtained.
  - \_\_\_\_\_ 6. Rad Con Coordinator contacted and OSC status obtained.
  - \_\_\_\_\_ 7. Personnel Assessment
    - a. Dose Assessment Coordinator \_\_\_\_\_ (Name)
    - b. Rad Con Coordinator \_\_\_\_\_ (Name)
    - c. Rad/Chem Techs ( \_\_\_\_\_ ) (Number)
    - d. \_\_\_\_\_ (Name) Assign a Rad/Chem Foreman to assist the DAC if needed.
  - \_\_\_\_\_ 8. HP Group functional \_\_\_\_\_ Time.
    - a. Emergency Coordinator/Techn Assessment Coordinator informed.
  - \_\_\_\_\_ 9. Establish Radiological Controls in the TSC and OSC.
    - a. Pocket Ion chambers
    - b. Frisking Station
    - c. Iodine Monitoring
    - d. Area Radiation Monitor
- OPERATIONS
- \_\_\_\_\_ 1. Ensure the following EIP's are being utilized if necessary.
    - a. EIP-ZZ-00210, In-Plant Radiological Controls During Emergencies
    - b. EIP-ZZ-00212, Protective Action Recommendations
    - c. EIP-ZZ-00214, Personnel/Vehicle Monitoring and Decontamination
    - d. EIP-ZZ-00216, Potassium Iodide Administration
    - e. EIP-ZZ-00220, Emergency Team Formation
    - f. EIP-ZZ-00223, Field Monitoring
    - g. EIP-ZZ-01211, Initial Dose Assessment or EIP-ZZ-02211, Intermediate Phase and Subsequent Dose Assessment
  - \_\_\_\_\_ 2. Monitor appropriate EAL's from EIP-ZZ-00101 and report any EAL that is being approached or exceeded to the Emergency Coordinator.
  - \_\_\_\_\_ 3. If additional (Non-UE) HP support or supplies is needed, coordinate requests through the Admin Coordinator with Emergency Coordinator approval.
  - \_\_\_\_\_ 4. Coordinate HP activities with other groups as necessary to ensure radiological concerns are addressed.
  - \_\_\_\_\_ 5. Ensure the Rad Con Coordinator receives a periodic plant status update.
  - \_\_\_\_\_ 6. Monitor on-site emergency facilities for habitability and provide facility evacuation recommendations if necessary.
  - \_\_\_\_\_ 7. Monitor emergency activities to ensure ALARA.
  - \_\_\_\_\_ 8. Provide Dose Assessment input to the Emergency Coordinator for Protective Action Recommendations.
  - \_\_\_\_\_ 9. If the EOF is activated, establish contact with the Radiological Assessment Coordinator to coordinate HP activities and to supply radiological information needed to fulfill EOF's function.



Initials

DEACTIVATION

- \_\_\_\_\_ 1. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, assist with TSC deactivation per Attachment 3.
- \_\_\_\_\_ 2. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, contact the Rad Con Coordinator and initiate OSC (H.P. Access Control Area) deactivation.
  - \_\_\_\_\_ a. OSC deactivation complete \_\_\_\_\_ Time.
- \_\_\_\_\_ 3. Ensure HP group equipment/supplies is deactivated/restored/replenished.
- \_\_\_\_\_ 4. Ensure documents are collected and handled per EIP-ZZ-00250.

\_\_\_\_\_  
HP Coordinator Signature

Date \_\_\_\_\_

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### COMMUNICATIONS COORDINATOR CHECKLIST

Initials

ACTIVATION

- \_\_\_\_\_ 1. Communications Coordinator arrival at TSC \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Emergency Coordinator/Technical Assessment Coordinator informed.
- \_\_\_\_\_ 3. Log and communications commenced per EIP-ZZ-00250, Communications and Record Keeping
- \_\_\_\_\_ 4. Communications group furniture/equipment in place and/or energized per Attachment 1.
- \_\_\_\_\_ 5. Personnel Assessment
- a. Communicators
1. \_\_\_\_\_ (Name)
2. \_\_\_\_\_ (Name)
3. \_\_\_\_\_ (Name)
4. \_\_\_\_\_ (Name)
5. \_\_\_\_\_ (Name)

- \_\_\_\_\_ 6. Communications group functional \_\_\_\_\_ Time.
- \_\_\_\_\_ a. Emergency Coordinator/Technical Assessment Coordinator informed.

