

ATTACHMENT 1

Updates Included In This Submittal

DIABLO CANYON EMERGENCY PLAN  
IMPLEMENTING PROCEDURES

Volume 3A

EP OP-0, On-the-Spot Change

Volume 3B

Updated Table of Contents  
EP EF-4, Revision 4

SAN LUIS OBISPO COUNTY NUCLEAR POWER PLANT  
EMERGENCY RESPONSE PLAN  
STANDARD OPERATING PROCEDURES

SOP III.01, February 1984  
SOP III.08, October 1983  
SOP III.55, February 1984

0502d/0005K

ATTACHMENT 2

Location of Proprietary/Privacy Information

Procedure:

EF-4 -- p. 8 of 8; attachment, "Emergency Facility Phone Number" p. 1 of 1.

SOP III.01 -- Attachment "County EOS: Director (ESD) Notification list" p. 1-7 of 7.

SOP III.08 -- p. 11-13; 21-26; 28 & 29; 38; 40; 42-44.

SOP III.55 -- p. 6-8; 33 & 34; 36 & 37; 42.



# DIABLO CANYON POWER PLANT PROCEDURE ON-THE-SPOT CHANGE

Procedure No. EP OP-0 Rev. 5 Unit No. 1 ☐ 2 ☐ 1 & 2 ☒

Title REACTOR TRIP WITH SAFETY INJECTION

Kind of Change: ☒ PERMANENT (green) ☐ TEMPORARY (yellow); Expiration Date \_\_\_\_\_

Requesting Department OPERATIONS Originator CROCKETT

Proposed Change: (Does this alter the intent of original procedure? ☐ Yes ☒ No)

(Does it constitute an unreviewed safety/environmental question? ☐ YES ☒ NO)

Change step 1. f on page 14 to read as follows:

f. Flush BIT outlet to cold leg injection lines for approximately 20 minutes by opening SI-1-8969. Drain and refill the BIT using OP B-1C.

Reason for Change:

To flush out concentrated BIT water from injection lines

Authorizations: [Signature] [Signature] 3-23-84  
(Plant Management Staff) (Plant Management Staff w/SRO License) Date

Is immediate distribution required? ☒ YES ☐ NO  
If YES, originator must distribute to Control Room, Shift Foreman and QC.

Initial Distribution Made By: [Signature]

List other initial distribution to Controlled Copy Holders of this procedure \_\_\_\_\_

Date Received by Document Control 3-26-84

PSRC Review and Plant Manager's approval no later than 4-6-84 Date above + plus 14 days

Review Date \_\_\_\_\_

PSRC recommends approval ☐ Yes ☐ No

Plant Manager's Approval ☐ N/A

Meeting Number ☐ ☐ - ☐ ☐

Follow-up To Rejected On-the-Spot Change ☐ Additional Information ☐

Action Taken/Remarks:

8404160045 840406  
CF ADOCK 05000275  
CF

DISTRIBUTION:

☐ Same as Original Procedure Distribution

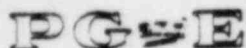
☐ Others \_\_\_\_\_

Please see additional sheets ☐

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04/11/84



Pacific Gas and Electric Company

NUMBER EP EF-4

REVISION 4



DEPARTMENT OF NUCLEAR PLANT OPERATIONS

DIABLO CANYON POWER PLANT UNIT NO(S)

1 AND 2

DATE 2/16/84

PAGE 1 OF 8

TITLE: EMERGENCY PROCEDURE  
ACTIVATION OF THE MOBILE ENVIRONMENTAL  
MONITORING LABORATORY

IMPORTANT  
TO  
SAFETY

APPROVED:

*R. E. Thompson*

3-19-84

PLANT MANAGER

DATE

IMPORTANT TO  
ENVIRONMENTAL QUALITY

### SCOPE

This procedure delineates the requirements and actions to be taken to activate the Mobile Environmental Monitoring Lab (MEML). This procedure and changes thereto requires PSRC review.

### GENERAL

The MEML will be used to measure radiation levels in the environment at various offsite locations for use in offsite assessment activities. The unit is equipped with an intrinsic germanium (IGe) detector; a sodium iodide (NaI) detector; a multichannel analyzer; a Hewlett-Packard 9845C computer with mass storage discs; a high pressure gas sampler; a high volume air sampler; three pressurized ion chambers; emergency instrumentation and equipment kits; thermoluminescent dosimeter (TLD) reader and TLD's; communications equipment for contacting the onsite Technical Support Center (TSC) and the Emergency Operations Facility (EOF); and its own electric generators. Figure 1 shows the MEML's floor plan.

The MEML is located and maintained at the PGandE San Luis Obispo Service Center, 4315 South Higuera Street, San Luis Obispo, California. The MEML is housed in its own garage across from the service center garage. The keys to the MEML are located in the ignition. A second set of keys is available from the Service Center Garage Key Rack.

The MEML garage also serves as the storage area for offsite monitoring team equipment and as a staging area for field monitoring activities. It also serves as the office, shop, and staging area for the Normal offsite radiological monitoring program.

It is locked and protected with a burglar alarm system when unoccupied. Defeat keys for the burglar alarm are available from the Department of Engineering Research (DER) personnel normally assigned to the MEML Garage, Operational Security, the Shift Foreman or the Chemistry and Radiation Protection Key Box at Diablo Canyon Power Plant.

TITLE ACTIVATION OF THE MOBILE ENVIRONMENTAL  
MONITORING LABORATORY

Access to a PGandE telephone system can be found in the division office area across from the MEML garage (see Figure 2). The doors into the division lunch room are keyed to accept the corporate "3A90909" key. Telephones are located in offices across from the kitchen.

#### INITIATING CONDITIONS

##### 1. Emergency Conditions

- a. The Site Emergency Coordinator declares that the plant is in an Alert, Site Emergency, or General Emergency status as defined in Emergency Procedure G-1 "Accident Classification and Emergency Plan Activation," and initiates the emergency organization in accordance with Emergency Procedure G-2 "Establishment Of The Onsite Emergency Organization."

#### SUBSEQUENT ACTIONS

1. The staging point for the field monitoring teams and storage area for the radiological emergency kits is the MEML garage located in the San Luis Obispo Service Center, the personnel dispatched to the MEML garage will generally consist of Chemistry and Radiation Protection Technicians (C&RP), the MEML Operators from PGandE Department of Engineering Research, and San Luis Obispo County Environmental Health Department Personnel.

