

ATTACHMENT 2

W3P84-1389

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## NUCLEAR SERVICES INSTRUCTIONS

NOTIFICATION AND ASSIGNMENT OF  
CORPORATE COMMAND CENTER STAFFNO: NSI-401  
REV: 1  
DATE: 5-10-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

R. J. Perry 4/24/84

REVIEWED BY/DATE

D. M. Backer 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

J. J. Drummond 4/30/84  
NUCLEAR SERVICES MANAGERCONTENTS

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APPROVED BY/DATE

E. D. M'London 5/10/84  
EMERGENCY DIRECTOR





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UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### NOTIFICATION AND ASSIGNMENT OF CORPORATE COMMAND CENTER STAFF

NO: NSI-401  
REV: 1  
DATE: 5-10-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction applies to Corporate Command Center staff and governs notification and assignment to the Corporate Command Center organization in the event of an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Procedures, Volume 1 & 2
- 2.3 LP&L Emergency Procedures Manual
- 2.4 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Executive Vice-President & General Manager is responsible for assuming the position of Emergency Director in the event of an emergency at Waterford 3.
- 4.2 If the Executive Vice-President and General Manager is not available, then the line of succession for the position of Emergency Director passes first to the Vice-President-Division Operations.
- 4.3 The Emergency Director is responsible for initiating notification of the Corporate Command Center staff in accordance with Attachment 6.2 to NSI-411, Rev. 1.



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## NUCLEAR SERVICES INSTRUCTIONS

### NOTIFICATION AND ASSIGNMENT OF CORPORATE COMMAND CENTER STAFF

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#### 5.0 INSTRUCTION

##### 5.1 Actions specific to notification of Corporate Command Center staff:

- 5.1.1 The Executive Vice-President & General Manager will be notified of an emergency by the Senior Vice-President - Nuclear Operations acting as the EOF Director.
- 5.1.2 If the emergency is classified as a Site Area Emergency or greater or if in the opinion of the EOF Director the situation requires Corporate Command Center activation, then the Executive Vice President & General Manager will assume the role of Emergency Director and will begin notification of Corporate Command Center staff.
- 5.1.3 Notification of Corporate Command Center staff will be carried out in accordance with Attachment 6.2 to NSI-411, Rev. 1.
- 5.1.4 The Emergency Director will notify the President & Chief Executive Officer.
- 5.1.5 If notified, Corporate Command Center staff members will report to designated work areas and carry out assigned tasks and responsibilities.

#### 6.0 ATTACHMENTS

NONE.



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NUCLEAR SERVICES INSTRUCTIONS

EMERGENCY DIRECTOR INSTRUCTIONS

NO: NSI-402

REV: 1

DATE: 5-10-84

PAGE: 1 OF 4

RTYPE: C1.43

PREPARED BY/DATE

*R. J. Perry*

*4/24/84*

REVIEWED BY/DATE

*M. Baker*

*4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*[Signature]*

*4/30/84*

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*G. D. McLeod*

*5/10/84*

EMERGENCY DIRECTOR



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## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY DIRECTOR INSTRUCTION

NO: NSI-402  
REV: 1  
DATE: 5-10-84  
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RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Emergency Director in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 LP&L Emergency Procedures Manual
- 2.4 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Executive Vice President and General Manager and the Vice President - Division Operations are responsible for assuming the position of Emergency Director in the event of an emergency at Waterford 3.
- 4.2 The Emergency Director is responsible for the overall coordination of support to the Waterford 3 Emergency Operations Facility.
- 4.3 The Emergency Director is responsible for directing the notification, activation and staffing of the Corporate Command Center upon the declaration of a Site Area Emergency or as conditions warrant.





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### EMERGENCY DIRECTOR INSTRUCTION

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4.4 The Emergency Director is responsible for notifying and keeping informed the President and Chief Executive Officer of an emergency.

4.5 The Emergency Director is responsible through the Divisions Operations Manager for notifying and keeping informed the Southeastern and West Bank Division Managers, (and others as appropriate), Southern Control Center and the Customer Service Center.

#### 5.0 INSTRUCTION

5.1 Emergency Director actions specific to an emergency at Waterford 3 include the following:

5.1.1 Upon notification of a Site Area Emergency or if informed that conditions warrant, the Emergency Director will direct the notification and activation of the Corporate Command Center staff in accordance with NSI-401, Notification and Assignment of Corporate Command Center staff.

5.2 The Emergency Director will report to the Corporate Command Center and conduct the following activities:

5.2.1 Maintain a log of all incoming and outgoing communications. See Attachment 6.1 to NSI-412, Rev. 0, Communications Log.

5.2.2 Establish communications with the EOF Director and inform him that the Corporate Command Center is activated.

5.2.3 Notify and keep informed the President and Chief Executive Officer.

5.2.4 Respond to requests from the EOF Director and provide support as necessary and available.



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- 5.2.5 Request reports from the EOF Director and from the Corporate Command Center staff as necessary to maintain direction and control of Corporate Command Center operations.
- 5.2.6 Review and approve as necessary emergency news bulletins forwarded by the Emergency News Director.
- 5.2.7 Maintain liaison with the Governor, the Louisiana Congressional delegation and affected members of the Louisiana Legislature through the Government/Public Affairs Manager.
- 5.2.8 If the emergency warrants, direct the Corporate Command Center staff to make preparations for 24 hour operations.
- 5.3 At the conclusion of the emergency, direct initiation of recovery activities as specified in NSI-410, Corporate Command Center Recovery Operations.
- 5.4 At the conclusion of recovery operations, the Emergency Director in conjunction with the EOF Director will determine when Corporate Command Center activities can be terminated and when the return to normal corporate operations can be established.

6.0 ATTACHMENTS

NONE



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## NUCLEAR SERVICES INSTRUCTIONS

TREASURY AND ACCOUNTING  
MANAGER INSTRUCTIONNO: NSI-403  
REV: 1  
DATE: 5-10-84  
PAGE 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

*R. J. Perry*

4/24/84

REVIEWED BY/DATE

*J. Baker*

4/26/84

RESPONSIBLE MANAGER

APPROVED BY/DATE

*J. J. Dumas*

4/30/84

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*L. D. McLondon*

5/10/84

EMERGENCY DIRECTOR





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## NUCLEAR SERVICES INSTRUCTIONS

### TREASURY AND ACCOUNTING MANAGER INSTRUCTION

NO: NSI-403  
REV: 1  
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RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Treasury & Accounting Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 LP&L Emergency Procedures Manual
- 2.4 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Senior Vice President-Accounting & Finance and Treasurer and the Assistant Treasurer are responsible for assuming the position of Treasury & Accounting Manager in the event of an emergency at Waterford 3.
- 4.2 The Treasury & Accounting Manager is responsible for the allocation of funds necessary to support the emergency response efforts of the on-site and near-site organizations.





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## NUCLEAR SERVICES INSTRUCTIONS

### TREASURY AND ACCOUNTING MANAGER INSTRUCTION

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#### 5.0 INSTRUCTION

5.1 The Treasury & Accounting Manager will be notified of an emergency condition by the Emergency Director.

5.1.1 Upon notification of a Site Area Emergency or if informed that conditions warrant, the Treasury & Accounting Manager will report to the Corporate Command Center.

5.2 After reporting to the Corporate Command Center the Treasury & Accounting Manager will conduct the following activities:

5.2.1 Maintain a log of all incoming and outgoing communications. See Attachment 6.1 to NSI-412, Rev. 0, Communications Log.

5.2.2 Establish contact with the General Accounting Manager, the Property Accounting Manager, the General Accountant, the Payroll Accountant and the Stenographic Supervisor and assure that staff is available to support emergency requests.

5.2.3 Fulfill disbursement and special allocation requests to support both on-site and near-site emergency organizations to the extent possible.

5.2.4 Prepare to assume responsibility for payroll and disbursement of funds as part of recovery operations. See NSI-410, Corporate Command Center Recovery Operations.

5.2.5 Perform other duties as assigned by the Emergency Director.

#### 6.0 ATTACHMENTS

NONE

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# NUCLEAR SERVICES INSTRUCTIONS

## ADMINISTRATION/LOGISTICS MANAGER INSTRUCTION

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RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

W. Baker 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

W. J. Dumas 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

R. D. Milendon 5/10/84  
EMERGENCY DIRECTOR



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## NUCLEAR SERVICES INSTRUCTIONS

### ADMINISTRATION/LOGISTICS MANAGER INSTRUCTION

NO: NSI-404  
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#### 1.0 SCOPE

This instruction describes the actions to be taken by the Administration/Logistics Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 LP&L Emergency Procedures Manual
- 2.4 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Senior Vice President-Corporate Administration and Services and the Director of Personnel are responsible for assuming the position of Administration/Logistics Manager in the event of an emergency at Waterford 3.
- 4.2 The Administration/Logistics Manager is responsible for providing assistance through the Logistics Coordinator to the Corporate Command Center staff in the form of clerical support, office supplies, photographic services and mapping.
- 4.3 The Administration/Logistics Manager is responsible for providing all necessary lodging, motor pool, food, travel and logistical support to the emergency organization.





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### ADMINISTRATION/LOGISTICS MANAGER INSTRUCTION

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- 4.4 The Administration/Logistics Manager is responsible for serving as the LP&L purchasing manager during the emergency and its recovery phase. In this capacity, the Administration/Logistics Manager serves as the principal contract negotiator/administrator and material control overseer.
- 4.5 The Administration/Logistics Manager is responsible for providing support related to insurance claims and property loss assessment.
- 4.6 The Administration/Logistics Manager is responsible for notifying and overseeing the activities of the Logistics Coordinator and the Security Coordinator.

#### 5.0 INSTRUCTION

- 5.1 The Administration/Logistics Manager will be notified of an emergency condition by the Emergency Director. The Administration/Logistics Manager in turn will notify the Logistics Coordinator and the Security Coordinator.
  - 5.1.1 Upon notification of a Site Area Emergency or if informed that conditions warrant, the Administration/Logistics Manager will report to the Corporate Command Center.
- 5.2 After reporting to the Corporate Command Center the Administration/Logistics Manager will conduct the following activities:
  - 5.2.1 Maintain a log of all incoming and outgoing communications. See Attachment 6.1 to NSI-412, Rev. 0, Communications Log.
  - 5.2.2 If notified of full activation by the Emergency Director, assure through the Logistics Coordinator that the Corporate Command Center is set up with office furniture, office supplies and equipment. See Attachment 6.4 to NSI-411, Rev. 1, for floor diagram.
  - 5.2.3 Establish contact with key Administrative personnel and assure that personnel and equipment are made available to support emergency requests.



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- 5.2.4 Establish contact with representatives of Middle South Services and assure that contact is established with American Nuclear Insurers and Nuclear Mutual Limited for insurance coverage response as appropriate.
- 5.2.5 Assure through the Logistics Coordinator that clerical staff is available to support Corporate Command Center operation.
- 5.2.6 Assure that motor pool facility is staffed and that vehicles are available to support emergency response organization requests.
- 5.2.7 Assure that special transportation requests to support the emergency organization for helicopters, buses or company planes are met.
- 5.2.8 Assure that arrangements for motel and commercial airline reservations to support emergency operations are met.
- 5.2.9 Process purchasing requests and provide material control as necessary to support emergency operations.
- 5.2.10 If outside support is called for by LP&L or the directly affected parishes, establish contact with support providers to determine contractual arrangements.
- 5.2.11 If evacuations are called for, establish liaison at reception centers and dispatch personnel for processing of claims.
- 5.2.12 Provide necessary food deliveries and field kitchen operations to support extended operations.
- 5.2.13 Prepare to assume responsibility for contract negotiations, insurance claims and purchasing as part of recovery operations. See NSI-410, Corporate Command Center Recovery Operations.





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ADMINISTRATION/LOGISTICS MANAGER  
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5.2.14 Perform other duties as assigned by the Emergency  
Director.

6.0 Attachments

NONE

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# NUCLEAR SERVICES INSTRUCTIONS

GOVERNMENT/PUBLIC AFFAIRS MANAGER

NO: NSI-405  
REV: 1  
DATE: 5-10-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry*

*4/24/84*

REVIEWED BY/DATE

*MBaker*

*4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*JJ Drummond*

*4/30/84*

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*L.D. McLendon*

*5/10/84*

EMERGENCY DIRECTOR



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## NUCLEAR SERVICES INSTRUCTIONS

### GOVERNMENT/PUBLIC AFFAIRS MANAGER

NO: NSI-405  
REV: 1  
DATE: 5-10-84  
PAGE: 2 OF 4  
RTYPE:C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Government/Public Affairs Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 LP&L Emergency Procedures Manual
- 2.4 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The LP&L Assistant Director of Public Affairs and the LP&L Director of Public Affairs are responsible for assuming the position of Government/Public Affairs Manager in the event of an emergency at Waterford 3.
- 4.2 The Government/Public Affairs Manager is responsible for providing information to and liaison with the Governor of Louisiana, the Louisiana Congressional delegation and State Legislature Representatives from the affected areas during an accident at Waterford 3.



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## NUCLEAR SERVICES INSTRUCTIONS

### GOVERNMENT/PUBLIC AFFAIRS MANAGER

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#### 5.0 INSTRUCTION

5.1 The Government/Public Affairs Manager will be notified of an emergency condition by the Emergency Director.

5.1.1 Upon notification of a Site Area Emergency or if informed that conditions warrant, the Government/Public Affairs Manager will report to the Corporate Command Center.

5.2 After reporting to the Corporate Command Center the Government/Public Affairs Manager will conduct the following activities:

5.2.1 Maintain a log of all incoming and outgoing communications. See Attachment 6.1 to NSI-412, Rev. 0, Communications Log.

5.2.2 Establish contact with key Governmental Affairs personnel and assure that trained personnel are available to assist with ongoing information and liaison assignments.

5.2.3 Establish contact with the Governor's Office and maintain information flow throughout the emergency.

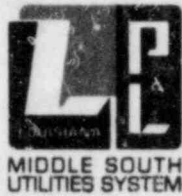
5.2.4 Establish contact with key members of the Louisiana Congressional delegation. Special attention should be paid to those representatives whose districts may be directly affected by the emergency. Maintain information flow throughout the emergency.

5.2.5 Establish contact with those members of the Louisiana Legislature whose districts may be directly affected by the emergency. Maintain information flow throughout the emergency.



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# NUCLEAR SERVICES INSTRUCTIONS

GOVERNMENT/PUBLIC AFFAIRS MANAGER

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5.2.6 Prepare to assume responsibility for governmental liaison affairs as part of recovery operations. See NSI-410, Corporate Command Center Recovery Operations.

5.2.7 Perform other duties as assigned by the Emergency Director.

## 6.0 ATTACHMENTS

NONE

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# NUCLEAR SERVICES INSTRUCTIONS

SUPPORT ENGINEERING MANAGER

NO: NSI-406

REV: 1

DATE: 5-10-84

PAGE: 1 OF 3

RTYPE: C1.43

PREPARED BY/DATE

*R. J. Perry*

*4/24/84*

REVIEWED BY/DATE

*W. B. Baker*

*4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W. J. Dunning*

*4/30/84*

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*S. D. M. [Signature]*

*5/10/84*

EMERGENCY DIRECTOR



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## NUCLEAR SERVICES INSTRUCTIONS

### SUPPORT ENGINEERING MANAGER

NO: NSI-406  
REV: 1  
DATE: 5-10-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Support Engineering Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 LP&L Emergency Procedures Manual
- 2.4 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

#### 3.0 DEFINITIONS


- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Chief Engineer and the Transmission & Distribution Manager are responsible for assuming the position of Support Engineering Manager in the event of an emergency at Waterford 3.
- 4.2 The Support Engineering Manager is responsible for directing emergency engineering support for the Waterford 3 on-site and near-site emergency organizations.
- 4.3 The Support Engineering Manager is responsible for providing assistance in the areas of computer applications, communications and power transmission and distribution.



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## NUCLEAR SERVICES INSTRUCTIONS

### SUPPORT ENGINEERING MANAGER

NO: NSI-406  
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RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 The Support Engineering Manager will be notified of an emergency condition by the Emergency Director.

5.1.1 Upon notification of a Site Area Emergency or if informed that conditions warrant, the Support Engineering Manager will report to the Corporate Command Center.

5.2 After reporting to the Corporate Command Center the Support Engineering Manager will conduct the following activities:

5.2.1 Maintain a log of all incoming and outgoing communications. See Attachment 6.1 to NSI-412, Rev. 0, Communications Log.

5.2.2 Establish contact with Engineering Services Manager, Land and Right-of-Way Manager, System Planning Manager, Substation Engineering Manager and Transmission and Distribution Manager and assure that personnel and equipment are available to support emergency requests.

5.2.3 Establish contact with Southern Control and insure that power supply and distribution is maintained throughout the emergency.

5.3.4 Respond to computer and communication system requests from the Waterford 3 emergency organization.

5.2.5 Respond to power transmission and distribution system service requests.

5.3.6 Provide necessary engineering support to the on-site and near-site emergency organizations to support recovery efforts. See NSI-410, Corporate Command Center Recovery Operations.

5.2.7 Perform other duties as assigned by the Emergency Director.

#### 6.0 ATTACHMENTS

NONE

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## NUCLEAR SERVICES INSTRUCTIONS

FOSSIL OPERATIONS MANAGER

NO: NSI-407  
REV: 1  
DATE: 5-10-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

*R. J. Perry* 4/21/84

REVIEWED BY/DATE

*Paul Brakes* 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

*G. J. Johnson* 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*R. D. McLenahan* 5/10/84  
EMERGENCY DIRECTOR



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## NUCLEAR SERVICES INSTRUCTIONS

### FOSSIL OPERATIONS MANAGER

NO: NSI-407  
REV: 1  
DATE: 5-10-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Fossil Operations Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 LP&L Emergency Procedures Manual
- 2.4 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The LP&L Vice President-Fossil Operations or the LP&L Senior Vice President-Fossil Operations are responsible for assuming the position of Fossil Operations Manager in the event of an emergency at Waterford 3.
- 4.2 The Fossil Operations Manager is responsible for coordinating the maintenance of fossil station power supply in the event of an emergency at Waterford 3.
- 4.3 The Fossil Operations Manager is responsible for confirming notification to fossil stations located within 10 miles of Waterford 3 and any other plants deemed appropriate in an emergency.



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## NUCLEAR SERVICES INSTRUCTIONS

### FOSSIL OPERATIONS MANAGER

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#### 5.0 INSTRUCTION

5.1 The Fossil Operations Manager will be notified of an emergency condition by the Emergency Director.

5.1.1 Upon notification of a Site Area Emergency or if informed that conditions warrant, the Fossil Operations Manager will report to the Corporate Command Center.

5.2 After reporting to the Corporate Command Center the Fossil Operations Manager will conduct the following activities:

5.2.1 Maintain a log of all incoming and outgoing communications. See Attachment 6.1 to NSI-412, Rev. 0, Communications Log.

5.2.2 Establish contact with managers of fossil plants located within 10 miles of Waterford 3 and assure that notification of the emergency condition has been received.

5.2.3 Establish contact with the Communication Engineer and the Maintenance Coordinator and advise them of emergency condition. Instruct Communication Engineer to contact the Fossil Power Plant Coordinators. The Coordinator will be asked to determine the status of system plants and to report any change in status to the Communication Engineer.

5.2.4 Establish and maintain contact with the Middle South Utilities System Operations Center and advise them of emergency conditions and request that this information be passed onto the Operations Centers of CLECO, Gulf States Utilities, Mississippi Power Company, Mississippi Power & Light and NOPSI.

5.2.5 Perform other duties as assigned by the Emergency Director.

#### 6.0 Attachments

NCNE

NS30199EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

CORPORATE COMMAND CENTER  
RESOURCE DOCUMENTNO: NSI-411  
REV: 1  
DATE: 5-10-84  
PAGE: 1 OF 27  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry**4/24/84*

REVIEWED BY/DATE

*W. Brakes*

RESPONSIBLE MANAGER

*4/26/84*

APPROVED BY/DATE

*N. J. Dumm*

NUCLEAR SERVICES MANAGER

*4/30/84*CONTENTS

- 1.0 SCOPE
- 2.0 REFERENCES
- 3.0 DEFINITIONS
- 4.0 RESPONSIBILITIES
- 5.0 INSTRUCTION
- 6.0 ATTACHMENTS

APPROVED BY/DATE

*L. D. McFendon*

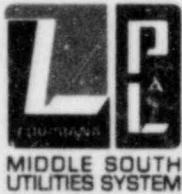
EMERGENCY DIRECTOR

*5/10/84*





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### CORPORATE COMMAND CENTER RESOURCE DOCUMENT

NO: NSI-411  
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#### 1.0 SCOPE

This instruction describes the actions to be taken to maintain and update resource documents necessary to assist with the implementation of the Corporate Command Center Instructions.

#### 2.0 REFERENCES

2.1 NSI's 401 through 414 (Corporate Command Center Instructions.)

#### 3.0 DEFINITIONS

3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

4.1 It is the responsibility of the designated Emergency Planning representative to maintain and annually update all documents contained as part of this instruction.