OPERATIONS

- \_\_\_\_\_ 1. Upon direction of the Emergency Coordinator, ensure the transfer of communications responsibilities from the Control Room per Pages 3 and 4 of this Attachment.
- \_\_\_\_\_ a. Callout of emergency personnel per EIP-ZZ-00202, Callout of Emergency Organizations.
- \_\_\_\_\_ b. Communications with off-site agencies per EIP-ZZ-00201, Notifications.
- \_\_\_\_\_ c. Transfer complete \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Ensure the routing of incoming and outgoing calls to appropriate personnel.
- NOTE: Outgoing information and requests for support must be approved by the Emergency Coordinator.
- \_\_\_\_\_ 3. Direct all telephone system repairs to the Admin Coordinator.
- \_\_\_\_\_ 4. Upon EOF activation and direction of the Emergency Coordinator, contact the Off-Site Liaison Coordinator and discuss the transfer of communications responsibilities per Pages 5 and 6 of this Attachment.

Communications Responsibilities Transferred

- \_\_\_\_\_ a. \_\_\_\_\_
- \_\_\_\_\_ b. \_\_\_\_\_
- \_\_\_\_\_ c. \_\_\_\_\_

Initials      DEACTIVATION

- 1. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, assist with TSC deactivation per Attachment 3.
- 2. Ensure Communications Group equipment/supplies is deactivated/restored/replenished.
- 3. Ensure documents are collected and handled in accordance with EIP-ZZ-00250.

Communications Coordinator  
Signature

ASSUMING COMMUNICATIONS RESPONSIBILITIES FROM  
THE CONTROL ROOM

Initials

\_\_\_\_\_  
Date \_\_\_\_\_ Time \_\_\_\_\_  
Performed by \_\_\_\_\_

1. The TSC Communicator will establish communications with the Control Room Communicator and discuss the following items:

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
a. Communication lines in use.  
b. Individual/Agency contacted.  
c. Latest information transmitted and received.  
d. Scheduled calls or call backs.

2. For communications lines which are jointly shared by the Control Room and the TSC:

- \_\_\_\_\_  
a. The TSC Communicator(s) picks up the line, listens to any transmissions occurring at the time and logs the communication on Attachment 1 of EIP-ZZ-00250.

NOTE Do not respond - allow the Control Room Room Communicator to continue handling communications.

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
b. The Communications Coordinator directs the TSC Communicator(s) to assume communications in the TSC.  
c. At a point when there is little or no traffic on the line, the TSC Communicator(s) announces the following "The Callaway Technical Support Center is now available for communications on this line".  
d. Stand by for the Control Room Communicator to announce that "The Callaway Control Room relinquishes communications on this line". After hearing the announcement, inform the Communications Coordinator that communications have been transferred.

3. For communication lines which are not jointly shared by the Control Room and TSC:

NOTE The TSC Communicator(s) and Control Room Communicator(s) coordinate the transfer while in communication with each other.

\_\_\_\_\_ a. The Communications Coordinator directs the TSC Communicator to establish communication with individuals/agencies as required and with any scheduled calls or call backs.

\_\_\_\_\_ b. The TSC Communicator establishes contact and makes the following announcement:

"This is the Callaway Technical Support Center. The Technical Support Center is now responsible for communications. Any further contact with the Callaway Plant will be at (give your telephone number). Please disregard previous numbers".

\_\_\_\_\_ c. Inform the Communications Coordinator that communications is established.

\_\_\_\_\_ d. The TSC Communicator(s) informs the Control Room Communicator(s) that the transfer was completed.

NOTE If the TSC is unable to establish communications, the Control Room will reestablish communications immediately. The TSC should try establishing communications via an alternate line.

\_\_\_\_\_ 4. Upon successfully transferring communications responsibilities, inform the Emergency Coordinator of the shift in communications.