NOTE: If the MEML garage is locked, personnel should not open the door without a burglar alarm defeat key available. The front door is the only access that has a 45 second time delay to permit use of the defeat key (see Figure 2). The defeat key is available from the plant if the DER personnel are not available. The DER personnel will be called out as part of the call-out list in Emergency Procedure EP G-2.

2. a. When PGandE personnel have reached the MEML garage, establish telephone contact with the Radiological Emergency Recovery Manager (RERM) at the Emergency Operations Facility (EOF) (see Attachment 1). If the MEML garage is locked and access cannot be obtained from the DER personnel assigned to the van, then use the telephone in the division office building (see Figure 2).

NOTE: If the RERM cannot be reached at the EOF, then contact the Emergency Radiological Advisor (ERA) at the onsite Technical Support Center (see Attachment 1).

TITLE: ACTIVATION OF THE MOBILE ENVIRONMENTAL  
MONITORING LABORATORY

- b. If the RERM or the ERA require immediate deployment of the MEML and/or the field monitoring teams, and access to the garage is still not available, inform the RERM/ERA that access is not available and request the Cypher Pad Code that will open the door. Also request the ERA to dispatch an individual from the plant to reset the alarm.
- c. Call DCPD security (see Attachment 1) to inform them the MEML garage will be entered, and that the alarm will be actuated.

NOTE: When the alarm is actuated a loud electronic warbler will sound locally.

3. Activation of the MEML:

- a. Switch the radiological monitoring equipment over from house power to the Onan electric power source by disconnecting the umbilical cord for the house power. For delineation of steps required for this operation, refer to the MEML Equipment Operations Manual. Disconnect all other shore leads (as per placard on steering wheel).
- b. Start the van and immediately drive van outside garage - Close & Lock Garage Door.

NOTE: If van is kept in garage with engine or generators running the fire alarm system will be actuated in a very short period of time.

- c. Check the operability of the portable high pressure ion chambers (PIC), including their response to check source and battery levels.
- d. Start the two (2) Onan electric generators.
- e. Verify the operation and calibration of the multichannel analyzer (MCA) following the calibration procedure in the MEML Equipment Operations Manual.
- f. Establish verbal contact with the TSC and the EOF via the van's radio and the radio telephone systems.



DIABLO CANYON POWER PLANT UNIT NO(S)

1 AND 2

NUMBER EP EF-4  
REVISION 4  
DATE 2/16/84  
PAGE 4 OF 8

TITLE: ACTIVATION OF THE MOBILE ENVIRONMENTAL  
MONITORING LABORATORY

### RADIOLOGICAL MONITORING EQUIPMENT OPERATING INSTRUCTIONS

Detailed operating instructions for the radiological monitoring equipment is provided in the van as the MEML Equipment Operations Manual.

### COMMUNICATIONS

Radio communications includes two-way voice transmission via radio to the TSC, the EOF and field monitoring teams, and radio telephone to any location served by Pacific Telephone. The radio telephone is the preferred communication means for the van.

### FIGURE

1. Floor Plan of the Mobile Environmental Monitoring Laboratory
  - 1.a. Left Side View of the Mobile Environmental Monitoring Laboratory
  - 1.b. Right Side View of the Mobile Environmental Monitoring Laboratory
2. Garage Layout and Phone Access

### ATTACHMENTS

1. Phone Numbers
2. Contamination Control for the Mobile Environmental Monitoring Laboratory

### SUPPORTING PROCEDURES

RB-8 Emergency Offsite Radiological Environmental Monitoring Program

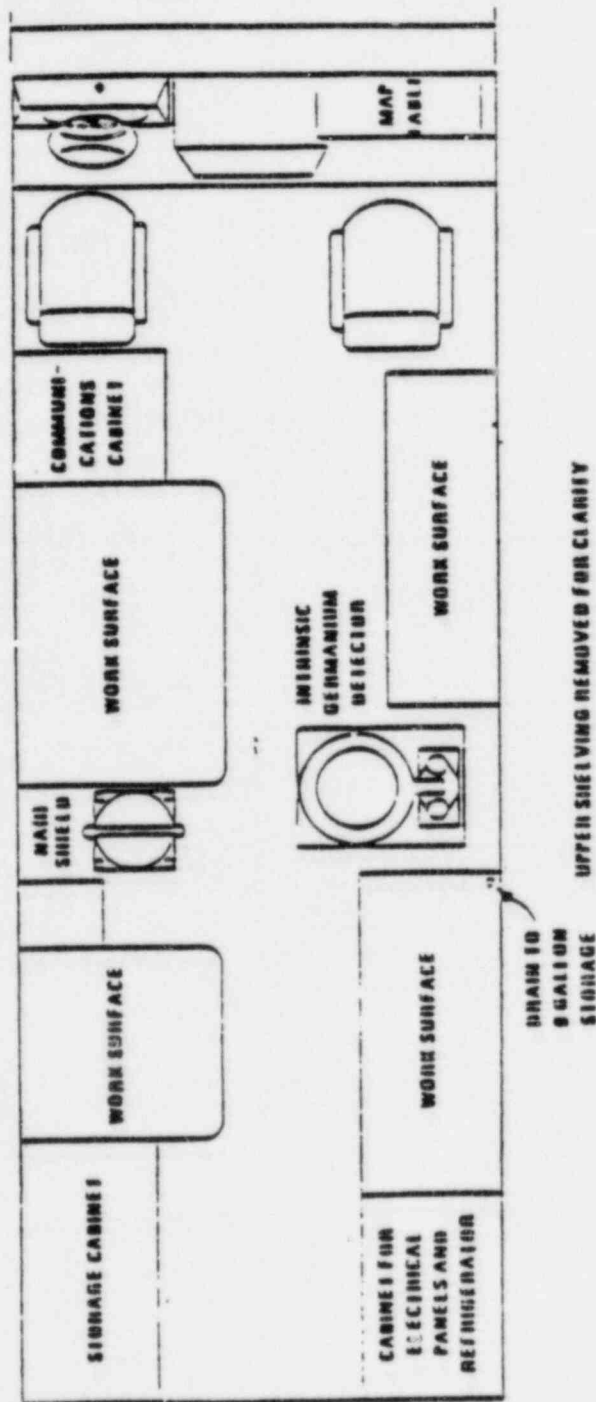
DIABLO CANYON POWER PLANT UNIT NO(S)

1 AND 2

NUMBER EP EF-4  
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PAGE 5 OF 8