#### 5.0 INSTRUCTION

5.1 The designated Emergency Planning representative will assure that all documents appearing as Attachments to this instruction are complete and current.

5.2 The designated Emergency Planning representative will annually update the Attachments to this instruction.



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### CORPORATE COMMAND CENTER RESOURCE DOCUMENT

NO: NSI-411  
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5.3 The designated Emergency Planning representative will assure that, where telephone numbers or other information that might be considered as confidential or privileged information is included in this instruction, an expurgated version is developed for placement in the public document room before it is forwarded to any agency of the Federal government.

#### 6.0 Attachments

- 6.1 Corporate Command Center Organization Chart
- 6.2 Corporate Command Center Notification Checklist
- 6.3 Corporate Command Center Security Checklist
- 6.4 Corporate Command Center Floor Diagram
- 6.5 Administrations/Logistics Manager Call List
- 6.6 Initial Notification Form
- 6.7 Follow-up Notification Form
- 6.8 Government/Public Affairs Manager Call List
- 6.9 Security Diagram (Corporate Command Center)
- 6.10 Security Diagram (Emergency News Center)
- 6.11 Security Diagram (Back-Up EOF)
- 6.12 Back-Up EOF Security Checklist
- 6.13 Security Sign-In Sheet
- 6.14 Courier Sign-In Sheet
- 6.15 Contact List for Adjacent Electrical Generating Companies

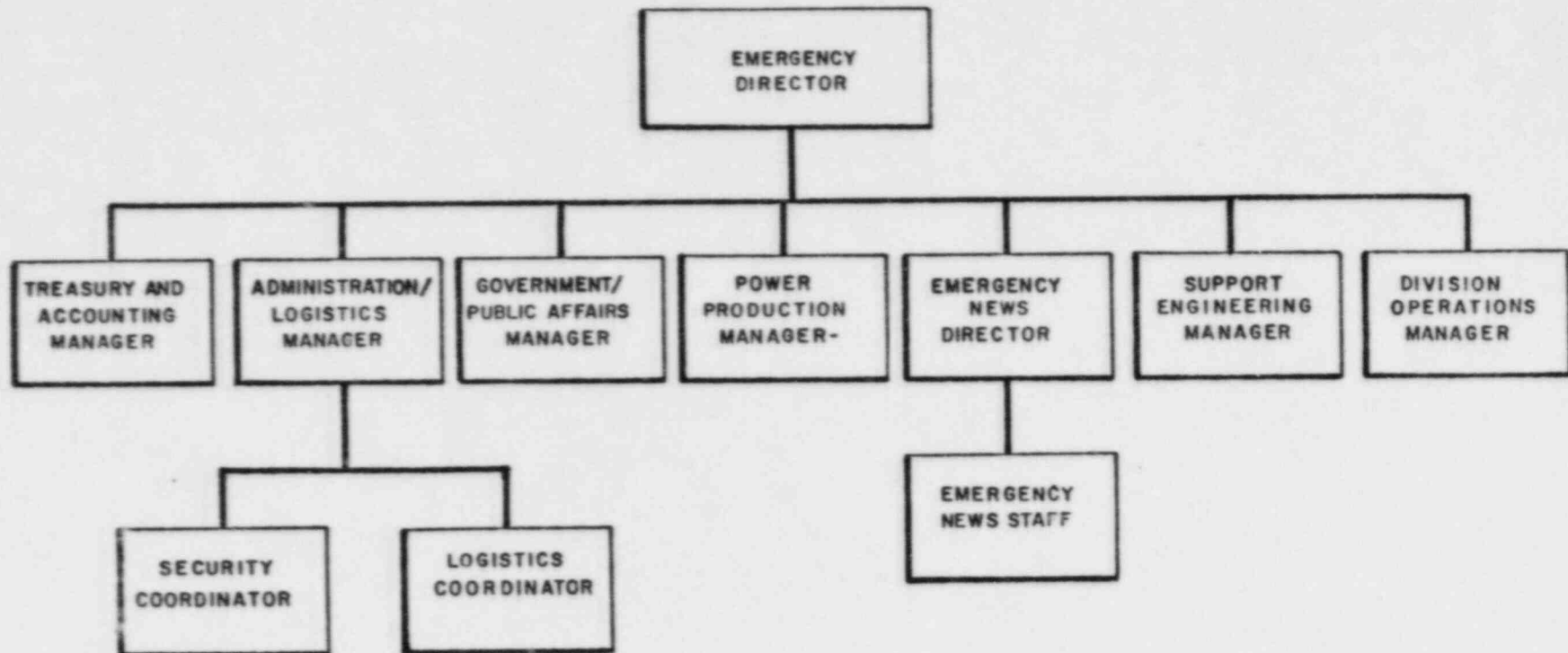


MIDDLE SOUTH  
UTILITIES SYSTEM

 MIDDLE SOUTH UTILITIES SYSTEM		

ATTACHMENT 6.1  
CORPORATE COMMAND CENTER  
ORGANIZATION CHART

**CORPORATE COMMAND CENTER**



## Attachment 6.2

CORPORATE COMMAND CENTER NOTIFICATION CHECKLIST

The Emergency Director will be notified by the Waterford 3 EOF Director. The Emergency Director will begin the notification process by placing calls to primary staff members. The Corporate Command Center staff members with notification assignments will in turn conduct their notifications as necessary.

Note: The Emergency Director is responsible for seeing that all staff positions are filled at the time of Corporate Command Center activation.

## Emergency Director Calls:

	<u>Office</u>	<u>Home</u>
Emergency Director		
Privacy		
G. D. McLendon	[ ]	[ ]
Alternate		
D. E. Knowles	[ ]	[ ]
Emergency News Director*		
Primary		
R. M. Redhead	[ ]	[ ]
Alternate		
J. J. Cordaro	[ ]	[ ]
Administration/Logistics Manager		
Primary		
W. C. Nelson	[ ]	[ ]
Alternate		
L. F. McCrocklin	[ ]	[ ]
Treasury & Accounting Manager		
Primary		
J. H. Erwin	[ ]	[ ]
Alternate		
T. W. Boatright	[ ]	[ ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.



## Attachment 6.2 (Cont'd)

	<u>Office</u>	<u>Home</u>
Supporting Engineering Manager		
Primary		
J. J. Saacks	[ ]	[ ]
Alternate		
J. A. Serice	[ ]	[ ]
Government/Public Affairs Manager		
Primary		
D. R. Hale	[ ]	[ ]
Alternate		
R. C. Guthrie	[ ]	[ ]
Manager - Fossil Operations		
Primary		
L. V. Maurin	[ ]	[ ]
Alternate		
D. L. Aswell	[ ]	[ ]
Administration/Logistics Manager Calls:		
Security Coordinator		
Primary		
W. J. Friloux	[ ]	[ ]
Alternate		
D. P. Cooksey	[ ]	[ ]
Divisions Operations Manager		
Primary		
G. L. Monteverde	[ ]	[ ]
Alternate		
V. W. Peperone	[ ]	[ ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

Attachment 6.2 (Cont'd)

	<u>Office</u>	<u>Home</u>
Logistics Coordinator		
Primary		
O. K. Tucker	[        ]	[        ]
	[        ]	
Alternate		
C. A. Ponder	[        ]	[        ]

\*Emergency News Director makes calls in accordance with Emergency News Organization Instructions.

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

# ATTACHMENT 6.3

## Corporate Command Center Security Checklist

### 1.0 Access Upon Recognizance of the Security Officer in Charge

1.1 Access will be granted to the following persons upon presentation of a valid Company identification card with picture, or some other valid form of picture identification.

### 1.2 Access List

<u>Name</u>	<u>Emergency Position</u>	<u>Company I.D. Badge No.</u>
G. D. McLendon	Emergency Director	[ ]
D. E. Knowles	Alt. Emergency Director	[ ]
R. M. Redhead	Information Center Director	[ ]
J. J. Cordaro	Information Center Director	[ ]
W. C. Nelson	Adm./Logistics Manager	[ ]
L. F. McCrocklin	Adm./Logistics Manager	[ ]
J. H. Erwin	Treasury & Accounting Manager	[ ]
T. W. Boatright	Treasury & Accounting Manager	[ ]
J. J. Saacks	Support Engineering Manager	[ ]
J. A. Serice	Support Engineering Manager	[ ]
D. R. Hale	Govt./Public Affairs Manager	[ ]
R. C. Guthrie	Govt./Public Affairs Manager	[ ]
L. V. Maurin	Fossil Operations Manager	[ ]
D. L. Aswell	Fossil Operations Manager	[ ]
W. J. Friloux	Security Coordinator	[ ]
D. P. Cooksey	Security Coordinator	[ ]
G. L. Monteverde	Division Operations Manager	[ ]
V. W. Peperone	Division Operations Manager	[ ]
O. K. Tucker	Logistics Coordinator	[ ]
C. A. Ponder	Logistics Coordinator	[ ]
E. J. Senac	Technical Advisor	[ ]
R. W. Prados	Technical Advisor	[ ]
K. N. Curley	Technical Advisor	[ ]
E. W. Johnson	South Central Bell Representative	[ ]
M. Kass	South Central Bell Representative	[ ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

ATTACHMENT 6.3 (cont'd)

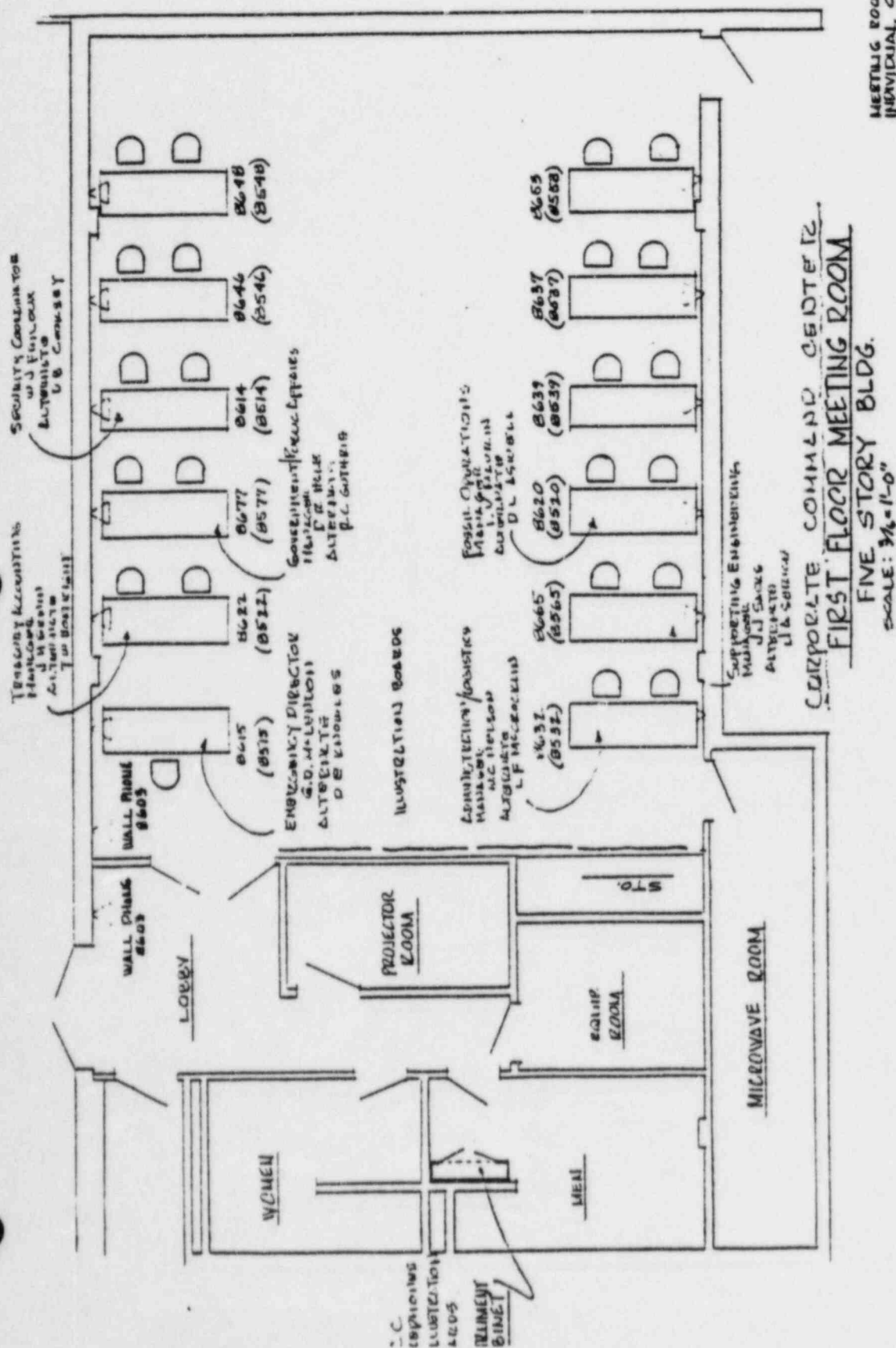
2.0 Access for All Other Persons

2.1 Other persons will be admitted to the Corporate Command Center if they meet the following conditions:

- (a) Possess a valid picture identification card, and
- (b) Must be approved for access by either the Emergency Director, or the Security Coordinator.

2.2 Access will be denied to all other persons.

MEETING ROOM EXT. - \$2.00  
INDIVIDUAL OFFICE - (\$500)



ATTACHMENT 6.5

ADMINISTRATION/LOGISTICS MANAGER CALL LIST

1. Southeastern Louisiana University  
Western Avenue  
Hammond, LA  
Tangipahoa Parish  
  
Telephone No.: [                      ]  
Tangipahoa Parish Civil Defense: [                      ] or [                      ]  
  
Serves Sectors A1, A2 and A3
2. The Centroplex  
275 South River Road  
Baton Rouge, LA  
East Baton Rouge Parish  
  
Telephone No.: [                      ]  
East Baton Rouge Civil Defense: [                      ]  
  
Serves Sectors A1, A2, A3 and A4
3. Girard Recreation Center  
5300 Irving Street  
Metairie, LA  
Jefferson Parish  
  
Telephone No.: [                      ]  
Jefferson Parish Civil Defense: [                      ]  
  
Serves Sectors B2, B3 and B4
4. Nicholls State University  
Highway 1  
Thibodaux, LA  
Lafourche Parish  
  
Telephone No.: [                      ]  
Lafourche Civil Defense: [                      ]  
  
Serves Sectors C1, C2, C3, C4 and D4
5. Avondale Recreation Center  
709 South Jamie Blvd.  
Avondale, LA  
Jefferson Parish  
  
Telephone No.: [                      ]  
Jefferson Parish Civil Defense: [                      ]  
  
Serves Sectors D1, D2 and D3

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

ATTACHMENT 6.6

INITIAL NOTIFICATION

This is \_\_\_\_\_ with Message No. 1, at \_\_\_\_\_ hrs.,  
(Name) (Time)  
OR \_\_\_\_\_ with \_\_\_\_\_ Telephone No. \_\_\_\_\_  
(Date) (Site)

Events are such that a/an: \_\_\_\_\_ Unusual Event \_\_\_\_\_ Site Area Emergency  
\_\_\_\_\_ Alert \_\_\_\_\_ General Emergency

was declared at \_\_\_\_\_ hrs.

Brief description of event(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE FOLLOWING INFORMATION APPLIES:

Release: \_\_\_\_\_ NO  
\_\_\_\_\_ YES - Liquid; Gaseous; Other \_\_\_\_\_  
Wind Speed \_\_\_\_\_ mph  
Wind Direction from \_\_\_\_\_ into Sector(s) \_\_\_\_\_  
(degrees) (A-R)

Recommended Protective Actions: \_\_\_\_\_ None  
\_\_\_\_\_ Shelter  
\_\_\_\_\_ Other \_\_\_\_\_  
\_\_\_\_\_

A comprehensive assessment of conditions is in progress at this time.  
Additional information will be provided to you as the situation develops.

PLEASE ACKNOWLEDGE RECEIPT OF THIS MESSAGE AS YOUR STATION IS CALLED.



ATTACHMENT 6.7  
FOLLOW-UP NOTIFICATION

This is \_\_\_\_\_ with Message No. \_\_\_\_\_, at \_\_\_\_\_ hrs.,  
(Name) (Number) (Time)  
on \_\_\_\_\_ with \_\_\_\_\_ Telephone No. \_\_\_\_\_

Events are such that a/an: \_\_\_\_\_ Unusual Event \_\_\_\_\_ Site Area Emergency  
Alert \_\_\_\_\_ General Emergency  
was declared at \_\_\_\_\_ hrs.

This classification is (Escalated, De-escalated, Unchanged, Terminated) from the last report.

Reason for reclassification: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE FOLLOWING INFORMATION APPLIES:

SECTION A: Radiological Release Information \_\_\_\_\_ N/A

This information is: A) New Information B) Unchanged

- (1) Type of Radiological Release: Liquid; Gaseous; Other \_\_\_\_\_
- (2) Time of Reactor Shutdown: \_\_\_\_\_ hrs.
- (3) Initial Time of Release \_\_\_\_\_ hrs.
- (4) Release Terminated: NO; YES TIME TERMINATED \_\_\_\_\_ hrs.
- (5) Duration of Release: KNOWN \_\_\_\_\_ or TOTAL PROJECTED \_\_\_\_\_  
(hours) (hours)
- (6) Release Rate: Noble Gas \_\_\_\_\_ Ci/sec Monitored; Calculated  
Iodine \_\_\_\_\_ Ci/sec Monitored; Calculated  
Particulate \_\_\_\_\_ Ci/sec Monitored; Calculated
- (7) Release Elevation: Ground Level; Elevated
- (8) Estimate of Surface Contamination In-Plant, Onsite, or Offsite: \_\_\_\_\_  
\_\_\_\_\_

SECTION B: Meteorology \_\_\_\_\_ N/A

This information is: A) New Information B) Unchanged

- (1) Wind: Speed \_\_\_\_\_ mph  
Direction from \_\_\_\_\_ into Sector(s) \_\_\_\_\_  
(degrees) (A-R)
- (2) Stability Class: A B C D E F G
- (3) Precipitation: None; Rain; Sleet; Snow; Hail

ATTACHMENT 6.7 (cont'd)

SECTION C: Offsite Radiological Dose Consequences

N/A

This is: A) New Information B) Unchanged

(1) <u>Projected Whole Body Dose At:</u>	<u>Dose Rate</u>	<u>Projected Duration</u>	<u>Projected Dose</u>
A) Site Boundary	mR/hr		mRem
B) 2 Miles	mR/hr		mRem
C) 5 Miles	mR/hr		mRem
d) 10 Miles	mR/hr		mRem

(2) <u>Projected Thyroid Dose Commitment At:</u>	<u>Projected Dose</u>
A) Site Boundary	mRem
B) 2 Miles	mRem
C) 5 Miles	mRem
D) 10 Miles	mRem

(3) Affected Sectors \_\_\_\_\_

SECTION D: Emergency Response Considerations

N/A

This is A) New Information B) Unchanged

- (1) Recommended Protective Actions: None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (2) License Emergency Actions Underway: None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (3) Request for Offsite Support: None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (4) Prognosis for Worsening or Termination of Event Based on Plant Information:  
 None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (5) Other Comments: None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Attachment 6.8

Government/Public Affairs Manager Call List

Name & Telephone # of Governor

Edwin W. Edwards [ ]

Name & Telephone # of Governor's Public Information Officer

Edward's - Meg Curtis [ ]

Names & Telephone #'s of Louisiana U.S. Senators

Russell B. Long [ ] Washington, D.C.  
[ ] Baton Rouge

J. Bennett Johnson [ ] Washington, D.C.  
[ ] New Orleans

Name & Telephone # of U.S. Representative for District in which Waterford 3 plant is located

W. J. "Billy" Tauzin [ ] Washington, D.C.  
[ ] Houma  
[ ] Metairie

Names & Telephone #'s of U.S. Representatives for Districts in which LP&L and NOPSI General Offices are located

Robert L. Livingston (LP&L) [ ] Washington, D.C.  
[ ] New Orleans

Lindy Boggs (NOPSI) [ ] Washington, D.C.  
[ ] New Orleans

Name & Telephone # of State Senator for District in which Waterford 3 is located

Ron Landry (19th District) [ ] LaPlace

Name & Telephone # of State Representative for District in which Waterford 3 is located

Ralph Miller (56th District) [ ] Norco

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

Attachment 6.8 (Cont'd)

Names & Telephone #'s for the Presidents of Contiguous Parishes

Jefferson -		
Joseph S. Yenni	[	] Metairie
Lafourche -		
Cyrus "Bobby" Tardo	[	] Thibodaux
St. James		
Paul K. Keller	[	] Convent
Ascension -		
Joseph Carey Frederic	[	] Donaldsonville
Livingston -		
James H. Sibley	[	] Livingston
Tangipahoa -		
Lowrey Fox	[	] Amite

St. Charles Parish State Legislators

Sen. Ron Landry (Dawn Trosclair)	[	]
Rep. Ralph Miller (Janet LeBoeuf)	[	]
	[	]

