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GO-NG-1

ALABAMA POWER COMPANY  
NUCLEAR GENERATION DEPARTMENT  
TEMPORARY CHANGE REVIEW/APPROVAL

Procedure Number: GO-EIP-101 Rev. Number: 1 Draft Number: 1

Title: Nuclear Generation Department Corporate Emergency Organization

REASON FOR TEMPORARY CHANGE: transfer of applied HP at the  
EDF to DA Director; NOTEPAD to NUCLEAR NETWORK  
change

Pages Affected: 3, 4, 14

Expiration: ☒ Upon issuance of next revision

☐ On \_\_\_\_\_ (date)

Reviewed by:  
M.O. Gibson

Date:  
1/25/84

Comments:  
\_\_\_\_\_

Approval Required

Signature

Date

☐ Superintendent

☒ MNOA

☒ MNETS

☒ MSAER

☒ VPNG

☐

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PDR ADOCK 05000348  
F PDR

Gen. Rev. 3



#### 4.2.3 Dose Assessment Director

The Dose Assessment Director is responsible for coordinating company environmental monitoring activities, for evaluating the magnitude and effect of actual or potential radioactive releases, for maintaining appropriate status boards, for providing to the Recovery Manager recommendations regarding offsite protective measures and for providing applied health physics support to the EOF. Reporting to this position are APCo offsite radiation monitoring teams (RMTs), personnel for operating RMT-EOF radio communications and for performing calculations necessary to evaluate and predict offsite dose rates and other personnel as necessary to accomplish the duties assigned to the Dose Assessment Director. Dose assessment activities are delineated in FNP-0-EIP-9 and FNP-0-EIP-29. Prior to activation of the EOF, this activity is performed by the Technical Support Center Staff.

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#### 4.2.4 Administrative Support Director

The Administrative Support Director is responsible for overall administrative and logistics support for the EOF and plant. Reporting to him are personnel as necessary to perform the following:

- 1) Manning of emergency communications and



telephone switchboard equipment at the EOF and maintaining communications logs

- 2) Monitoring of plant status and offsite protective action status, and maintaining logs and all emergency status boards not maintained by the Dose Assessment Director or the Engineering and Licensing Support Director
- 3) Providing logistics support from within the company and from outside vendors as required
- 4) Obtaining and scheduling manpower support using company personnel and outside vendors
- 5) Providing EOF clerical support
- 6) Handling personnel affairs (to include assisting temporary personnel in obtaining lodging and transportation)