TITLE: ACTIVATION OF THE MOBILE ENVIRONMENTAL  
MONITORING LABORATORY

FIGURE 1  
FLOOR PLAN OF THE MOBILE ENVIRONMENTAL MONITORING LABORATORY



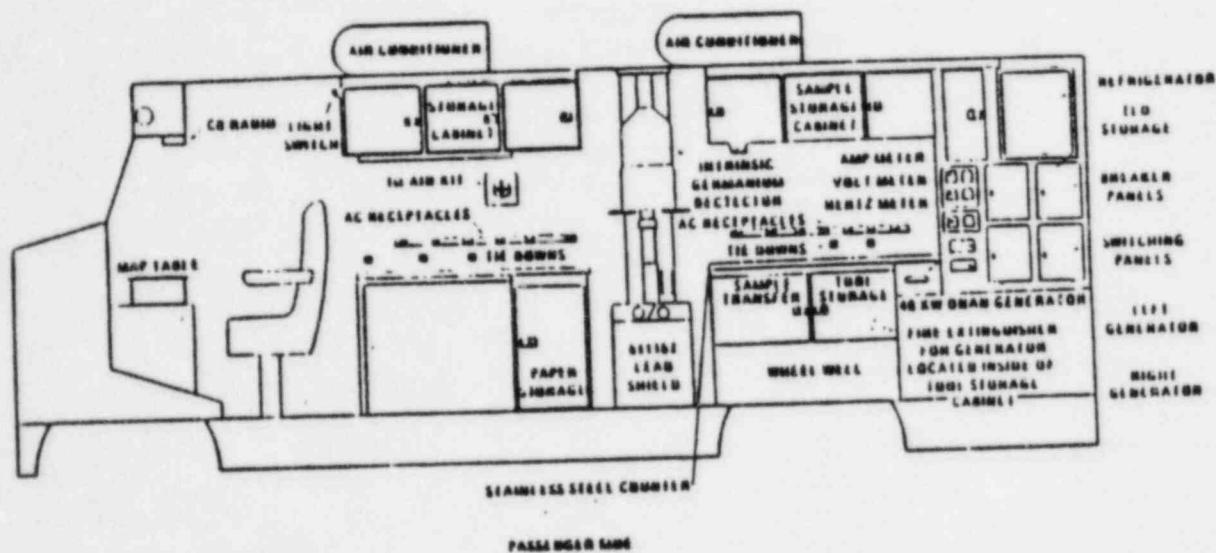
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TITLE: ACTIVATION OF THE MOBILE ENVIRONMENTAL  
 MONITORING LABORATORY