Transfer Complete

\_\_\_\_\_  
TSC Communicator

\_\_\_\_\_  
TSC Communications Coordinator



TRANSFERRING COMMUNICATIONS RESPONSIBILITIES  
TO THE EOF

Initials

                     Date                      Time                       
Performed by                     

1. Establish communications with the EOF Off-site Liaison Coordinator and provide the following information in the areas in which responsibility is to be transferred:
  - a. Communication line(s) on which TSC is currently communicating.
  - b. Individual/agency on the other end of the line(s).
  - c. Latest information transmitted and received over the line(s).
  - d. Scheduled calls or call backs.
2. For communication lines which are jointly shared by the TSC and EOF:
  - a. Continue maintaining communications on the activated line, after completing the steps above.
  - b. After the Off-site Liaison Coordinator announces that the "Callaway Plant Emergency Operations Facility is now responsible for communications on this line," announce over the activated line "The Callaway Plant Technical Support Center relinquishes communication on this line."
  - c. Inform the Communications Coordinator that communications have been transferred.
3. For communications which are jointly shared by the TSC and EOF:

NOTE The TSC Communicator and the Off-site Liaison Coordinator coordinate the transfer while in communication with each other.

- \_\_\_\_\_ a. The Communications Coordinator directs the TSC Communicator to make the following announcement on the line(s) which is in use and to be shifted.

"The Callaway Plant is shifting communications on this line from the Technical Support Center to the Emergency Operations Facility. Please hang up and standby for a call from our Emergency Operations Facility."

- \_\_\_\_\_ b. When the party on the other end of the line hangs up, hang up at the TSC and inform the Communications Coordinator.

- \_\_\_\_\_ c. The Communications Coordinator informs the Off-site Liaison Coordinator that the line is clear for the EOF to establish contact.

- \_\_\_\_\_ d. Stand by to be informed by the Off-site Liaison Coordinator that the transfer was completed.

NOTE If the EOF is unable to establish communications, the TSC should reestablish communications immediately and the EOF should try establishing communications via an alternate line.

Transfer Complete

\_\_\_\_\_ TSC Communicator

\_\_\_\_\_ TSC Communications Coordinator

Date \_\_\_\_\_

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### CHEMISTRY COORDINATOR CHECKLIST

Initials

ACTIVATION

- \_\_\_\_\_ 1. Chemistry Coordinator arrival at TSC \_\_\_\_\_ Time.
- \_\_\_\_\_ 2. Emergency Coordinator/Technical Assessment Coordinator informed.
- \_\_\_\_\_ 3. Log commenced and communications conducted per EIP-ZZ-00250, Communications and Record Keeping.
- \_\_\_\_\_ 4. Chemistry Coordinator furniture/equipment in place and/or energized per Attachment 1.
- \_\_\_\_\_ 5. On-Shift Health Physics Coordinator contacted, plant chemistry status discussed, and plant chemistry responsibilities assumed.
- \_\_\_\_\_ 6. Personnel Assessment
  - a. Rad/Chem Foremen (Chemistry)
    - 1. \_\_\_\_\_ (Name)
    - 2. \_\_\_\_\_ (Name)
    - 3. \_\_\_\_\_ (Name)
  - b. Rad/Chem Techs (Chemistry) (\_\_\_\_\_) (Number)
- \_\_\_\_\_ 7. Chemistry functional \_\_\_\_\_ Time.
- \_\_\_\_\_ a. Technical Assessment Coordinator informed.

OPERATIONS

- \_\_\_\_\_ 1. Conduct Chemistry activities per appropriate Chemistry Procedures.
- \_\_\_\_\_ 2. Monitor appropriate EAL's from EIP-ZZ-00101 and report any EAL that is being approached or exceeded to the Technical Assessment Coordinator.
- \_\_\_\_\_ 3. Coordinate Chemistry activities which could affect other plant operations with appropriate TSC Coordinators.
- \_\_\_\_\_ 4. Monitor PASS data and provide recommendations as necessary.
- \_\_\_\_\_ 5. Identify additional support (e.g. personnel, off-site analysis) and coordinate requests through the Technical Assessment Coordinator.

DEACTIVATION

- \_\_\_\_\_ 1. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, assist with TSC deactivation per Attachment 3.
- \_\_\_\_\_ 2. Ensure Chemistry equipment/supplies is deactivated/restored/replenished.
- \_\_\_\_\_ 3. Ensure documents are collected and handled per EIP-ZZ-00250.