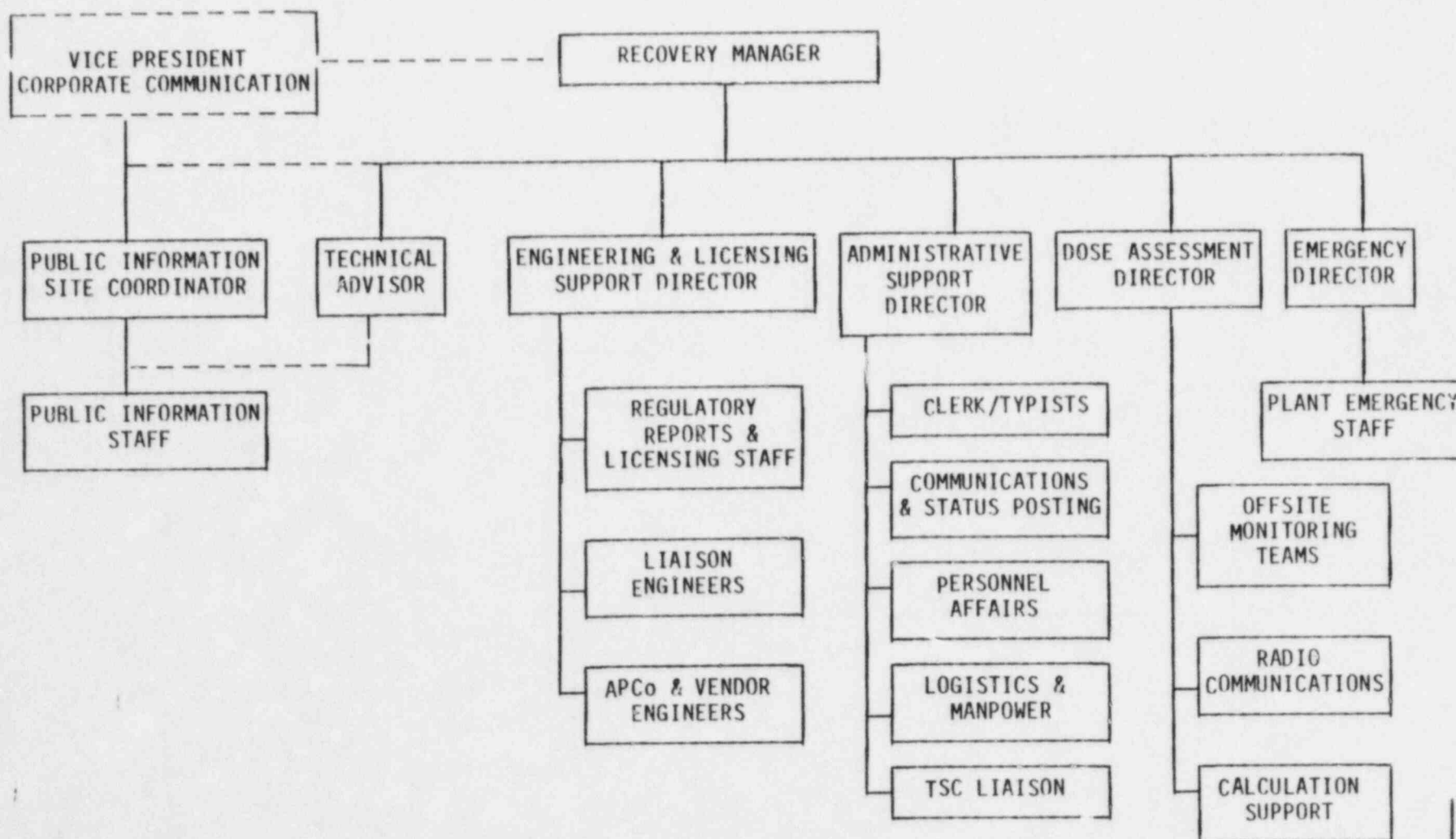
Implementation of these support activities is covered by EIP-117.

#### 4.2.5 Engineering and Licensing Support Director

The Engineering and Licensing Support Director is responsible for overall coordination of offsite technical and engineering support, for engineering manpower augmentation, for preparation of all written reports required by regulatory agencies, for maintaining appropriate status boards and for licensing related activities. He is also responsible for handling all inquiries received via NUCLEAR NETWORK and for preparing, coordinating Recovery Manager approval and transmitting all NUCLEAR NETWORK releases except for news



FIGURE 2. EMERGENCY OPERATIONS FACILITY ACCIDENT RESPONSE ORGANIZATION





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ALABAMA POWER COMPANY  
NUCLEAR GENERATION DEPARTMENT  
TEMPORARY CHANGE REVIEW/APPROVAL

Procedure Number: GO-EIP-116 Rev. Number: 1A Draft Number: 1

Title: Emergency Operations Facility Shift Turnover

REASON FOR TEMPORARY CHANGE: removal of EDF HP Coordinator,  
phone no. change

Pages Affected: 1, 2, 9, 19, & 20

Expiration:



Upon issuance of next revision



On \_\_\_\_\_ (date)

Reviewed by:

M.A. Gibson

Date:

1/25/84

Comments:

\_\_\_\_\_

Approval Required

Signature

Date



Superintendent



MNOA



MNETS



MSAER



VPNG



<u>[Signature]</u>	<u>1/25/84</u>
<u>[Signature]</u>	<u>1/26/84</u>
<u>[Signature]</u>	<u>1/26/84</u>
<u>[Signature]</u>	<u>1/27/84</u>
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EMERGENCY OPERATIONS FACILITY SHIFT TURNOVER1.0 Purpose

The purpose of this procedure is to provide guidance on information that should be obtained by the on-coming EOF staff when either initially staffing the EOF or changing shifts in the EOF accident response organization.

2.0 Scope

This procedure applies to the Recovery Manager, Administrative Support Director, Engineering & Licensing Support Director and Dose Assessment Director.

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This procedure is not intended to limit the amount of information obtained or provided during turnover but rather to aid in assuring that important information is not overlooked. Responsibility for adequate turnover remains with the off-going and on-coming shift members.