FIGURE 1.a.  
LEFT SIDE VIEW OF THE MOBILE ENVIRONMENTAL MONITORING LABORATORY



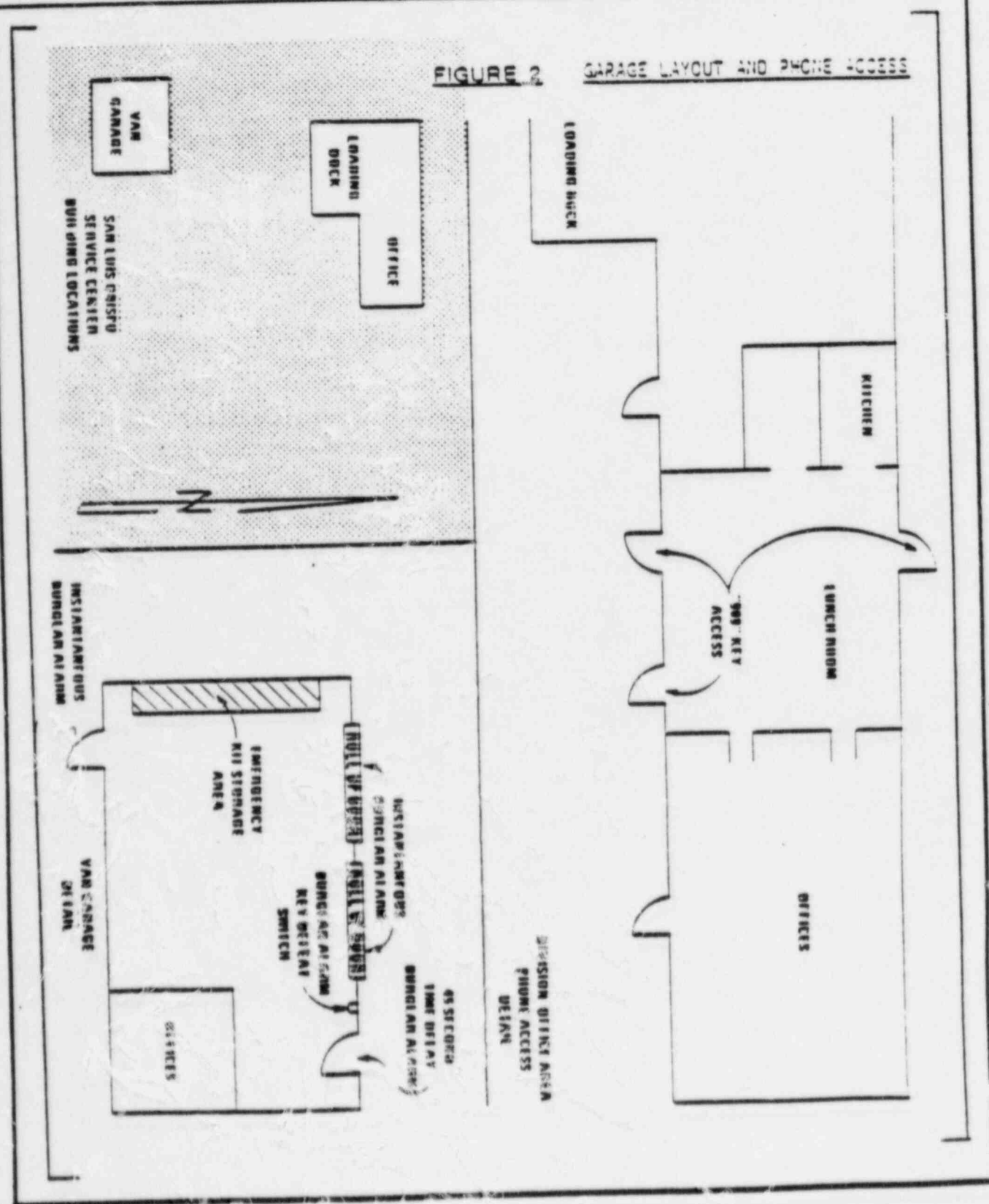




1 AND 2

TITLE. ACTIVATION OF THE MOBILE ENVIRONMENTAL  
MONITORING LABORATORY

FIGURE 2      GARAGE LAYOUT AND PHONE ACCESS



PACIFIC GAS AND ELECTRIC COMPANY  
DEPARTMENT OF NUCLEAR PLANT OPERATIONS  
DIABLO CANYON POWER PLANT UNIT NOS. 1 AND 2

TITLE: EMERGENCY FACILITY PHONE NUMBER

1. EMERGENCY OPERATIONS FACILITY:

Radiological Emergency Recovery Manager

or PT&T

Radiological Monitoring Director

or PT&T

UDAC

or PT&T

2. TECHNICAL SUPPORT CENTER

Emergency Radiological Advisor

or PT&T

3. DCPD SECURITY

Security Shift Supervisor

or PT&T

Central Alarm System

Secondary Alarm System

PACIFIC GAS AND ELECTRIC COMPANY  
DEPARTMENT OF NUCLEAR PLANT OPERATIONS  
DIABLO CANYON POWER PLANT UNIT NOS. 1 AND 2

TITLE: CONTAMINATION CONTROL FOR THE MOBILE ENVIRONMENTAL MONITORING  
LABORATORY (MEML)

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I. Sample Handling - MEML Personnel

- A. Securely affix a double layer cover on all appropriate work surfaces (i.e., work surfaces used to prepare potentially contaminated samples for analysis).
- B. Gloves should be worn when handling potentially contaminated samples (e.g., air sampler filter heads and vegetation and soil samples).
- C. Perform smear surveys on the sample bags to determine if the outsides of the sample bags are contaminated.
  - 1. If a sample bag is contaminated, place it in another non-contaminated sample bag, stored in the van.
  - 2. Use good contamination control and ALARA techniques throughout the sample analysis.
- D. When purging iodine cartridges, avoid contamination by venting the effluent directly to the outside of the lab. A purge vent is located over the sample handling bench and is so marked.
- E. Upon completion of sample analysis, store the samples in a large plastic bag. Label the bag.

II. Sample Delivery and Transfer - Offsite Monitoring Teams Personnel

- A. Field monitoring team personnel should pass samples into the van through the sample transfer door located towards the rear of the van, on the passengers' side.
- B. If the sample transfer door is inoperable, the samples may be passed through the backdoor.
  - 1. If possible, field monitoring personnel should remain outside so as not to track contamination into the van.
  - 2. If field personnel must enter the van, a step-off area should be established just inside the van entrance.

TITLE: CONTAMINATION CONTROL FOR THE MOBILE ENVIRONMENTAL MONITORING  
LABORATORY (MEML)

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3. Field monitoring personnel should frisk their hands, feet, and any other potentially contaminated area, before entering the clean step-off area.
4. Shoe covers and gloves should be available so that personnel may leave the van and enter contaminated areas, if necessary.

NOTE: Contaminated personnel should not enter the MEML under any circumstances.

- III. A. When analysis is complete, and samples stored, carefully remove the covering from the work surface(s). Rubber gloves should be worn and care should be taken to ensure the containment of any contaminants present. Dispose of the covering, gloves, etc. in a labeled plastic bag.
- B. Upon completion of all MEML activities, perform smear surveys on the inside of the van to ensure that no contamination exists. If contamination is found to exist, decontaminate as appropriate.
- C. If the van was near the plume and the potential for contamination exists, perform smear surveys on the outside of the van. If contamination is found to exist, decontaminate as appropriate.
- D. When van is determined to be free of contamination, return to garage.

SAN LUIS OBISPO COUNTY NUCLEAR POWER PLANT  
EMERGENCY RESPONSE PLAN  
III.01

SAN LUIS OBISPO COUNTY  
OFFICE OF EMERGENCY SERVICES

STANDARD OPERATING PROCEDURES  
EMERGENCY SERVICES DIRECTOR

APPROVED JUNE 28, 1982

REVISED MAY, 1983

REVISED FEBRUARY, 1984

AUTHENTICATION

This Standard Operating Procedure has been approved and is hereby incorporated as a department procedure:

Signed and Accepted:

x Wm Buam  
Name

COUNTY ADMINISTRATOR  
Title

x 2/29/84  
Date



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## A. PREEMERGENCY PREPAREDNESS

### 1. OVERVIEW

Preemergency preparedness for the Nuclear Power Plant Emergency Response Plan includes the following:

- a. Acquire, maintain and/or stock all necessary equipment and supplies needed to implement the plan.
- b. Prepare and distribute all necessary forms, documents, instructions and other written or audio-visual materials needed for plan implementation.
- c. Establish an Emergency Operations Center (EOC) facility, provide for its adequate equipment and supplies and ensure its prompt activation during an emergency.
- d. Ensure all necessary communication links and secondary backup systems are operational to meet the alerting, notification and public information requirements of the plan. Ensure regular testing of these links.
- e. Implement training, drills exercises as appropriate, critiques and corrective action programs.
- f. Ensure that county government capability for response to a nuclear power plant emergency is adequate under applicable federal and state law.
- g. At least annually, review and update all procedures, and inventories (call lists to be updated quarterly). The Administrator will be responsible for coordinating any revisions and updating of this SOP with other agencies' plans, procedures, and resources, as well as for distributing all revisions and updates to appropriate public and private agencies.

### 2. AUTHORITY AND RESPONSIBILITIES

#### a. Legal Authority

The legal authority for the Nuclear Power Plant Emergency Response Plan and this procedure is contained in the San Luis Obispo County/Cities Basic Plan for Peacetime Emergencies. This authority includes the power to declare a local emergency, request assistance from other local sources and the State of California; and to order evacuation and/or other response(s) to a radiological emergency.

The County Administrator will direct the emergency response to a power plant accident. If necessary, he may request the Board of Supervisors to proclaim a local emergency if the Board is in session, or issue such proclamation if the Board is not in session, and, in the absence of the Board Chairman, may request

the Governor to declare a State of Emergency. He will perform all those functions assigned to the Director of Emergency Services as specified in County Ordinance 1384 and as described in the San Luis Obispo County/Cities Basic Plan for Peacetime Emergencies. He will also be responsible for any additional functions assigned under the Nuclear Power Plant Emergency Response Plan. All preemergency preparedness by San Luis Obispo County, including all training, exercises and drills will be the responsibility of the County Administrator.

