

UNION ELECTRIC COMPANY

CALLAWAY PLANT EMERGENCY PLAN IMPLEMENTING PROCEDURE INDEX

HEALTH PHYSICS  
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<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	0	04/29/83	04/20/83	Hlth Phy
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	0	04/29/83	04/19/83	Hlth Phy
EIP-ZZ-00216	Potassium Iodine Administration	0	10/04/83		Emg. Prep
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
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HEALTH PHYSICS

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EIP-ZZ-00240	Activation of Technical Support Center	0	07/18/83	06/18/83	Hlth Phy
EIP-ZZ-00241	Activation of Operational Support Center	0	07/18/83	06/09/83	Hlth Phy
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	11/23/83	11/20/83	Hlth Phy
EIP-ZZ-A0020	Maintaining Emergency Preparedness	0	11/23/83		Hlth Phy

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CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
EIP-ZZ-A0010  
EMERGENCY DRILLS AND EXERCISES

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APPROVED BY William E. Muthenberger DATE 11-21-83

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This procedure contains the following:

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Attachments	<u>1</u>	through	<u>11</u>
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DEFICIENCY LIST

Section	Deficiency Description	Constraints
Attachment 1	A communications test procedure needs to be developed.	None



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EMERGENCY DRILLS AND EXERCISES

1.0 PURPOSE AND SCOPE

The purpose of this procedure is to provide guidance in developing and conducting emergency drills and exercises.

2.0 DEFINITIONS

2.1 CONTROLLER

An individual assigned to monitor and evaluate a particular area or group during a drill/exercise, and having the responsibility of implementing the scenario and providing guidance, if necessary.

2.2 DRILL

A supervised instruction period aimed at testing, developing, and maintaining proficiency in a particular operation.

2.3 DRILL/EXERCISE COORDINATOR

The individual responsible for drill/exercise development and conduct. The Drill/Exercise Coordinator has the authority to start, stop, or place the drill/exercise on temporary hold.

2.4 DRILL/EXERCISE SCENARIO

A chronological sequence of events used to conduct and control a drill or exercise.

2.5 EXERCISE

An event that tests the overall and integrated ability of Union Electric Emergency organizations and off-site response agencies to respond to a simulated emergency.

2.6 EXERCISE PACKAGE

A final document which is the basis for the conduct of an exercise.

2.7 EXERCISE PROPOSAL

A preliminary document which provides a basic overview, including the tentative date, purpose, objectives, and participants, of the exercise.

2.8 OBSERVER

An individual assigned to evaluate one or more participant's activities during a drill/exercise, but having no authority to influence the conduct of the drill/exercise.

2.9 PARTICIPANT

A response organization (e.g., UE, state, local) member who responds during the drill/exercise in accordance with appropriate plans and procedures to a simulated emergency.

2.10 Visitor

An individual who does not participate or evaluate, but only watches a drill/exercise.

3.0 RESPONSIBILITIES

3.1 VICE PRESIDENT, NUCLEAR

The Vice President, Nuclear, shall:

3.1.1 Review and approve Exercise Proposals.

3.1.2 Review and sign the Exercise Package cover letter.

3.2 MANAGER, CALLAWAY PLANT

The Manager, Callaway Plant, or designee, shall:

- 3.2.1 Approve the conduct of drills which involve participation of UENO personnel.
- 3.2.2 Review and approve Exercise Proposals.
- 3.2.3 Provide support in the development, observation, evaluation, and performance of drills and exercises.
- 3.2.4 Assign a designee to approve drills in which he will participate.

3.3 GENERAL MANAGER, ENGINEERING (NUCLEAR)

The General Manager, Engineering, or designee, shall:

- 3.3.1 Approve the conduct of drills which involve the participation of Corporate Nuclear Function personnel and/or off-site agencies.
- 3.3.2 Review and approve Exercise Proposals.
- 3.3.3 Provide support in the development and conduct of drills and exercises.
- 3.3.4 Assign a designee to approve drills in which he will participate.

3.4 MANAGER, NUCLEAR SAFETY AND EMERGENCY PREPAREDNESS

The Manager, Nuclear Safety and Emergency Preparedness, shall:

- 3.4.1 Be responsible for emergency drills and exercises, including preparation, submission, approval, and conduct.

3.4.2 Initiate effective courses of corrective action and ensure resolution of the emergency preparedness deficiencies defined through the conduct of drills and exercises.

3.4.3 Assign a designee to review and approve Exercise Scenarios, Controller/Observer Packages, and Exercise Packages for exercises in which he will participate.

3.5 MANAGER, NUCLEAR INFORMATION

The Manager, Nuclear Information, or designee, shall:

3.5.1 Provide support in the development of drills and exercises which involve participation of Public Relations (PR) personnel.

3.5.2 Provide assistance in the scheduling of PR personnel participating in drills and exercises.

3.5.3 Coordinate news releases concerning forthcoming drills and exercises with the Manager, Nuclear Safety and Emergency Preparedness.

3.6 MANAGERS, NUCLEAR FUNCTION, AND ASSISTANT MANAGERS, CALLAWAY PLANT

The Managers, Nuclear Function, and Assistant Managers, Callaway Plant, shall:

3.6.1 Provide support in the development and conduct of drills and exercises involving activities related to their respective departments.

3.6.2 Assist in the scheduling of personnel from their respective departments participating in drills and exercises.

3.6.3 Assist in resolving deficiencies identified in emergency preparedness affecting their respective departmental activities.



3.7 SUPERVISOR, EMERGENCY PREPAREDNESS

The Supervisor, Emergency Preparedness shall:

- 3.7.1 Ensure that drills and exercises are conducted at the appropriate frequencies.
- 3.7.2 Ensure that drills and exercises are coordinated with Union Electric Departments and off-site organizations involved in drills and exercises.
- 3.7.3 Ensure that drills and exercises are approved through appropriate channels.
- 3.7.4 Initiate effective courses of corrective actions to resolve emergency preparedness deficiencies identified through the conduct of drills and exercises.
- 3.7.5 Ensure that drills and exercises are documented including the corrective actions taken to resolve emergency preparedness deficiencies.

4.0 DRILL/EXERCISE PLANNING GUIDELINES

4.1 DETERMINING DRILL/EXERCISE TYPE AND SCOPE

The Supervisor Emergency Preparedness, shall ensure that drills and exercises are identified by type and scope (the exercise scope shall be further defined in 6.3.2.1), and that Drill/Exercise Coordinators are identified, taking into consideration the following:

- 4.1.1 Attachment 1, Drill and Exercise Descriptions and Frequencies.
- 4.1.2 Drills are not necessarily required to be conducted independently and may be conducted with other drills or as components of an exercise.

- 4.1.3 Responses to actual situations may satisfy drill requirements, provided that the response actions are properly documented and the situation sufficiently tests the emergency response for the drills in question.
- 4.1.4 Exercises shall include mobilization of UE, appropriate State, and selected local organizations to verify their ability to respond to an accident scenario which requires implementation of on-site and off-site radiological emergency response plans.
- 4.1.5 Exercise scenarios shall be varied from year to year to assure that all the major elements of on-site and off-site emergency plans and organizations are tested within a five year period.
- 4.1.6 Drills and exercises shall be conducted under various weather conditions (e.g., spring, summer, fall, winter).
- 4.1.7 Some drills and exercises shall be unannounced.
- 4.2 DEVELOPING A DRILL AND EXERCISE SCHEDULE

Upon establishing the type and scope of drills and exercises, the Supervisor, Emergency Preparedness shall ensure that a drill/exercise schedule is developed, utilizing information from the following:
- 4.2.1 Determine the drill/exercise frequencies using Attachment 1 as guidance.
- 4.2.2 Use Attachment 2, Exercise Scheduling Milestones, and ensure sufficient lead-time is available to develop the elements necessary to conduct the exercise.



4.2.3 Coordinate with the Superintendent, Planning and Scheduling; Superintendent, Training; and the following organizations, as appropriate, and determine drill/exercise dates and times.

4.2.3.1 Union Electric Nuclear Operations

4.2.3.2 Union Electric Nuclear Engineering

4.2.3.3 Union Electric Public Relations

4.2.3.4 State Emergency Management Agency (SEMA)

NOTE SEMA is responsible for providing input from the risk Counties.

4.2.3.5 Federal organizations, if Federal response is planned to be part of the exercise.

5.0 DRILL PREPARATION GUIDELINES

5.1 DRILL APPROVAL

5.1.1 SUPERVISOR, EMERGENCY PREPAREDNESS

Upon scheduling a required drill the Supervisor, Emergency Preparedness, shall ensure that the following actions are completed:

5.1.1.1 Complete Items 1-8 of Attachment 3, Drill Approval Form.

5.1.1.2 Forward Attachment 3 and supporting documents to the Manager, Nuclear Safety and Emergency Preparedness for approval.

5.1.2 MANAGER, NUCLEAR SAFETY AND EMERGENCY PRE-  
PAREDNESS

The Manager, Nuclear Safety and Emergency Preparedness, shall:

5.1.2.1 Review and approve the completed Attachment 3 and forward to the Manager, Callaway Plant and the General Manager, Engineering (Nuclear), as appropriate.

5.1.2.2 Upon obtaining necessary signatures, retain the original of the completed Attachment 3 and make a copy for the Drill Coordinator.

5.2 DRILL DEVELOPMENT

5.2.1 DRILL COORDINATOR

The Drill Coordinator shall develop the drill using the completed Attachment 3 (5.1.2.2): Attachment 5, Pre-Drill/Exercise Checklist; and the following guidelines.

5.2.1.1 Identify and request support necessary to prepare for the drill through the Supervisor, Emergency Preparedness.

5.2.1.1.1 Ensure items and tasks which are necessary to conduct the drill are identified and completed.

5.2.1.2 Ensure that the scenario elements of the drill are kept confidential among personnel involved in their development.

5.2.1.3 Ensure that personnel involved in the development of scenario elements are not drill participants.

5.2.1.4 Identify Drill Controllers, Observers, and participants by discipline, and/or department/organization, and ensure that they are scheduled.

- 5.2.1.5 Coordinate the drill with UE departments and off-site organizations, as necessary, through the Supervisor, Emergency Preparedness.
- 5.2.1.6 Establish a schedule and agendas of necessary meetings, (e.g. Controller/Observer orientations and briefings, participant meetings, drill coordination meetings, critiques).
- 5.2.1.7 Coordinate the development of a drill scenario, utilizing the information in Sections 1 through 5 of the completed Attachment 3.
  - 5.2.1.7.1 The scenario shall be in sufficient detail to adequately control and evaluate the drill.
  - 5.2.1.7.2 Attachments 6, Scenario Form; 7, Controller Guide; and 8, Scenario Message Form may be utilized as necessary.
  - 5.2.1.7.3 Forward the completed scenario to the Supervisor, Emergency Preparedness for appropriate review and approval.
  - 5.2.1.7.4 Ensure that recent changes to plans, procedures, philosophies, etc., are evaluated and incorporated, as necessary, to ensure proper conduct of the drill.
- 5.2.1.8 Coordinate the development of a Controller/Observer Package utilizing the guidelines of Section 6.3.4, as necessary.
  - 5.2.1.8.1 Forward the completed Controller/Observer Package to the Supervisor, Emergency Preparedness for review and approval.
- 5.2.1.9 Conduct Controller/Observer orientations, as necessary, to ensure that they are aware of their duties, how the drill will be conducted and evaluated, and the use of the Controller/Observer packages.

5.2.1.10 Conduct a pre-drill briefing for Controllers and Observers, preferably a few hours before the drill, and distribute the necessary documents and supplies to the Drill Controller/Observers.

5.2.1.11 Conduct the drill as scheduled utilizing guidance provided in Section 7.0 of this procedure.

6.0 EXERCISE PREPARATION

6.1 SUPERVISOR, EMERGENCY PREPAREDNESS

Upon scheduling a required exercise, the Supervisor, Emergency Preparedness, shall ensure that the following actions are completed:

6.1.1 Assign an Exercise Coordinator, if not previously assigned, and form an Exercise Committee to assist in exercise development. The Exercise Committee shall consist of appropriate representatives from the following organizations:

NOTE The Exercise Coordinator shall be the Exercise Committee Chairman. Exercise Committee members shall not be Exercise Participants, but may be utilized as Controllers.

6.1.1.1 Union Electric Nuclear Operations

6.1.1.2 Union Electric Nuclear Engineering

6.1.1.3 Union Electric Public Relations

6.1.1.4 State Emergency Management Agency (SEMA)

NOTE SEMA is responsible for providing input from the risk Counties.