St. John Parish State Legislators

Rep. Joe Accaldo (Maria Stein)	[	]
--------------------------------	---	---

State Senators from Contiguous Areas

Sen. Nunez	[	]
Sen. Windhorst	[	]
Sen. Nicholson	[	]
Sen. Hollis	[	]
Sen. Lauricella	[	]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

Attachment 6.8 (Cont'd)

State Representatives from Contiguous Areas

Rep. Donelon	[	]
Rep. D'Gerolamo	[	]
Rep. Doucet	[	]
Rep. Lancaster	[	]
Rep. Cusimano	[	]
Rep. Dastugue	[	]
Rep. Alario	[	]
Rep. Ullo	[	]
Rep. Gee	[	]

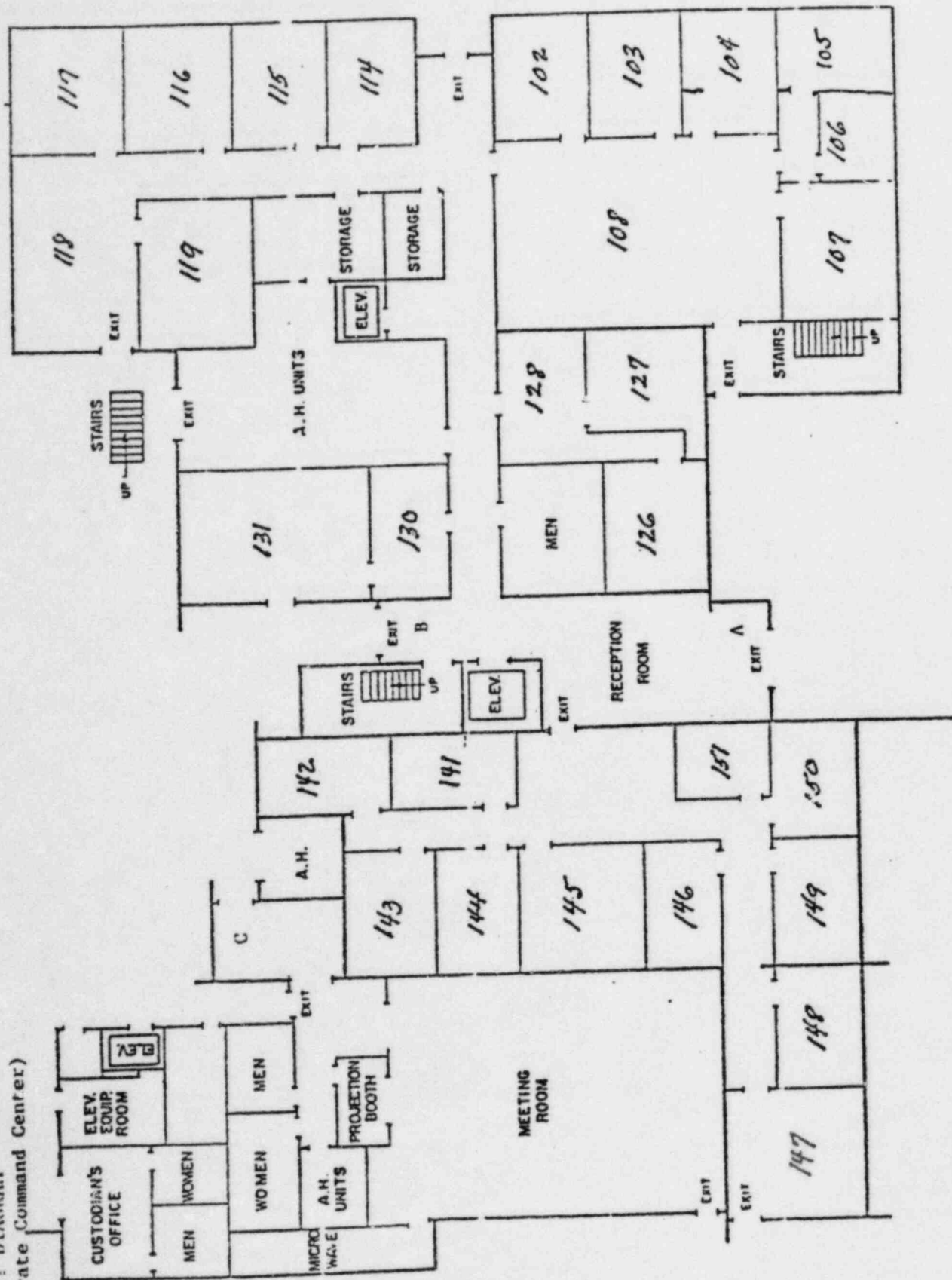
Governmental Affairs Liaison Personnel

Frank Lombardo	[	<u>Office</u>	]	[	<u>Home</u>	]
----------------	---	---------------	---	---	-------------	---

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.



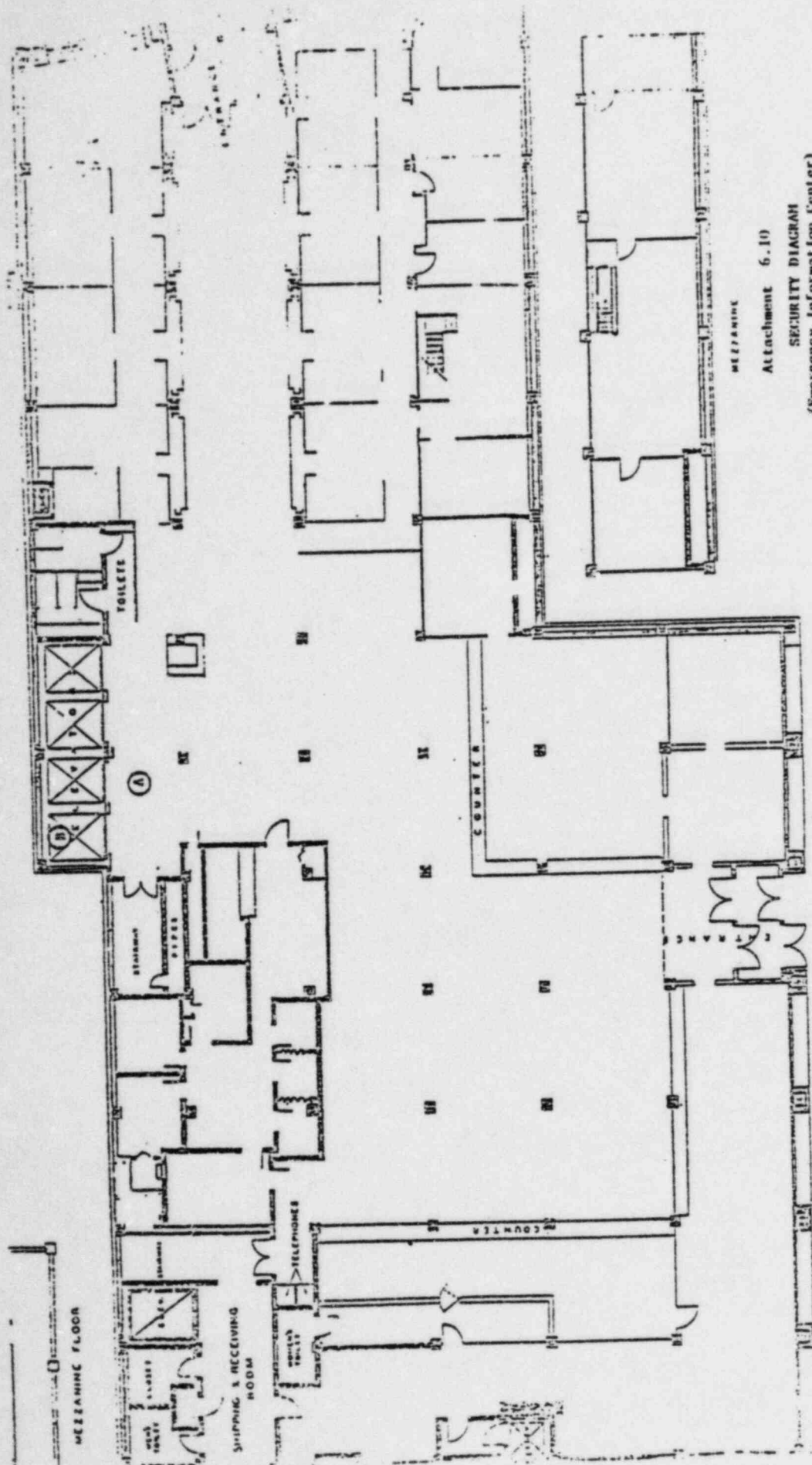
SECURITY DIAGRAM  
(Corporate Command Center)



Attachment 6.9

SECURITY OFFICER POSITION ----- 0

142 Delaronde Street  
New Orleans, La.



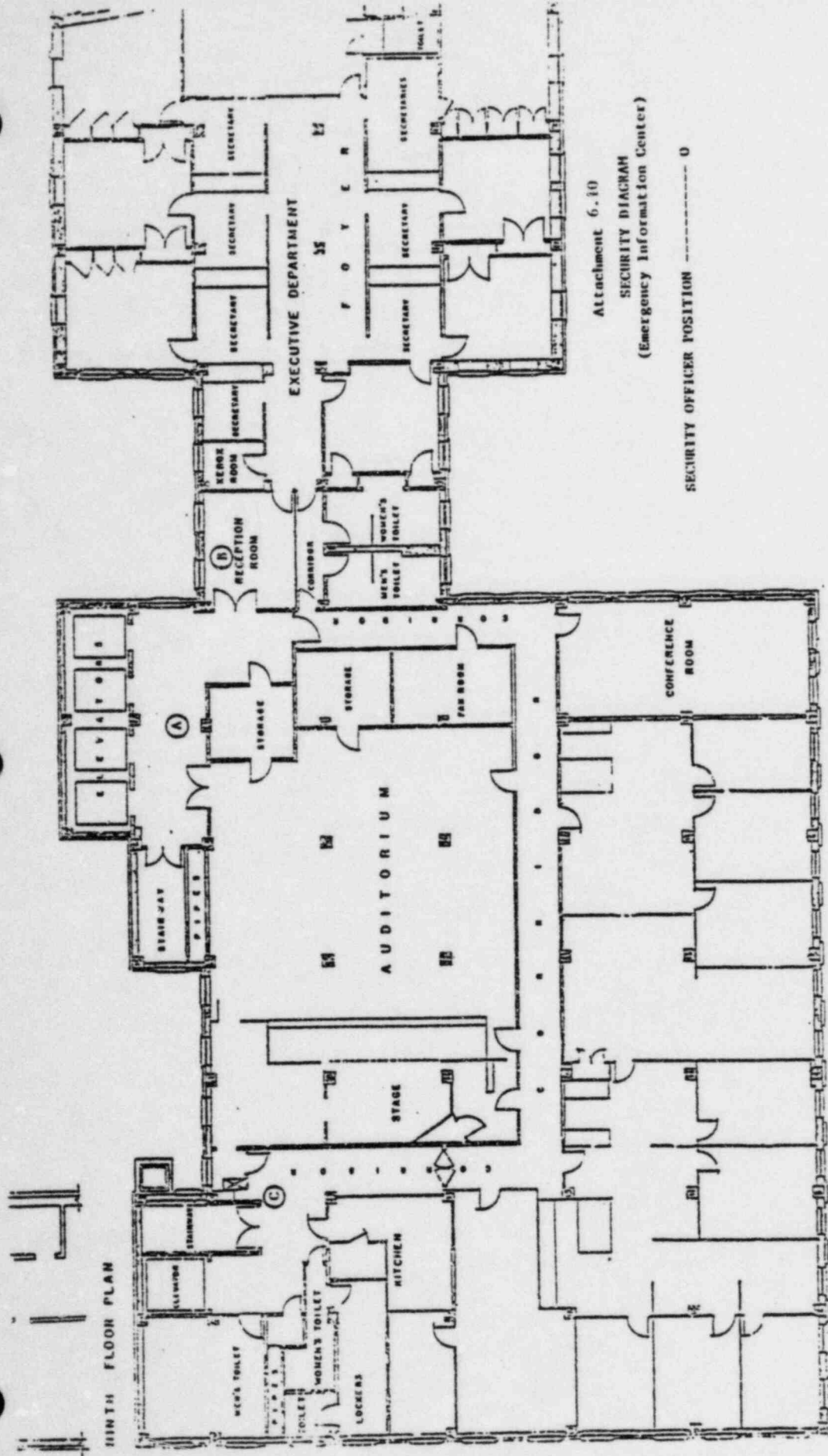
**FIRST FLOOR PLAN**  
 317 Baronne Street, New Orleans, La.

MEZZANINE  
 Attachment 6.10  
**SECURITY DIAGRAM**  
 (Emergency Information Center)

SECURITY OFFICER POSITION----- G

NEW OR





EIGHTH FLOOR PLAN

317 Baronne Street  
New Orleans, La.

Attachment 6.10

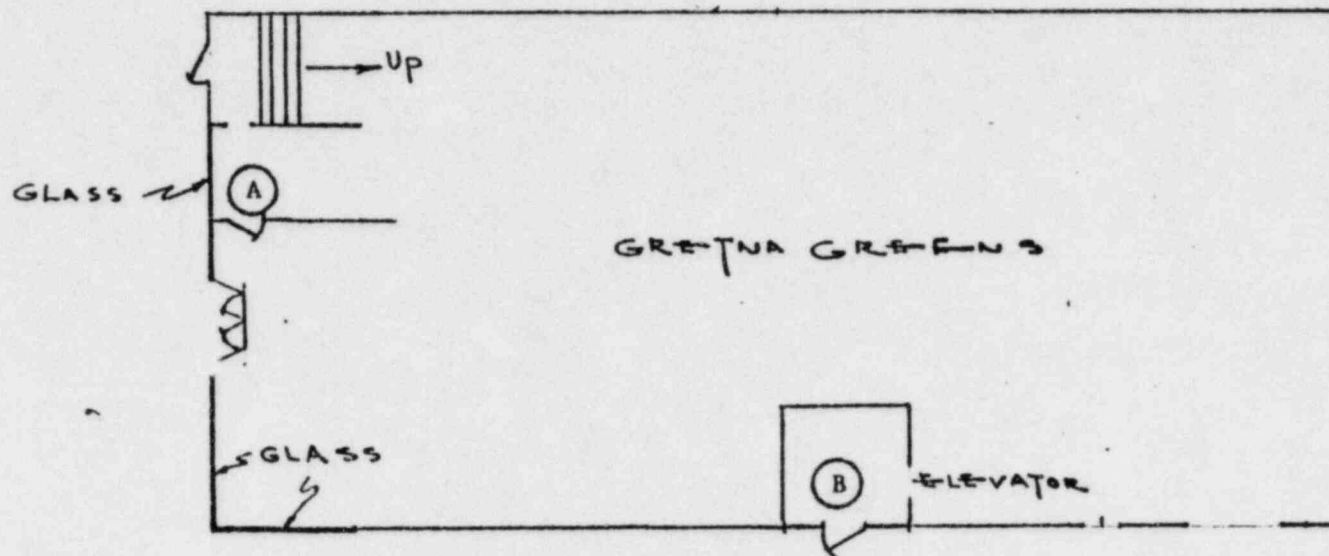
SECURITY DIAGRAM  
(Emergency Information Center)

SECURITY OFFICER POSITION ----- 0

ATTACHMENT 6.11

BACK-UP EOF

SECURITY DIAGRAM



1" = 20'

ATTACHMENT 6.12

BACK-UP EOF SECURITY CHECKLIST

1.0 Access Upon Recognizance of the Security Officer in Charge

1.1 Access will be granted to the following persons upon presentation of a valid company identification card with picture, or some other form of valid picture identification.

1.2 Access List

<u>Name</u>	<u>Emergency Position</u>
R. Leddick F. J. Drummond N. Carns	EOF Director
E. M. Rollins J. Lewis	Radiological Assessment
C. DeDeaux G. Butts R. Groseclose	Field Team Communicator
J. Ethridge C. Groome D. Adams	Field Team Controller
C. Bryan R. Bobka	Dose Projection Coordinator
D. Dobson K. Simister J. Sleger	Administration/Logistics Coord.
R. Burski B. Willis D. Schultz	Operations/Engineering Coord.
J. Jackson O. Pipkins B. Hyatt	Communications Coordinator

ATTACHMENT 6.12 (Cont'd)

<u>Name</u>	<u>Position</u>
M. Fenerty	EOF Communicator
T. Gaudet	
G. Lehman	
J. Johnston	
T. Andrews	
D. Freeman	
E. Townsend	
J. Messina	
J. Schlesinger	
S. Marciante	Administrative Assistant 1
P. Lorio	
C. Hunka	Administrative Assistant 2
L. Gates	
J. Tauzin	
Y. Sirmon	EOF Logkeeper
P. Brinkman	
S. Thomas	
R. Seidl	I&C Engineer
G. Wood	
R. Naylor	
J. Holman	Nuclear Engineer
R. Wilkins	
K. Iyengar	
C. Decareaux	Mechanical Engineer
J. Carson	
J. Sergeantanis	
H. deLaneuville	Electrical Engineer
M. Meyer	
E. Field	
R. Nelson	Licensing Coordinator
M. Meisner	
D. Packer	Offsite Technical Advisor
T. Carver	
P. Backes	
M. Mills	Offsite Technical Assistant
G. Cox	
N. Dupont	

ATTACHMENT 6.12 (Cont'd)

2.0 Access for All Other Persons

2.1 Other persons will be admitted to the Corporate Command Center if they meet the following conditions:

- (a) Possess a valid picture identification card; and
- (b) Must be approved for access by either the Administrative/Logistics Coordinator or the Security Coordinator.

2.2 Access will be denied to all other persons.

ATTACHMENT 6.13  
Security Sign-In Sheet

Location \_\_\_\_\_

Date \_\_\_\_\_

Page \_\_\_\_ of \_\_\_\_

Security Officer

In Charge \_\_\_\_\_

	<u>Name</u>	<u>Date/Time In</u>	<u>I.D.#</u>	<u>Date/Time Out</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18.	_____	_____	_____	_____
19.	_____	_____	_____	_____
20.	_____	_____	_____	_____
21.	_____	_____	_____	_____
22.	_____	_____	_____	_____
23.	_____	_____	_____	_____
24.	_____	_____	_____	_____
25.	_____	_____	_____	_____



## COURIER SIGN-IN LOG

COURIER'S NAME

PERIOD FROM:

TO:

DATE.

[illegible]

## APPROVAL AUTHORIZATION:

1. EMERGENCY DIRECTOR: \_\_\_\_\_ ; INITIALS: \_\_\_\_\_

3. SECURITY COORDINATOR: \_\_\_\_\_ ; INITIALS: \_\_\_\_\_

2. ALT. EMERGENCY DIR. \_\_\_\_\_ ; INITIALS: \_\_\_\_\_

4. ALT. SEC. COORDINATOR: \_\_\_\_\_ ; INITIALS: \_\_\_\_\_

## SECURITY OFFICER(S):

1 OFFICER\* : INITIALS: : PERIOD FROM: : TO: : DATE: : DATE:

2 OFFICER- : INITIALS: : PERIOD FROM: TO: : DATE:

OFFICER-  
: INITIAL: : PERIOD FROM: : TO: : DATE:

OFFICER: \_\_\_\_\_  
 : INITIAL : \_\_\_\_\_  
 : PERIOD FROM: \_\_\_\_\_  
 : TO: \_\_\_\_\_  
 : DATE: \_\_\_\_\_



Attachment 6.15

Contact List for Adjacent Electrical Generating Companies

<u>Company</u>	<u>Contact Person</u>	<u>Telephone Number</u>
NOPSI	Norman Ford	[       ] or [       ]
Mississippi Power & Light	Tom Dallas Jim Ridder	[       ] [       ]
Gulf States Utilities	E. J. Serwan G. S. Cannon	[       ] [       ]
CLECO	B. J. Guillory	[       ]
Mississippi Power Corp.	Ladell Beckham W. G. Dees, Jr.	[       ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR  
PRIVATE INFORMATION.



# NUCLEAR SERVICES INSTRUCTIONS

## EMERGENCY NEWS CENTER ACTIVATION

NO: NSI-421  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry* 4/24/84

REVIEWED BY/DATE

*Bruff Backer* 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

*G J Diamond* 4/30/84  
NUCLEAR SERVICES MANAGER

### CONTENTS

- 1.0 SCOPE
- 2.0 REFERENCES
- 3.0 DEFINITIONS
- 4.0 RESPONSIBILITIES
- 5.0 INSTRUCTION
- 6.0 ATTACHMENTS

APPROVED BY/DATE

*Robert M. Redhead* 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER ACTIVATION

NO: NSI-421  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes actions to be taken when the Emergency News Center Director determines the need for the activation of the LP&L Emergency News Center.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual

#### 3.0 DEFINITIONS

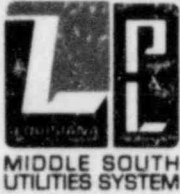
- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Emergency News Center Director and the assigned members of the Emergency News Center staff are responsible for the implementation of this instruction.

#### 5.0 INSTRUCTION

- 5.1 Actions specific to LP&L Emergency News Center activation include the following:
  - 5.1.1 Upon notification assigned members of the Emergency News Center staff will report to the LP&L Emergency News Center. Notification will be conducted in accordance with the Emergency News Center Call List. (See Attachment 6.1 to NSI-441, Rev. 1).