The line of succession for Emergency Services Director (E.S.D.) is shown below:

County Administrator  
Deputy County Administrator  
Director of General Services  
County Engineer  
County Planning Director

b. Delegation of Authority

To facilitate management of the emergency, the ESD shall delegate responsibilities as indicated below:

- 1) Decision making--Direction and Control Group
- 2) EOC Operation--County Office of Emergency Services and County Administrative Office Staff

The Direction and Control Group is formally designated to include:

- 1) Emergency Services Director
- 2) County Sheriff
- 3) County Fire Chief
- 4) County Engineer
- 5) County Health Officer

If necessary, the ESD may request the participation of other key personnel, such as the Chairman of the Board of Supervisors in the Direction and Control Group. In practice, the Direction and Control Group shall function at a "Direction and Control Table" in the EOC. Other key members of the emergency organization may also be at this table, such as Emergency Services Coordinator(s), cities liaison representative, and Public Information Officer, as well as advisors from PGandE and the State of California.

### 3. OTHER INVOLVED AGENCIES

Federal, state and local government, as well as private organizations directly involved in conducting emergency operations are included in the EOC and UDAC rosters. As time permits, additional agency liaison personnel are expected to arrive. Specific agencies include:

- a. California Office of Emergency Services
- b. California National Guard
- c. Federal Emergency Management Agency
- d. U.S. Department of Energy/U.S. Environmental Protection Agency
- e. U.S. Nuclear Regulatory Commission

Space is provided for these State and Federal liaison personnel at the EOC.

Chart ESD-02 indicates how the county emergency organization will interface with other agencies.

### 4. EMERGENCY ORGANIZATION

Chart ESD-01 shows the emergency organization of the County Emergency Operations Center to be activated at the Sheriff's Office. This organization is directed by the Emergency Services Director.

### 5. ASSIGNMENTS

#### KEY RESPONSIBLE INDIVIDUALS BY FUNCTION

<u>Function</u>	<u>Job Title</u>
Direction and Control	Emergency Services Director
Alerting and Mobilization of Response Agencies	Sheriff's Office Dispatch
Warning the Public and Disseminating Emergency Instructions	Emergency Services Director/ Public Information Officer
Providing Public Information During Emergency	Emergency Services Director and Public Information Officer
Field Radiation Monitoring Within Plume Exposure Zone	Environmental Health Director
Accident Assessment	Environmental Health Director
Exposure Control for Emergency Workers	County Health Officer

Function	Job Title
Fire and Rescue	County Fire Chief, supported by Area Fire and Rescue Coordinator
Communications	County Director of Technical Services
Transportation	County Engineer
Supply and Procurement	County Auditor/Controller
Legal Support	County Counsel
Screening of the General Public	Caltrans District 05 Deputy District Director, Maintenance and Operations
Emergency Medical and Public Health Support	County Health Officer
Ingestion Pathway Sample Collection	Field Team Coordinator, California Radiologic Health Section
Ingestion Pathway Assessment and Direction of Response	Chief, California Radiologic Health Branch
Decontamination and Authorizing Reentry into Contaminated Areas	Chief, California Radiologic Health Branch
Reentry and Recovery	Emergency Services Director

Function	Job Title
Medical and Public Health Long-term Follow-up	Chief, California Director Medical Services
Operation of Existing Structures as Shelters	City Fire Chief <sup>1</sup>
Perimeter Control Around Restricted Areas	San Luis Obispo Area Commander, California Highway Patrol
Law Enforcement	County Sheriff/Area Law Enforcement Coordinator
Traffic Control in an Evacuation	San Luis Obispo Area Commander, California Highway Patrol
Evacuation of Institutions and Carless Population	County Engineer/County Fire
Confirmation of Evacuation/Sheltering	Emergency Services Director
Operation of Congregate Care and Mass Feeding Facilities	Red Cross Disaster Coordinator

<sup>1</sup> Arroyo Grande, Grover City, Morro Bay, Pismo Beach, San Luis Obispo.

#### 6. EOC STAFF

BOARD OF SUPERVISORS (support for direction and control and support for Protective Responses) In a serious emergency, the Board (minus the Chairman) would meet at the Board Chambers, County Administrative Office.

#### DIRECTION AND CONTROL GROUP

Emergency Services Director (ESD) (Direction and Control and Protective Response)

County Sheriff (Law Enforcement and Alerting and Notification)

County Fire Chief (Fire and Rescue)

County Engineer (Transportation)

County Health Officer (Public Health and Emergency Medicine and Radiological Exposure Control)



UNIFIED DOSE ASSESSMENT CENTER

Environmental Health Director (Accident Assessment)

Air Pollution Control Officer (Support for Accident Assessment)

Agricultural Commissioner (Support for Ingestion Pathway Assessment)

TECHNICAL SUPPORT GROUP

Emergency Services Assistant Director

Emergency Services Coordinators

Purchasing/Property Agent (Support for Communications and Direction and Control)

Public Information Officer (PIO, Public Information)

Legal Counsel (Support for Direction and Control)

General Services (Support for Direction and Control)

Technical Services (Communications)

Auditor/Controller (Support for Direction and Control)

RESPONSE GROUP

County Sheriff (In Direction and Control Group)

County Fire Chief (In Direction and Control Group)

County Public Works (Engineer in D & C Group)

County Social Services (Shelter/Welfare)

California Parks and Recreation (Support for Alerting and Notification)

CALTRANS (Support for Radiological Exposure Control and Support for Traffic Control)

CHP (Traffic Control)

County Supt. of Schools (Support for Transportation)

Red Cross (Shelter/Welfare)

City Liaison

## 7. FACILITIES

For the purposes of this Emergency Response Plan, the following facilities and their equipment are the responsibility of the Emergency Services Director and his staff:

- a) The Emergency Operations Center (EOC) Highway 1 (Figure 03).
- b) The County Administrative Office, San Luis Obispo.
- c) The Media Center at Cuesta College (Figure 05).

## 8. EMERGENCY WORKER PROTECTIVE GEAR

The Sheriff's Department will maintain a stockpile of emergency worker protective gear kits for EOC staff who are not otherwise assigned a kit.

Each kit contains the following radiation monitoring and personal protective equipment:

Pocket Ionization Dosimeters

- a. (1) 0-200 mR range
- b. (1) 0-20 R range
- c. (1) integrating radiation dosimeter (TLD)

Potassium iodide

## 9. PLAN UPDATE

This procedure will be reviewed At least annually by the County Administrator or Emergency Services Coordinators. All information contained herein shall be verified, updated and distributed as required by Section V.4 of the Plan.