\_\_\_\_\_  
Chemistry Coordinator Signature

Date \_\_\_\_\_

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DOSE ASSESSMENT COORDINATOR (DAC) CHECKLIST

Initials \_\_\_\_\_

ACTIVATION

1. DAC arrival at TSC \_\_\_\_\_ Time.
2. Emergency Coordinator/Technical Assessment Coordinator informed.
3. Log commenced and communications conducted per EIP-ZZ-00250, Communications and Record Keeping.
4. Dose Assessment furniture/equipment in place and/or energized per Attachment 1.
5. HP Coordinator contacted and radiological status discussed.
6. Personnel Assessment
  - a. Status Board Keeper  
\_\_\_\_\_ (Name)
  - b. Field Team Communicator  
\_\_\_\_\_ (Name)
7. Status boards ready \_\_\_\_\_ (Name)
  - a. Dose Assessment
  - b. Field Information
8. Dose Assessment functional \_\_\_\_\_ Time.
  - a. HP Coordinator informed.

OPERATIONS

1. Monitor the RRIS and provide radiological release and dose information to the HP Coordinator.
2. In the event of RRIS malfunction, implement EIP-ZZ-01211, Initial Dose Assessment or EIP-ZZ-02211, Intermediate Phase and Subsequent Dose Assessment.
3. Implement EIP-ZZ-00223, Field Monitoring if radiological conditions warrant.
  - a. Provide guidance to the FTC as necessary.
  - b. Request additional samples as necessary.
  - c. Ensure the pickup and analysis of samples.
4. Monitor and ensure the update of the Dose Assessment and Field Information Status Boards.
5. Provide Dose Assessment information to the HP Coordinator for Protective Action recommendations.
6. Upon activation of the EOF, establish contact with the EOF DAC and transfer the following responsibilities when directed by the HP Coordinator:
  - a. Off-Site Dose Assessment
  - b. Field Monitoring Team direction

Initials

DEACTIVATION

1. Upon direction of the Emergency Coordinator/Technical Assessment Coordinator, assist with TSC deactivation per Attachment 3.
2. Ensure Dose Assessment equipment/supplies is deactivated/restored/replenished.
3. Ensure documents are collected and handled in accordance with EIP-ZZ-00250.

Dose Assessment Coordinator  
Signature



EIP-ZZ-00241  
December 5, 1983  
Revision 1

CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
EIP-ZZ-00241  
OPERATIONAL SUPPORT CENTER OPERATIONS

RESP. DEPT. Emergency Preparedness PREPARED BY R. Wolfe  
APPROVED BY William E. Mittenberger DATE 12-13-83  
DATE ISSUED 12/13/83

This procedure contains the following:

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Appendices	<u>          </u>	through	<u>          </u>
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OPERATIONAL SUPPORT CENTER OPERATIONS

1.0 PURPOSE AND SCOPE

The purpose of this procedure is to provide guidance to Operational Support Center personnel in the activation, operation, and deactivation of the Operational Support Center (OSC).

2.0 RESPONSIBILITIES

2.1 OSC COORDINATOR

The OSC Coordinator is responsible for implementing this procedure in the OSC (Service Building Lunchroom).

2.2 RADIOLOGICAL CONTROLS (RAD CON) COORDINATOR

The Rad Con Coordinator is responsible for implementing this procedure in the OSC (Health Physics (HP) Office).

2.3 OSC PERSONNEL

OSC Personnel may perform various steps of this procedure.

3.0 INITIATING CONDITIONS

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

3.1 ALERT

3.2 SITE EMERGENCY

3.3 GENERAL EMERGENCY

3.4 At the direction of the Emergency Coordinator

4.0 PROCEDURE

The OSC and Rad Con Coordinators shall ensure that the following steps are completed:

NOTE The OSC Coordinator reports to the Operations and Maintenance (O&M) Coordinator. The Rad Con Coordinator reports to the HP Coordinator.

4.1 ACTIVATION (Use Attachment 2, OSC Checklist - Activation)

NOTE The first person arriving at the OSC must initiate the OSC activation.

4.1.1 Establish contact with the Technical Support Center (TSC) (if activated) or the Control Room (if the TSC is not activated) to announce the initiation of OSC activation.