- 6.1.2 Direct the Exercise Coordinator to develop the exercise including the following with assistance of the Exercise Committee:
  - 6.1.2.1 Exercise Proposal
  - 6.1.2.2 Exercise Scenario
  - 6.1.2.3 Controller/Observer Package
  - 6.1.2.4 Exercise Package
- 6.1.3 Review and approve the items listed in 6.1.2 and forward them to the Manager, Nuclear Safety and Emergency Preparedness.
- 6.1.4 Provide assistance as necessary in the development of the exercise.
- 6.2 MANAGER, NUCLEAR SAFETY AND EMERGENCY PREPAREDNESS

The Manager, Nuclear Safety and Emergency Preparedness, or designee shall:

  - 6.2.1 Review and approve the items in 6.1.2.
  - 6.2.2 Forward the Exercise Proposal to the Manager, Callaway Plant; General Manager, Engineering (Nuclear); and Vice President, Nuclear for approval.
  - 6.2.3 Forward the Exercise Package cover letter to the Vice President, Nuclear, for his signature.
  - 6.2.4 Ensure that the submittal requirements of Attachment 2 are met.
- 6.3 EXERCISE COORDINATOR

The Exercise Coordinator shall coordinate the development of the exercise with the Exercise Committee.



6.3.1 PRE-EXERCISE ACTIVITIES

Upon being tasked to develop and conduct the exercise, the Exercise Coordinator shall prepare for the exercise using Attachment 5, Pre Drill/Exercise Checklist, and the following guidelines as appropriate:

NOTE The items in Section 6.3.2, 6.3.3, and 6.3.4 may be developed concurrently with the items in this Section.

- 6.3.1.1 Identify and request support necessary to prepare for the exercise through the Supervisor, Emergency Preparedness.
- 6.3.1.1.1 Ensure items and tasks which are necessary to conduct the exercise are identified and completed.
- 6.3.1.2 Ensure that scenario elements of the exercise are kept confidential among personnel involved in their development.
- 6.3.1.3 Ensure personnel involved in the development of scenario elements of the exercise are not exercise participants.
- 6.3.1.4 Identify exercise Controllers, Observers, and participants by discipline, and/or department/organization and ensure that they are scheduled.
  - 6.3.1.4.1 A sufficient number of Controllers and Observers shall be designated to support the scenario.
  - 6.3.1.4.2 Observers from Federal, State, and local organizations shall be invited to attend exercises.
- 6.3.1.5 Coordinate the exercise with UE departments and off-site organizations as necessary, through the Supervisor, Emergency Preparedness.

- 6.3.1.6 Establish a schedule and agenda of necessary meetings. These meetings may include:
  - 6.3.1.6.1 Exercise coordination meetings (including meetings with Federal, State, and local officials).
  - 6.3.1.6.2 Controller and Observer orientations and briefings.
  - 6.3.1.6.3 Participant meetings (pre- and post-exercise)
  - 6.3.1.6.4 Critiques
  - 6.3.1.6.5 Corrective action meetings
- 6.3.1.7 Conduct orientations for Controllers, Observers, and participants to ensure that they are aware of their duties, and the conduct of the exercise.
- 6.3.1.8 Conduct a pre-exercise briefing with Controllers and Observers, preferably a few hours before the exercise and distribute the necessary documents and supplies.
- 6.3.1.9 Conduct the exercise utilizing the guidance provided in Section 7.0 of this procedure.

6.3.2 EXERCISE PROPOSAL

Develop an Exercise Proposal as follows:

- 6.3.2.1 Identify and develop the scope of the exercise utilizing Attachment 9, Exercise Development Checklist, and addressing the guidelines in 4.1 and the following:
  - 6.3.2.1.1 Areas where weakness was demonstrated in previous drills and exercises.
  - 6.3.2.1.2 Response to a simulated emergency which results in off-site radiological releases which require response by off-site authorities (SITE or GENERAL EMERGENCY).



- 6.3.2.1.3 Response by on-site and off-site emergency organizations, down to working level activities.
- 6.3.2.1.4 Implementation of emergency plans by organizations which are to participate in the exercise.
- 6.3.2.2 Using the exercise scope and the completed Attachment 9 prepared in 6.3.2.1, develop detailed on-site and off-site objectives which shall be used to establish the scope and boundaries of the Exercise Scenario and to establish areas to be tested. It should be noted in the objectives whether certain items will be simulated (e.g., non-essential personnel or public evacuation, public alert system activation). The following areas should be addressed, as appropriate:
  - 6.3.2.2.1 Accident Classification and Assessment.
  - 6.3.2.2.2 Notification and Communications.
  - 6.3.2.2.3 Activation and Response.
  - 6.3.2.2.4 Emergency Response Facility Activation and Operations.
  - 6.3.2.2.5 Direction and Control (Organizational).
  - 6.3.2.2.6 Radiological Assessment.
  - 6.3.2.2.7 Access Control.
  - 6.3.2.2.8 Public Information.
  - 6.3.2.2.9 Protective Actions (Decision Making).
  - 6.3.2.2.10 Exposure Control.
  - 6.3.2.2.11 Reentry and Recovery.

6.3.2.3 Prepare the Exercise Proposal using the following format as a guideline:

6.3.2.3.1 Cover Letter

The letter contains the purpose of the Exercise Proposal, the proposed exercise time and date, and the individual(s) who should be contacted for further information concerning the proposal. The letter shall be signed by the V.P., Nuclear, upon his review and approval of the proposal. The letter should be a ULNRC.

6.3.2.3.2 Exercise Scope

This section contains the scope developed in 6.3.2.1 including organizations which are anticipated to participate in the exercise (e.g., UE, State, local).

6.3.2.3.3 Exercise Objectives

This section contains the detailed objectives of the exercise as discussed in Step 6.3.2.2

6.3.2.4 Submit the completed Exercise Proposal to the Supervisor, Emergency Preparedness.

6.3.2.5 Prepare to meet with NRC and FEMA representatives approximately 15 days after the Exercise Proposal is submitted to discuss and resolve comments.

6.3.2.6 Resolve the NRC and FEMA comments as necessary.

NOTE Ensure incorporation of any major changes in the objectives as a result of NRC and FEMA comments into the Exercise Scenario which is developed as part of the Exercise Package discussed in Section 6.3.5.

6.3.3 EXERCISE SCENARIO

NOTE The Exercise Scenario shall be strictly controlled so that the exercise remains confidential.

Using the scope and objectives developed in 6.3.2.1 and 6.3.2.2, prepare an Exercise Scenario as follows:

- 6.3.3.1 Develop the basic scenario, using Attachment 6, Scenario Form which is to be used as a planning tool for detailed scenario development.
  - 6.3.3.1.1 The basic scenario should contain the critical exercise events.
  - 6.3.3.1.2 The basic scenario should be concise and provide a quick overview of exercise events.
- 6.3.3.2 Upon completion of the basic scenario, develop a detailed scenario (Attachments 6, 7, & 8 may be used) by the addition of sufficient data to control and evaluate the exercise. The detailed scenario should include, as appropriate:
  - 6.3.3.2.1 Plant data including initial condition.
  - 6.3.3.2.2 Radiological data.
  - 6.3.3.2.3 Meteorological data.
  - 6.3.3.2.4 Chemistry data.
  - 6.3.3.2.5 Off-site data.
  - 6.3.3.2.6 Exercise messages, including message number, time issued, issuer, recipient, and content.

6.3.3.2.7 The anticipated participant reaction to any scenario event.

6.3.3.3 The Exercise Scenario should be formatted for submittal to the NRC via a ULNRC cover letter as follows:

6.3.3.3.1 Assumptions and Basis

This section contains basic assumptions which provide an understanding for the basis of the Exercise Scenario sequence of events.

6.3.3.3.2 Initial Conditions

This section contains the initial conditions (simulated or real) which will exist prior to the onset of the exercise. The initial conditions include plant status, meteorological conditions, radiological conditions, etc.

6.3.3.3.3 Narrative Summary

This section contains a written summary of the Exercise Scenario.

6.3.3.3.4 Scenario Sequence of Events

This section contains the detailed sequence of events which takes into account the time frame in which the events are to occur, the anticipated participant response, and references to messages which are issued to participants to initiate specific events. Attachment 6 may be used in this section.

6.3.3.4 Submit the completed Exercise Scenario to the Supervisor, Emergency Preparedness.

6.3.4 CONTROLLER/OBSERVER PACKAGE

NOTE The Controller/Observer package shall be strictly controlled so that the Exercise is not compromised.

- 6.3.4.1 The Controller/Observer package should contain as a minimum:
  - 6.3.4.1.1 The overall Controller/Observer organization including assignments, telephone numbers, and other communications means.
  - 6.3.4.1.2 Rules/guidelines for Controllers, Observers, and participants.
  - 6.3.4.1.3 Evaluation criteria for the different facilities/areas to be evaluated.
  - 6.3.4.1.4 The basic scenario prepared in 6.3.3.1 to provide a quick overview of the exercise.
  - 6.3.4.1.5 The detailed scenario prepared in 6.3.3.2 or a completed Controller Guide.
  - 6.3.4.1.6 Messages.
  - 6.3.4.1.7 Training Documentation Form (CA #39)
  - 6.3.4.1.8 Attachment 10, Controller/Observer Comment Sheets.
  - 6.3.4.1.9 Participant Recommendation Comment Sheets.
- 6.3.4.2 Submit the completed Controller/Observer package to the Supervisor, Emergency Preparedness.

6.3.5 EXERCISE PACKAGE

NOTE The completed Exercise Package shall be strictly controlled so that the exercise is not compromised.

6.3.5.1 The Exercise Package should contain as a minimum:

6.3.5.1.1 Title Page

6.3.5.1.2 Cover Letter

A cover letter which briefly discusses the purpose and use of the Exercise Package. The letter shall be signed by the Vice President, Nuclear.

6.3.5.1.3 Table of Contents

6.3.5.1.4 Acronyms, Abbreviations, and Definitions

6.3.5.1.5 Exercise Scope

6.3.5.1.6 Participating Organizations

6.3.5.1.7 Schedule of Events

The schedule should contain the times, dates, and locations of orientations, meetings, and critiques which will be held for Exercise Controllers, Observers, visitors, and other representatives.

6.3.5.1.8 Exercise Objectives

6.3.5.1.9 Exercise Scenario including data and messages.

6.3.5.1.10 Exercise Conduct Guidelines

This section should be similar to the Controller/Observer Package.

6.3.5.1.11 Critique Agenda

6.3.5.1.12 Supporting Information

Any floor plans, site/area maps, general plant information, etc.



7.0 DRILL/EXERCISE CONDUCT

7.1 DRILL/EXERCISE GUIDELINES

7.1.1 DRILL/EXERCISE COORDINATOR

The Drill/Exercise Coordinator is in charge of the drill/exercise and shall adhere to the following guidelines, as appropriate:

- 7.1.1.1 Ensure Controllers and Observers are briefed prior to the drill/exercise.
- 7.1.1.2 Ensure that Controllers, Observers, and visitors are aware that the Drill/Exercise package is to be strictly controlled and shall not be released or divulged to participants or unauthorized parties.
- 7.1.1.3 Maintain responsibility for starting the drill/exercise, stopping the drill/exercise, or putting the drill/exercise on temporary hold.
  - 7.1.1.3.1 No actions shall be performed which have the potential for affecting plant operations.
  - 7.1.1.3.2 Drill/exercise activities shall be put on hold or suspended, if an actual emergency arises.
  - 7.1.1.3.3 If an unsafe act is reported by a Controller, determine if the drill/exercise should be put on hold or terminated.
- 7.1.1.4 Remain free to move from one location to another to effectively observe and control the drill/exercise.
- 7.1.1.5 Monitor the progress of the drill/exercise and, if absolutely necessary, modify the scenario to correct poor progress or to meet objectives.



- 7.1.1.6 Ensure personnel are aware that all drill or exercise related telephone communications, radio transmissions, and public address communications begin and end with the statement, "This is an exercise (or drill)".
- 7.1.1.7 Ensure Observers and Controllers are in their designated locations prior to the start of the drill/exercise.
- 7.1.1.8 If changes are made to the drill/exercise package, ensure that all Controllers and Observers are aware of the changes.
- 7.1.1.9 Be prepared to mediate any jurisdictional or interagency disagreement.
- 7.1.1.10 Ensure that there is minimal interference from Controllers and Observers to allow maximum participant free play.
- 7.1.1.11 Ensure that a critique is scheduled as soon as possible after the drill/exercise.
- 7.1.1.12 Ensure records are collected and forwarded to the Supervisor, Emergency Preparedness.
- 7.1.2 DRILL/EXERCISE CONTROLLERS  
Controllers shall:
  - 7.1.2.1 Perform their duties as designated in the Controller/Observer package.
  - 7.1.2.2 Follow the directives of lead Controllers or the Drill/Exercise Coordinator.
  - 7.1.2.3 Ensure participants, Observers, and Controllers sign Training Documentation Forms (CA #39).