## B. NOTIFICATION AND MOBILIZATION

### 1. OVERVIEW

Agencies are responsible for initiating, transmitting, and/or receiving notifications in accordance with the Nuclear Emergency Notification List, Emergency Procedure A, using notification methods (telephone, radio, etc.) as specified on this list.

Every agency on the attached notification list shall be responsible for developing and maintaining current internal call lists and procedures for prompt alerting, and mobilizing of emergency response personnel upon notification.

Initial notification of a nuclear power plant emergency is provided by PGandE to the 24-hour dispatcher at the County Sheriff's Office. This officer notifies the Emergency Services Director (ESD) who is the County Administrative Officer or alternate, and informs this

official of the emergency status level (notification of UNUSUAL EVENT, ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY). If the status level changes, the Sheriff's Office and the ESD will perform notifications according to the call list.

These notification procedures will be tested in a full-scale exercise at least every 12 months or as otherwise directed by the Nuclear Regulatory Commission. Every six months the County Office of Emergency Services will review and update positions, names and telephone, radio or other communication identifiers in these procedures, distributing updated lists to all notifying agencies as required.

## 2. ALERTING INFORMATION

### a. Initial Notification

Initial notification will be to the Sheriff's Office dispatch desk, which is staffed on a 24-hour basis. The Sheriff's dispatchers will initiate notification via telephone (except as noted on the call list) to involved agencies in accordance with the level of emergency. Some key agencies will be notified through a ring down phone system from the Sheriff's dispatch.

### b. Notification Cascade

In order to expedite notification, calls are assigned in a "cascade" fashion to various agencies. All key links in the notification cascade are reachable on a 24-hour basis.

### c. Alternative Notification System

The tone alert monitor radio system is a one-way communication device which can be activated at the Sheriff's dispatch or in the EOC when operational.

#### SYSTEM USERS

- Key County Departments
- Schools, Cuesta College
- Medical Care Facilities

#### USES OF TONE ALERT SYSTEM

Redundant Communication System for alerting personnel.

Redundant communication system for alerting personnel.

Advance warning/information prior to media being informed or the sirens being sounded.

Ongoing communication from the EOC to facilities' emergency personnel; method of providing all users with the same message all at once.



d. Additional Notifications

The notification procedure for initial alerting, including both phone and tone alert monitors, will also be used for subsequent announcements of importance, including:

- 1) Notification of change in emergency level.
- 2) Notification of protective actions affecting the public.
- 3) Other announcements of high priority (as deemed necessary by the Direction and Control Group).

3. BACKUP SHIFTS

For ALERT or more severe status, all EOC designates notify an alternate to report to the EOC within 12 hours of initial notification to assume the second shift. Shifts will be 12 hours. Reporting shift must arrive at least 30 minutes prior to shift change for a status briefing by the outgoing shift. The shift leader for all EOC staff will be the ESD or as delegated. This official will be responsible for ensuring that all EOC positions are staffed on a 24-hour basis, making arrangements for substitutes and temporary absences as required.

4. STAFF AUGMENTATION

During an ALERT and more severe status, augmentation of EOC or UDAC staff may be required. Due to limitations on the space available at the EOC, such additions to staff will be assigned to other facilities, such as Camp San Luis Obispo or the County Administrative Office in San Luis Obispo. No additional staff may be assigned to the EOC itself without the permission of the ESD. Any additional staff must be issued ID and logged on the personnel roster.