4.1.1.1 In the Service Building Lunchroom, the telephones need to be removed from the Emergency Equipment Kit (break the seal) and installed.

| 4.1.1.2 Personnel in the HP Office shall establish contact with the Service Building Lunchroom.

4.1.2 Begin a facility log and conduct communications in accordance with EIP-ZZ-00250, Communications and Record Keeping.

| 4.1.3 Activate/set up OSC emergency equipment shown on Attachment 1, OSC Floor Plan and Equipment Locations.

4.1.4 Ensure personnel log-in on the OSC Organization/Status or Health Physics Office Organization/Status Board, as applicable.

NOTE Due to the large amount of personnel and the fact that personnel will be constantly entering and exiting the OSC, strict accountability of OSC personnel must be maintained.

| 4.1.5 Ensure that radiological habitability has been established in the Service Building Lunchroom.



- | 4.1.6 Make an assessment of personnel available in the OSC.
- | 4.1.6.1 Designate necessary personnel to maintain the status board, logs, and communications.
- | 4.1.6.2 Report the results of personnel assessment and the projected OSC activation time to the O&M Coordinator/HP Coordinator.
- 4.2 OPERATIONS (Use Attachment 5, OSC Checklist Operations)
- 4.2.1 If accountability is required in accordance with SDP-ZZ-PP008, Personnel Accountability, make note of all personnel on the OSC Organization/Status or Health Physics Office/Organization/Status Board and prepare a roster of all personnel by name and UE Badge Number.
  - | NOTE Ensure security receives the facility accountability results as soon as possible to ensure that accountability is completed within 30 minutes.
- 4.2.1.1 Inform Security of the facility accountability results.
- 4.2.2 If ordered to evacuate the OSC, ensure an orderly evacuation to the designated location.
- 4.2.2.1 Ensure all OSC personnel, including dispatched emergency teams, know the evacuation location.
- | 4.2.3 Ensure emergency teams are assembled, briefed, dispatched, and debriefed as directed by the O&M or HP Coordinator in accordance with EIP-ZZ-00220, Emergency Team Formation.
- 4.2.4 Ensure close contact is maintained between the 2 OSC locations to ensure continuity of overall OSC operations.
- 4.2.5 Forward requests for additional support (UE and non UE) through the O&M Coordinator/HP Coordinator.



4.3 DEACTIVATION (Use Attachment 6, OSC Checklist Deactivation)

When directed by the O&M Coordinator/HP Coordinator to deactivate the OSC, ensure the following actions are accomplished:

- 4.3.1 Transfer remaining responsibilities to the TSC/Control Room through the O&M Coordinator/HP Coordinator.
- 4.3.2 Assess OSC personnel status to ensure all personnel are accounted for.
- 4.3.3 Restore emergency equipment/supplies shown on Attachment 1 to preactivation conditions.
- 4.3.4 Upon completion of the above steps, inform the O&M Coordinator/HP Coordinator that the OSC is deactivated.

5.0 FINAL CONDITIONS

- 5.1 The OSC and Rad Con Coordinators shall assess the status of the OSC and ensure that:
  - 5.1.1 All records generated during the operation of the OSC have been handled per EIP-ZZ-00250.
  - 5.1.2 All equipment/supplies have been restored to preactivation conditions.
  - 5.1.3 The entire OSC staff has been relieved of all emergency duties.