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER ACTIVATION

NO: NSI-421  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 3  
RTYPE: C1.43

- 5.1.2 The Emergency News Center Office Manager will request the establishment of security at the Emergency News Center from the Security Coordinator.
- 5.1.3 Upon reporting to the Emergency News Center, staff members will sign the security log and will wear proper identification while at the Center.
- 5.1.4 Upon reporting to the Emergency News Center, the Emergency News Center Director will establish communications with the Emergency Director and advise him of the status of the Emergency News Center Organization.
- 5.1.5 The Emergency News Center Director establishes communications with the Offsite Technical Advisor located at the Waterford 3 site.

- 5.2 The Emergency News Center Director will assure that all activities associated with LP&L Emergency News Center response are carried out in accordance with established instructions

#### 6.0 Attachments

NONE

NS30137EPG



## NUCLEAR SERVICES INSTRUCTIONS

EMERGENCY  
NEWS CENTER DIRECTOR INSTRUCTION

NO: NSI-422

REV: 1

DATE: 5-8-84

PAGE: 1 OF 5

RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry**4/24/84*

REVIEWED BY/DATE

*DM Baker**4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W J Dorman**4/30/84*

NUCLEAR SERVICES MANAGER

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- 6.0 ATTACHMENTS

APPROVED BY/DATE

*Robert M. Redhead**5/8/84*

DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM





## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER DIRECTOR INSTRUCTION

NO: NSI-422  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 5  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Emergency News Center Director in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Director of Public Relations and the Senior Vice President - External Affairs are responsible for assuming the position of Emergency News Center Director in the event of an emergency at Waterford 3.
- 4.2 The Emergency News Center Director is responsible for coordinating the content and timing of news bulletins during an emergency.
- 4.3 The Emergency News Center Director is responsible for keeping the Emergency Director informed on the status of news bulletins.



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER DIRECTOR INSTRUCTION

NO: NSI-422  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 5.  
RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 Emergency News Center Director initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Emergency News Center Director will be notified of an emergency at Waterford 3 by the Waterford 3 Plant Manager or the Emergency Director. The Emergency News Center Director in turn will make notifications as per Attachment 6.1 to NSI-441, Rev. 1.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Emergency News Center Director will direct the activation and staffing of the LP&L Emergency News Center as per NSI-421, Rev. 1.

5.1.3 Upon activation of the LP&L Emergency News Center, The Emergency News Director will report to the Center and establish telephone communications with the Offsite Technical Advisor at the Waterford 3 site.

5.1.4 Upon activation of the LP&L Emergency News Center, the Emergency News Center Director will advise the Emergency Director of the status of the Emergency News Center Organization.

5.2 After activation of the LP&L Emergency News Center, the Emergency News Center Director will conduct the following activities:

5.2.1 Request report from LP&L Emergency News Center Office Manager on operability of fast facsimile and TWX equipment.

5.2.2 Receive information from Waterford 3 site via facsimile machine. If information is not already in official news bulletin form, have the Public Information Manager draft a proposed news bulletin for approval by the Emergency Director.

5.2.3 Inform Emergency Director of content of news bulletin and obtain his approval. Inform EOF Director of any changes to original proposal bulletin and obtain his approval.



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER DIRECTOR INSTRUCTION

NO: NSI-422  
REV: 1  
DATE:  
PAGE: 4 OF 5  
RTYPE:C1.43

- 5.2.4 Once news bulletin is approved by the EOF Director and Emergency Director, have approved news bulletin typed on TWX machine and word processor. Copies should be proofed and signed by any of the three top-ranking LP&L Emergency News Center officials prior to release to various government agencies and other designated locations. These officials include the Emergency News Center Director, the Public Information Manager and the Emergency News Center Office Manager.
- 5.2.5 Have news bulletins duplicated and place extra copies in the 8th Floor Auditorium. Copies of each news bulletin should be promptly distributed to each member of the Emergency News Center Staff, to G. O. Executive, G. O. Department Heads and Employee Communications.
- 5.2.6 Activate the Media Response and Media Monitoring Team.
- 5.2.7 When conditions warrant, the Communications Manager will direct the Media Monitoring section to notify the media of special bulletins. (If activated, the Media Response Team may also be used.) Media to be notified through use of Emergency News Center Media List, Attachment 6.3 to NSI-441, Rev. 1.
- 5.2.8 Utilize the services of the Technical Spokesperson as needed.
- 5.2.9 Request Communications Manager to report on receipt of news bulletins via LP&L Employee Hotline by the Customer Service Center, Luling District, Reserve District and Riverlakes District.
- 5.3 The Emergency News Center Director will ensure that the following actions are performed as part of the LP&L Emergency News Center operations.
- 5.3.1 The LP&L Emergency News Center is manned and operating.
- 5.3.2 Official statements about plant conditions are being released on a regular basis.



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER DIRECTOR INSTRUCTION

NO: NSI-422

REV: 1

DATE:

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RTYPE: C1.43

- 5.3.3 Contact has been established with off-site agencies - Louisiana Nuclear Energy Division (LNED), Louisiana Office of Emergency Preparedness (LOEP), St. Charles Parish Department of Emergency Preparedness, and St. John the Baptist Parish Civil Defense.
- 5.3.4 Information is being received from the Waterford 3 site and news bulletins are being relayed to the public via the media.
- 5.3.5 Keep Emergency Director informed of status of news bulletins and operations of LP&L Emergency News Center.

#### 6.0 Attachments

NONE

NS30145EPG



# NUCLEAR SERVICES INSTRUCTIONS

PUBLIC INFORMATION MANAGER

NO: NSI-423  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry* 4/27/84

REVIEWED BY/DATE

*W. Backus* 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

*W. J. Drummond* 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*Robert M. Leach* 5/8/84  
DIRECTOR OF PUBLIC RELATIONS




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## NUCLEAR SERVICES INSTRUCTIONS

### PUBLIC INFORMATION MANAGER

NO: NSI-423

REV: 1

DATE: 5-8-84

PAGE: 2 OF 4

RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Public Information Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Public Information Manager - LP&L and the Public Information Manager - NOPSI are responsible for assuming the position of Public Information Manager in the event of an emergency at Waterford 3.
- 4.2 The Public Information Manager is responsible for providing direct assistance to the Emergency News Center Director for the release of emergency information at press conferences.

#### 5.0 INSTRUCTION

- 5.1 Public Information Manager's initial actions specific to an emergency at Waterford 3 include the following:





## NUCLEAR SERVICES INSTRUCTIONS

### PUBLIC INFORMATION MANAGER

NO: NSI-423

REV: 1

DATE: 5-8-84

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RTYPE: C1.43

- 5.1.1 The Public Information Manager will be notified of an emergency at Waterford 3 by the Emergency News Center Director. The Public Information Manager in turn will make notifications as per Attachment 6.1 to NSP-441, Rev. 1.
- 5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Public Information Manager will report to the LP&L Emergency News Center.
- 5.2 After reporting to the Emergency News Center, the Public Information Manager will conduct the following activities:
  - 5.2.1 If directed by Emergency News Center Director, receive information from Waterford 3 site via facsimile machine. If information is not already in official news bulletin form aid in drafting proposed news bulletin for approval by Emergency Director.
  - 5.2.2 If directed by Emergency News Center Director, have approved news bulletins entered on TWX machine and word processor. The copies should be proofed and signed by any of the three top-ranking Emergency News Center officials, prior to release to various government agencies and other designated locations.
  - 5.2.3 Serve as moderator for any press briefings held in the Auditorium.



# NUCLEAR SERVICES INSTRUCTIONS

PUBLIC INFORMATION MANAGER

NO: NSI-423  
REV: 1  
DATE: 5-8-84  
PAGE: 4 OF 4  
RTYPE: C1.43

- 5.2.4 Be responsible for any news media inquiries at press briefings.
- 5.2.5 Record media contacts for the day on attached News Media Contact Log. (Attachment 6.1 to NSI-442, Rev. 0).
- 5.2.6 Perform any miscellaneous duties assigned by the Emergency News Center Director.

## 6.0 ATTACHMENTS

NONE

NS30128EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

COMMUNICATIONS  
MANAGER INSTRUCTIONNO: NSI-424  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

Bob Backus 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

WJ Drummond 4/30/84  
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APPROVED BY/DATE

Robert M. Keshen 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### COMMUNICATIONS MANAGER INSTRUCTION

NO: NSI-424  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 4  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Communications Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Public Information Representative and the LP&L Employee Communications Manager are responsible for assuming the position of Communications Manager in the event of an emergency at Waterford 3.
- 4.2 The Communications Manager is responsible for providing news bulletins to the Rumor Control Supervisor, the Employee Information Supervisor and the Media Monitoring/Response Supervisor.
- 4.3 The Communications Manager is responsible for supervising Rumor Control, Employee Information and Media Monitoring/Response.

#### 5.0 INSTRUCTION

- 5.1 Communications Manager's initial actions specific to an emergency at Waterford 3 include the following:





## NUCLEAR SERVICES INSTRUCTIONS

### COMMUNICATIONS MANAGER INSTRUCTION

NO: NSI-424  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 4  
RTYPE: C1.43

- 5.1.1 The Communications Manager will be notified of an emergency at Waterford 3 by the Emergency News Center Director. The Communications Manager in turn will make notifications as per Attachment 6.1 to NSI-441, Rev.1.
- 5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Communications Manager will report to the LP&L Emergency News Center.
- 5.2 After reporting to the Emergency News Center, the Communications Manager will conduct the following activities:
  - 5.2.1 Check Status of Media Monitoring and Response Sections. These sections may be utilized for initial notification of media through use of the LP&L Emergency News Center Media List, Attachment 6.3 to NSI-441, Rev. 1.
  - 5.2.2 Be responsible for contacting Reserve, Luling and Riverlakes Districts to insure that they are receiving latest news bulletins via LP&L Employee Hotline.
  - 5.2.3 Be responsible for any news media inquiries.
  - 5.2.4 Record media contacts for the day on attached News Media Contact Log. (Attachment 6.1 to NSI-442, Rev. 0).



## NUCLEAR SERVICES INSTRUCTIONS

### COMMUNICATIONS MANAGER INSTRUCTION

NO: NSI-424  
REV: 1  
DATE: 5-8-84  
PAGE: 4 OF 4  
RTYPE: C1.43

- 5.2.5 Should news media have to be notified of special bulletins, utilize services of Media Monitoring Section or the Media Response Team. Have each record media contacts on News Media Contact log.
- 5.2.6 Monitor activities of Media Monitoring Section and Media Response Team.
- 5.2.7 Contact NRC Region IV Public Information representative as per Attachment 6.2 to NSI-441, Rev. 1, and read initial statement about the incident.
- 5.2.8 Perform any miscellaneous duties assigned by the Emergency News Center Director.

#### 6.0 ATTACHMENTS

NONE

NS30177EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



NUCLEAR SERVICES INSTRUCTIONS

EMERGENCY NEWS CENTER  
OFFICE MANAGER INSTRUCTION

NO: NSI-425  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

MBaker 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

WJ Drummond 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

Robert M. Leach 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER OFFICE MANAGER INSTRUCTION

NO: NSI-425  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 4  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Emergency News Center Office Manager in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volume 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Corporate Communications Manager and the Corporate Communications Representative are responsible for assuming the position of Emergency News Center Office Manager in the event of an emergency at Waterford 3.
- 4.2 The Emergency News Center Office Manager is responsible for assuring that the LP&L Emergency News Center is staffed and operating at the time of an emergency as per NSI-421, Rev. 1.
- 4.3 The Emergency News Center Office Manager is responsible for supervising the Artist, the Auditorium Supervisor and the clerical staff.





## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER OFFICE MANAGER INSTRUCTION

NO: NSI-425  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 4  
RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 Emergency News Center Office Manager initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Emergency News Center Office Manager will be notified of an emergency at Waterford 3 by the Emergency News Center Director. The Emergency News Center Office Manager in turn will make notifications as per Attachment 6.1 to NSI-441, Rev. 1.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Emergency News Center Office Manager will report to the LP&L Emergency News Center and follow activation instructions as per NSI-421, Rev. 1.

5.1.3 If the LP&L Emergency News Center is activated the Emergency News Center Office Manager will notify Security as per the telephone check list and request security activation at the LP&L Emergency News Center.

5.2 After reporting to the LP&L Emergency News Center the Emergency News Center Office Manager will conduct the following activities:

5.2.1 Assure that proper signs are posted at the Emergency News Center.

5.2.2 Check status of fast facsimile/TWX equipment with equipment operator. When instructed to send news bulletins via TWX, make sure official transmissions go to proper government, industry and Company locations, as per Attachment 6.9.4 to NSI-441, Rev. 1.

5.2.3 See that the Auditorium is functional and that the following items are in place: telephones, telephone books, press kits and, visual aids.

5.2.4 When directed by the Emergency News Center Director, have news bulletins reproduced and have extra copies placed in the Auditorium. Copies of each news bulletin should be promptly distributed to each member of the Emergency News Center staff. Copies should also be given to G.O. Executive Department Heads and Employee Communications.



# NUCLEAR SERVICES INSTRUCTIONS

## EMERGENCY NEWS CENTER OFFICE MANAGER INSTRUCTION

NO: NSI-425  
REV: 1  
DATE: 5-8-84  
PAGE: 4 OF 4  
RTYPE: C1.43

- 5.2.5 See that Auditorium Supervisor has distributed and posted all consecutive news bulletins in the Auditorium. Extra copies of each bulletin should be available in the Auditorium and copies of same should be distributed to all members of the emergency information staff and to the media.
- 5.2.6 See that the Audio Visual Operator is videotaping all news briefings.
- 5.2.7 Insure that each member of the emergency information staff logs his or her activities.
- 5.2.8 Accomplish any miscellaneous duties as assigned by the Emergency News Center Director.

### 6.0 ATTACHMENTS

NONE

NS30134EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

## OFFSITE AGENCY COORDINATOR

NO: NSI-426

REV: 1

DATE: 5-8-84

PAGE: 1 OF 3

RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry**4/24/84*

REVIEWED BY/DATE

*J. Buckner**4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W. J. Drummond**4/30/84*

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*Robert M. Reaugh**5/8/84*

DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### OFFSITE AGENCY COORDINATOR

NO: NSI-426  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Offsite Agency Coordinator in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Consumer Communications Supervisor and the Consumer Communications Representative are responsible for assuming the position of Offsite Agency Coordinator in the event of an accident at Waterford 3.
- 4.2 The Offsite Agency Coordinator is responsible for monitoring the news bulletins from the State and Parish agencies involved in emergency response to an emergency at Waterford 3.
- 4.3 The Offsite Agency Coordinator is responsible for supervising the Offsite Public Relations Representatives.





## NUCLEAR SERVICES INSTRUCTIONS

### OFFSITE AGENCY COORDINATOR

NO: NSI-426  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 3  
RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 The Offsite Agency Coordinator's initial actions specific to an emergency at Waterford 3 include the following:

- 5.1.1 The Offsite Agency Coordinator will be notified of an emergency at Waterford by the Emergency News Center Director. The Offsite Agency Coordinator will in turn make notifications as per Attachment 6.1 to NSI-441, Rev. 1.
- 5.1.2 Upon notification of an Alert or more severe classification, or if informed that conditions warrant, the Offsite Agency Coordinator will report to the LP&L Emergency News Center.

5.2 After reporting to the Emergency News Center the Offsite Agency Coordinator will perform the following duties:

- 5.2.1 Secure and set-up the bulletin board used to track the news bulletins from the State and Parish agencies involved in the emergency.
- 5.2.2 Monitor incoming TWX messages and post the appropriate ones on the bulletin board.
- 5.2.3 Maintain phone contact with Offsite Public Relations Representatives in order to assure that the offsite agencies are receiving LP&L bulletins and are transmitting their bulletins to the Emergency News Center.
- 5.2.4 Record all major activities on General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).
- 5.2.5 Accomplish any miscellaneous duties assigned by the Emergency News Director.

#### 6.0 ATTACHMENTS

NONE

NS30191EPG



# NUCLEAR SERVICES INSTRUCTIONS

## TECHNICAL SPOKESPERSON INSTRUCTION

NO: NSI-427

REV: 1

DATE: 5-8-84

PAGE: 1 OF 3

RTYPE: C1.43

PREPARED BY/DATE

*R. J. Perry* 4/24/84

REVIEWED BY/DATE

*M. Backes* 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

*J. J. Drummond* 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*Robert M. Redhead* 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM




## NUCLEAR SERVICES INSTRUCTIONS

### TECHNICAL SPOKESPERSON INSTRUCTION

NO: NSI-427  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Technical Spokesperson in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual

#### 3.0 DEFINITIONS

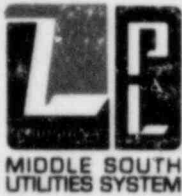
- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Waterford 3 Training Manager and the Licensing and Technical Services Manager are responsible for assuming the position of Technical Spokesperson in the event of an emergency at Waterford 3.
- 4.2 The Technical Spokesperson is responsible for reviewing proposed news bulletins for technical content and for assisting the Public Information Manager at news briefings.

#### 5.0 INSTRUCTION

- 5.1 The Technical Spokesperson's initial actions specific to an emergency at Waterford 3 include the following:



## NUCLEAR SERVICES INSTRUCTIONS

### TECHNICAL SPOKESPERSON INSTRUCTION

NO: NSI-427  
REV: 1  
DATE: 5-8-84  
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RTYPE: C1.43

5.1.1 The Technical Spokesperson will be notified of an emergency at Waterford 3 by the Offsite Technical Advisor.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Technical Spokesperson will report to the LP&L Emergency News Center.

5.2 After reporting to the Emergency News Center, the Technical Spokesperson will conduct the following activities:

5.2.1 Review incoming Follow-up Notification Forms for technical content.

5.2.2 Review incoming proposed news bulletins for technical content.

5.2.3 Assist Public Information Manager at news briefings by answering technical questions and utilizing displays, and visual aids.

5.2.4 Conduct nuclear background briefings as needed.

5.2.5 Maintain information contacts through the Offsite Technical Advisor located at Waterford 3.

5.2.6 Perform any miscellaneous duties as requested by Emergency News Center Director.

## 6.0 ATTACHMENTS

NONE

NS30163EPG



# NUCLEAR SERVICES INSTRUCTIONS

## MEDIA MONITORING/RESPONSE SUPERVISOR INSTRUCTION

NO: NSI-428  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry*

*4/24/84*

REVIEWED BY/DATE

*JP Backes*

*4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W J Dorman*

*4/30/84*

NUCLEAR SERVICES MANAGER

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- 1.0 SCOPE
- 2.0 REFERENCES
- 3.0 DEFINITIONS
- 4.0 RESPONSIBILITIES
- 5.0 INSTRUCTION
- 6.0 ATTACHMENTS

APPROVED BY/DATE

*Robert M. Deane*

*5/8/84*

DIRECTOR OF PUBLIC RELATIONS





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA MONITORING/RESPONSE SUPERVISOR INSTRUCTION

NO: NSI-428  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 4  
RTYPE:C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Media Monitoring/Response Supervisor in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volume 1 & 2.
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 REFERENCES

- 4.1 The Public Information Representative and the Public Information Supervisor are responsible for assuming the position of Media Monitoring/Response Supervisor in the event of an emergency at Waterford 3.
- 4.2 The Media Monitoring/Response Supervisor is responsible for supervising monitoring broadcast and print media for accuracy at the time of an emergency.
- 4.3 The Media Monitoring/Response Supervisor is responsible for supervising the Company's response to incoming news inquiries during an emergency.



## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA MONITORING/RESPONSE SUPERVISOR INSTRUCTION

NO: NSI-428  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 4  
RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 Media Monitoring/Response Supervisor initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 Media Monitoring/Response Supervisor will be notified of an emergency at Waterford 3 by the Communications Manager. The Media Monitoring/Response Supervisor in turn will make notifications as per Attachment 6.1 to NSI-441, Rev. 1.

5.1.2 Upon notification of an Alert or more severe classification of if informed that conditions warrant, the Media Contact Monitoring/Response Supervisor will report to the LP&L Emergency News Center.

5.1.3 If directed to make initial notification to media of an incident at Waterford 3, do so by using the LP&L Media List (Attachment 6.3 to NSI-441, Rev. 1).

5.2 After reporting to the LP&L Information Center, the Media Monitoring/Response Supervisor will perform the following activities:

5.2.1 Obtain necessary TV/AM/FM cassette tape players/recorders, and set up in a pre-assigned locations.

5.2.2 Assign to all members of Media Monitoring Team separate television and major radio stations to be monitored.

5.2.3 Ascertain the newscast times of each station assigned. (Attachment 6.3 to NSI-441, Rev. 1).

5.2.4 Direct members of the Media Monitoring Team to tape record and log any newscast segments that deal with the emergency conditions at Waterford 3. Use General Log Sheet. (Attachment 6.2 to NSI-442, Rev. 0).



## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA MONITORING/RESPONSE SUPERVISOR INSTRUCTION

NO: NSI-428  
REV: 1  
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- 5.2.5 Notify the Emergency News Center Director or Communications Manager of any news reports which disseminate erroneous information.
- 5.2.6 At the direction of the Communications Manager contact the station involved and read official Company reports that apply. Log contact on News Media Contact Log (Attachment 6.1 to NSI-442, Rev. 0).
- 5.2.7 Direct members of Media Monitoring Team to read local newspaper reports dealing with the emergency condition. Underscore any inaccuracies, and report these to the Communications Manager.
- 5.2.8 At the direction of the Communications Manager contact any newspapers publishing erroneous information and read any Company news reports that apply. Log contact on News Media Contact Log (Attachment 6.1 to NSI-442, Rev. 0).
- 5.2.9 Should media have to be notified of special bulletins, utilize special media list to make these calls. Log contact on News Media Contact Log (Attachment 6.1 to NSI-442, Rev. 0).
- 5.2.10 Refer any calls from the general public to the Customer Service Center, phone (504) 362-8700.
- 5.2.11 Direct members of the Media Response Team to handle any incoming media calls utilizing latest news bulletin as source document.
- 5.2.12 Accomplish any miscellaneous duties as assigned by the Communications Manager.

## 6.0 ATTACHMENTS

NONE

NS30185EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

EMPLOYEE  
INFORMATION SUPERVISORNO: NSI-429  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry**4/24/84*

REVIEWED BY/DATE

*P. Baker**4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W J Drummond**4/30/84*

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*Robert M. Redhead**5/8/84*

DIRECTOR OF PUBLIC RELATIONS





MIDDLE SOUTH  
UTILITIES SYSTEM

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## NUCLEAR SERVICES INSTRUCTIONS

### EMPLOYEE INFORMATION SUPERVISOR

NO: NSI-429  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Employee Information Supervisor in response to an emergency at Waterford.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Employee Communications Supervisor and the Communications Assistant are responsible for assuming the position of Employee Information Supervisor in the event of an accident at Waterford 3.
- 4.2 The Employee Information Supervisor is responsible for providing information relating to the emergency to Company employees.

#### 5.0 INSTRUCTION

- 5.1 The Employee Information Supervisor's initial actions specific to an emergency at Waterford 3 include the following:
  - 5.1.1 The Employee Information Supervisor will be notified of an emergency at Waterford 3 by the Communications Manager.
  - 5.1.2 Upon notification of an Alert or more severe classification, or if informed that conditions warrant, the Employee Information Supervisor will report to the LP&L Emergency News Center.



## NUCLEAR SERVICES INSTRUCTIONS

### EMPLOYEE INFORMATION SUPERVISOR

NO: NSI-429  
REV: 1  
DATE: 5-8-84  
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RTYPE: C1.43

5.2 After reporting to the Emergency News Center, the Employee Information Supervisor will perform the following activities:

- 5.2.1 Assure that the latest news bulletin is sent to Reserve, Luling and Riverlake Districts via Employee Hotline.
- 5.2.2 Assure that the latest news bulletin is sent to all other applicable locations.
- 5.2.3 Assure that latest news bulletin is available to all NOPSI employees via Infoline.
- 5.2.4 If directed, prepare HiLites and Keynotes for distribution to employees.
- 5.2.5 Record all major activities on General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).
- 5.2.6 Accomplish any miscellaneous duties assigned by the Communications Manager.

#### 6.0 ATTACHMENTS

NONE

NS30190EPG



## NUCLEAR SERVICES INSTRUCTIONS

## RUMOR CONTROL SUPERVISOR

NO: NSI-430

REV: 1

DATE: 5-8-84

PAGE 1 OF 3

RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry**4/24/84*

REVIEWED BY/DATE

*B. Barker**4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W J. Dorman**4/30/84*

NUCLEAR SERVICES MANAGER

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- 4.0 RESPONSIBILITIES
- 5.0 INSTRUCTION
- 6.0 ATTACHMENTS

APPROVED BY/DATE

*Robert M. Leach**5/8/84*

DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### RUMOR CONTROL SUPERVISOR

NO: NSI-430  
REV: 1  
DATE: 5-8-84  
PAGE 2 OF 3  
RTYPE:C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Rumor Control Supervisor in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Customer Service Manager and the Customer Service Supervisor are responsible for assuming the position of Rumor Control Supervisor in the event of an accident at Waterford 3.
- 4.2 The Rumor Control Supervisor is responsible for the overall supervision of the Rumor Control Operators in the event of an accident at Waterford 3.





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UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### RUMOR CONTROL SUPERVISOR

NO: NSI-430

REV: 1

DATE: 5-8-84

PAGE 3 OF 3

RTYPE:C1.43

## 5.0 INSTRUCTION

5.1 The Rumor Control Supervisor's initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Rumor Control Supervisor will be notified of an emergency at Waterford 3 by the Communications Manager. The Rumor Control Supervisor will in turn make notifications as per attachment 6.1 to NSI-441, Rev. 1.

5.1.2 Upon notification of an Alert or more severe classification, or if informed that conditions warrant, the Rumor Control Supervisor will report to the LP&L Customer Service Center.

5.2 After reporting to the LP&L Customer Service Center, the Rumor Control Supervisor will perform the following activities:

5.2.1 Assure that all Rumor Control Operators have the latest news bulletin and the generic fact sheet and brochure about Waterford 3 and basic nuclear terminology.

5.2.2 Insure that the Rumor Control Operators disseminate the information written on the sheets described in 5.2.1, above.

5.2.3 Insure that the Rumor Control Operators receive each new news bulletins in a timely manner.

5.2.4 Log major miscellaneous activities on the General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).

5.2.5 Accomplish any miscellaneous duties assigned by the Communications Manager.

## 6.0 ATTACHMENTS

NONE

NS30189EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

AUDITORIUM  
SUPERVISOR INSTRUCTIONNO: NSI-431  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry**4/24/84*

REVIEWED BY/DATE

*W Backes**4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W J Drummond**4/30/84*

NUCLEAR SERVICES MANAGER

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- 5.0 INSTRUCTION
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APPROVED BY/DATE

*Robert M. Redhead**5/8/84*

DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



NUCLEAR SERVICES INSTRUCTIONS

AUDITORIUM  
SUPERVISOR INSTRUCTION

NO: NSI-431  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 4  
RTYPE: C1.43

## 1.0 SCOPE

This instruction describes the actions to be taken by the Auditorium Supervisor in response to an emergency at Waterford 3.

## 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual.

## 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

## 4.0 RESPONSIBILITIES

- 4.1 The designated Personnel Assistants are responsible for assuming the position of Auditorium Supervisor in the event of an emergency at Waterford 3.
- 4.2 The Auditorium Supervisor is responsible for assuring that the Auditorium equipment is fully operational in the event of an emergency at Waterford 3.
- 4.3 The Auditorium Supervisor is responsible for supervising the Audio-Visual Operator and the Emergency News Center Courier.





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### AUDITORIUM SUPERVISOR INSTRUCTION

NO: NSI-431  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 4  
RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 Auditorium Supervisor initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Auditorium Supervisor will be notified of an emergency at Waterford 3 by the Emergency News Center Office Manager. The Auditorium Coordinator in turn will make notifications as per Attachment 6.1 to NSI-441, Rev. 1.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Auditorium Supervisor will report to the LP&L Emergency News Center.

5.2 After reporting to the LP&L Emergency News Center, the Auditorium Supervisor will conduct the following activities:

5.2.1 Contact General Services Department (See Attachment 6.2 to NSI-441, Rev. 1, Telephone Check List) about reserving 8th Floor Auditorium.

5.2.2 Obtain "Emergency News Center" signs from storage area and place at appropriate locations.

5.2.3 Set up the following items in the Auditorium: telephones, press kits, visual aids, status board, paper and pencils. See Attachment 6.2 to NSI-441, Rev. 1, for assistance phone numbers.

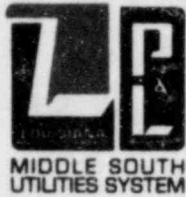
5.2.4 Arrange for special media work tables & chairs to be set up at phone locations along walls of Auditorium. See Attachment 6.2 to NSI-441, Rev. 1 for assistance phone numbers.

5.2.5 Connect all telephones into telephone wall jacks in Auditorium.

5.2.6 Greet media representatives and direct them to the press work area.



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### AUDITORIUM SUPERVISOR INSTRUCTION

NO: NSI-431  
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DATE: 5-8-84  
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RTYPE:CI.43

- 5.2.7 Upon receipt of each news bulletin make distribution to media personnel in the auditorium. Post all consecutive news bulletins on bulletin board placed in a prominent location in the Auditorium. Extra copies of EACH bulletin should be available in the Auditorium at all times for use by late-arriving media representatives.
- 5.2.8 Utilize courier in providing coffee for media. (See Attachment 6.2 to NSI-441, Rev. 1, for assistance phone numbers.)
- 5.2.9 Become familiar with Videotape and Audiotape equipment so as to be in a position to relieve the Audio-Visual Operator for short periods of time, if necessary. Refer to "Videotape (VTR) Operating Procedures." (Attachment 6.10 to NSI-441, Rev. 1).
- 5.2.10 With assistance of courier, insure that Auditorium is kept in neat condition at all times.
- 5.2.11 Accomplish any miscellaneous duties as assigned by the Emergency News Center Office Manager.

#### 6.0 Attachments

NONE

NS30179EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



NUCLEAR SERVICES INSTRUCTIONS

MEDIA RESPONSE  
ASSISTANTS INSTRUCTION

NO: NSI-432  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

D. Barker 4/24/84

RESPONSIBLE MANAGER

APPROVED BY/DATE

J. J. Dorman 4/30/84

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

Robert M. Leach 5/8/84

DIRECTOR OF PUBLIC RELATIONS





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA RESPONSE ASSISTANTS INSTRUCTION

NO: NSI-432  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 4  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Media Response Assistants in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedure Manual.

#### 3.0 DEFINITIONS

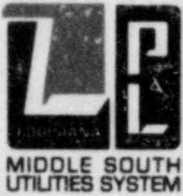
- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The designated Customer Services Representatives are responsible for assuming the position of Media Response Assistant in the event of an emergency at Waterford 3.
- 4.2 The Media Response Assistants are responsible for disseminating prepared news bulletins to the news media in the event of an emergency at Waterford 3.



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA RESPONSE ASSISTANTS INSTRUCTION

NO: NSI-432  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 4  
RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 Media Response Assistant initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Media Response Assistants will be notified of an emergency at Waterford 3 by the Media Monitoring/Response Supervisor.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Media Response Assistants will report to the LP&L Emergency News Center.

5.2 After reporting to the LP&L Emergency News Center, the Media Response Assistant will perform the following activities:

5.2.1 Set up in pre-assigned location.

5.2.2 Receive incoming media calls and read the latest official approved news bulletin about the emergency condition at Waterford 3.

5.2.3 Use a generic fact sheet to give basic information about Waterford 3.

NOTE: Only disseminate the information written on the above documents and do not issue any additional comments about the plant or the emergency condition.

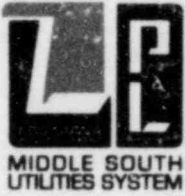
5.2.4 Log all calls on the News Media Contact Log (Attachment 6.1 to NSI-442, Rev. 0).

5.2.5 Log major miscellaneous activities on General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).

5.2.6 When requested by the Media Monitoring/Response Supervisor contact the news media about any "special" messages that have to be disseminated. Use LP&L Media List, (Attachment 6.3 to NSI-441, Rev. 1).



MIDDLE SOUTH  
UTILITIES SYSTEM



NUCLEAR SERVICES INSTRUCTIONS

MEDIA RESPONSE  
ASSISTANTS INSTRUCTION

NO: NSI-432  
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RTYPE:C1.43

5.2.7 Refer any general public calls to the Customer Service Center, 362-8700.

5.2.8 Accomplish any miscellaneous duties assigned by the Media Monitoring Response Supervisor.

6.0 ATTACHMENTS

NONE

NS30178EPG





MIDDLE SOUTH  
UTILITIES SYSTEM



# NUCLEAR SERVICES INSTRUCTIONS

## MEDIA MONITORING ASSISTANTS INSTRUCTION

NO: NSI-433  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 4  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry* 4/24/84

REVIEWED BY/DATE

*Paul M. Hines* 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

*??* 4/30/84  
NUCLEAR SERVICES MANAGER

### CONTENTS

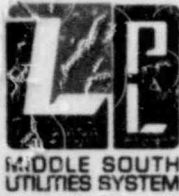
- 1.0 SCOPE
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APPROVED BY/DATE

*Robert M. Keohane* 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA MONITORING ASSISTANTS INSTRUCTION

NO: NSI-433  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 4  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Media Monitoring Assistants in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The designated Customer Services Representative and the designated draftsman are responsible for assuming the position of Media Monitoring Assistants in the event of an emergency at Waterford 3.
- 4.2 The Media Monitoring Assistants are responsible for monitoring news stories in the event of an emergency at Waterford 3.



MIDDLE SOUTH  
UTILITIES SYSTEM





## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA MONITORING ASSISTANTS INSTRUCTION

NO: NSI-433  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 4  
RTYPE: C1.43

#### 5.0 INSTRUCTION

5.1 Media Monitoring Assistants initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Media Monitoring Assistants will be notified of an emergency at Waterford 3 by the Media Monitoring/Response Supervisor.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Media Monitoring Assistants will report to the LP&L Emergency News Center.

5.2 After reporting to the LP&L Emergency News Center, the Media Monitoring Assistants will conduct the following activities:

5.2.1 Obtain necessary monitoring equipment (i.e., cassette tape players/recorders) and set up in pre-assigned locations.

5.2.2 If directed to make initial notification to media of an incident at Waterford 3, do so by using the LP&L Media List (Attachment 6.3 to NSI-441, Rev. 1).

5.2.3 Monitor separate television and major radio stations as assigned by the Media Monitoring/Response Supervisor.

5.2.4 Ascertain newscast times of each assigned station. (Attachment 6.3 to NSI-441, Rev. 1).

5.2.5 Tape record and log any newscast segments that deal with the emergency condition at Waterford 3. Use General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).

5.2.6 The Media Monitoring/Reporting Supervisor should be notified of any segments which disseminate erroneous information.

5.2.7 At the direction of the Media Monitoring/Response Supervisor, contact the station involved and read official Company reports dealing with the emergency condition. Record on News Media Contact Log. (Attachment 6.1 to NSI-442, Rev. 0).





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### MEDIA MONITORING ASSISTANTS INSTRUCTION

NO: NSI-433  
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- 5.2.8 Read local newspaper reports dealing with the emergency condition. Underscore any inaccuracies, and report these to the Media Monitoring/Response Supervisor.
- 5.2.9 At the direction of the Media Monitoring/Response Supervisor, contact any newspapers publishing erroneous information and read any Company news reports that apply.
- 5.2.10 Should media have to be notified of special bulletins, utilize special media list to make these calls (Attachment 6.3 to NSI-441, Rev. 1).
- 5.2.11 Refer any calls from the general public to the Customer Service Center, phone (504) 362-8700.
- 5.2.12 Accomplish any miscellaneous duties as assigned by Media Monitoring/Response Supervisor.

#### 6.0 ATTACHMENTS

NONE

NS30180EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



# NUCLEAR SERVICES INSTRUCTIONS

MIDDLE SOUTH SERVICES (MSS)  
TV RECORDING ASSISTANT

NO: NSI-434  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

*R. J. Perry* 4/24/84

REVIEWED BY/DATE

*B. M. Baker* 4/26/84

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W. J. Johnson* 4/30/84

NUCLEAR SERVICES MANAGER

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- 6.0 ATTACHMENTS

APPROVED BY/DATE

*Robert M. Leach* 5/8/84

DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### MIDDLE SOUTH SERVICES (MSS) TV RECORDING ASSISTANT

NO: NSI-434  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE:C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Middle South Services (MSS) TV Recording Assistant in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volume 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The designated MSS Communications Associate and the designated MSS Video Assistant are responsible for assuming the duties of the MSS TV Recording Assistant in the event of an accident at Waterford 3.
- 4.2 The MSS TV Recording Assistant is responsible for recording all newscasts on the three network stations in the event of an emergency at Waterford 3.

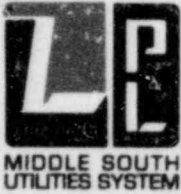
#### 5.0 INSTRUCTION

- 5.1 The MSS TV Recording Assistant's initial actions specific to an emergency at Waterford 3 include the following:
  - 5.1.1 The MSS TV Recording Assistant will be notified of an emergency at Waterford 3 by the Media Monitoring/Response Supervisor.
  - 5.1.2 Upon notification of an Alert or more severe classification, or if informed that conditions warrant. The MSS TV Recording Assistant will report to the Audio/Video Section of the MSS Communications Department.





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### MIDDLE SOUTH SERVICES (MSS) TV RECORDING ASSISTANT

NO: NSI-434  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 3  
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5.2 After reporting to the Audio/Video section of the MSS Communications Department, the MSS TV Recording Assistant will perform the following activities:

- 5.2.1 Perform the necessary procedure to record all newscasts of the three local network TV stations. (See Videotape (VTR) Operating Procedures (Attachment 6.10.4 to NSI-441, Rev. 1).
- 5.2.2 Assure that all recordings are properly labeled and then send them, daily, to the Media Monitoring/Response Supervisor at the LP&L Emergency News Center.
- 5.2.3 Log all major duties on General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).
- 5.2.4 Accomplish any miscellaneous duties assigned by Media Monitoring/Response Supervisor.

## 6.0 ATTACHMENTS

NONE



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NUCLEAR SERVICES INSTRUCTIONS

OFFSITE  
PUBLIC RELATIONS REPRESENTATIVE

NO: NSI-435

REV: 1

DATE: 5-8-84

PAGE: 1 OF 3

RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry*

*4/24/84*

REVIEWED BY/DATE

*J. Barber*

*4/26/84*

RESPONSIBLE MANAGER

APPROVED BY/DATE

*W. J. Duman*

*4/30/84*

NUCLEAR SERVICES MANAGER

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- 5.0 INSTRUCTION
- 6.0 ATTACHMENTS

APPROVED BY/DATE

*Robert M. Redhead*

DIRECTOR OF PUBLIC RELATIONS

*5/8/84*



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### OFFSITE PUBLIC RELATIONS REPRESENTATIVE

NO: NSI-435  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE:Cl.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Offsite Public Relations Representative in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The designated LP&L personnel are responsible for assuming the position of Offsite Public Relations Representative in the event of an emergency at Waterford 3.
- 4.2 The Offsite Public Relations Representative is responsible for monitoring the public information activities of the State and Parish agencies involved in emergency response to an accident at Waterford 3.

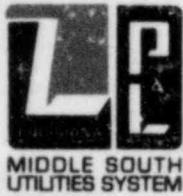
#### 5.0 INSTRUCTION

- 5.1 The Offsite Public Relations Representatives initial actions specific to an emergency at Waterford 3 include the following:
  - 5.1.1 The Offsite Public Relations Representatives will be notified of an emergency at Waterford 3 by the Offsite Agency Coordinator.





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## NUCLEAR SERVICES INSTRUCTIONS

### OFFSITE PUBLIC RELATIONS REPRESENTATIVE

NO: NSI-435  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 3  
RTYPE: C1.43

5.1.2 Upon notification of an Alert or more severe classification, or if informed that conditions warrant. The Offsite Public Relations Coordinator will report to the assigned State or Parish Emergency Operations Center.

5.2 After reporting to the assigned State or Parish Emergency Operations Center, the offsite Public Relations Representative will perform the following duties:

5.2.1 Monitor incoming TWX messages and insure that the staff of the Emergency Operations Center are aware of each LP&L news bulletin.

5.2.2 Insure that the staff of the Emergency Operations Center send the LP&L Emergency News Center all of their news bulletins via TWX.

5.2.3 Monitor the overall operations of the report rumors, false reports, communications problems, etc. to the Offsite Agency Coordinator.

5.2.4 Log all major activities on General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).

5.3.5 Accomplish any miscellaneous duties assigned by the Offsite Agency Coordinator.

## 6.0 ATTACHMENTS

NONE



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## NUCLEAR SERVICES INSTRUCTIONS

RUMOR CONTROL OPERATOR

NO: NSI-436  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

*RJ Perry* 4/24/84

REVIEWED BY/DATE

*Paul Baker* 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

*W J Drummond* 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

*Robert M. Leach* 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### RUMOR CONTROL OPERATOR

NO: NSI-436  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This procedure describes the actions to be taken by the Rumor Control Operator in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The designated Customer Service Center operators are responsible for assuming the duties of the Rumor Control Operators in the event of an accident at Waterford 3.
- 4.2 The Rumor Control Operators are responsible for answering questions from the general public in the event of an accident at Waterford 3.

#### 5.0 INSTRUCTION

- 5.1 The Rumor Control Operators initial actions specific to an emergency at Waterford 3 include the following:
  - 5.1.1 The Rumor Control Operators will be notified of an emergency at Waterford 3 by the Rumor Control Supervisor.
  - 5.1.2 Upon notification of an Alert or more severe classification, or if informed that conditions warrant, the Rumor Control operators will report to the LP&L Customer Service Center.