COUNTY EMERGENCY ORGANIZATION

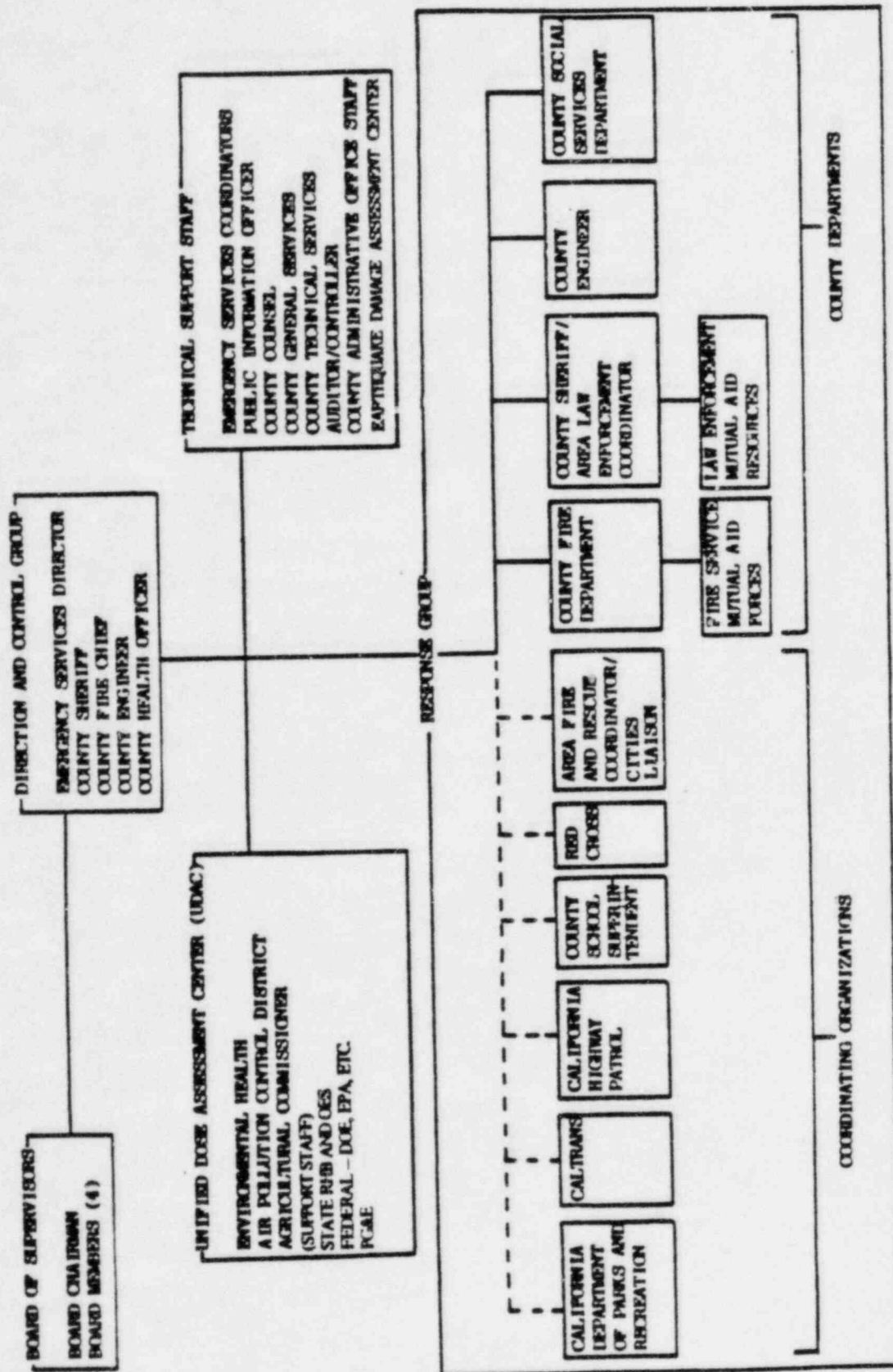
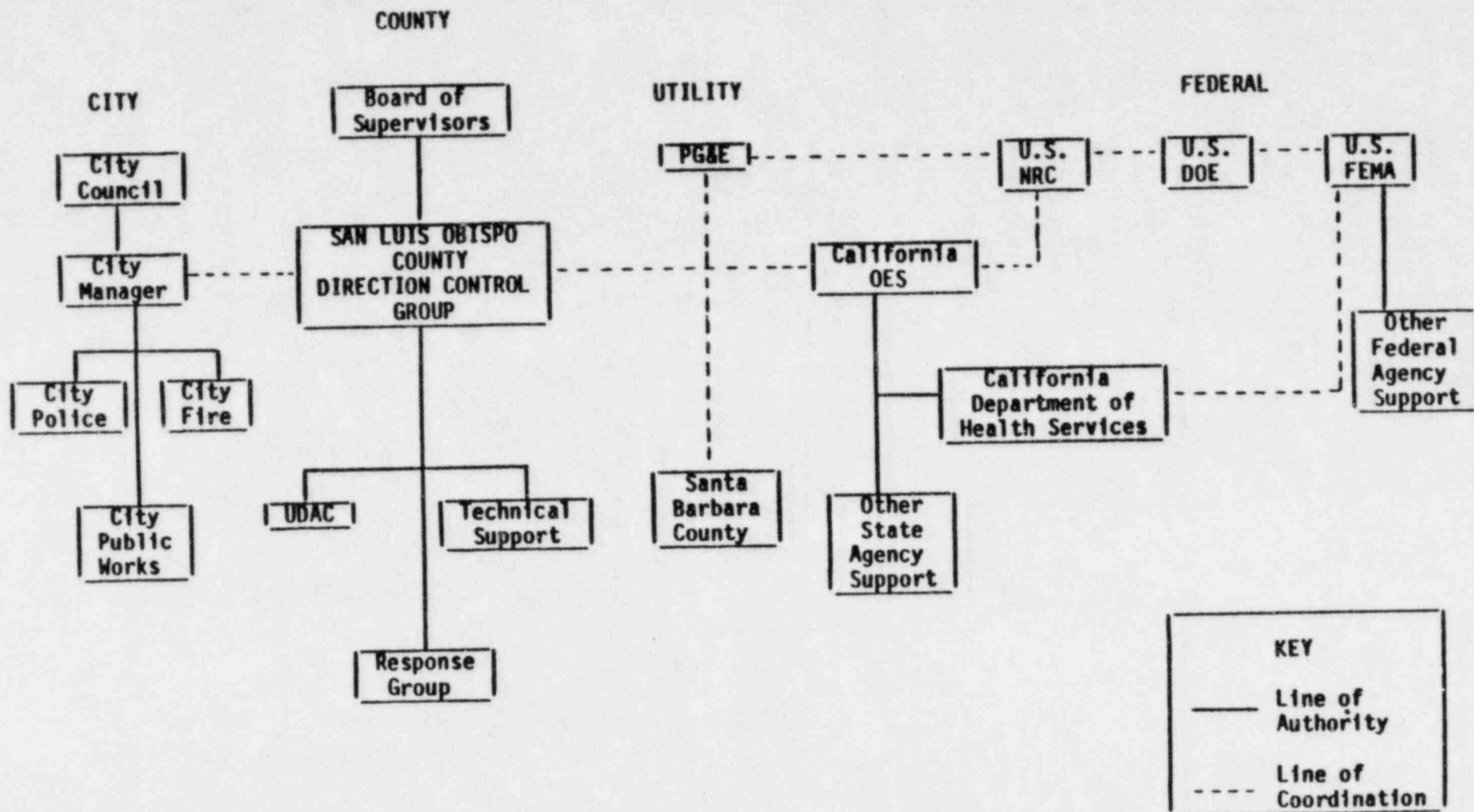
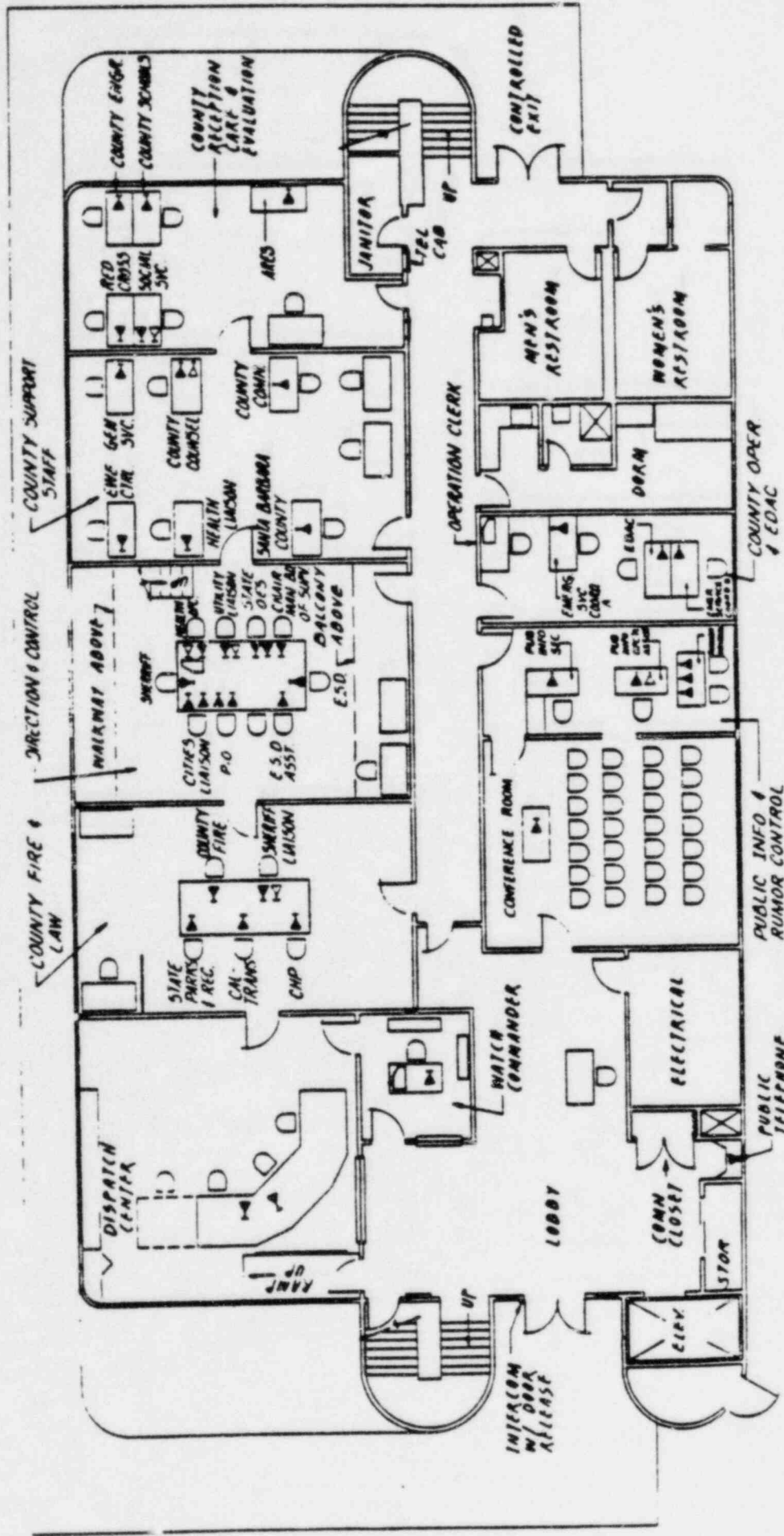