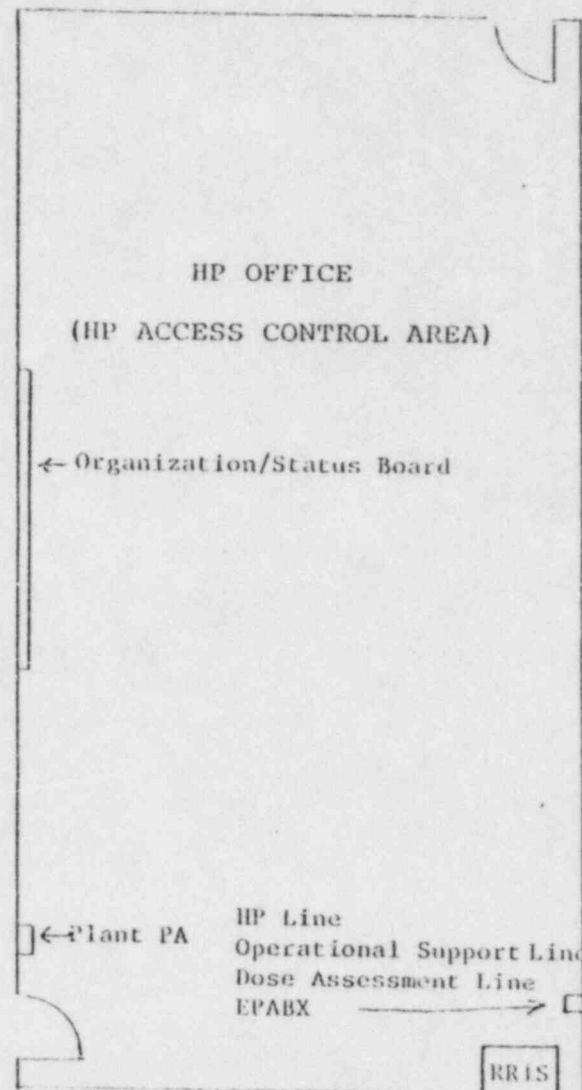
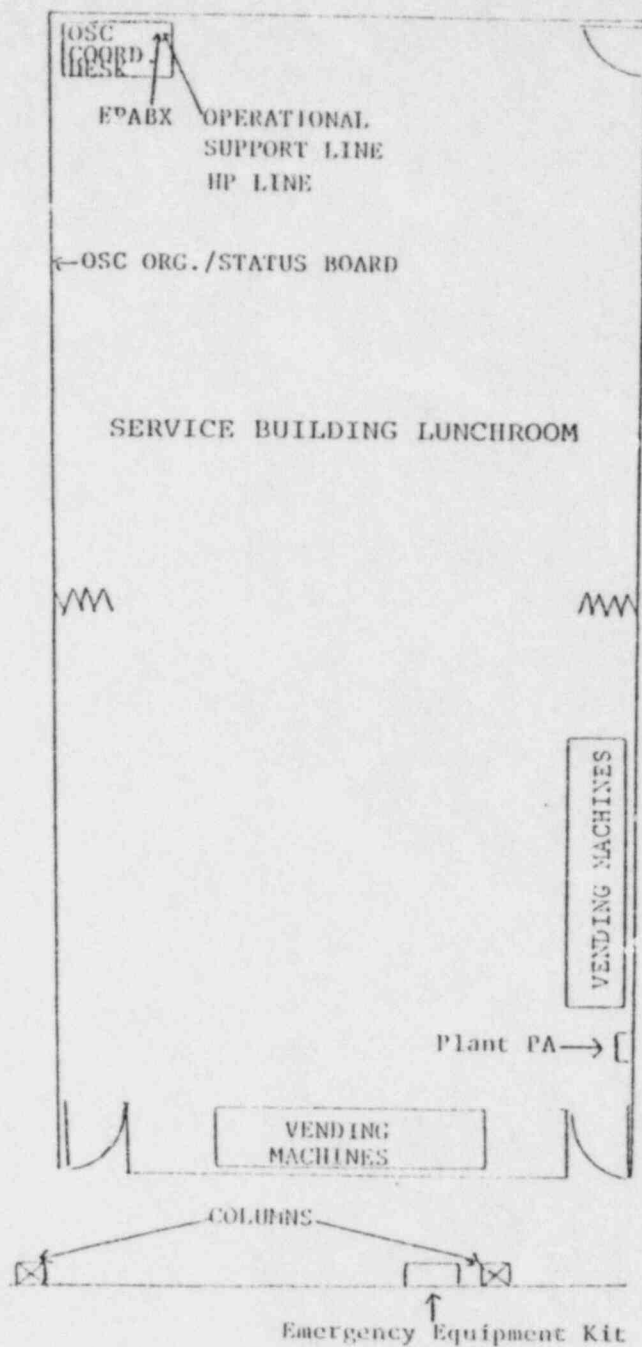
6.0 RECORDS

6.1 OA RECORDS

- 6.1.1 Attachment 2, OSC Checklist - Activation
- 6.1.2 Attachment 3, OSC Checklist - Operations
- 6.1.3 Attachment 4, OSC Checklist - Deactivation