7.1.3 DRILL/EXERCISE OBSERVERS

Observers shall:

7.1.3.1 Perform their duties as designated in the Controller/Observer package.

7.1.3.2 Follow the directives of the Controllers and the Drill/Exercise Coordinator.

7.1.4 DRILL/EXERCISE PARTICIPANTS

Participants shall:

7.1.4.1 Carry out all actions as much as possible.

7.1.4.2 Comply with participant messages and directives given by Controllers.

7.1.5 DRILL/EXERCISE VISITORS

Visitors who have been invited to informally observe a drill or exercise should follow the directions of Controllers and any drill/exercise rules provided as guidance.

7.2 DRILL/EXERCISE CRITIQUES

Upon the completion of drills and exercises, the Drill/Exercise Coordinator, acting as Critique Chairman, shall:

- 7.2.1 Conduct internal (Callaway Plant response) critique sessions with selected Controllers, Observers, and participants as soon as possible after drills/exercises.

NOTE For drills and exercises in which many areas of response are to be evaluated, critiques may be divided into several preliminary sessions. The Controllers, Observers, and participants can meet and have discussions in the locations where personnel were assigned during the drill/exercise (e.g., Control Room, Simulator, TSC, EOF, OSC).

- 7.2.2 Discuss the outcome of the drill/exercise. Discussions should include:
- 7.2.2.1 Weak areas of emergency response.
  - 7.2.2.2 Strong areas of emergency response.
  - 7.2.2.3 Scenario applicability and realism.
  - 7.2.2.4 Recommendations for improving emergency preparedness.
  - 7.2.2.5 Overall conduct of drill/exercise.
- 7.2.3 Inform critique attendees that comments, evaluations, and recommendations are to be documented on the following, as appropriate.
- 7.2.3.1 Controller/Observer evaluation sheets (developed with Controller/Observer Package).
  - 7.2.3.2 Attachment 10, Controller/Observer Comment Sheets.

- 7.2.3.3 Attachment 11, Comment/Recommendation Sheets.
- 7.2.4 Collect Training Documentation Forms from Controllers.
- 7.2.5 Collect the records which are discussed in Steps 7.2.3 and 7.2.4 from critique attendees.
- 7.2.6 Assimilate comments and recommendations from the critique and forward a summary report including a roster of critique attendees to the Supervisor, Emergency Preparedness, within 24 hours.
- 7.2.7 Ensure that records discussed in Step 7.2.5 are handled in accordance with Section 8.0 of this procedure.
- 7.2.8 Attend the NRC/FEMA critiques and provide an overview of Callaway Plant response to the scenario (exercises only).

8.0 DRILL/EXERCISE RECORDS

8.1 DRILL/EXERCISE PARTICIPANTS

All drill/exercise participants shall adhere to the following guidelines, as appropriate.

NOTE The records and logs in 8.1.1 and 8.1.2 are generated by participants during the exercise and are not associated with records collected by the Drill/Exercise Coordinator in 8.3.1.

- 8.1.1 Ensure that records and logs generated during the exercise are completed and forwarded to the Emergency Response Organization Member in charge of the Emergency Response Facility (ERF) (e.g., Emergency Coordinator, OSC Coordinator) in which the records and logs are associated.
- 8.1.2 Each person in charge of an ERF shall ensure that records and logs generated in association with the operation of the facility are collected and forwarded to the Supervisor, Emergency Preparedness for review and disposition.
- 8.1.3 Each participant shall record any comments on drills/exercises on Attachment 11, Comment/Recommendation Sheet, and forward the comments to the Controller responsible for evaluating their area of emergency response.
- 8.1.4 Each participant shall ensure that they have signed the Training Documentation Form.
- 8.2 DRILL/EXERCISE CONTROLLERS and OBSERVERS
- Controllers and Observers shall adhere to the following record disposition guidelines, as appropriate:
- 8.2.1 Controllers shall ensure that personnel have signed the Training Documentation Form.
- 8.2.2 Upon completion of critiques, ensure that all evaluations, comments, and recommendations are forwarded to the Drill/Exercise Coordinator.

8.3 DRILL/EXERCISE COORDINATOR

The Drill/Exercise Coordinator shall:

- 8.3.1 Upon completion of critiques, ensure that Training Documentation Forms, evaluations, comments, and recommendations are collected and organized.
- 8.3.2 Review and forward the records collected in 8.3.1 to the Supervisor, Emergency Preparedness.

8.4 SUPERVISOR, EMERGENCY PREPAREDNESS

The Supervisor, Emergency Preparedness shall:

- 8.4.1 Review and organize drill/exercise records into four basic categories:
  - 8.4.1.1 Records and forms generated during the drill/exercise by participants (e.g., facility logs, status sheets, facility checklists, calculation sheets, etc.)

NOTE Records and forms generated during drills and exercises are not considered QA Records as indicated in EPIPs. Only Records and Forms generated in real emergencies are QA Records.
  - 8.4.1.2 Evaluations, comments, recommendations, and critique summaries generated by Controllers, Observers or participants.
  - 8.4.1.3 Training Documentation Forms which verify participation in a required exercise.
  - 8.4.1.4 Corrective Actions (These records are generated after identification and resolution of corrective actions in accordance with EIP-ZZ-A0020, Maintaining Emergency Preparedness).



- 8.4.2 Ensure that original copies of Drill/Exercise records and forms are stamped "DRILL RECORDS".
- 8.4.3 Forward the original Training Documentation Forms to Training for input into the Training Records and final disposition to Document Control as QA Records.
- 8.4.4 Forward the original Drill/Exercise records to the Records Management Supervisor, Document Control, for disposition.

9.0 RECORDS

9.1 QA RECORDS

Completed Training Documentation Forms (CA #39).

9.2 COMMERCIAL RECORDS

Developmental documents and records generated during conduct of the drill/exercise.

10.0 REFERENCES

- 10.1 Callaway Plant Radiological Emergency Response Plan RERP.
- 10.2 Title 10, Code of Federal Regulations.
- 10.3 NUREG-0654/FEMA-REP-1, Rev. 1, Appendix 1.
- 10.4 INPO Good Practice, Emergency Response Exercise Plan, March, 1983.
- 10.5 EIP-ZZ-A0020, Maintaining Emergency Preparedness.

11.0 ATTACHMENTS

- 11.1 Attachment 1, Drill and Exercise Descriptions and Frequencies
- 11.2 Attachment 2, Exercise Scheduling Milestones



- 11.3 Attachment 3, Drill Approval Form
- 11.4 Attachment 4, Plan/Procedure Implementation Checklist
- 11.5 Attachment 5, Pre-Drill/Exercise Checklist
- 11.6 Attachment 6, Scenario Form
- 11.7 Attachment 7, Controller Guide
- 11.8 Attachment 8, Scenario Message Form
- 11.9 Attachment 9, Exercise Development Checklist
- 11.10 Attachment 10, Controller Observer Comment Sheet
- 11.11 Attachment 11, Comment/Recommendation Sheet

DRILL AND EXERCISE DESCRIPTIONS AND FREQUENCIES

TYPE	DESCRIPTION	FREQUENCY
Communications Drills	<p>Communications shall be tested in accordance with procedure (later).</p> <p>Communications drills shall include the understanding of the content of messages.</p>	In accordance with procedure (later)
Accountability and Evacuation Drill	This drill tests the ability of Callaway Plant personnel to expeditiously evacuate plant and site areas, and demonstrates the effectiveness of the personnel accountability mechanism.	Annually
Medical Emergency Drill	This drill involves the response to simulated contaminated injured/ill individuals including participation by off-site ambulance services and medical treatment facilities. The drill tests the capabilities of emergency vehicle access to plant areas, on-site Health Physics support, first aid, off-site services, and on- and off-site communications.	Annually
Post Accident Sampling Drill	This drill involves the use of the Post Accident Sampling System (PASS) and alternate means of analysis and sampling, and the response to actual (continued)	Annually

TYPE	DESCRIPTION	FREQUENCY
Post Accident Sampling Drill (Cont'd.)	(simulated until the plant is operational) radiation levels associated with sampling operations. The drill tests the capabilities of the PASS sampling procedures, and Rad/Chem response personnel.	
Health Physics Drill	This drill involves the response to, and analysis of, simulated elevated airborne and liquid samples, and direct radiation measurements. The drill tests the capabilities of Health Physics response personnel and equipment.	Semi-Annually
Radiological Monitoring Drill	This drill involves on- and off-site monitoring including the collection and analysis of environmental samples (e.g., air, water, soil, vegetation), and provisions for communications and record keeping. The drill tests Health Physics monitoring, communications, and analysis capabilities.	Annually
Fire Drill	This drill tests the response of the Fire Brigade and is conducted in accordance with APA-ZZ-00743, Fire Team Organization and Duties.	In accordance with APA-ZZ-00743 and the SNUPPS FSAR Callaway Addendum Section 9.5, Appendix E.

TYPE	DESCRIPTION	FREQUENCY
Search and Rescue Drill	This drill tests the response of members of the Search and Rescue Teams, including associated Health Physics support, to a realistic situation.	Annually
Emergency Repair Drill	This drill tests the response of members of the Emergency Repair Teams, including associated Health Physics support, to a realistic situation.	Annually
Control Room Drill	This drill tests the response of the On-Shift Emergency Organization, and should include simulated emergency notifications, callout, and communications. Response by emergency teams and dose assessment personnel may also be tested.	Annually
Technical Support Center (TSC) Drill	This drill tests the response of personnel assigned duties in the TSC. Group drills may be held independently to test responses by individual groups (e.g., dose assessment, communications, technical assessment), and then integrated to exercise TSC operations as a whole.	Annually

TYPE	DESCRIPTION	FREQUENCY
Operational Support Center (OSC) Drill	This drill tests the response of personnel assigned duties in the OSC. The drill includes formation, briefing, dispatching, and debriefing of emergency teams, and associated Health Physics support. Actual communications with the teams should be conducted.	Annually
Emergency Operations Facility (EOF) Drill	This drill tests the response of personnel assigned duties in the Emergency Operations Facility.	Annually
Integrated Drills	A combination of one or more drills which test different facets of UE emergency response, to ensure a coordinated effort.	As needed



TYPE	DESCRIPTION	FREQUENCY
Exercise	The Exercise tests the integrated capability of the UE, State, and local emergency organizations to respond to an emergency.	Annually
	The Exercise shall also include participation by Federal emergency response agencies.	At Least Once Every 5 Years
	Provisions shall be made to start an exercise between 6:00 p.m. and midnight.	At Least Once Every 6 Years
	Provisions shall be made to start an exercise between midnight and 6:00 a.m.	At Least Once Every 6 Years



EXERCISE SCHEDULING MILESTONES

DAYS PRIOR TO  
SCHEDULED  
EXERCISE

75 Days	State and licensee jointly submit Exercise Proposal to FEMA and NRC Regions.
60 Days	FEMA and NRC Regions discuss and meet with licensee/State as necessary and prepare response.
45 Days	State and licensee submit Exercise Scenario to FEMA and NRC Regions.
35 Days	FEMA and NRC Regions notify State and licensee of Exercise Scenario acceptability.
20 Days	State and licensee submit Controller/Observer Package to FEMA and NRC Regions.

DRILL APPROVAL FORM

1. Drill Type \_\_\_\_\_ Date \_\_\_\_\_  
Time (24 hour clock) \_\_\_\_\_

2. Drill will be unannounced. No ☐ Yes ☐

3. Drill Objectives (Attach list of objectives)

4. Plans/Procedures to be Implemented (Attach completed Attachment 4, Plan/  
Procedure Implementation Checklist.

5. Departments/Organizations participating in or supporting the drill. (Include  
Off-site organizations and agencies)

_____	_____
_____	_____
_____	_____
_____	_____

(Additional pages may be used if required)

6. Drill Coordinator \_\_\_\_\_, \_\_\_\_\_  
Name Title

7. Prepared by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Signature Title Date

8. Reviewed by \_\_\_\_\_, \_\_\_\_\_  
Supervisor, Emergency Preparedness Signature Date

9. Approved by \_\_\_\_\_, \_\_\_\_\_  
Manager, Nuclear Safety and Signature Date  
Emergency Preparedness

10. UENO Participation No ☐ Yes ☐ (If yes, sign below)

Approved by \_\_\_\_\_, \_\_\_\_\_  
Manager, Callaway Plant Signature Date

11. UE Corporate Nuclear Function, or Off- \_\_\_\_\_  
Site Agency Participation ☐ No ☐ Yes (If yes, sign below)

Approved by \_\_\_\_\_, \_\_\_\_\_  
General Manager, Signature Date  
Engineering (Nuclear)

Return completed form to:  
Manager, Nuclear Safety  
and Emergency Preparedness

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### PLAN/PROCEDURE IMPLEMENTATION CHECKLIST

Primary Plan(s) and Procedure(s) which will be tested.  
(Use additional sheets if necessary)

[illegible]

PRE-DRILL/EXERCISE CHECKLIST

Initial and date the items below as they are completed. Record NA if item is not applicable.