3.0 References

3.1 GO-EIP-101

3.2 FNP Emergency Plan

4.0 Procedure

## 4.1 Recovery Manager

Utilize Checklist #1. To minimize distraction of Emergency Director, information should be obtained to the maximum extent possible from Emergency Coordinator or off-going Recovery Manager, from TSC liaison and from EOF Directors.

## 4.2 Administrative Support Director

When EOF is initially activated, utilize Checklist #2A in conjunction with Checklist #2. Initially, information for Checklist #2



should be obtained from Flintridge EOC personnel. After activation only use Checklist #2 and obtain information from off-going Administrative Support Director.

4.3 Dose Assessment Director

Utilize Checklist #3. When EOF is initially activated, information should be obtained from ISC Technical Manager and Health Physics Manager.

4.4 Engineering and Licensing Support Director

Utilize Checklist #4. When EOF is initially activated, information should be obtained from Flintridge EOC personnel.

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ASD Initial EOF Activation  
Page Three of Three

### EOF PAX EMERGENCY EXTENSIONS

#### ROOM 106 - COMMAND CENTER

Recovery Manager. . . . . 6135  
8-1603\*  
NRC . . . . . 6155  
PI Site Coordinator . . . . 6133  
Ad. Sup. Director . . . . 8-1611\*  
Unassigned Numbers. . . . 6134  
6136  
6156  
8-2347\*

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#### ROOM 115 - TECHNICAL SUPPORT/ENGINEERING AREA

Eng. & Lic. Sup. Dir. . . . 6141  
Technical Support Staff . . 6193  
(including vendors) . . . 6194  
6195

#### ROOM 105 - NRC WORK AREA\*\*

6131  
6132

#### ROOM 104 - DOSE ASSESSMENT\*\*

Dose Assessment Director. . 6122  
Dose Assessment Staff . . . 6123  
6130  
6148

#### ROOM 103 - ADMINISTRATIVE SUPPORT/PUBLIC INFORMATION\*\*

Ad. Sup. Director . . . . . 6119  
Telecopier. . . . . 6120  
Ad. Sup. Staff. . . . . 6121  
PI Site Coordinator . . . . 6150  
PI Staff. . . . . 6151

#### ROOM 117 - RADIOCHEMISTRY/COUNTING

6142

#### ROOM 112-ENVIRONMENTAL MONITORING LAB

6137

#### ROOM 114 - CHEMISTRY LAB

6139

\* General Office OPX Line

\*\*Equipped with General Office OPX extension that may be activated if FNP PAX system fails.



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ALABAMA POWER COMPANY  
NUCLEAR GENERATION DEPARTMENT  
TEMPORARY CHANGE REVIEW/APPROVAL

Procedure Number: GO-EIP-117 Rev. Number: 2 Draft Number: 1  
Title: Emergency Operations Facility Administrative Support  
REASON FOR TEMPORARY CHANGE: NOTEPAD to NUCLEAR NETWORK,  
removal of EDF HP Coordinator, ~~last~~ reference to  
location of motel + car rental phone #s  
Pages Affected: 3, 5, 7, 8, 9, Figures 2A + 25

Expiration: ☒ Upon issuance of next revision  
☐ On \_\_\_\_\_ (date)

Reviewed by: m. a. Gibson Date: 1/25/84 Comments: \_\_\_\_\_

Approval Required	Signature	Date
<input type="checkbox"/> Superintendent		
<input checked="" type="checkbox"/> MNOA	<u>[Signature]</u>	<u>1/27/84</u>
<input checked="" type="checkbox"/> MNETS	<u>[Signature]</u>	<u>1/26/84</u>
<input checked="" type="checkbox"/> MSAER	<u>[Signature]</u>	<u>1/26/84</u>
<input checked="" type="checkbox"/> VPNG	<u>[Signature]</u>	<u>1/27/84</u>
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## 4.1.3 Institute for Nuclear Power Operations (INPO)

If requested, INPO will provide assistance in locating logistics needs.

## 4.1.4 NUCLEAR NETWORK

Entries on NUCLEAR NETWORK may be used to locate needed logistics. The procedure for making an entry on NUCLEAR NETWORK is contained in GO-EIP-114 "News Release Coordination and Distribution". User instructions are available in the NUCLEAR NETWORK Users Manual located in the Nuclear Generation Department Document Control area at the Flintridge Building or at the EOF.