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## NUCLEAR SERVICES INSTRUCTIONS

### RUMOR CONTROL OPERATOR

NO: NSI-436  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 3  
RTYPE: C1.43

5.2 After reporting to the LP&L Customer Service Center, the Rumor Control Operators will perform the following activities:

5.2.1 Obtain the latest news bulletin and the generic fact sheet and Waterford 3 Public Information Booklet.

NOTE: Only disseminate the information written.  
DO NOT issue additional comments about the plant or the emergency conditions.

5.2.2 Log all calls on the News Media Contact Log (Attachment 6.1 to NSI-442, Rev. 0).

5.2.3 Log major miscellaneous activities on General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).

5.2.4 Direct any news media inquiries to the Media Response section of the Emergency News Center.

5.2.5 Accomplish any miscellaneous duties assigned by the Rumor Control Supervisor.

## 6.0 ATTACHMENTS

NONE



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NUCLEAR SERVICES INSTRUCTIONS

EMERGENCY NEWS CENTER  
ARTIST INSTRUCTION

NO: NSI-437  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

Ed Barker 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

W J Drummond 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

Robert M. Redhead 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



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UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER ARTIST INSTRUCTION

NO: NSI-437  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This procedure describes the actions to be taken by the Emergency News Center Artist in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The designated NOPSI Commercial Artist and the LP&L Artist is responsible for assuming the position of Emergency News Center Artist in the event of an emergency at Waterford 3.
- 4.2 The Emergency News Center Artist is responsible for preparing artwork and other visual aids to assist with the dissemination of emergency information.





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## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER ARTIST INSTRUCTION

NO: NSI-437  
REV: 1  
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PAGE: 3 OF 3  
RTYPE:C1.43

#### 5.0 INSTRUCTION

5.1 Emergency News Center Artist initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Emergency News Center Artist will be notified of an emergency at Waterford 3 by the Emergency News Center Office Manager.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Emergency News Center Artist will report to the LP&L Emergency News Center.

5.2 After reporting to the LP&L Emergency News Center, the Emergency News Center Artist will perform the following activities:

5.2.1 Upon request, prepare any artwork, charts or diagrams that would be needed as visual aids during news briefings.

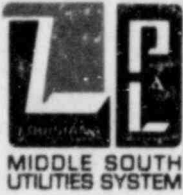
5.2.2 Accomplish any miscellaneous duties as assigned by the Emergency News Center Office Manager.

#### 6.0 ATTACHMENTS

NONE



MIDDLE SOUTH  
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# NUCLEAR SERVICES INSTRUCTIONS

## AUDIO-VISUAL OPERATOR INSTRUCTION

NO: NSI-438  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

Chris Backer 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

WJ Davidson 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

Robert M. Redhead 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### AUDIO-VISUAL OPERATOR INSTRUCTION

NO: NSI-438  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE:C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Audio-Visual Operator in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Plans and Preparedness in Support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual.

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.


#### 4.0 RESPONSIBILITIES

- 4.1 The designated Communications Assistant and the designated Personnel Assistant are responsible for assuming the position of Audio-Visual Operator in the event of an emergency at Waterford 3.
- 4.2 The Audio-Visual Operator is responsible for assuring that any news briefings associated with an emergency at Waterford 3 are recorded.





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## NUCLEAR SERVICES INSTRUCTIONS

### AUDIO-VISUAL OPERATOR INSTRUCTION

NO: NSI-438  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 3  
RTYPE:C1.43

#### 5.0 INSTRUCTION

5.1 Audio-Visual Operator initial actions specific to an emergency at Waterford 3 include the following:

5.1.1 The Audio-Visual Operator will be notified of an emergency at Waterford 3 by the Auditorium Supervisor.

5.1.2 Upon notification of an Alert or more severe classification or if informed that conditions warrant, the Audio-Visual Operator will report to the Emergency News Center.

5.2 After reporting to the LP&L Information Center, the Audio-visual Operator will perform the following activities:

5.2.1 Set up all videotaping equipment in the Auditorium.

5.2.2 Videotape all briefings and log them on the General Log Sheet. Refer to Videotape (VTR) Operating Procedures (Attachment 6.10 to NSI-441, Rev. 1).

5.2.3 Videotape all question and answer periods conducted by the Technical Spokesperson.

5.2.4 Play back segments of news briefings for late-arriving news media representatives if needed.

5.2.5 Accomplish any miscellaneous duties as requested by the Emergency News Center Office Manager. (e.g. Taking still photographs of briefings)

#### 6.0 ATTACHMENTS

NONE

NS30181EPG



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# NUCLEAR SERVICES INSTRUCTIONS

LP&L EMERGENCY NEWS CENTER  
RECOVERY OPERATIONS

NO: NSI-439  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 3  
RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

W. J. Hughes 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

W. J. Hughes 4/30/84  
NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

Robert M. DeLoach 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM





## NUCLEAR SERVICES INSTRUCTIONS

### LP&L EMERGENCY NEWS CENTER RECOVERY OPERATIONS

NO: NSI-439  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE:C1.43

#### 1.0 SCOPE

This instruction applies to the LP&L Emergency News Center staff and governs recovery operations from an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Procedures, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans in support of Nuclear Power Plants
- 2.4 LP&L Emergency Procedures Manual

#### 3.0 DEFINITIONS

- 3.1 The definition established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The Emergency Director in conjunction with the Emergency Operations Facility Director is responsible for determining when an emergency condition is resolved and when the declaration of the termination of the emergency and the start of recovery operations can be made.
- 4.2 The Emergency News Center Director is responsible for issuing news bulletins on the termination of the emergency and for deactivation of the LP&L Emergency News Center.

#### 5.0 INSTRUCTION

- 5.1 The Emergency Director will be notified of the decision to commence recovery operations by the EOF Director. The Emergency Director will confirm this decision and notify Corporate Command Center staff including the Emergency News Center Director.





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## NUCLEAR SERVICES INSTRUCTIONS

### LP&L EMERGENCY NEWS CENTER RECOVERY OPERATIONS

NO: NSI-439  
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DATE: 5-8-84  
PAGE: 3 OF 3  
RTYPE: C1.43

#### 5.2 Emergency News Center Director actions specific to recovery operations.

- 5.2.1 Notify LP&L Emergency News Center staff of decision to commence recovery operations and dismiss non-essential staff.
- 5.2.2 Direct that news bulletins be drafted on termination of the emergency and commencement of recovery operations.
- 5.2.3 Direct that press briefings be conducted as appropriate to the situation.
- 5.2.4 Direct that all documents and communications be assembled and submitted to the Communications manager at the conclusion of recovery operations.

#### 5.3 The Emergency News Center Director will inform the Emergency Director of his recommendation for the termination of Emergency News Center Operations.

#### 6.0 ATTACHMENTS

NONE

NS30143EPG



MIDDLE SOUTH  
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## NUCLEAR SERVICES INSTRUCTIONS

WORD PROCESSOR OPERATOR

NO: NSI-440

REV: 1

DATE: 5-8-84

PAGE: 1 OF 3

RTYPE: C1.43

PREPARED BY/DATE

RJ Perry 4/24/84

REVIEWED BY/DATE

Paul Barker 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

WJ Drummond 4/30/84  
NUCLEAR SERVICES MANAGERCONTENTS

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APPROVED BY/DATE

Robert M. Ledhead 5/8/84  
DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### WORD PROCESSOR OPERATOR

NO: NSI-440  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 3  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken by the Word Processor Operator in response to an emergency at Waterford 3.

#### 2.0 REFERENCES

- 2.1 Waterford 3 SES Emergency Plan
- 2.2 Waterford 3 SES Emergency Plan Implementing Document, Volumes 1 & 2
- 2.3 NUREG-0654, FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.4 LP&L Emergency Procedures Manual

#### 3.0 DEFINITIONS

- 3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

- 4.1 The designated NOPSI Word Processor Operators are responsible for assuming the duties of the Word Processor Operator in the event of an emergency at Waterford 3.
- 4.2 The Word Processor Operator is responsible for inputting news bulletins onto the word processor.

#### 5.0 INSTRUCTION

- 5.1 The Word Processor Operator's initial actions specific to an emergency at Waterford 3 include the following:
  - 5.1.1 The Word Processor Operator will be notified of an emergency at Waterford 3 by the Emergency News Center Office Manager.
  - 5.2.2 Upon notification of an Alert, or more severe classification, or informed that conditions warrant, the Word Processor Operator will report to the LP&L Emergency News Center.





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### WORD PROCESSOR OPERATOR

NO: NSI-440

REV: 1

DATE: 5-8-84

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RTYPE: C1.43

5.2 After reporting to the Emergency News Center, the Word Processor Operator will perform the following activities:

- 5.2.1 Assure that the word processor is in operating condition.
- 5.2.2 Secure "disk" containing pre-written proposed news bulletins from Communications Manager.
- 5.2.3 At the direction of the Emergency News Center Director complete the proposed news bulletins using the information provided and deliver it to the Emergency News Center Director.
- 5.2.4 Record major activities on General Log Sheet (Attachment 6.2 to NSI-442, Rev. 0).
- 5.2.5 Accomplish any miscellaneous duties assigned by the Emergency News Center Office Manager or the Emergency News Center Director.

## 6.0 ATTACHMENTS

NONE

NS30193EPG



MIDDLE SOUTH  
UTILITIES SYSTEM



# NUCLEAR SERVICES INSTRUCTIONS

## EMERGENCY NEWS CENTER RESOURCE DOCUMENT INSTRUCTION

NO: NSI-441  
REV: 1  
DATE: 5-8-84  
PAGE: 1 OF 42  
RTYPE: C1.43

PREPARED BY/DATE

RA Perry 4/24/84

REVIEWED BY/DATE

PM Baker 4/27/84

RESPONSIBLE MANAGER

APPROVED BY/DATE

W J Drummond 4/30/84

NUCLEAR SERVICES MANAGER

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APPROVED BY/DATE

Robert M. LeShed 5/8/84

DIRECTOR OF PUBLIC RELATIONS



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER RESOURCE DOCUMENT INSTRUCTION

NO: NSI-441  
REV: 1  
DATE: 5-8-84  
PAGE: 2 OF 42  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes the actions to be taken to maintain and update resource documents necessary to assist with the implementation of the Emergency News Center Organization Instructions.

#### 2.0 REFERENCES

2.1 NSI's 421 through 442 (Emergency News Center Organization Instructions.)

#### 3.0 DEFINITIONS

3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

4.1 It is the responsibility of the Public Information Representative designated to assist with emergency planning to maintain and annually update all documents contained as part of this instruction.

#### 5.0 INSTRUCTION

5.1 The Public Information Representative will assure that all documents appearing as Attachments to this instruction are complete and current.

5.2 The Public Information Representative will annually update the Attachments to this instruction.

5.3 The Public Information Representative will assure that where telephone numbers or other information that might be considered as confidential or privileged information is included in this instruction an expurgated version is developed for placement in the public document room before it is forwarded to any agency of the Federal government or might otherwise find its way to the public.





## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER RESOURCE DOCUMENT INSTRUCTION

NO: NSI-441  
REV: 1  
DATE: 5-8-84  
PAGE: 3 OF 42  
RTYPE:C1.43

#### 6.0 ATTACHMENTS

- 6.1 Emergency News Center Call List
- 6.2 Telephone Check List
- 6.3 LP&L Media List
- 6.4 Initial Notification Form
- 6.5 Follow-Up Notification Form
- 6.6 News Bulletin Note Sheet
- 6.7 Pre-Written News Bulletins
  - 6.7.1 Unusual Event Bulletin
  - 6.7.2 Alert Bulletin
  - 6.7.3 Site Area Emergency Bulletin
  - 6.7.4 General Emergency Bulletin
  - 6.7.5 Condition Improvement Bulletin
  - 6.7.6 Deactivation Bulletin
  - 6.7.7 Liability Bulletin
- 6.8 DEX Operating Instructions
  - 6.8.1 DEX 3600 Operating Instructions
  - 6.8.2 DEX 4200 Operating Instructions
  - 6.8.3 DEX 4300 Operating Instructions
- 6.9 TWX Operating Instructions



NUCLEAR SERVICES INSTRUCTIONS

EMERGENCY NEWS CENTER  
RESOURCE DOCUMENT INSTRUCTION

NO: NSI-441  
REV: 1  
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RTYPE: C1.43

- 6.9.1 How to Send and Receive Telex II Messages
- 6.9.2 How to Send a Direct-Dial Message
- 6.9.3 How to Read and Correct Punched Paper Tape
- 6.9.4 Automatic Multiple-Addressing Convenience Via Redi-List
- 6.10 Videotape (VTR) Operating Procedures
- 6.11 Equipment and Materials List
- 6.12 TWX Contact Numbers



MIDDLE SOUTH  
UTILITIES SYSTEM

CONFIDENTIAL

ATTACHMENT 6.1

EMERGENCY NEWS CENTER  
CALL LIST

<u>Position</u>	<u>Name</u>	<u>Home Phone</u>	<u>Office Phone</u>
Emergency News Center Director	Bob Redhead John Cordaro	[       ] [       ]	[       ] [       ]

The Emergency News Center Director is responsible for calling the following:

1. Public Information Manager	Jim Fort Bill Tregre	[       ] [       ]	[       ] [       ]
2. Communications Manager	Jack Hanemann Keith Kaiser	[       ] [       ]	[       ] [       ]
3. Offsite Agency Coordinator	Dotty Klyce Elaine Coleman	[       ] [       ]	[       ] [       ]
4. Emergency News Center Office Manager	Don Cass Ed Darcy	[       ] [       ]	[       ] [       ]

The Public Information Manager is responsible for calling the following:

1. Technical Spokesperson	Don Simpson Ken Cook	[       ] [       ]	[       ] [       ]
---------------------------	-------------------------	------------------------	------------------------

The Communications Manager is responsible for the calling the following:

1. Rumor Control Supervisor	George Neeb Tom Dupuy	[       ] [       ]	[       ] [       ]
2. Media Monitoring/ Response Supervisor	Bob MacDowell Dick Rotharmel	[       ] [       ]	[       ] [       ]
3. Employee Information Supervisor	Don Runge Eugenia Breland	[       ] [       ]	[       ] [       ]

The Offsite Agency Coordinator is responsible for calling the following:

1. State EOC PR Representative	Gary Florrieck Al Young	[       ] [       ]	[       ] [       ]
2. St. Charles PR Representative	John delaHoussaye Bridget Carter	[       ] [       ]	[       ] [       ]
3. St. John PR Representative	Oliver Burke Bob Rothacker	[       ] [       ]	[       ] [       ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

<u>Position</u>	<u>Name</u>	<u>Home Phone</u>	<u>Office Phone</u>
The <u>Emergency News Center Office Manager</u> is responsible for calling the following:			
1. Secretary A	Nadine Augello	[ ]	[ ]
	Betty Bourg	[ ]	[ ]
2. Artist	Ed Small	[ ]	[ ]
	Betty Cropper	[ ]	[ ]
3. Auditorium Supervisor	Mike Bermingham	[ ]	[ ]
	Jack Vincent	[ ]	[ ]
4. Communications Secretary	Molly Buckley	[ ]	[ ]
	Yolande Malbrue	[ ]	[ ]

The Rumor Control Supervisor is responsible for calling the following:

1. Rumor Control Operators (See Attached List for Details)

The Media Monitoring/Response Supervisor is responsible for calling the following:

1. Media Response Assistant	Jan Trauth	[ ]	[ ]
	Roland Spedale	[ ]	[ ]
2. Media Response Assistant	Dookie Dauphin	[ ]	[ ]
	Ray Bouton	[ ]	[ ]
3. Media Response Assistant	Jim Maquar	[ ]	[ ]
	Sid Anderson	[ ]	[ ]
4. Media Monitoring Assistant	John Veca	[ ]	[ ]
	Pearly Webb	[ ]	[ ]
5. Media Monitoring Assistant	Wally Mattrejean	[ ]	[ ]
	Ken Martinez	[ ]	[ ]
6. MSS TV Recording Assistant	Larry Schnadelback	[ ]	[ ]
	Tom Brown	[ ]	[ ]

The Employee Information Supervisor is responsible for calling the following:

1. Typist/Equipment Operator	Pat Talbott	[ ]	[ ]
	Debbie Jones	[ ]	[ ]
2. Word Processor Operator	Ellen Robinson	[ ]	[ ]
	Jeanne Cargo	[ ]	[ ]
3. Typist/Steno	Joan Vaughn	[ ]	[ ]
	Mary Beth Aguiluz	[ ]	[ ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

<u>Position</u>	<u>Name</u>	<u>Home</u> <u>Phone</u>	<u>Office</u> <u>Phone</u>
-----------------	-------------	-----------------------------	-------------------------------

The Auditorium Supervisor is responsible for calling the following:

1. Audio Visual Operator	Jimmy Lemoine Peter Hagan	[       ] [       ]	[       ] [       ]
2. Courier	Clarence LaBeaud Will Sanders	[       ] [       ]	[       ] [       ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.



CONFIDENTIAL

ATTACHMENT 6.2

TELEPHONE CHECK LIST

<u>Name</u>	<u>Home Phone</u>	<u>Office Phone</u>
Mary Beth Aguiluz	[ ]	[ ]
Sid Anderson	[ ]	[ ]
Nadine Augello	[ ]	[ ]
Mike Bermingham	[ ]	[ ]
Ray Bouton	[ ]	[ ]
Betty Bourg	[ ]	[ ]
Eugenia Breland	[ ]	[ ]
Tom Brown	[ ]	[ ]
Molly Buckley	[ ]	[ ]
Jeanne Cargo	[ ]	[ ]
Bridget Carter	[ ]	[ ]
Tom Carver	[ ]	[ ]
Don Cass	[ ]	[ ]
Elaine Coleman	[ ]	[ ]
Ken Cook	[ ]	[ ]
John Cordaro	[ ]	[ ]
Betty Cropper	[ ]	[ ]
Ed Darcy	[ ]	[ ]
Dookie Dauphin	[ ]	[ ]
John delaHoussaye	[ ]	[ ]
Tom Dupuy	[ ]	[ ]
Gary Florrie	[ ]	[ ]
Peter Hagan	[ ]	[ ]
Jack Hanemann	[ ]	[ ]
Jim Fort	[ ]	[ ]
Debbie Jones	[ ]	[ ]
Kieth Kaiser	[ ]	[ ]
Dotty Klyce	[ ]	[ ]
Clarence LaBeaud	[ ]	[ ]
Jimmy Lemoine	[ ]	[ ]
Wally Martrejean	[ ]	[ ]
Yulonda Malbrue	[ ]	[ ]
Jim Maquar	[ ]	[ ]
Ken Martinez	[ ]	[ ]
Bob MacDowell	[ ]	[ ]
George Neeb	[ ]	[ ]
Dan Packer	[ ]	[ ]
Bob Redhead	[ ]	[ ]
Ellen Robinson	[ ]	[ ]
Bob Rothacker	[ ]	[ ]
Dick Rotharmel	[ ]	[ ]
Don Runge	[ ]	[ ]
Will Sanders	[ ]	[ ]
Larry Schnadelback	[ ]	[ ]
Don Simpson	[ ]	[ ]
Pearly Webb	[ ]	[ ]
Al Young	[ ]	[ ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

<u>Name</u>	<u>Home Phone</u>	<u>Office Phone</u>
Ed Small	[ ]	[ ]
Roland Spedale	[ ]	[ ]
Pat Talbot	[ ]	[ ]
Jan Traut	[ ]	[ ]
Bill Tregre	[ ]	[ ]
Joan Vaughn	[ ]	[ ]
John Veca	[ ]	[ ]
Jack Vincent	[ ]	[ ]
Customer Service Center		[ ]
EOF Facsimile Machine		[ ]
TSC Facsimile Machine		[ ]
LP&L G.O. Facsimile Machine		[ ]
EOF Director		[ ]
Emergency Coordinator		[ ]
Gretna Greens Facsimile Machine		[ ]
Luling Dist. Facsimile Machine		[ ]
LNED		[ ]
LOEP		[ ]
Technical Advisor - TSC		[ ]
Technical Advisor - EOF		[ ]
Reserve District		[ ]
Southern Control		[ ]
St. Charles EP		[ ]
St. John CD		[ ]
Waterford 3		[ ]
U.S. Nuclear Regulation Commission, Region IV		[ ]
Federal Emergency Management Agency, Region IV		[ ]

TWX Callback & No.