TYPE OF DRILL _____	DATE OF DRILL ____/____/____	
		<u>Date</u> <u>Initials</u>
* 1. Exercise Committee formed.	____/____/____	_____
* 2. Exercise Proposal completed.		
a. Completed and submitted for approval.	____/____/____	_____
b. NRC comments received and incorporated, as necessary.	____/____/____	_____
3. Drill/exercise approval received from management.	____/____/____	_____
4. Personnel		
a. Participants identified and scheduled.	____/____/____	_____
b. Controllers and observers identified and scheduled.	____/____/____	_____
c. Badges identified for non-UE personnel.	____/____/____	_____
5. Facilities/Equipment		
The items below identified, and if necessary, scheduled, and in place.		
a. Facilities	____/____/____	_____
b. Plant Areas	____/____/____	_____
c. Equipment	____/____/____	_____
d. Communications Equipment	____/____/____	_____
e. Vehicles	____/____/____	_____
f. Computer Systems	____/____/____	_____
g. Other Items _____	____/____/____	_____
6. Meetings		
Ensure meetings are scheduled and agendas are prepared as appropriate.		
a. Drill/exercise coordination meetings.	____/____/____	_____
b. Controller/observer orientations and briefings.	____/____/____	_____
c. Participant meetings (pre- and post-drill/exercise)	____/____/____	_____
d. Critiques	____/____/____	_____
e. Corrective action meetings.	____/____/____	_____

\* Exercise Only

	<u>Date</u>	<u>Initials</u>
7. Scenario		
a. Completed and submitted for approval.	/ /	_____
* b. NRC comments received and incorporated, as necessary.	/ /	_____
c. Recent changes to plans, procedures, etc., incorporated, as appropriate.	/ /	_____
8. Controller/Observer Package		
a. Completed and submitted.	/ /	_____
* b. NRC comments received and incorporated, as necessary.	/ /	_____
* 9. Exercise Package completed.	/ /	_____
10. Documents/Supplies		
Sufficient quantities of the following are available and in place to support the drill/exercise.		
a. Plans	/ /	_____
b. Procedures	/ /	_____
c. Maps	/ /	_____
d. Forms	/ /	_____
e. Controller/Observer package	/ /	_____
f. Other supplies	/ /	_____
g. Logistical supplies (pens, paper, clipboards, etc.)	/ /	_____
11. Drill/Exercise ready to be conducted.	/ /	_____

\* Exercise Only

Signatures:

\_\_\_\_\_  
 Drill/Exercise Coordinator

\_\_\_\_\_  
 Supervisor, Emergency Preparedness

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SCENARIO FORM

REAL TIME	SCENARIO TIME	SEQUENCE OF EVENTS	MESSAGE NUMBERS





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SCENARIO MESSAGE FORM

MESSAGE NUMBER	
-------------------	--

CONTROLLER INFORMATION	
REAL TIME	_____HRS
SCENARIO TIME	_____HRS
FROM	_____
TO	_____

LOCATION	
NOTES:	

PARTICIPANT MESSAGE

COMMENTS (Controller Use Only)

# EXERCISE DEVELOPMENT CHECKLIST

1. Time Frame
  - a. Season: \_\_\_\_\_
  - b. Week Period (circle): Weekday Weekend Holiday
  - c. Shift (circle): AM PM OWL
  - d. Proposed Date: \_\_\_\_\_
  - e. Date of Last Exercise: \_\_\_\_\_
  - f. Real Time Duration of Exercise: \_\_\_\_\_
  - g. Scenario Time Duration of Exercise: \_\_\_\_\_
2. Emergency Classifications to be Reached  
\_\_\_\_\_ UNUSUAL EVENT \_\_\_\_\_ ALERT \_\_\_\_\_ SITE EMERGENCY \_\_\_\_\_ GENERAL EMERGENCY
3. Participating Organizations/Facilities
  - a. Union Electric  
\_\_\_\_\_ Control Room \_\_\_\_\_ Backup EOF \_\_\_\_\_ Field Monitoring  
\_\_\_\_\_ TSC \_\_\_\_\_ PR \_\_\_\_\_ Search and Rescue  
\_\_\_\_\_ OSC \_\_\_\_\_ Security \_\_\_\_\_ Emergency Repair  
\_\_\_\_\_ EOF \_\_\_\_\_ Fire Brigade \_\_\_\_\_ Corporate Emergency Center
  - b. Non-UE  
\_\_\_\_\_ EOC, Callaway County/Fulton \_\_\_\_\_ EOC, SEMA \_\_\_\_\_ Sheriff  
\_\_\_\_\_ EOC, Gasconade County \_\_\_\_\_ Bureau of Radiation \_\_\_\_\_ Fire Department  
\_\_\_\_\_ EOC, Montgomery County \_\_\_\_\_ Health \_\_\_\_\_ Emergency Medical  
\_\_\_\_\_ EOC, Osage County \_\_\_\_\_ Region III NRC Office \_\_\_\_\_ Ambulance  
\_\_\_\_\_ UE Corporate Headquarters
4. Communications Tested  
\_\_\_\_\_ Primary \_\_\_\_\_ Backup
5. Medical Emergency Yes/No If yes,  
\_\_\_\_\_ a. On-site response \_\_\_\_\_ b. Off-site response \_\_\_\_\_ c. Contamination  
\_\_\_\_\_ d. Victim(s) \_\_\_\_\_  
\_\_\_\_\_ Injury(ies)
6. Fire Emergency Yes/No If yes,  
\_\_\_\_\_ a. on-site response \_\_\_\_\_ b. off-site response \_\_\_\_\_
7. Public Notification System Activation Yes/No \_\_\_\_\_
8. Personnel
  - a. Shift Turnover \_\_\_\_\_
  - b. Should alternates be used in key positions? Yes/No  
If yes, list. \_\_\_\_\_
9. Evacuation Yes/No If yes,  
\_\_\_\_\_ a. Protected Area \_\_\_\_\_ b. Owner Controlled \_\_\_\_\_ (location)  
\_\_\_\_\_ c. Accountability \_\_\_\_\_
10. Security Response Yes/No If yes,  
\_\_\_\_\_ a. Evacuation \_\_\_\_\_ c. Sabotage/Bomb \_\_\_\_\_ e. Other \_\_\_\_\_  
\_\_\_\_\_ b. Accountability \_\_\_\_\_ d. Intruder \_\_\_\_\_
11. Protective Measures Yes/No If yes,  
\_\_\_\_\_ a. KI \_\_\_\_\_ c. Protective Clothing \_\_\_\_\_  
\_\_\_\_\_ b. Dose Record Update and Check \_\_\_\_\_ d. Local/Facility Habitability \_\_\_\_\_
12. Radiological Release
  - a. Meteorological  
\_\_\_\_\_ 1. Real Time Meteorology \_\_\_\_\_ b. Dose Assessment  
\_\_\_\_\_ 2. Fixed Meteorology \_\_\_\_\_ 1. ARIS \_\_\_\_\_ 4. Long Term  
\_\_\_\_\_ 3. Simulated Weather Forecasts \_\_\_\_\_ 2. Manual \_\_\_\_\_ 5. Source of Release  
\_\_\_\_\_ 3. Field Monitoring
  - c. Post Accident Sampling Yes/No If yes, describe: \_\_\_\_\_
13. Protective Action Recommendations Yes/No If yes, describe: \_\_\_\_\_
14. Additional Assistance Yes/No If yes,  
a. Personnel (describe) \_\_\_\_\_  
b. Material (describe) \_\_\_\_\_
15. Public Relations
  - a. JPIC Activation \_\_\_\_\_
  - b. News Releases (Describe) \_\_\_\_\_
  - c. Coordination with Off-site Agencies (Describe) \_\_\_\_\_
16. Degree of Local Response (Describe) \_\_\_\_\_
17. Degree of State Response (Describe) \_\_\_\_\_
18. Degree of Federal Response (Describe) \_\_\_\_\_

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CONTROLLER/OBSERVER  
COMMENT SHEET

PAGE 1 OF

DATE      /      /     

CONTROLLER/OBSERVER NAME: \_\_\_\_\_

ASSIGNED AREA TO CONTROL/OBSERVE: \_\_\_\_\_

TIME (24 HR CLOCK)	COMMENTS

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PAGE      OF

TIME (24 HR CLOCK)	COMMENTS

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COMMENT/RECOMMENDATION SHEET

NAME \_\_\_\_\_ DATE \_\_\_\_\_

EMERGENCY POSITION IN DRILL/EXERCISE \_\_\_\_\_

COMMENTS

RECOMMENDATIONS



EIP-ZZ-A0020  
November 19, 1983  
Revision 0

CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
EIP-ZZ-A0020  
MAINTAINING EMERGENCY PREPAREDNESS

RESP. DEPT. EMERGENCY PREPAREDNESS PREPARED BY M. FAULKNER

APPROVED BY Steven E. Mittleberg DATE 11-21-83

DATE ISSUED 11/23/83

This procedure contains the following:

Pages	<u>1</u>	through	<u>11</u>
Attachments	<u>1</u>	through	<u>3</u>
Appendices	<u></u>	through	<u></u>
Checklist	<u></u>	through	<u></u>

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4.0	Procedure	3
5.0	Final Conditions	9
6.0	Records	10
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Attachment 1 - Emergency Preparedness Action Item Form

Attachment 2 - Emergency Equipment Kit Inventory

Attachment 3 - Emergency Packet Inventory

MAINTAINING EMERGENCY PREPAREDNESS

1.0 PURPOSE AND SCOPE

The purpose of this procedure is to provide guidance in defining and identifying requirements regarding the annual review and the maintenance, modification, and updating processes of Emergency Preparedness at the Callaway Plant.

2.0 RESPONSIBILITIES

2.1 MANAGER, NUCLEAR SAFETY AND EMERGENCY PREPAREDNESS

The Manager, Nuclear Safety and Emergency Preparedness is responsible for:

- 2.1.1 Maintaining and updating the Radiological Emergency Response Plan (RERP) and the Emergency Plan Implementing Procedures (EPIPs).
- 2.1.2 Coordinating the annual review schedule with the Nuclear Safety Review Board.
- 2.1.3 Informing State and Local emergency response agencies of any modification to the RERP or finding of the annual review that affects the interfacing of the RERP with that governmental agency.
- 2.1.4 Drills and exercises in accordance with EIP-ZZ-A0010, Emergency Drills and Exercises.

2.2 SUPERVISOR, EMERGENCY PREPAREDNESS

The Supervisor, Emergency Preparedness is responsible for:

- 2.2.1 Reviewing all documented deficiencies and recommendations regarding Emergency Preparedness, determining if the deficiencies and recommendations are valid, and assigning the proper department/individual for resolution of the deficiency(ies).
- 2.2.2 Tracking Emergency Preparedness action items to ensure that these items are closed out and certifying that the action items are completed.
- 2.2.3 Ensuring that telephone numbers listed in the Emergency Plan Implementing Procedures and the Emergency Telephone Directory are reviewed and updated.
- 2.2.4 Maintaining and updating of emergency packets.

2.3 NUCLEAR SAFETY REVIEW BOARD (NSRB)

The Nuclear Safety Review Board is responsible for the implementation of the annual review of the Emergency Preparedness program.

2.4 SUPERINTENDENT, HEALTH PHYSICS

The Superintendent, Health Physics is responsible for the inventory and maintenance of emergency equipment kits.

2.5 SUPERINTENDENT, TRAINING

The Superintendent, Training is responsible for providing on-site and off-site training, as required to support the Emergency Preparedness program.

3.0 INITIATING CONDITIONS

This procedure shall be implemented:

- 3.1 By the annual NSRB review.
- 3.2 As a result of, but not limited to, necessary revisions identified in the Emergency Preparedness program from the following mechanisms:
  - 3.2.1 Actual emergencies.
  - 3.2.2 Drills and Exercises.
  - 3.2.3 Regulatory Guidance changes.
  - 3.2.4 NRC Appraisals.
  - 3.2.5 NRC generated communications.
  - 3.2.6 Technical Reviews and individual staff use and evaluation.
  - 3.2.7 Emergency Response Facility and equipment evaluations and tests.
  - 3.2.8 Station procedure revisions or changes.
  - 3.2.9 Recommendations or comments as a result of training.
- 3.3 As directed by the Manager, Nuclear Safety and Emergency Preparedness.