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## 4.1.5 Voluntary Assistance Agreement By and Among Electric Utilities Involved in Transportation of Nuclear Materials (Contract PG-81-29)

This agreement, coordinated by INPO, provides the legal framework for requesting and receiving assistance from other signatories (utilities) in any situation wherein an emergency occurs by reason of a nuclear material transportation accident involving nuclear materials shipped by one of the signatories. Rendering of assistance is voluntary. Copies of the agreement along with contact names and lists of equipment and personnel who may be available are kept at the EOF and Flintridge EOC.

## 4.1.6 Fixed Facility Emergency Response Voluntary Assistance Agreement (Contract PG-81-30)

This agreement, coordinated by INPO, provides the legal framework for requesting and receiving assistance from other signatories (utilities) in any emergency situation at a fixed facility under the control of one of the signatories. Rendering of assistance is voluntary. Copies of the agreement and lists of signatories are kept at the EOF and Flintridge EOC. Contact names and resources that may be available are listed in the INPO Emergency Resources Manual.



for tracking services rendered. Timekeeping and charges for personnel provided by other utilities will be in accordance with the applicable voluntary assistance agreement.

4.2.5 A log of all orders will be maintained utilizing Figure 1.

## 5.0 Administrative Support

### 5.1 Status Boards

The ASD is responsible for ensuring the On-Duty Supervision status board (see Figure 2) is maintained current. Personnel will be assigned as needed to maintain contact with the TSC for obtaining information needed in status board maintenance.

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### 5.2 Communications

The ASD is responsible for supervising the operation of all EOF communications equipment (except dose assessment communication equipment to include the ENN) and the screening of phone communications into the TSC and EOF. EOF communications equipment, for which the ASD is responsible, includes the ENS phone; HPN phone; security division and plant frequency radios located in Room 106; the TSC/EOF intercom; and the operator's console for the EOF PAX system (plant PAX system if control has been transferred from the CSC).

5.2.1 Incoming PAX communications will be screened to eliminate non-essential calls which would detract from the ability of personnel to perform their emergency duties. Prior to connecting any caller, the PAX console operator will determine the caller's name, organization and purpose of call. All news media calls and calls from the general public shall be



## 6.1 Access Control

The ASD is responsible for supervising EOF access control measures. Only Alabama Power Company emergency personnel, NRC personnel and personnel associated with government emergency response organizations will be allowed access to the EOF without authorization from the Recovery Manager. An access authorization form (Figure 6) will be filled out for each individual requesting entry to the EOF. All authorized personnel will be issued an access authorization card (Figure 7) by the ASD and instructed to wear the card in a prominent location. A log (Figure 8) will be kept of all access authorization cards issued.

## 6.2 Accountability

The ASD is responsible for supervising EOF accountability records. A log (Figure 9) will be kept to provide personnel accountability at the EOF.

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## 7.0 Personnel Support

The ASD is responsible for providing the following personnel support items:

- 7.1 Lodging - The ASD shall assist temporarily assigned APCo personnel and support personnel provided at APCo's request by other utilities, vendors, etc. in obtaining lodging. In accomplishing this during major events, the ASD will coordinate with the Recovery Manager at the start of the event to determine anticipated lodging needs and will make appropriate reservation arrangements with local motels. For current telephone numbers of local motels and rental car agencies see Table 8 of GO-EIP-111.

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**NOTE:** Some lodging reservations will be made by the Activation and Logistics Assistant prior to EOF activation. These should be taken into account when establishing lodging needs.

- 7.2 Transportation - The ASD will assist temporarily assigned APCo personnel and support personnel provided at APCo's request by other

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utilities, vendors, etc. in obtaining transportation, arranging car pools, etc. The ASD shall obtain company cars from the fleet as necessary for APCo personnel. Use of APCo cars by non-APCo employees must be approved by the Recovery Manager.

7.3 Meals - The ASD is responsible for arranging for meals for all EOF | TCN  
personnel and for in-plant emergency workers as appropriate. The need for meals for in-plant emergency workers will be coordinated with the Emergency Director's staff.

7.4 Cash Advances and Expense Claims - The ASD is responsible for coor- | TCN  
dinating with Generating Plant Services to arrange cash advances as needed for temporarily assigned APCo personnel and, for extended emergency conditions, to process expense account claims.