St. Charles EP	[ ]
St. John CD	[ ]
LNED	[ ]
LOEP	[ ]
LPL NLN	[ ]
Waterford 3	[ ]

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

ATTACHMENT 6.3

LP&L MEDIA LIST  
(New Orleans Television  
News Broadcast Airtimes)

<u>Station</u>	<u>Day</u>	<u>Time</u>	<u>Program</u>
WDSU-TV Channel 6 527-0666	M-F	6:00-7:00 AM	Breakfast Edition Newsbreaks on half hour & hour, 5 minutes
	M-F	7:00-9:00 AM	Today Show Local newsbreaks 7:25 AM, 8:25 AM
	M-F	12:00-12:30 PM	Local News
	M-SU	5:00-5:30 PM	Local News
	M-F	5:30-6:00 PM	National News
	M-SU	6:00-6:30 PM	Local News
	M-SU	10:00-10:30 PM	Local News
WVUE-TV Channel 8 486-6161	M-F	6:00-7:00 AM	USAM (National news/talk program... Local newsbreaks on half hour and hour
	M-F	7:00-9:00 AM	Good Morning America Local newsbreaks 7:25 AM, 8:25 AM
	M-F	5:00-5:30 PM	Local News
	M-F&SU	5:30-6:00 PM	National News
	M-F	6:00-6:30 PM	Local News
	M-F	10:00-10:35 PM	Local News
WWL-TV Channel 4 529-4444	M-F	6:00-7:00 AM	AM News (Local)
	M-F	7:00-9:00 AM	CBS AM News (Local breaks 7:25, 8:25 AM)
	M-F	12:00-12:30 PM	Noon News
	M-F	5:00-5:30 PM	Local News
	M-F	5:30-6:00 PM	National News
	SU	5:30-6:00 PM	Local News
	M-SA	6:00-6:30 PM	Local News
	M-SU	10:00-10:35 PM	Local News

# ATTACHMENT 6.3 (Cont'd)

## LP&L Media List

### RADIO

WAIL-FM (see WNNR-AM)

WAJY-FM  
101.9  
524-8787

6A  
12N  
5P, 6P, 10P

WBOK-AM  
1230  
827-1522

EVERY HOUR ON THE HOUR COMPLETE NEWS  
PROGRAM 24 HOURS

WBYU-FM  
96  
525-9600

1A, 3A, 5A, 530A, 6A, 630A, 7A, 730A, 8A,  
12N, 3P, 4P, 6P, 10P, 12M

WEZB-FM  
97.1  
581-7002

550A, 650A, 750A, 850A, 350P, 450P, 550P

WGSO-AM  
1280  
581-1280

530A-10A (CONSTANT NEWS BLOCK)  
12N-1P  
3P-6P

WNNR-AM  
990  
943-9019

650A, 750A, 850A  
1215P (NBC NATIONAL NEWS)  
450P, 550P

WKQT-AM (Garyville)  
1010  
535-2424  
562-7115  
652-2319

24HOUR STATION  
6:05A, 7A, 8:05A, 9:05A  
(5 min. long)  
10:05A, 2:05, 6:05P, 12:05M  
11:05A, 3:05, 7:05P, 2:05A  
12:05N, 4:05, 8:05P  
1:05, 5P, 9:05P, 10:05P

WNOE-AM  
1060  
529-1212

See attached for news times

WNOE-FM  
101.1

See attached for news times

WQUE-FM  
93.3  
581-1280

6A, 7A, 8A, 9A  
3P, 4P, 5P, 6P

WRNO-FM  
100  
889-2424

540A, 640A, 740A, 840A, 940A  
1140A, 140P

# ATTACHMENT 6.3 (Cont'd)

## LP&L Media List

WSHO-AM 800 525-9600	1P, 2P, 3P, 4P
WSMB-AM 1350 523-5921	5:30A - 6:30P 3 minutes, every half hour 12M to 12M - 5 minutes, on the hour
WTIX-AM 690 561-0001	6A-9A (DRIVE TIME) (every hour) 12N 2P, 3P-6P (DRIVE TIME) (every hour)
WVOG-AM	6:20-:25A, 3:45-:50P
WWIW-AM 1450 522-1450	720A, 820A, (Local News) 420P, 520P (Local News) ABC DIRECTION NEWS EVERY HOUR ON THE HOUR
WWL-AM 870	5A-9A (CONSTANT NEWS BLOCK) 430P-530P (EXPANDED NEWS)
WYLD-AM 940 822-1945	655A, 755A, 855A, 955A 1155A 355P, 455P, 555P
WYLD-FM 98.5	655A, 755A, 855A, 955A, 1155A 155P, 255P, 355P, 455P, 555P, 655P

## PRINT MEDIA

The Times-Picayune/The States-Item 586-3560 or 586-3626

Morning Advocate (Baton Rouge) 1/383-1111

State Times (Baton Rouge) 1/383-1111

Associated Press (New Orleans) 523-3931

United Press International 581-6371  
(New Orleans)



ATTACHMENT 6.4

INITIAL NOTIFICATION

This is \_\_\_\_\_ with Message No. 1, at \_\_\_\_\_ hrs.,  
(Name) (Time)  
on \_\_\_\_\_ with \_\_\_\_\_ Telephone No. \_\_\_\_\_  
(Date) (Site)

Events are such that a/an: \_\_\_\_\_ Unusual Event \_\_\_\_\_ Site Area Emergency  
\_\_\_\_\_ Alert \_\_\_\_\_ General Emergency

was declared at \_\_\_\_\_ hrs.

Brief description of event(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE FOLLOWING INFORMATION APPLIES:

Release: \_\_\_\_\_ NO

\_\_\_\_\_ YES - Liquid; Gaseous; Other \_\_\_\_\_  
Wind Speed \_\_\_\_\_ mph  
Wind Direction from \_\_\_\_\_ into Sector(s) \_\_\_\_\_  
(degrees) (A-R)

Recommended Protective Actions: \_\_\_\_\_ None  
\_\_\_\_\_ Shelter  
\_\_\_\_\_ Other \_\_\_\_\_  
\_\_\_\_\_

A comprehensive assessment of conditions is in progress at this time.  
Additional information will be provided to you as the situation develops.

PLEASE ACKNOWLEDGE RECEIPT OF THIS MESSAGE AS YOUR STATION IS CALLED.



ATTACHMENT 6.5  
FOLLOW-UP NOTIFICATION

This is \_\_\_\_\_ with Message No. \_\_\_\_\_, at \_\_\_\_\_ hrs.,  
(Name) (Number) (Time)  
on \_\_\_\_\_ with \_\_\_\_\_ Telephone No. \_\_\_\_\_

Events are such that a/an: \_\_\_\_\_ Unusual Event \_\_\_\_\_ Site Area Emergency  
\_\_\_\_\_ Alert \_\_\_\_\_ General Emergency  
was declared at \_\_\_\_\_ hrs.

This classification is (Escalated, De-escalated, Unchanged, Terminated) from the last report.

Reason for reclassification: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE FOLLOWING INFORMATION APPLIES:

SECTION A: Radiological Release Information \_\_\_\_\_ N/A

This information is: A) New Information B) Unchanged

- (1) Type of Radiological Release: Liquid; Gaseous; Other \_\_\_\_\_
- (2) Time of Reactor Shutdown: \_\_\_\_\_ hrs.
- (3) Initial Time of Release \_\_\_\_\_ hrs.
- (4) Release Terminated: NO; YES TIME TERMINATED \_\_\_\_\_ hrs.
- (5) Duration of Release: KNOWN \_\_\_\_\_ or TOTAL PROJECTED \_\_\_\_\_  
(hours) (hours)
- (6) Release Rate: Noble Gas \_\_\_\_\_ Ci/sec Monitored; Calculated  
Iodine \_\_\_\_\_ Ci/sec Monitored; Calculated  
Particulate \_\_\_\_\_ Ci/sec Monitored; Calculated
- (7) Release Elevation: Ground Level; Elevated
- (8) Estimate of Surface Contamination In-Plant, Onsite, or Offsite: \_\_\_\_\_  
\_\_\_\_\_

SECTION B: Meteorology \_\_\_\_\_ N/A

This information is: A) New Information B) Unchanged

- (1) Wind: Speed \_\_\_\_\_ mph  
Direction from \_\_\_\_\_ into Sector(s) \_\_\_\_\_  
(degrees) (A-R)
  - (2) Stability Class: A B C D E F G
  - (3) Precipitation: None; Rain; Sleet; Snow; Hail
- NSI-441, Rev. 1

ATTACHMENT 6.5 (cont'd)

SECTION C: Offsite Radiological Dose Consequences

\_\_\_\_\_ N/A

This is:    A) New Information    B) Unchanged

(1) <u>Projected Whole Body Dose At:</u>	<u>Dose Rate</u>	<u>Projected Duration</u>	<u>Projected Dose</u>
A) Site Boundary	_____ mR/hr	_____	_____ mRem
B) 2 Miles	_____ mR/hr	_____	_____ mRem
C) 5 Miles	_____ mR/hr	_____	_____ mRem
d) 10 Miles	_____ mR/hr	_____	_____ mRem

(2) <u>Projected Thyroid Dose Commitment At:</u>	<u>Projected Dose</u>
A) Site Boundary	_____ mRem
B) 2 Miles	_____ mRem
C) 5 Miles	_____ mRem
D) 10 Miles	_____ mRem

(3) Affected Sectors \_\_\_\_\_

SECTION D: Emergency Response Considerations

\_\_\_\_\_ N/A

This is    A) New Information    B) Unchanged

- (1) Recommended Protective Actions:        None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (2) License Emergency Actions Underway:    None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (3) Request for Offsite Support:            None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (4) Prognosis for Worsening or Termination of Event Based on Plant Information:  
 None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (5) Other Comments:        None; Other (Describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

ATTACHMENT 6.6

NEWS BULLETIN NOTE SHEET

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

1.) NATURE OF PROBLEM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
TIME OCCURRED: \_\_\_\_\_

2.) EMERGENCY CLASSIFICATION: Unusual Event/Alert/Site Area Emergency/  
General Emergency TIME DECLARED: \_\_\_\_\_

3.) REACTOR CONDITION: Full Power/\_\_\_\_\_%power/Normal/Stable/Cold Shutdown/Hot  
Shutdown/Improving/Depressurized/Safety Injection Cooling/Normal  
Cooling/Other \_\_\_\_\_

REACTOR PRESSURE: Rising/Decreasing/Stable/Amount: \_\_\_\_\_  
lbs. psi/Above Normal/Below Normal

REACTOR TEMPERATURE: Rising/Decreasing/Stable/Amount: \_\_\_\_\_  
degrees F./Above Normal/Below Normal/Normal

4.) PLANT STATUS: Full power/Generating\_\_\_\_\_%power/Normal/Stable/Improving/  
OffLine/Shut Down

5.) RADIOACTIVITY RELEASE: Is Taking Place/Is Not Taking Place/Liquid/Gas/  
Time Began\_\_\_\_\_/Time Ended\_\_\_\_\_/Amount: Low/Moderate/High/  
Cause: \_\_\_\_\_

6.) INJURIES: Name of victim/Type Injury/How Injured/Hospital/Is victim  
Contaminated?/Time of injury/Cause: \_\_\_\_\_

7.) MISCELLANEOUS: TSC Activated/EOF Activated/Info. Center Activated?  
Time: \_\_\_\_\_

8.) Information Center phone number\_\_\_\_\_Rumor Control Center  
Phone Number \_\_\_\_\_

9.) GOVERNMENT-RECOMMENDED PROTECTIVE ACTIONS (Note: Protective actions should  
only be reported AFTER they are officially broadcast by government agencies.):  
\_\_\_\_\_  
\_\_\_\_\_

ATTACHMENT 6.6 (Cont'd)

NEWS BULLETIN NOTE SHEET

- 10.) Non-essential personnel evacuated from plant site: Yes/No  
Time: \_\_\_\_\_
- 11.) \*Don't call Waterford ...\*Stay tuned to local stations...\*More  
information forthcoming...\*Refer to Emergency Information Brochure.

ATTACHMENT 6.7

PRE-WRITTEN NEWS BULLETINS

Attachment 6.9.1	Unusual Event Bulletin
Attachment 6.9.2	Alert Bulletin
Attachment 6.9.3	Site Area Emergency Bulletin
Attachment 6.9.4	General Emergency Bulletin
Attachment 6.9.5	Condition Improvement Bulletin
Attachment 6.9.6	Deactivation Bulletin
Attachment 6.9.7	Liability Bulletin

Attachment 6.7.1

Unusual Event Bulletin

Test Bulletin No. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Time: \_\_\_\_\_

Date: \_\_\_\_\_

Louisiana Power & Light Company today at \_\_\_\_\_ declared an Unusual Event at its Waterford 3 Nuclear Plant, located at Taft, La., about 25 miles upriver from New Orleans.

The Unusual Event was declared because \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Unusual Event classification is the least serious of four emergency classifications, and there is no need for any special actions on the part of the public. The Unusual Event classification involves events which have the potential of lessening the level of safety of the plant. One of the primary purposes for declaring an Unusual Event is to place the operating staff in a state of readiness.

Waterford 3 personnel are monitoring plant conditions and are taking appropriate corrective actions.

Via a Special Hotline telephone connection, LP&L has contacted the state and local agencies involved in emergency response planning. The Nuclear Regulatory Commission (NRC) also has been notified.

Additional information on plant conditions will be provided as it becomes available.

(End of Bulletin)



Attachment 6.7.2

Alert Bulletin

Test Bulletin No. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Time: \_\_\_\_\_

Date: \_\_\_\_\_

Louisiana Power & Light Company has declared an Alert condition at Waterford 3 Nuclear Plant in Taft, La. about 25 miles upriver from New Orleans.

The action was taken at \_\_\_\_\_ today because \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
The Alert classification is the second lowest of four emergency classifications, and there is no need for any special actions on the part of the public. The purposes for declaring an Alert are to provide off-site authorities current status information and to assure that emergency personnel are readily available to respond if the situation becomes more serious.

Company officials declared the Alert in compliance with pre-established emergency procedures. In further complying with these procedures, the Waterford 3 Emergency Response Organization has been activated.

LP&L said plant personnel are assessing the situation at the generating unit and are taking appropriate measures.

Further information about conditions at the plant will be provided as it becomes available.

(End of Bulletin)

Attachment 6.7.3

Site Area Emergency Bulletin

Test Bulletin No. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Time: \_\_\_\_\_

Date: \_\_\_\_\_

Louisiana Power & Light Company at \_\_\_\_\_ today declared a Site Area Emergency at its Waterford 3 Nuclear Plant, located at Taft, La., about 25 miles upriver from New Orleans.

The Site Area Emergency was declared because \_\_\_\_\_

Considered a serious emergency classification, a Site Area Emergency is automatically declared when conditions exist that warrant precautionary public notification and the activation of emergency response centers.

Should conditions change and cause a need for special instructions to be given to any residents living within 10 miles of Waterford 3, government authorities would sound parish sirens. The sirens would simply be a signal for residents to tune to local public information stations for any instructions. These stations are: WCKW Radio - FM 92, and WKQT Radio - AM 1010.

A Site Area Emergency involves active assistance from off-site groups such as the Louisiana Nuclear Energy Division, the Louisiana Office of Emergency Preparedness, St. Charles Parish, St. John the Baptist Parish, the Nuclear Regulatory Commission, and others.

LP&L said monitoring teams have been dispatched to various locations in the vicinity of the plant. The company urges the public not to call the site because communications lines are needed for emergency operations.

The public and the news media will be given additional plant status information as it becomes available.

(End of Bulletin)

Attachment 6.7.4

General Emergency Bulletin

Test Bulletin No. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Louisiana Power & Light Company has declared a General Emergency at Waterford 3 Nuclear Plant in Taft, LA., about 25 miles upriver from New Orleans.

The General Emergency was declared at \_\_\_\_\_ today because \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A General Emergency is the most serious of four emergency classifications. The main purpose for declaring a General Emergency is to initiate predetermined protective actions on the part of the public. Any required protective actions would be broadcast by government officials.

Residents living within 10 miles of Waterford 3 are advised to monitor the following stations for emergency instructions: Radio stations WCKW-FM 92 or WKQT-AM 1010.

These area residents are urged to remain calm and stay where they are, unless public officials direct them elsewhere. Area residents are also asked to familiarize themselves with their Safety Information Booklet as a precautionary measure.

Phone lines are needed by emergency organizations, so the public is advised not to tie up existing lines of communication.

If it is necessary to evacuate specific off-site areas within 10-miles of Waterford 3, affected individuals will be notified by state and local officials through the public information stations mentioned above. If persons are advised to leave home, they should carefully follow instructions from public officials.

Details on plant conditions will be provided as they become available.

(End of Bulletin)

Attachment 6.7.5

Condition Improvement Bulletin

Test Bulletin No. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Conditions at Waterford 3 Nuclear Plant have improved to the extent that Louisiana Power & Light Company officials have changed the plant's emergency classification from a \_\_\_\_\_ to a \_\_\_\_\_.

Officials lowered the plant's classification at \_\_\_\_\_ because

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

More information on the improving situation at Waterford 3 will be provided as it becomes available.

(End of Bulletin)

Attachment 6.7.6

Deactivation Bulletin

Test Bulletin No. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Because of improved conditions at Waterford 3 Nuclear Plant, Louisiana Power & Light Company began at \_\_\_\_\_ the process of deactivating its Emergency Response Organization and establishing the plant's Recovery Organization.

The Recovery Organization has been charged with the responsibility of maintaining the plant in a stable condition and maintaining adequate communications with government agencies.

Long-term objectives of the Recovery Organization are restoring the plant to pre-emergency conditions and evaluating the cause of the emergency, the response to the emergency and any potential effects of the emergency on future plant operations.

(End of Bulletin)



Attachment 6.7.7  
Liability Bulletin

Test Bulletin No. \_\_\_\_\_

Reviewed by: \_\_\_\_\_  
Date: \_\_\_\_\_  
Time: \_\_\_\_\_

Liability claims resulting from a commercial nuclear power plant incident are covered by special nuclear liability insurance.

All commercial reactors carry no less than \$560 million of insurance coverage. This insurance coverage is currently organized into two layers. The first layer --\$160 million -- is underwritten by nuclear liability insurance pools (American Nuclear Insurers and the Mutual Atomic Energy Liability Underwriters).

The second layer -- a minimum of \$400 million-- is provided by nuclear utilities themselves. In the event of a very serious nuclear accident, these utilities are assessed \$5 million for each of their operating reactors. As the number of operating reactors increases, this secondary layer of coverage expands.

Liability claims against nuclear power plants have never penetrated the first layer of insurance protection (\$160 million). Thus far, the highest total of claims against a nuclear utility came in 1979 at Three Mile Island. Claims there approached \$30 million.

In the unlikely event that available nuclear insurance coverage is surpassed by liability claims, the U.S. Congress would conduct a review and take appropriate action to insure that claims are met.

Because homeowners living near a nuclear facility are already protected by the nuclear liability insurance described above, the insurance industry does not include nuclear accident coverage in homeowner policies. Such coverage would be a duplication of what is already available and, in addition, would increase premiums to the homeowner.

(End of Bulletin)



ATTACHMENT 6.8

DEX OPERATING INSTRUCTIONS

Attachment 6.8.1	DEX 3600 Operating Instructions
Attachment 6.8.2	DEX 4200 Operating Instructions
Attachment 6.8.3	DEX 4300 Operating Instructions

ATTACHMENT 6.8.1

OPERATING INSTRUCTIONS -- DEX 3600  
G2/G3 Facsimile Machine

- 1) INSERT PAGE (WHERE "HERE" SIGN IS LOCATED) FACE DOWN WITH TOP SIDE OF SHEET GOING INTO MACHINE FIRST. YOUR SHEET IS PROPERLY IN PLACE WHEN THE PILOT LIGHT AND THE DOC SET LIGHT ARE ON.
- 2) SET MODE SWITCH TO ALDC.
- 3) PICK UP TELEPHONE RECEIVER AND DIAL PHONE NUMBER OF MACHINE YOU'RE SENDING THEM TO. FREQUENTLY USED NUMBERS ARE:

GENERAL OFFICE                      8831

GRETNA GREENS                      8945

WATERFORD 3 EMERGENCY OPERATIONS FACILITY      3435

WATERFORD 3 TECHNICAL SUPPORT CENTER              3410

- 4) WHEN TONE IS HEARD FROM RECEIVING MACHINE, PUSH "LARGE BLUE BUTTON" AND THEN HANG UP RECEIVER.

NOTE:      UP TO 30 SHEETS CAN BE PLACED INTO THE MACHINE AT ONE TIME.

DURING FACSIMILE OPERATIONS, DEPRESSING THE TEL BUTTON ONCE RESERVES THE LINE FOR VOICE COMMUNICATIONS AFTER EACH DOCUMENT IS SENT OR RECEIVED.

ATTACHMENT 6.8.2

DEX 4200 OPERATING INSTRUCTIONS

- 1) Turn "Power" on.
- 2) For single page transmissions, remove document cassette if in place.
- 3) Check all switches (TRANSMIT SIDE) as follows:  
All transmission switches must be up, except bottom right switch which should be in "text" position.
- 4) Place copy face down on feed tray with top going in head first. Press feed tray down and enter document under wheels. Border of paper should be on "line" of tray.
- 5) Pick up telephone and make call to:  
LP&L Information Center -- 363-8831  
  
If this machine is inoperative make call to G. O. Production machine  
-- 363-8538.
- 6) When ready to transmit, press "DOC FEED" button on top side of DEX.
- 7) After one-page transmission, machine will automatically stop.