4.0 PROCEDURE

4.1 ANNUAL REVIEW

- 4.1.1 An independent Review of the Emergency Preparedness program shall be performed at least once every twelve (12) months under the direction and cognizance of the UE Nuclear Safety Review Board.

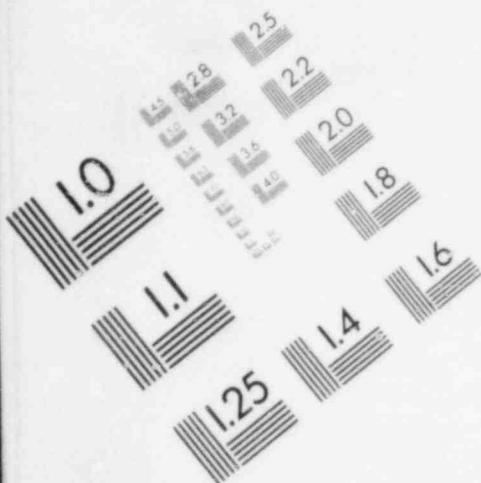
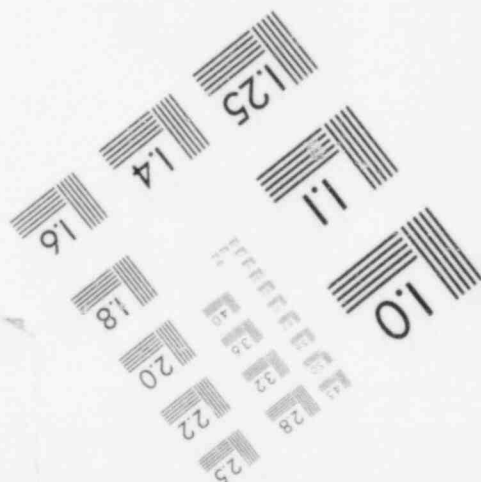
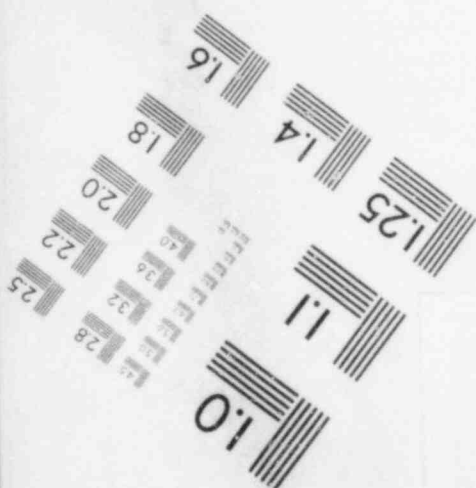
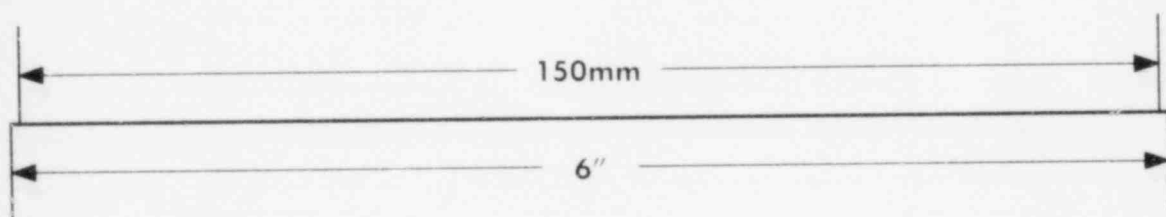
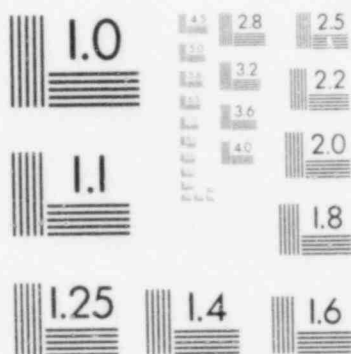
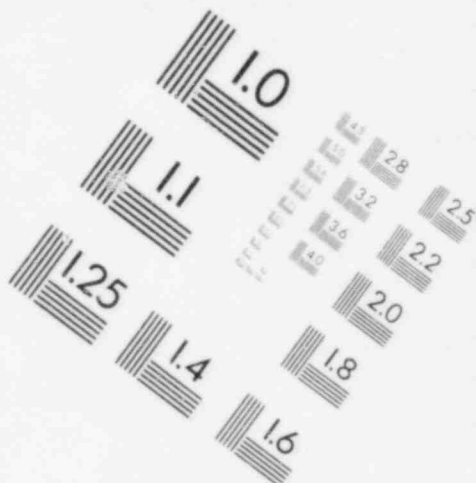
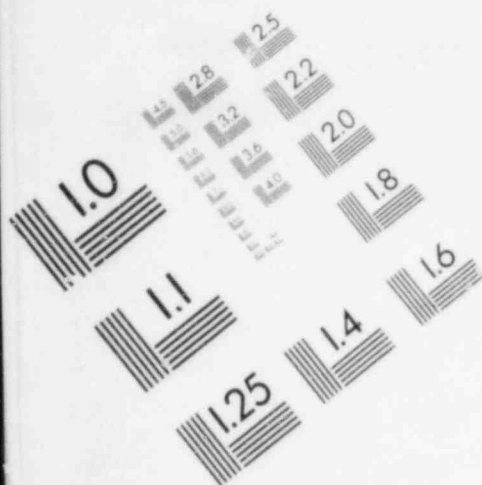


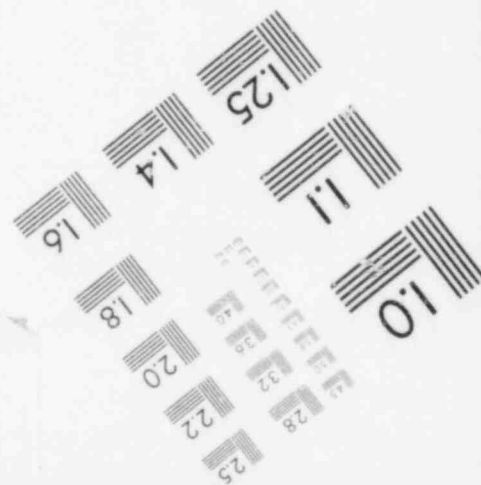
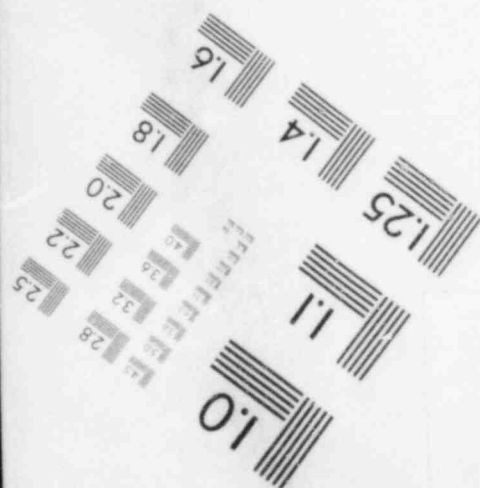
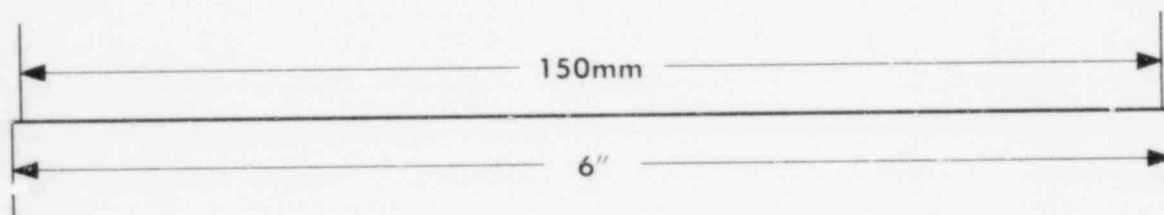
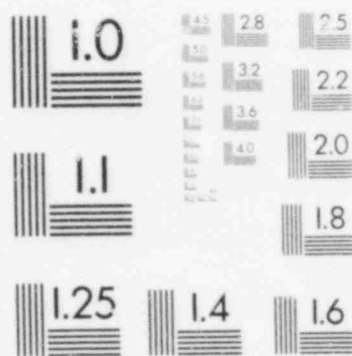
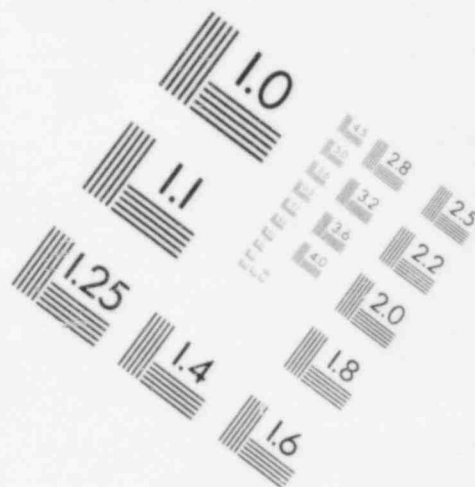
IMAGE EVALUATION  
TEST TARGET (MT-3)







# IMAGE EVALUATION TEST TARGET (MT-3)



- 4.1.2 Implementation of the annual review will be assigned to the Quality Assurance Department and documentation will be handled in accordance with applicable QA procedures.
- 4.1.3 This annual review shall examine but not be limited to:
  - 4.1.3.1 The Callaway Plant RERP.
  - 4.1.3.2 The Emergency Plan Implementing Procedures.
  - 4.1.3.3 RERP Training.
  - 4.1.3.4 Emergency Response Facilities and Equipment.
- 4.1.4 The review shall:
  - 4.1.4.1 Verify compliance of the RERP and its implementing procedures with current regulations and guidelines.
  - 4.1.4.2 Verify that provisions of the operating license have been met.
  - 4.1.4.3 Verify proper and applicable interfaces with Federal, State, County, Local and private support groups, agencies, and organizations.
- 4.1.5 The Supervisor, Emergency Preparedness shall review and investigate any open finding(s) of the review and will assign them to the proper department/individual for resolution.
- 4.1.6 Any portion of the Review involving an evaluation for the adequacy of interfaces with State and Local Governments shall be made available to the affected Governmental Agency by the Manager, Nuclear Safety and Emergency Preparedness, or his designee.
- 4.1.7 All records generated by the annual Review shall be maintained as QA Audit Records and shall be kept on file for a minimum period of five (5) years.

4.2 ACTION ITEM TRACKING

- 4.2.1 In an effort to identify any deficiencies and any areas needing improvement in the Emergency Preparedness program, the Supervisor, Emergency preparedness, or his designee shall:
- 4.2.1.1 Review documented deficiencies and recommendations.
  - 4.2.1.2 Determine the deficiencies which are valid by consulting with involved and affected departments and organizations, regulations, and other applicable sources.
  - 4.2.1.3 Segregate the items identified for corrective actions (action items) into the following categories:
    - 4.2.1.3.1 Plan Modifications
    - 4.2.1.3.2 Procedure Revisions
    - 4.2.1.3.3 Facility Modifications
    - 4.2.1.3.4 Equipment and/or Communication System Modifications
    - 4.2.1.3.5 Training Modifications
    - 4.2.1.3.6 Emergency Equipment Kit/Emergency Packet Modifications
  - 4.2.1.4 Use Attachment 1, Emergency Preparedness Action Item Form, and record the action item descriptions in the indicated space and enter the date and an action item number.
  - 4.2.1.5 Assign responsibilities for resolving the action items to responsible department(s)/individual(s) and provide them with the due date, and other necessary information, and record on the Emergency Preparedness Action Item Form as appropriate.

- 4.2.1.6 Track the resolution of action items and take necessary actions to ensure items are closed out on schedule.
- 4.2.1.7 Ensure the resolution of action items by reviewing and inspecting, as necessary.
- 4.2.1.8 Specify action items as they are completed on the Emergency Preparedness Action Item Form by dating and initialing the appropriate blocks.
- 4.2.1.9 Retain the completed action item form on file for a minimum of two years.
- 4.2.2 Modification/Updating of the Radiological Emergency Response Plan (RERP) and Emergency Plan Implementing Procedures (EIPs).
  - 4.2.2.1 The necessary revisions and changes to the RERP and EIPs will be, in most instances, identified by the mechanisms listed in Section 3.0.
  - 4.2.2.2 All revisions to the RERP shall be made in accordance with Quality Assurance Procedure QS-14, Preparation, Review and Document Control of Safety Analysis Reports and Subsequent Changes.
  - 4.2.2.3 Revisions to the Emergency Plan Implementing Procedures shall be prepared in accordance with Administrative Procedure APA-ZZ-00101, Preparation, Review, Approval and Control of Plant Procedures.
  - 4.2.2.4 Any proposed changes or revisions that would decrease the effectiveness of the approved RERP shall not be implemented without application to and the approval of the U.S. Nuclear Regulatory Commission.