7.5 Check Cashing - For extended emergency conditions the ASD is | TCN  
responsible for assisting temporarily assigned APCo personnel and support personnel provided at APCo's request by other utilities, vendors, etc. in obtaining check cashing services either through arrangements with a local bank or by establishing a company petty cash fund at the EOF.

7.6 Other Personnel Problems - The ASD is responsible for assisting | TCN  
temporarily assigned personnel and support personnel provided at APCo's request by other utilities, vendors, etc. in resolving other problems associated with temporary emergency assignment at FNP.

#### 8.0 Shift Schedules

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During extended emergencies the ASD is responsible for establishing shift schedules for all personnel assigned to EOF functions. A log of personnel assigned to the EOF (Figure 8) will be maintained to facilitate establishing schedules and contacting personnel when required.



# ON-DUTY SUPERVISION

EOF

RECOVERY MGR.

PUBLIC INFO.  
SITE COORD.

ADMIN. SUPPORT  
DIRECTOR

ENGR. SUPPORT  
DIRECTOR

DOSE ASSESSMENT  
DIRECTOR

TSC

EMERG. DIR.

OPS. MGR.

MAINT. MGR.

TECH. MGR.

H/P MGR.

NRC

DIR. OF SITE OPS.

PUB. AFFAIRS  
COORD.

RX. SAFETY  
COORD.

SAFEGUARDS  
COORD.

STATE LIAISON  
COORD.

PROT. MEAS.  
COORD.

EMERG. RESP.  
COORD.

OPERATIONS  
COORD.

DOSE ASSESS.  
COORD.

RAD. SAFETY  
COORD.

ENVIRON.  
COORD.

RX. ANAL.  
COORD.

TECH. ASSESS.  
COORD.

CURRENT STATUS  
COORD.

EFFLUENT ASS.  
COORD.

IN PLANT  
COORD.

## STATE DOSE ASSESSMENT

ALABAMA \_\_\_\_\_ LOCATION \_\_\_\_\_ GEORGIA \_\_\_\_\_ LOCATION \_\_\_\_\_

Figure 2

Gen. Rev. 2A | TCN

GO-EP-117



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Alabama Power Company  
600 North 18th Street  
Post Office Box 2641  
Birmingham, Alabama 35291  
Telephone 205 250-1000



Alabama Power

*the southern electric system*

January 26, 1984

Docket No. 50-348  
Docket No. 50-364

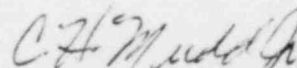
Document Control Desk  
U. S. Nuclear Regulatory Commission  
Washington, D.C. 20555

Dear Sir:

Attached are three temporary change notices for GO-EIP-101, GO-EIP-116 and GO-EIP-117. Please insert the new TCN changes where necessary and destroy the old pages by January 30, 1984.

Complete and return the Document Transmittal Acknowledgment Sheet for each TCN. If you have any questions, please advise.

Yours very truly,

  
C. H. Mudd, Jr.

CHMJr/KWM:sam

Enclosures: GO-EIP-101, TCN (2)  
GO-EIP-116, TCN (2)  
GO-EIP-117, TCN (2)  
Receipt Acknowledgement (3)

xc: Mr. K. W. McCracken  
Mr. C. H. Mudd, Jr.  
File A-27.9.1

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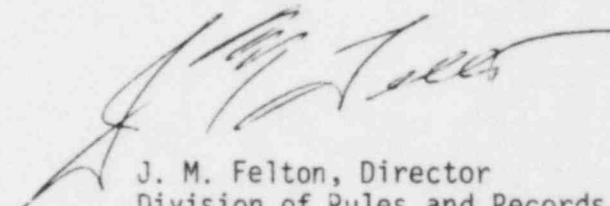
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NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

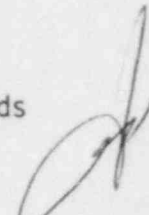
March 22, 1984

50-348/364 Farley

MEMORANDUM FOR: Chief, Document Management Branch, TIDC  
FROM: Director, Division of Rules and Records, ADM  
SUBJECT: REVIEW OF UTILITY EMERGENCY PLAN DOCUMENTATION

The submitter of the attached document has expressed no desire to withhold any information contained therein. Therefore, this material may now be made publicly available.

  
J. M. Felton, Director  
Division of Rules and Records  
Office of Administration



Attachment: As stated