ATTACHMENT 6.8.3

OPERATING INSTRUCTIONS -- DEX 4300

- 1) Place copy face down on feed tray with top going in head first. Press feed tray down and enter document under feed wheels. Border of paper should be on "line" of tray.
- 2) Raise white button on telephone to maximum height and make call to:  
  
Southern Control - dial 8502 or 8982 - inform them  
news bulletin is coming on Dex
- 3) If machine transmitting to is Dex, AFTER TONE:  
  
Change to High  
Press Transmit  
Do not hang up phone
- 4) If machine transmitting to is other than Dex, AFTER TONE:  
  
Change to Other  
Press Transmit  
Do not hang up phone
- 5) If transmitting more than one page, AFTER TONE:  
  
Change to Simplex  
Press Transmit  
Do not hang up phone
- 6) If transmitting more than one page to machine other than Dex,  
  
Change to Other  
Change to Simplex  
Press Transmit  
Do not hang up phone
- 7) After transmission, press "STOP" button, pick up telephone receiver. This enables you to talk to other party to see if their copy as received is legible. If not, send again. If so, hang receiver back on phone.

Attachment 6.9.1  
TWX Operating Instructions

How to Send and Receive Telex II Messages

After dialing and establishing a connection, you may send a Telex II message using either of the following methods: (1) if you have a short message you may type your message directly from the keyboard or (2) if your machine is equipped with a tape punch and a tape reader you may transmit your message using a punched paper tape.

How to Record a Message in Paper Tape

1. Depress the LCL button on the dial unit. The motor will turn on and the LCL button will light.
2. Turn on the tape punch (located to the left of the keyboard) by depressing the ON button on the punch.
3. Hold both the REPT and RUBOUT keys down until two inches of tape is fed through the tape punch.
4. Type your message, using the format shown in the example below:

---

YOUR CITY, STATE, DATE  
XVZ CO. ATTN. F. BROWN  
LOS ANGELES, CA.  
YOUR ORDER NO. 127841 SHIPPED  
VIA AIR FREIGHT TODAY.  
    Your Company Name  
    Your Telex Number

---

5. Depress the REPT and RUBOUT keys at the same time to feed out another two inches of tape and tear off the tape with an upward motion.
6. Turn off the punch by depressing the OFF button. Then hold down the CLR button on the dial unit until the motor turns off.

How to Send a Message Using Punched Paper Tape

1. The Tape Reader is located directly in front of the Tape Punch. Move the reader switch to STOP.
2. Open the tape latch by pushing the latch releases to the right.
3. Place the leading edge of the tape in the reader. Position the tape so that the eight sealing pins in the reader are located under any of the feeding RUBOUT codes in the tape. The center row of small feed holes in the tape will engage the feed wheel in the reader. Close the tape latch.

Attachment 6.9.1 (Cont'd.)

4. Press the ORIG button on your dial control unit and dial the Telex II number of your correspondent.
5. Check the answerback you receive to make sure you've reached the desired station.
6. Depress the HERE IS key to activate your answerback.
7. Move your tape reader switch to the START position.
8. When tape stops, depress the CTRL and WRU keys to obtain your correspondents answerback as an acknowledgement of the call.
9. Disconnect by pressing the CLR button on the display control unit.

NOTE:

If called station is busy--you will hear the standard telephone busy signal. Disconnect and call again later (if you have keyboard dialing, you will receive an OCO printout).

How to receive a Telex II Message

Your teletypewriter will automatically answer incoming calls and type your answerback code. (No one need be in attendance).



## Attachment 6.9.2

### How to send a direct dial message.

To a TWX in North America.

--Press "Orig" Keys

(The continental U.S. and Canada)

1. Dial your correspondents TWX number.
2. Exchange answerbacks. (After the dialed station automatically sends its answerback, depress the HERE IS key to activate your answerback.)
3. Transmit your message manually or automatically from a punched tape. Normally, a complete message contains:

City/state of origin and date

Destination address

Text

Sender's name and company.

4. Follow the sender's name with your TWX number and answerback; an important practice to speed replies.
5. Depress CTRL and E keys to obtain correspondent's answerback as an acknowledgement of the call and disconnect.

(Number codes  
corresponding  
to above  
instructions)

2. DRCO BSN  
ABC CO CGO
3. COMPLETE MESSAGE
4. TWN 9109865032 ABC CO CGO
5. DRCO BSN

### Sample format.

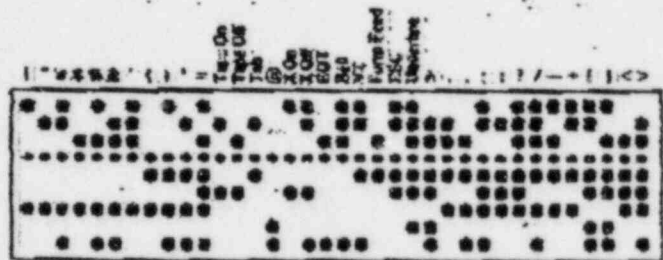
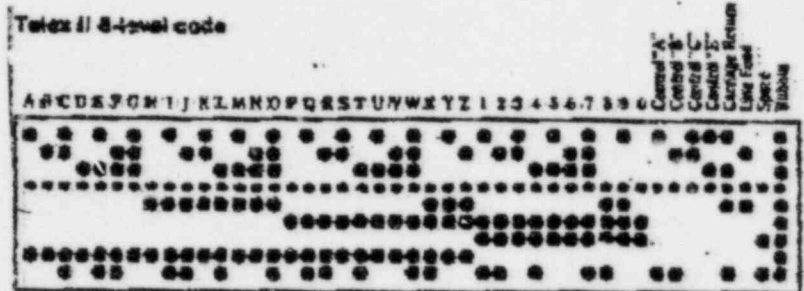
- 
- |    |                           |
|----|---------------------------|
| 2. | DRCO BSN                  |
|    | ABC CO CGO                |
| 3. | CHICAGO IL, MAY 17        |
|    | TO HR ROSS, SHIPPING DEPT |
|    | DR CO BOSTON              |
|    | TEXT OF MESSAGE           |
|    | ALEX ROGERS               |
|    | ALLIED BEDDING CO         |
| 4. | TWX 9109865032 ABC CO CGO |
| 5. | DRCO BSN                  |
- 

Now, turn the page and see how quickly you can learn about infoMaster.

## How To Read and Correct Punched Paper Tape

1. Depress the LCL button on the call control unit.
2. Turn the tape punch on and depress the RUBOUT key 10 to 15 times.

3. Now, depress the K key 10-15 times...the F key.. the T key...the P key. Notice the different perforations in the tape for each letter.



You can always tell the beginning of a tape as it has an arrow point. The end of the tape has an arrow indentation.

To correct "TSPE", first count every character from where you stopped going backwards, count the period, the E, P and the incorrect S. A total of four.

Attachment 6.9.3 (Cont'd.)

Now depress the BSP button 4 times. Then, depress the RUBOUT key 4 times, (one for every backspace). Type the correct character "A" and the rest of the word...

Feed out an inch of RUBOUTS, turn off the tape punch and remove the tape.

Now, just to make sure you have it....how many times would you backspace to make the same correction in the following example?

THIS IS A TELEX II MESSAGE BEING PREPARED ON PERFORATOR TSPE.  
I CAN

Did you count 12? Remember, you depressed RETURN, LINE FEED. RUBOUT and then I CAN.

You can check your corrections by putting the terminal in the LGL mode of operation and playing the tape back through your tape reader.

You can also get a duplicate of your tape, if necessary, by leaving the tape punch on while you put the original tape through the tape reader.

## Attachment 6.9.4

### Automatic Multiple-Addressing Convenience Via Redi-List

#### RediList

Redilist is available only by subscription through you local Western Union sales office. It offers automatic addressing of any message via domestic or international Telex, Telegram, Cablegram or Mailgram service....or any combination of these services. Your address list and sending instructions are stored in our InfoMaster and computer for instant access and automatic addressing (up to 250 names per list) by typing a single seven-character code in an InfoMaster message format.

To send a multiple-address message via RediList:

1. Prepare your message as in example below.
2. Dial the InfoMaster computer...910-480-1212.
3. Transmit your message.

---

CTRL A 01 YOUR CITY, STATE, DATE  
GCS IGCICOA  
CTRL B  
TEXT OF MESSAGE  
SIGNATURE, COMPANY NAME  
YOUR TELEX NO. & ANSWERBACK  
CTRL C

---

GCS is the Network Designator signaling the computer to do the addressing for you. Its followed by your unique seven-character, RediList Code.  
(IGCICOA is an example of RediList code.)

4. Wait for InfoMaster to accept your message and disconnect.  
ACCEPTED  
00001  
1-PC

#### ALTERNATE DELIVERY SERVICE

When a RediList is sent that has Telex I or Telex II (TWX) addresses destined within the 48 contiguous States, if the destination station is busy, InfoMaster will route the message for delivery by alternate means (Telegram, Mailgram, etc.) rather than canceling the message back to the sender.

To specify Alternate Delivery Service, type UG in top line of the message.  
Example....

CTRL A 01 UG, CITY, STATE, DATE  
GCS OGCOCPA  
CTRL B

Attachment 6.9.4 (Cont'd.)

NiteCast--Reduced-rate, overnight delivery)

NiteCast, also available only by subscription, is an economical automatic addressing service for messages directed to other Telex I and Telex II terminals only). (Telegram and Mailgram services are not included). Your messages can be sent any time during the day for delivery between 8 p.m. and 8 a.m. at rates about one-third of daytime usage charges. Like RediList, NiteCast offers infoMaster, storage of your correspondent lists for access and automatic addressing (from 35 to 250 names per list) by typing a single seven-character code. ALTERNATE DELIVERY SERVICE CANNOT BE USED ON NITECAST MESSAGES.

To send a multiple address message via NiteCast

1. Prepare your message as in the example below.
2. Dial.....710-822-9475 (Note: this is a special NiteCast number, do not use 910-420-1212)
3. Transmit your message.

CTRL A 01 YOUR CITY, STATE, DATE  
GCS NTSIABC  
CTRL B  
TEXT OF MESSAGE....  
SIGNATURE, YOUR COMPANY NAME  
YOUR TELEX NO. & ANSWERBACK  
CTRL C

GCS is the Network Designator signaling the computer to do the addressing for you. Its followed by your unique seven-character NiteCast code. (NTSIABC is an example of a NiteCast code).

For more information about these automatic addressing services; call toll free 800-325-6000 (in Missouri, 800-342-8700) and ask for "RediList and NiteCast".

## ATTACHMENT 6.10

### Videotape (VTR) Operating Procedures

- 1.) Bring camera to 110 volt outlet on left wall of room.
- 2.) Bring VTR machine with TV set next to camera.
- 3.) Face TV in opposite direction from speakers at podium.
- 4.) Plug AC camera into 110 volt outlet.
- 5.) Plug Video camera cable into back of VTR, into video in outlets.
- 6.) Connect VTR and TV to 110 volt supply.
- 7.) Turn black and white TV camera (Panasonic) on.
- 8.) Remove lens cover from camera.
- 9.) Turn Sony TV set on - Channel "5".
- 10.) For recording "turn volume completely down".
- 11.) Turn VTR power on "by pushing button down".
- 12.) Push footage button down to reset.
- 13.) On VTR, pull ejector level forward.
- 14.) Insert 3/4" tape in tape holder.
- 15.) Press rewind button.
- 16.) Take microphone and install on podium.
- 17.) Run wire from microphone to mixer scramble - use left hand outlet in rear of mixer.
- 18.) Test microphone by looking at meter on mixer.
- 19.) Dial for volume is on left side of mixer.
- 20.) On VTR - Audio select should be on Channel "1".
- 21.) On VTR - Audio button on off position.
- 22.) Press VTR Record and Play button at same time to record.
- 23.) In order to stop VTR - Press stop button.
- 24.) Press rewind (to last footage).
- 25.) In order to play back - Press button and turn up volume on TV.



ATTACHMENT 6.11

EQUIPMENT AND MATERIALS LIST

LP&L Emergency News Center

The following are guidelines for equipment to be available as needed at the LP&L Emergency News Center. The equipment falls under the responsibility of the Emergency News Center Office Manager.

I. TELEPHONES

- A. EMERGENCY NEWS CENTER DIRECTOR
- B. EMERGENCY NEWS CENTER OFFICE MANAGER
  - 1. ARTIST
  - 2. TYPIST/STENO
  - 3. AUDITORIUM COORDINATOR
- C. COMMUNICATIONS MANAGER
  - 1. MEDIA MONITORING/RESPONSE SUPERVISOR
  - 2. MEDIA RESPONSE ASSISTANTS (4)
  - 3. PUBLIC INFORMATION SECRETARY
- D. FAST FACSIMILE MACHINES
- E. NEWS MEDIA (30 phones located at media work area, 8th Floor Auditorium, NOPSI General Office, 317 Barrone St. New Orleans, LA. LP&L operator must be utilized for incoming calls. Can dial "9" out for local New Orleans area calls. For long distance, one must go through LP&L operator to get a South Central Bell operator to initiate a credit card or collect call.) Four telephone books available to media.
- F. NUCLEAR REGULATORY COMMISSION (NRC)
- G. FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
- H. STATE & PARISH REPRESENTATIVES

II. FAST FACSIMILE MACHINES

This equipment is located in the LP&L Emergency News Center, the Waterford 3 Technical Support Center (TSC) and the Waterford 3 Emergency Operations Facility (EOF). These are used for internal hard copy communications.

ATTACHMENT 6.11 (Cont'd)

Equipment and Materials List

III. AUDIO SYSTEM IN EMERGENCY NEWS CENTER AUDITORIUM

- A. Microphones
- B. Amplifier
- C. Speakers

IV. VIDEOTAPE EQUIPMENT IN EMERGENCY NEWS CENTER AUDITORIUM

- A. Recorders
- B. Cameras
- C. Monitor
- D. Cassettes

V. TAPE CASSETTE PLAYERS

Media Monitoring Section will use three AM/FM/TV band cassette player-recorders. These player-recorders are stored in the Public Relations Department.

VI. MISCELLANEOUS STATIONERY will be kept in a locked cabinet in the Public Relations Department. Additional stationery supplies are stored in the NPSI Stationery Store Room.

VII. 16mm FILM PROJECTOR and screen will be available in the Emergency News Center Auditorium.

VIII. 35mm SLIDE PROJECTOR and screen will be available in the Emergency News Center Assembly Room.

IX. BULLETIN BOARDS

Two available--one for consecutive news bulletins and the other for media messages.

X. EASELS

Seven available to support visual aids.

XI. VISUAL AIDS

- 5' x 3' color diagram of major plant systems
- 3½' x 3' diagram of the Reactor Control System
- 2½' x 3½' color diagram of reactor vessel

## ATTACHMENT 6.11 (Cont'd)

### Equipment and Materials List

- 2½' x 3½' color diagram of steam generator
- Large map of 10-mile Emergency Planning Zone (EPZ)
- 3' x 4' plant status board

### XII. PRESS KITS

A packet containing information about Waterford 3, LP&L and nuclear power will be available to members of the news media. Contents of packet will be as follows:

1. A map of the Waterford 3 area, showing the location of the Waterford 3 Nuclear Plant in relation to other plants, communities, and geographical points.
2. A Waterford 3 brochure, featuring important facts about the plant.
3. Photographs of Waterford 3, schematic diagrams of major parts of the plant.
4. Facts and figures about LP&L and the area it serves.
5. Glossary of nuclear power terms.
6. Basic brochure on nuclear power, including easy-to-understand definitions of how nuclear power is used to generate electricity, as well as other pertinent facts on nuclear power.
7. Educational information on radiation.
8. The Waterford 3 Public Information Booklet containing the following:
  - Information on respiratory protection (closing doors, windows, turning off air conditioning, etc.)
  - Information on seeking shelter at the beginning of, or during an emergency.
  - Information on evacuation routes.
  - Information addressing special needs of the handicapped.

ATTACHMENT 6.12

TWX (OR TELEX II) CONTACT NUMBERS

- I. Western Union TWX machines are installed at the following locations for external communications connections:

<u>NAME</u>	<u>TWX CALLBACK DESIGNATION</u>
LP&L Emergency News Center 317 Baronne St. New Orleans, LA. [ ]	LPL NLN 810-951-5414
Waterford 3 Emergency Operations Facility (EOF) Box B Killona, LA 70066 [ ]	WATERFORD 3 810-950-5854
St. Charles Parish Department of Emergency Preparedness Parish Courthouse Box 302 Hahnville, LA 70057 [ ]	ST. CHAS EP 810-950-5856
St. John the Baptist Parish Civil Defense Courthouse Annex Percy Hebert Building LaPlace, LA 70068 [ ]	ST JOHN CD 810-950-6642
Louisiana Office of Emergency Preparedness (LOEP) Basement Room 17 State Land and Natural Resources Building Box 66536 625 N. 4th Street Baton Rouge, LA 70896 [ ]	LOEP BTR 510-993-3429
Louisiana Nuclear Energy Division (LNED) 4845 Jamestown Avenue P. O. Box 14690 Baton Rouge, LA 70898 [ ]	LNED BTR 510-993-3430

THE MATERIAL CONTAINED WITHIN THE SYMBOLS [ ] IS PROPRIETARY OR PRIVATE INFORMATION.

ATTACHMENT 6.12 (Cont'd)

TWX (OR TELEX II) CONTACT NUMBERS

- II. In the event that the Information Center TWX machine is not operable, official news bulletins will be sent at the request of the Emergency News Director to the following designated locations:

	<u>CONTACT NUMBER</u>
INPO	810-766-0467
Edison Electric Institute	710-822-0132
Middle South Services	810-951-5239
Atomic Industrial Forum	710-824-9602



NUCLEAR SERVICES INSTRUCTIONS

EMERGENCY NEWS CENTER  
DOCUMENT CONTROL INSTRUCTION

NO: NSI-442  
REV: 0  
DATE: 5-8-84  
PAGE: 1 OF 5  
RTYPE: C1.43

PREPARED BY/DATE

R. J. Perry 4/24/84

REVIEWED BY/DATE

Paul Baker 4/26/84  
RESPONSIBLE MANAGER

APPROVED BY/DATE

W. J. Dunning 4/30/84  
NUCLEAR SERVICES MANAGER

CONTENTS

- 1.0 SCOPE
- 2.0 REFERENCES
- 3.0 DEFINITIONS
- 4.0 RESPONSIBILITIES
- 5.0 INSTRUCTION
- 6.0 ATTACHMENTS

APPROVED BY/DATE

Robert M. DeLoach 5/8/84  
DIRECTOR OF PUBLIC RELATIONS





MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER DOCUMENT CONTROL INSTRUCTION

NO: NSI-442  
REV: 0  
DATE: 5-8-84  
PAGE: 2 OF 5  
RTYPE: C1.43

#### 1.0 SCOPE

This instruction describes actions to be taken to control documentation used in association with LP&L Emergency News Center emergency operations. The document control activities described here include the distribution and retrieval of materials used during an emergency as well as regular updating of Emergency News Center Nuclear Service Instructions and related materials.

#### 2.0 REFERENCES

2.1 NSI's 421 through 442 (Emergency News Center Instructions.)

#### 3.0 DEFINITIONS

3.1 The definitions established in Section 1.0 of the Waterford 3 Emergency Plan will be used as a reference throughout this instruction.

#### 4.0 RESPONSIBILITIES

4.1 The Communications Manager is responsible for overseeing the distribution and retrieval of all procedures, resources lists, attachments and communication logs used by the Emergency News Center staff during emergency operations.

4.2 The designated Emergency Preparedness representative is responsible for maintaining and updating all documents which appear as attachments to this instruction.

#### 5.0 INSTRUCTION

5.1 Normal maintenance and update.

5.1.1 The designated Emergency Preparedness representative will ensure that all documents appearing as attachments to this instruction are complete and current.

5.1.2 The designated Emergency Preparedness representative will annually review and update all attachments to this instruction.



MIDDLE SOUTH  
UTILITIES SYSTEM



## NUCLEAR SERVICES INSTRUCTIONS

### EMERGENCY NEWS CENTER DOCUMENT CONTROL INSTRUCTION

NO: NSI-442  
REV: 0  
DATE: 5-8-84  
PAGE: 3 OF 5  
RTYPE: C1.43

#### 5.2 Emergency operations distribution and retrieval.

- 5.2.1 Upon activation of the Emergency News Center, the Communications Manager will distribute applicable procedures, resource lists, attachments and communication logs to each Emergency News Center staff member at their work station.
- 5.2.2 The Communications Manager will maintain a checklist of materials distributed to each staff officer.
- 5.2.3 The Communications Manager will provide additional materials to staff members upon request, keeping a log of additional materials supplied.
- 5.2.4 The Communications Manager will ensure that all materials distributed to staff officers, logs and other records are collected at the completion of emergency operations.
  - 5.2.4.1 Procedures and resource lists will be returned to file.
  - 5.2.4.2 Communications logs and other records will be transmitted to Waterford 3 Emergency Preparedness.

#### 6.0 ATTACHMENTS

- 6.1 News Media Contact Log
- 6.2 General Log Sheet

NS20150EPG



MIDDLE SOUTH  
UTILITIES SYSTEM

Page \_\_\_\_\_ of \_\_\_\_\_

## NEWS RELEASES AND INQUIRIES

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NAME : \_\_\_\_\_  
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Emergency News Center

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