- 4.2.2.5 The Supervisor, Emergency Preparedness shall ensure that copies of all RERP and EIPs revisions are sent to the U.S. Nuclear Regulatory Commission within thirty (30) days after the change is put into effect in accordance with APA-ZZ-00220, Records Management.
- 4.2.2.5.1 Two copies of the revision shall be forwarded to the Region III Field Office of the USNRC.
- 4.2.2.5.2 Two copies of the revision shall be forwarded to the Document Control Desk of the USNRC in Washington, D.C.
- 4.2.2.6 Changes or revisions to the Emergency Response Plan that do not decrease the effectiveness of the Plan and if the Plan, as changed, continues to meet the standards established in 10 CFR 50.47 (b) and Appendix E of 10 CFR 50, may be made without prior approval of the USNRC.
- 4.2.2.7 Any change or revision to the RERP or EIPs that affects the interfacing with State and/or Local Government Emergency Response Plans shall be made available to the affected Governmental agency within thirty (30) days after the change is put into effect.
- 4.2.2.8 The Supervisor, Emergency Preparedness, or his designee, shall update the telephone numbers listed in the EPIP's and the Emergency Telephone Directory on a continuous basis and shall review these documents at least quarterly to ensure that all telephone numbers are current and that all personnel recorded are qualified for their listed emergency response assignment.
- 4.2.3 Modification of Emergency Response Facilities, Emergency Response Equipment and Emergency Communications Equipment.

- 4.2.3.1 The necessary modifications to the Emergency Response Facilities and equipment will be, in most instances, identified by the mechanisms listed in section 3.0.
- 4.2.3.2 When necessary changes or modifications to Emergency Response Facilities are identified:
  - 4.2.3.2.1 The change or modification will be accomplished by the appropriate Plant Department following the procedures outlined in APA-ZZ-00320, Initiating and Processing Work Requests.
  - 4.2.3.2.2 If the change or modification is of such a degree as to require a Design Change to the Emergency Facility; the change or modification shall be accomplished following the guidance of APA-ZZ-00600, Design Change Control.
- 4.2.3.3 When necessary changes or modifications to Emergency Response Equipment are identified, the changes or modifications to be made shall be requested by the Supervisor, Emergency Preparedness, or his designee, to the appropriate Department, following applicable procedures.
- 4.2.4 Modification of the Emergency Response Training Program.
  - 4.2.4.1 Necessary modifications or changes to the Emergency Response Training Program will be, in most instances, identified by the mechanisms listed in Section 3.0 or as a result of feedback from the training process.
  - 4.2.4.2 Modifications and changes in the Emergency Response Training Program will be coordinated through the Superintendent, Training.



- 4.3 INVENTORY AND MAINTENANCE OF EMERGENCY  
EQUIPMENT KITS AND EMERGENCY PACKETS
- 4.3.1 Emergency Equipment Kits are located in various Emergency Facilities throughout the Plant. Attachment 2, Emergency Equipment Kit Inventory, lists the various Emergency Kits, their location, and the minimum required supplies for each kit.
- 4.3.2 Emergency Equipment Kits shall be inventoried and maintained by Health Physics Department in accordance with Callaway Plant Health Physics Surveillance Procedure HSP-ZZ-00013, Emergency Equipment Inventory.
- 4.3.3 Emergency Packets are located in various Emergency Facilities in locked cabinets or files. Attachment 3, Emergency Packet Inventory, lists the various Emergency Packets and indicates the contents of each packet.
- 4.3.4 A key to each Emergency Packet cabinet or file will be located in the vicinity of the cabinet or file and will be lead sealed to prevent unauthorized use of the packets.
- 4.3.5 Emergency Packets shall be maintained and updated by the Supervisor, Emergency Preparedness.
- 4.3.6 Copies of Controlled Documents that are contained in the Emergency Packets will be requested and controlled in accordance with APA-ZZ-00200, Document Control.
- 5.0 FINAL CONDITIONS
- 5.1 Required actions have been completed in accordance with this procedure.
- 5.2 Documentation and records generated in accordance with this procedure have been properly handled and filed.

6.0 RECORDS

None

6.1 COMMERCIAL RECORDS

6.1.1 Emergency Preparedness Action Item Form

7.0 REFERENCES

7.1 Callaway Plant Radiological Emergency Response Plan.

7.2 10 CFR 50.47 Paragraph b.

7.3 10 CFR 50.54 Paragraph a and t.

7.4 10 CFR 50, Appendix E, Section IV, G and Section V.

7.5 NUREG-0654, FEMA-REP 1.

7.6 APA-ZZ-00101, Preparation, Review, Approval and Control of Plant Procedures.

7.7 APA-ZZ-00200, Records Management.

7.8 APA-ZZ-00220, Records Management.

7.9 APA-ZZ-00320, Initiating and Processing Work Requests.

7.10 APA-ZZ-00600, Design Change Control.

7.11 HSP-ZZ-00013, Emergency Equipment Inventory.

7.12 QS-14, Preparation, Review and Document Control of Safety Analysis Reports and Subsequent Changes.

7.13 Technical Specifications for Callaway Unit 1, Section 6.5.3.

8.0 ATTACHMENTS

8.1 Attachment 1, Emergency Preparedness Action Item Form

- 8.2 Attachment 2, Emergency Equipment Kit Inventory
- 8.3 Attachment 3, Emergency Packet Inventory

EMERGENCY PREPAREDNESS ACTION ITEM

DATE \_\_\_\_\_ ACTION ITEM NO. \_\_\_\_\_

CATEGORY \_\_\_\_\_

RESPONSIBLE DEPARTMENT/INDIVIDUAL \_\_\_\_\_

DATE ASSIGNED \_\_\_\_\_ DATE DUE \_\_\_\_\_

ACTION ITEM DESCRIPTION

CORRECTIVE ACTION TAKEN

ACTION TAKEN BY \_\_\_\_\_

SUPERVISOR, EMERGENCY PREPAREDNESS

CLOSE OUT COMPLETE \_\_\_\_\_  
(Initial)

DATE OF CLOSEOUT \_\_\_\_\_

FOLLOW-UP DATE(S)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

EMERGENCY PREPAREDNESS ACTION ITEM FORM

ATTACHMENT 1 Page 1 of 1

CA-#603

EIP-ZZ-A0020

EMERGENCY EQUIPMENT KIT INVENTORY

LOCATION: CONTROL ROOM

TYPE: FACILITY EMERGENCY EQUIPMENT KIT

<u>ITEM</u>	<u># OF ITEMS</u>
Pocket Dosimeter, 0-1R	10
Pocket Dosimeter, 0-200mR	10
Pocket Dosimeter, 0-5R	10
Dosimeter Charger	1
Cartridge, GRMI	6
Cartridge, HEPA Ultra Filter	12
Respirators, Full Face	6
Model 3 w/44-9 Detector	1
Air Sampler, AVS-28A	1
Particulate Filter (Box)	1
Cartridge, Silver Zeolite	10
Portable Radios	4
Flashlights	2
Batteries	
Procedures	
HTP-ZZ-04108	
HTP-ZZ-04121	
HTP-ZZ-01441	
HTP-ZZ-08100	

EMERGENCY EQUIPMENT KIT INVENTORY

LOCATION: TECHNICAL SUPPORT CENTER

TYPE: FACILITY EMERGENCY EQUIPMENT KIT

<u>ITEM</u>	<u># OF ITEMS</u>
Pocket Dosimeter, 0-1R	25
Pocket Dosimeter, 0-200mR	25
Pocket Dosimeter, 0-5R	25
Dosimeter Charger	2
Cartridge, GRMI	30
Cartirdge, HEPA Ultra Filter	30
Respirator, Full Face	15
SCBA	2
R02A	2
Model 14C	2
PIC 6	2
Air Sampler, AVS-28A	1
Particulate Filter (Box)	1
Cartridge, Silver Zeolite	4
PC's (Set)	20
Masking Tape (Roll)	10
Portable Radios	4
Flashlights	2
Batteries	
Procedures	
HTP-ZZ-04102	
HTP-ZZ-04104	
HTP-ZZ-04106	
HTP-ZZ-04121	
HTP-ZZ-01441	
HTP-ZZ-08101	
HTP-ZZ-08100	



EMERGENCY EQUIPMENT KIT INVENTORY

LOCATION: OPERATIONAL SUPPORT CENTER - (Lunch Room)

TYPE: FACILITY EMERGENCY EQUIPMENT KIT

<u>ITEM</u>	<u># OF ITEMS</u>
Pocket Dosimeter, 0-1R	40
Pocket Dosimeter, 0-200mR	40
Pocket Dosimeter, 0-5R	40
Dosimeter Charger	2
Cartridge, GRMI	70
Cartridge, HEPA Ultra Filter	35
Respirator, Full Face	35
SCBA	4
R02A	2
Model 14C	2
Model 3 w/44-9 Detector	2
PRS-2 w/Neutron Detector	1
PIC 6	2
Air Sampler, AVS-28A	2
Particulate Filter (Box)	2
Cartridge, Silver Zeolite	10
PC's, Sets	20
Masking Tape (Rolls)	10
Radiation Warning Sign	10
Warning Rope (Rolls)	2
Step Off Pads	20
Plastic Bags, Large	20
Plastic Bags, Small	50
Radiation Warning Tape (Roll)	2
Portable Radios	6
Flashlights	5
Batteries	
Smear (Box)	10
Procedures	
HTP-ZZ-04102	HTP-ZZ-04121
HTP-ZZ-04104	HTP-ZZ-01441
HTP-ZZ-04106	HTP-ZZ-08101
HTP-ZZ-04108	HTP-ZZ-08100
HTP-ZZ-04109	

EMERGENCY EQUIPMENT KIT INVENTORY

LOCATION: SECURITY BUILDING

TYPE: AMBULANCE EMERGENCY EQUIPMENT KIT

<u>ITEM</u>	<u># OF ITEMS</u>
Pocket Dosimeter, 0-1R	6
Pocket Dosimeter, 0-200mR	6
Dosimeter Charger	1
TLD, Personnel	6
Model 3 w/44-9 Detector	1
PC's (Set)	6
Masking Tape (Rolls)	10
Plastic Bags, Large	5
Plastic Bags, Small	10
Flashlights	2
Blanket	1
Paper Towels (Pkg.)	1
Herculite	1
Radioactive Warning Tape (Roll)	1
Batteries	
Procedures	
HTP-ZZ-04108	
HTP-ZZ-01441	

EMERGENCY EQUIPMENT KIT INVENTORY

LOCATION: TRAINING CENTER

TYPE: EMERGENCY MONITORING EMERGENCY EQUIPMENT KIT

<u>ITEM</u>	<u># OF ITEMS</u>
R02	2
Model 14C	2
Model 3 w/44-9 Detector	2
Masking Tape (Rolls)	10
Plastic Bags, Large	10
Plastic Bags, Small	20
Radioactive Warning Tape (Roll)	1
Flashlights	2
Portable Radios	2
Batteries	
Procedures	
HTP-ZZ-04102	
HTP-ZZ-04106	
HTP-ZZ-04108	

EMERGENCY EQUIPMENT KIT INVENTORY

LOCATION: EMERGENCY OPERATIONS FACILITY - STOREROOM

TYPE: FIELD MONITORING EMERGENCY EQUIPMENT KIT

<u>ITEM</u>	<u># OF ITEMS</u>
Pocket Dosimeter, 0-1R	6
Pocket Dosimeter, 0-200mR	6
Pocket Dosimeter, 0-5R	6
Dosimeter Charger	1
Cartridge, HEPA Ultra Filter	6
Cartridge, GRMI	6
Respirators, Full Face	3
R02A	1
Model 14C	1
Model 3 w/44-9 Detector	1
PRS-1w/NAIDetector w/RD-19 or Ludlem 2218	1
Particulate, Filter (Box)	2
Cartridge, Silver Zeolite	10
PC's (Set)	6
Masking Tape (Roll)	10
Plastic Bags, Large	10
Plastic Bags, Small	20
Radioactive Warning Tape (Roll)	1
Flashlight	2
Batteries (By size and type)	(later)
Stopwatch	1
Calculator	1
Bottle 1 Liter	6
1 Gal., Cubic container	10
Air Sampler, AVS-28A	1
Map	1
Gas Marinelli Beakers	3
Tygon Tubing	1
Procedures	
HTP-ZZ-04102	HTP-ZZ-01441
HTP-ZZ-04106	HTP-ZZ-08100
HTP-ZZ-04108	EIP-ZZ-00223
HTP-ZZ-04118	
HTP-ZZ-04121	