7.0 REFERENCES

- 7.1 Callaway Plant Radiological Emergency Response Plan (RERP).
- 7.2 EIP-ZZ-00220, Emergency Team Formation.
- 7.3 EIP-ZZ-00250, Communications and Record Keeping.
- 8.0 ATTACHMENTS
- 8.1 Attachment 1, OSC Floor Plan and Equipment Locations
- 8.2 Attachment 2, OSC Checklist - Activation (CA-#270)
- | 8.3 Attachment 3, OSC Checklist - Operations (CA-#273)
- | 8.4 Attachment 4, OSC Checklist - Deactivation (CA-#274)



Drawings Not to Scale

OSC FLOOR PLAN AND EQUIPMENT LOCATIONS

Proced. No. EIP-22-00241  
Rev. 1

## OSC CHECKLIST

ACTIVATION

Date	Time
------	------

Performed by \_\_\_\_\_

## Initials

1. TSC/Control Room contacted \_\_\_\_\_ time.  
\*a. Lunchroom contacted \_\_\_\_\_ time.
2. Facility Log Sheet initiated (EIP-ZZ-00250, Communications and Record Keeping).
3. Equipment made ready. (Use Attachment 1)  
a. Telephones \_\_\_\_\_ e. PA  
b. Radios \_\_\_\_\_ f.  
c. Organization/Status Board  
d. Emergency Equipment Kit\*\*
4. Personnel logging in on Organization/Status Board.
5. OSC Personnel Assessment  
a. Logkeeper \_\_\_\_\_  
Name  
b. Communicator \_\_\_\_\_  
Name  
c. O & M Coordinator/HP Coordinator informed.
6. Ensure that radiological habitability has been established in the Service Building Lunchroom.
7. OSC activated \_\_\_\_\_ time.

\*HP Access Control Area

\*\*Service Building Lunchroom  
Only

OSC Coordinator/RadCon Coordinator  
Signature

Proced. No. EIP-ZZ-00241  
Rev. 1

☐ Service Building      OSC CHECKLIST  
Lunchroom              OPERATIONS

☐ HP Access Control  
Area

\_\_\_\_\_ Date \_\_\_\_\_ Time

Initials

- \_\_\_\_ 1. Accountability required yes/no (circle).
  - \_\_\_\_ a. Personnel accounted for.
  - \_\_\_\_ b. Security informed.
- \_\_\_\_ 2. Evacuation yes/no (circle). \_\_\_\_\_ Time.
  - \_\_\_\_ a. Location \_\_\_\_\_
  - \_\_\_\_ b. OSC personnel informed of evacuation.
  - \_\_\_\_ c. OSC personnel accounted for.
- \_\_\_\_ 3. O & M Coordinator/HP Coordinator contacted.
  - \_\_\_\_ a. Emergency Teams discussed.
  - \_\_\_\_ b. Emergency Teams formed per EIP-ZZ-00220,  
Emergency Team Formation.
- \_\_\_\_ 4. OSC Coordinator and RadCon Coordinator in contact.
- \_\_\_\_ 5. Additional support yes/no (circle).
  - \_\_\_\_ a. O & M Coordinator/HP Coordinator informed.

\_\_\_\_\_  
OSC Coordinator/RadCon Coordinator  
Signature



☐ Service Building      OSC CHECKLIST  
Lunchroom

DEACTIVATION

Date \_\_\_\_\_ Time \_\_\_\_\_

Initials

1. Directed to deactivate OSC by \_\_\_\_\_ Title/Name  
at \_\_\_\_\_ time.
2. Responsibilities transferred to the TSC/Control Room.
3. OSC personnel accounted for.
4. Equipment restored. (Use Attachment 1)
- \_\_\_\_\_ a. Telephones \_\_\_\_\_ e.  
\_\_\_\_\_ b. Radios \_\_\_\_\_ f.  
\_\_\_\_\_ c. Organization/Status Board  
\_\_\_\_\_ d. Emergency Equipment Kit\*
5. Records collected and handled per EIP-ZZ-00250.
6. O & M Coordinator/HP Coordinator informed that above steps completed.
7. Personnel relieved.
8. OSC deactivated \_\_\_\_\_ time.

\*Service Building Lunchroom Only

OSC Coordinator/RadCon Coordinator  
Signature