EMERGENCY EQUIPMENT KIT INVENTORY

LOCATION: EMERGENCY OPERATIONS FACILITY

TYPE: FACILITY EMERGENCY EQUIPMENT KIT

<u>ITEM</u>	<u># OF ITEMS</u>
Pocket Dosimeter, 0-200 MREM	60
Dosimeter Charger	2
TLD, Personnel	60
Cartridge, HEPA Ultra Filter	20
Cartridge, GRMI	40
Respirator, Full Face	20
R02A	2
Model 14C	2
Model 3 w/44-9 Detector	1
Air Sampler, AVS-28A	2
Particulate Filter (Box)	2
Cartridge, Silver Zeolite	8
PC's, Sets	12
Masking Tape (Rolls)	10
Radiation Warning Sign	6
Warning Rope (Roll)	1
Step Off Pads	20
Plastic Bags, Large	20
Plastic Bags, Small	50
Radiation Warning Tape (Roll)	1
Flashlights	2
Batteries	
Smear (Box)	10
Procedures	
HTP-ZZ-04102	HTP-ZZ-04121
HTP-ZZ-04106	HTP-ZZ-01441
HTP-ZZ-04108	HTP-ZZ-08100

EMERGENCY PACKET INVENTORY  
INDEX

<u>EMERGENCY PACKET TITLE</u>	<u>PAGE NO.</u>
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Administrative/Logistic Coordinator	3
Chemistry Coordinator	4
Communications Coordinator	5
Control Room Communicator	6
Control Room/TSC Liaison	7
Dose Assessment Coordinator	8, 9 & 10
Emergency Coordinator	11
Emergency Team - Emergency Repair	12
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EOF Communicator	14
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Status Board/Log Keeper - TSC	28
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EMERGENCY PACKET INVENTORY

ADMINISTRATIVE COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00203	Additional Assistance
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-263	6	EIP-ZZ-00240	Administrative Coordinator Checklist	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
CA-258	1	EIP-ZZ-00240	TSC Activation Checklist	5

MISCELLANEOUS FORMS AND EQUIPMENT

ZO-8 (25 copies)  
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Erasers  
File Folders (Accordion)  
Tablets of Paper (lined - one side)  
Emergency Telephone Directory

# EMERGENCY PACKET INVENTORY

## ADMINISTRATIVE/LOGISTIC COORDINATOR

### PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00203	Additional Assistance
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization

## ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
	Page 7	EIP-ZZ-C0010	Duties of the Admin/ Logistics Coordinator	5
	1	EIP-ZZ-C0010	Activation of EOF	5

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EMERGENCY PACKET INVENTORY

CHEMISTRY COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-267	10	EIP-ZZ-00240	Chemistry Coordinator Checklist	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
CA-258	1	EIP-ZZ-00240	TSC Activation Checklist	5

MISCELLANEOUS FORMS AND EQUIPMENT

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#2 Pencils  
Erasers  
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Tablets of Paper (lined - one side)  
Emergency Telephone Directory

EMERGENCY PACKET INVENTORY

COMMUNICATIONS COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00201	Notifications
EIP-ZZ-00202	Callout of Emergency Organization
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-232	2	EIP-ZZ-00201	Follow-Up Notification Form	30
	1	EIP-ZZ-00202	On-Site Emergency Organi- zation Callout Tree	5
CA-265	8	EIP-ZZ-00240	Communication Coordinator Checklist	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
CA-258	1	EIP-ZZ-00240	TSC Activation Checklist	5

MISCELLANEOUS FORMS AND EQUIPMENT

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#2 Pencils  
Erasers  
File Folders (Accordion)  
Tablets of Paper (lined - one side)  
Emergency Telephone Directory

EMERGENCY PACKET INVENTORY

CONTROL ROOM COMMUNICATOR PROCEDURE PACKET (2 Sets)

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00201	Notifications
EIP-ZZ-00202	Callout of Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-233	3	EIP-ZZ-00201	Notifications Checklist	5
CA-239	4	EIP-ZZ-00201	Transferring Communi- cations to the TSC	5

MISCELLANEOUS FORMS AND EQUIPMENT

ZO-8 ( 50 Copies)  
#2 Pencils  
Black Pens  
Tablets of Paper (lined - one side)  
File Folder (Accordion) (1)  
Erasers  
Emergency Telephone Directory

EMERGENCY PACKET INVENTORY

CONTROL ROOM/TSC LIAISON PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
	1	EIP-ZZ-00102	Plant Status Report	15
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20

MISCELLANEOUS FORMS AND EQUIPMENT

ZO-8 ( 50 copies)  
Black Pens  
#2 Pencils  
Erasers  
File Folders (Accordion)  
Tablets of Paper (lined - one side)  
Emergency Telephone Directory



EMERGENCY PACKET INVENTORY

DOSE ASSESSMENT COORDINATOR PROCEDURE PACKET (2 Sets)

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-01211	Initial Dose Assessment
EIP-ZZ-02211	Intermediate Phase and Subsequent Dose Assessment
EIP-ZZ-00212	Protective Action Recommendations
EIP-ZZ-00220	Emergency Team Formation
EIP-ZZ-00223	Field Monitoring
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-275	1 (pgs. 4 & 5 only)	EIP-ZZ-00210	Radiological Briefing/Debriefing Form	10
CA-276	*3 (pgs. 6, 7 & 8 only)	EIP-ZZ-00210	Emergency Exposure Authorization Form	10
CA-277	9 (pg. 4 only)	EIP-ZZ-00210	Radioiodine Activity Concentration Worksheet	10
CA-258	1	EIP-ZZ-00240	TSC Activation	5
	2	EIP-ZZ-01211	Dose Assessment Worksheet	25
CA-555	1 (Form 1A)	EIP-ZZ-02211	Meteorological Dispersion Factors (X/Q) and Plume Dimensions Data Sheet	25
CA-556	3 (Form 3A)	EIP-ZZ-02211	Dose Rate Projections Based on Noble Gas Monitors	25
CA-557 & CA-558	4 (Form 4A & Form 4B only)	EIP-ZZ-02211	Whole Body Release Rate Calculation Worksheet	25
			Projected Child Thyroid Dose Rate Calculation Worksheet	25
CA-559	5 (Form 5A)	EIP-ZZ-02211	Estimated Whole Body and Child Thyroid Dose Rate Calculation Worksheet	25
CA-560	6 (Form 6A)	EIP-ZZ-02211	Whole Body and Child Thyroid Dose Rate Calculation Worksheet	25

EMERGENCY PACKET INVENTORY

DOSE ASSESSMENT COORDINATOR PROCEDURE PACKET (Cont'd.)

ATTACHMENTS/FORMS (Cont'd.)

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-561	7 (Form 7A)	EIP-ZZ-02211	Projected Whole Body and Child Thyroid Dose Rate Worksheet	25
CA-562	8 (Form 8A	EIP-ZZ-02211	Whole Body Dose Factor	25
CA-563	& Form 8B)		Corrected Release Rate Cal- culation Worksheet	
			Child Thyroid Dose Factor	25
			Corrected Release Rate Cal- culation Worksheet	
CA-564	9 (Form 9A,	EIP-ZZ-02211	Particulate Release Rate	25
CA-565	9B, 9C,		Worksheet	
CA-566	9D, 9E,		Dose Rates From Contaminated	25
CA-567	9F, 9F)		Surfaces	
CA-568			Inhalation Dose Commitment-	25
CA-569			Adult	
CA-570			Inhalation Dose Commitment-	25
			Child	
			Ingestion Dose Assessment	25
			Worksheet-Adult	
			Ingestion Dose Assessment	25
			Worksheet-Child	
			Ingestion Dose Assessment	25
			Worksheet-Infant	
CA-571	10 (Form 10A	EIP-ZZ-02211	Estimated Whole Body Dose and	25
	& Form		Cumulative Exposure Calcula-	
	10B)		tion Worksheet	
CA-572			Total Population Exposure	25
			Calculation Worksheet	
CA-573	12 (Form 12A)	EIP-ZZ-02211	Dose Assessment Summary Sheet	25
	4	EIP-ZZ-00212	Projection of Measurement of	5
			Dose and Time to PAG Cal-	
			culation Worksheet	
	5	EIP-ZZ-00212	Protective Action Decision	5
			Chart for Plume Exposure	
			Pathway	

EMERGENCY PACKET INVENTORY

DOSE ASSESSMENT COORDINATOR PROCEDURE PACKET (Cont'd.)

ATTACHMENTS/FORMS (Cont'd.)

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
	6	EIP-ZZ-00212	Protective Action Decision Chart for Ingestion Exposure Pathway	5
	12	EIP-ZZ-00212	Protective Action Recommendations	5
CA-236	2	EIP-ZZ-00214	Personnel Decontamination Record	10
CA-237	3	EIP-ZZ-00214	Vehicle/Equipment Decontamination Record	20
	1	EIP-ZZ-00216	Nomogram, 1-131	5
	2	EIP-ZZ-00216	Nomogram, 1-133	5
	3	EIP-ZZ-00216	Nomogram, 1-135	5
	4	EIP-ZZ-00216	Nomogram, Gross Radioiodine	5
	6	EIP-ZZ-00216	Dose Equivalent Worksheet	5
CA-269	12	EIP-ZZ-00240	Dose Assessment Coordinator Checklist	
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
	Page 5 & 6	EIP-ZZ-C0010	Duties of the Radiological Assessment Coordinator	5
<u>MISCELLANEOUS FORMS AND EQUIPMENT</u>				
20-8 ( 25 copies)		File Folder (Accordion)		
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#2 Pencils		Emergency Telephone Directory		
Erasers				

EMERGENCY PACKET INVENTORY

EMERGENCY COORDINATOR PROCEDURE PACKET (2 Sets)

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00101	Classification of Emergencies
EIP-ZZ-00102	Emergency Implementing Actions
EIP-ZZ-00201	Notifications
EIP-ZZ-00202	Callout of Emergency Organization
EIP-ZZ-00203	Additional Assistance
EIP-ZZ-00212	Protective Action Recommendations
EIP-ZZ-00220	Emergency Team Formation
EIP-ZZ-00224	Transportation of Contaminated Injured/Ill Personnel
EIP-ZZ-00225	Re-Entry
EIP-ZZ-00230	Evacuation
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
	1	EIP-ZZ-00102	Plant Status Report	10
CA-231	1	EIP-ZZ-00201	Initial Notification Form	5
CA-232	2	EIP-ZZ-00201	Follow-up Notification Form	5
	1	EIP-ZZ-00202	On-Site Emergency Organization Callout Tree	5
	4	EIP-ZZ-00212	Projected or Measured Dose and Time to PAG Calculation Worksheet	5
	5	EIP-ZZ-00212	Chart for Plume Exposure Pathway	5
	6	EIP-ZZ-00212	Protective Action Decision Chart for Ingestion Exposure Pathway	5
	12	EIP-ZZ-00212	Protective Action Recommendations	5
CA-235	1	EIP-ZZ-00220	Emergency Team Formation, Briefing, Dispatch, and Debriefing	5
CA-242	1	EIP-ZZ-00224	Off-Site Notification Checklist	5
CA-257	1	EIP-ZZ-00225	Re-Entry Operational Checklist	5
CA-244	1	EIP-ZZ-00250	Facility Logsheet	20
CA-258	1	EIP-ZZ-00240	TSC Activation Checklist	5

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		Emergency Organization Chart

EMERGENCY PACKET INVENTORY

EMERGENCY TEAM PROCEDURE PACKET - EMERGENCY REPAIR

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00222	Emergency Repair

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-241	1	EIP-ZZ-00222	Emergency Repair Summary	20

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EMERGENCY PACKET INVENTORY

EMERGENCY TEAM PROCEDURE PACKET - SEARCH AND RESCUE

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00221	Search and Rescue

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA- 240	1	EIP-ZZ-00221	Search and Rescue Summary	20

MISCELLANEOUS FORMS AND EQUIPMENT

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EMERGENCY PACKET INVENTORY

EOF COMMUNICATOR

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00201	Notification
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization
EIP-ZZ-C0020	Callout of Corporate Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-232	2	EIP-ZZ-00201	Follow-up Notifi- cation Form	30
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
	Page 10	EIP-ZZ-C0010	Duties of EOF Communicator	5

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EMERGENCY PACKET INVENTORY

EOF STATUS BOARD/LOG KEEPER

PROCEDURES (3 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-244	1	EIP-ZZ-00102	Plant Status Report	50
	1	EIP-ZZ-00250	Facility Log Sheet	100

MISCELLANEOUS FORMS AND EQUIPMENT

Field Information Status Borad (25 copies)  
 Dose Assessment Status Borad (30 copies)  
 ZO-8 (50 copies)  
 Status Borad Marking Utensils  
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EMERGENCY PACKET INVENTORY

FIELD TEAM COMMUNICATOR PROCEDURE PACKET (2 Sets)

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00223	Field Monitoring
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-246	1	EIP-ZZ-00223	Survey Worksheet	25
CA-247	2	EIP-ZZ-00223	Field Monitoring Team Worksheet	25
CA-249	4	EIP-ZZ-00223	Field Team Communicator Data Sheet	25
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20

MISCELLANEOUS FORMS AND EQUIPMENT

Field Monitoring Sampling Locations Map  
 ZO-8 ( 25copies)  
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 File Folders (Accordion)  
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 Emergency Telephone Directory  
 Dose Assessment Status Board (20 copies)  
 Field Information Status Board (20 copies)

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HEALTH PHYSICS COORDINATOR PROCEDURE PACKET (2 Sets)

PROCEDURES (1 each)

Procedure No.

EIP-ZZ-00210	In-Plant Radiological Controls During an Emergency
EIP-ZZ-02211	Intermediate Phase and Subsequent Dose Assessment
EIP-ZZ-00212	Protective Action Recommendations
EIP-ZZ-00214	Personnel/Vehicle Monitoring and Decontamination
EIP-ZZ-00216	Potassium Iodide Administration
EIP-ZZ-00220	Emergency Team Formation
EIP-ZZ-00223	Field Monitoring
EIP-ZZ-00224	Transportation of Contaminated Injured/Ill Personnel
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-01211	Initial Dose Assessment

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-275	1 (pgs. 4 & 5 only)	EIP-ZZ-00210	Radiological Briefing/Debriefing Form	10
CA-276	3 (pgs. 6, 7 & 8 only)	EIP-ZZ-00210	Emergency Exposure Authorization Form	10
CA-277	9 (pg. 4 only)	EIP-ZZ-00210	Radioiodine Activity Concentration Worksheet	10
	2	EIP-ZZ-01211	Dose Assessment Worksheet	25
CA-555	1 (Form 1A)	EIP-ZZ-02211	Meteorological Dispersion Factors (X/Q) and Plume Dimensions Data Sheet	25
CA-556	3 (Form 3A)	EIP-ZZ-02211	Dose Rate Projections Based on Noble Gas Monitors	25
CA-557	4 (Form 4A & Form 4B only)	EIP-ZZ-02211	Whole Body Release Rate Calculation Worksheet	25
CA-558			Projected Child Thyroid Dose Rate Calculation Worksheet	25
CA-559	5 (Form 5A)	EIP-ZZ-02211	Estimated Whole Body and Child Thyroid Dose Rate Calculation Worksheet	25
A-560	6 (Form 6A)	EIP-ZZ-02211	Whole Body and Child Thyroid Dose Rate Calculation Worksheet	25

EMERGENCY PACKET INVENTORY

HEALTH PHYSICS COORDINATOR PROCEDURE PACKET (Cont'd.)

ATTACHMENTS/FORMS (Cont'd.)

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-561	7 (Form 7A)	EIP-ZZ-0 2211	Projected Whole Body and Child Thyroid Dose Rate Worksheet	25
CA-562	8 (Form 8A & Form 8B)	EIP-ZZ-0 2211	Whole Body Dose Factor Corrected Release Rate Cal- culation Worksheet	25
CA-563			Child Thyroid Dose Factor Corrected Release Rate Cal- culation Worksheet	25
CA-564	9 (Form 9A, 9B, 9C, 9D, 9E, 9F, 9F)	EIP-ZZ-02211	Particulate Release Rate Worksheet	25
CA-565			Dose Rates From Contaminated Surfaces	25
CA-566			Inhalation Dose Commitment- Adult	25
CA-567			Inhalation Dose Commitment- Child	25
CA-568			Ingestion Dose Assessment Worksheet-Adult	25
CA-569			Ingestion Dose Assessment Worksheet-Child	25
CA-570			Ingestion Dose Assessment Worksheet-Infant	25
CA-571	10 (Form 10A & Form 10B)	EIP-ZZ-02211	Estimated Whole Body Dose and Cumulative Exposure Calcula- tion Worksheet	25
CA-572			Total Population Exposure Calculation Worksheet	25
CA-573	12 (Form 12A)	EIP-ZZ-02211	Dose Assessment Summary Sheet	25
	4	EIP-ZZ-00212	Projection of Measurement of Dose and Time to PAG Cal- culation Worksheet	5
	5	EIP-ZZ-00212	Protective Action Decision Chart for Plume Exposure Pathway	5

EMERGENCY PACKET INVENTORY

HEALTH PHYSICS COORDINATOR PROCEDURE PACKET (Cont'd.)

ATTACHMENTS/FORMS (Cont'd.)

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
	6	EIP-ZZ-00212	Protective Action Decision Chart for Ingestion Expo- sure Pathway	5
	12	EIP-ZZ-00212	Protective Action Recommen- dations	5
CA-236	2	EIP-ZZ-00214	Personnel Decontamination Record	10
CA-237	3	EIP-ZZ-00214	Vehicle/Equipment Decon- tamination Record	20
	1	EIP-ZZ-00216	Nomogram, 1-131	5
	2	EIP-ZZ-00216	Nomogram, 1-133	5
	3	EIP-ZZ-00216	Nomogram, 1-135	5
	4	EIP-ZZ-00216	Nomogram, Gross Radioiodine	5
	6	EIP-ZZ-00216	Dose Equivalent Worksheet	5
CA-258	1	EIP-ZZ-00240	TSC Activation Checklist	5
CA-269	12	EIP-ZZ-00240	Health Physics Coord. Cklist.	5
CA-273	5	EIP-ZZ-00241	OSC Activation	5
CA-274	6	EIP-ZZ-00241	OSC Deactivation	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20

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OFF-SITE LIAISON COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00201	Notifications
EIP-ZZ-00212	Protective Action Recommendations
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-232	2	EIP-ZZ-00201	Follow-Up Notification Form	20
	12	EIP-ZZ-00212	Protective Action Recom- mendations	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
	Page 4	EIP-ZZ-C0010	Duties of the Off-Site Liaison Coordinator	5
	Page 1	EIP-ZZ-C0010	Activation of EOF	5

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OPERATIONS AND MAINTENANCE COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00213	Technical Assessment
EIP-ZZ-00220	Emergency Team Formation
EIP-ZZ-00221	Search and Rescue
EIP-ZZ-00222	Emergency Repair
EIP-ZZ-00241	Operational Support Center Operations
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-262	5	EIP-ZZ-00240	Operations and Maintenance Coordinator Checklist	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
CA-258	1	EIP-ZZ-00240	TSC Activation Checklist	5

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OSC COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00220	Emergency Team Formation
EIP-ZZ-00221	Search and Rescue
EIP-ZZ-00222	Emergency Repair
EIP-ZZ-00241	Operational Support Center Operations
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-00230	Evacuation

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-235	1	EIP-ZZ-00220	Emergency Team Formation, Briefing, Dispatch, and Debriefing	25
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
CA-270	2	EIP-ZZ-00241	OSC Activation	5
CA-273	5	EIP-ZZ-00241	OSC Operation	5
CA-274	6	EIP-ZZ-00241	OSC Deactivation	5

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PUBLIC INFORMATION COORDINATOR PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
	Page 11	EIP-ZZ-C0010	Duties of the Public Information Coordinator	5

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PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00223	Field Monitoring
EIP-ZZ-00210	In-Plant Rad Con During Emergencies
EIP-ZZ-00214	Personnel/Vehicle Monitoring and Decontamination
EIP-ZZ-00220	Emergency Team Formation
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-00230	Evacuation
EIP-ZZ-00241	Activation of Operational Support Center

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-275	1 (pgs. 4 & 5 only)	EIP-ZZ-00210	Radiological Briefing/Debriefing Form	25
CA-276	3 (pgs. 6, 7 & 8 only)	EIP-ZZ-00210	Emergency Exposure Authorization Form	25
CA-277	9 (pg. 4 only)	EIP-ZZ-00210	Radioiodine Activity Concentration Worksheet	25
CA-236	2	EIP-ZZ-00214	Personnel Decontamination Record	20
CA-237	3	EIP-ZZ-00214	Vehicle/Equipment Decontamination Record	20
CA-235	1	EIP-ZZ-00220	Emergency Team Formation, Briefing, Dispatch and Debriefing	20
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
CA-270	2	EIP-ZZ-00241	OSC Activation	5
CA-273	5	EIP-ZZ-00241	OSC Operation	5
CA-274	6	EIP-ZZ-00241	OSC Deactivation	5

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RECOVERY MANAGER

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00101	Classification of Emergencies
EIP-ZZ-00201	Notifications
EIP-ZZ-00212	Protective Action Recommendations
EIP-ZZ-00225	Re-entry
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-00260	Recovery
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-231	1	EIP-ZZ-00201	Initial Notification Form	5
CA-232	2	EIP-ZZ-00201	Follow-up Notification Form	5
	4	EIP-ZZ-00212	Projected or Measured Dose and Time to PAG Calculation Worksheet	5
	5	EIP-ZZ-00212	Chart for Plume Exposure Pathway	5
	6	EIP-ZZ-00212	Protective Action Decision Chart for Ingestion Exposure Pathway	5
	12	EIP-ZZ-00212	Protective Action Recommendations	5
CA-257	1	EIP-ZZ-00250	Re-entry Operational Ckl.	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
	1	EIP-ZZ-C0010	Activation of the EOF	5
	Page 2	EIP-ZZ-C0010	Duties of the Recovery Mgr.	5

MISCELLANEOUS FORMS AND EQUIPMENT

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Erasers	
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SECURITY COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00230	Evacuation
EIP-ZZ-00250	Communications and Record Keeping
SDP-ZZ-PP008	Accountability

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
CA-258	1	EIP-ZZ-00240	TSC Activation Checklist	5

MISCELLANEOUS FORMS AND EQUIPMENT

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STATUS BOARD/LOG KEEPER (OSC) PROCEDURE PACKET (2 Sets)

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-270	3	EIP-ZZ-00241	OSC Organization/Status	20
CA-272	4	EIP-ZZ-00241	Health Physics Office Organization/Status	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20

MISCELLANEOUS FORMS AND EQUIPMENT

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Black Pens  
#2 Pencils  
Erasers  
File Folders (Accordion)  
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Emergency Telephone Directory

EMERGENCY PACKET INVENTORY

STATUS BOARD/LOG KEEPER (TSC) PROCEDURE PACKET (2 Sets)

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
	1	EIP-ZZ-00102	Plant Status Report	50
CA-258	1 (pg. 3 only)	EIP-ZZ-00240	On-Site Emergency Organi- zation (TSC)	10
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20

MISCELLANEOUS FORMS AND EQUIPMENT

Field Information Status Board (10 copies)  
Dose Assessment Board (30 copies)  
ZO-8 ( 50 copies)  
Status Board Marking Utensils  
Black Pens  
#2 Pencils  
Erasers  
File Folders (Accordion)  
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EMERGENCY PACKET INVENTORY

TECHNICAL ASSESSMENT COORDINATOR PROCEDURE PACKET

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00101	Classification of Emergencies
EIP-ZZ-00102	Emergency Implementing Action
EIP-ZZ-00213	Technical Assessment
EIP-ZZ-00240	Technical Support Center Operations
EIP-ZZ-00250	Communications and Record Keeping

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-258	1	EIP-ZZ-00240	TSC Activation	5
CA-260	3	EIP-ZZ-00240	TSC Deactivation	5
CA-261	4	EIP-ZZ-00240	Technical Assessment Coordinator Checklist	5
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20

MISCELLANEOUS FORMS AND EQUIPMENT

ZO-8 ( 25 Copies)  
 Black Pens  
 #2 Pencils  
 Erasers  
 File Folder (Accordion)  
 Tablets of Paper (lined - one side)  
 Emergency Telephone Directory  
 Graph Paper

EMERGENCY PACKET INVENTORY

TECHNICAL SUPPORT COORDINATOR

PROCEDURES (1 each)

<u>Procedure No.</u>	<u>Title</u>
EIP-ZZ-00213	Technical Assessment
EIP-ZZ-00250	Communications and Record Keeping
EIP-ZZ-C0010	Duties of the Corporate Emergency Organization

ATTACHMENTS/FORMS

<u>CA-No.</u>	<u>Attachment Number</u>	<u>Procedure No.</u>	<u>Title</u>	<u>No. of Copies</u>
CA-244	1	EIP-ZZ-00250	Facility Log Sheet	20
	Page 8	EIP-ZZ-C0010	Duties of Technical Support Coordinator	5
	1	EIP-ZZ-C0010	Activation of EOF	5

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