CHART ESD02  
INTERAGENCY EMERGENCY ORGANIZATION



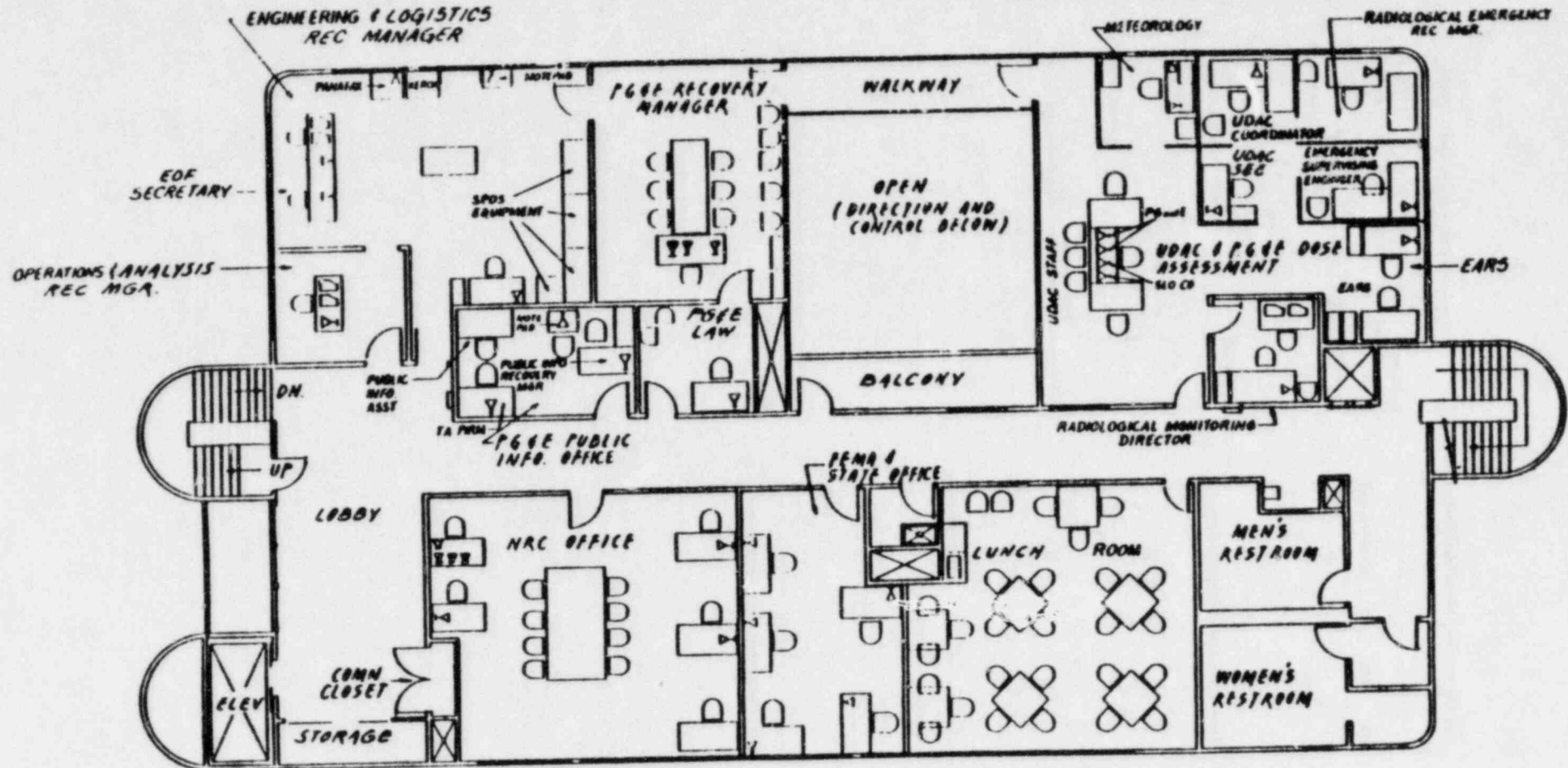
SAN LUIS OBISPO COUNTY EMERGENCY OPERATIONS CENTER



FIRST FLOOR OF EOC/EOC BUILDING

SCALE 1/8" = 1'-0"

# PACIFIC GAS AND ELECTRIC COMPANY EMERGENCY OPERATIONS FACILITY



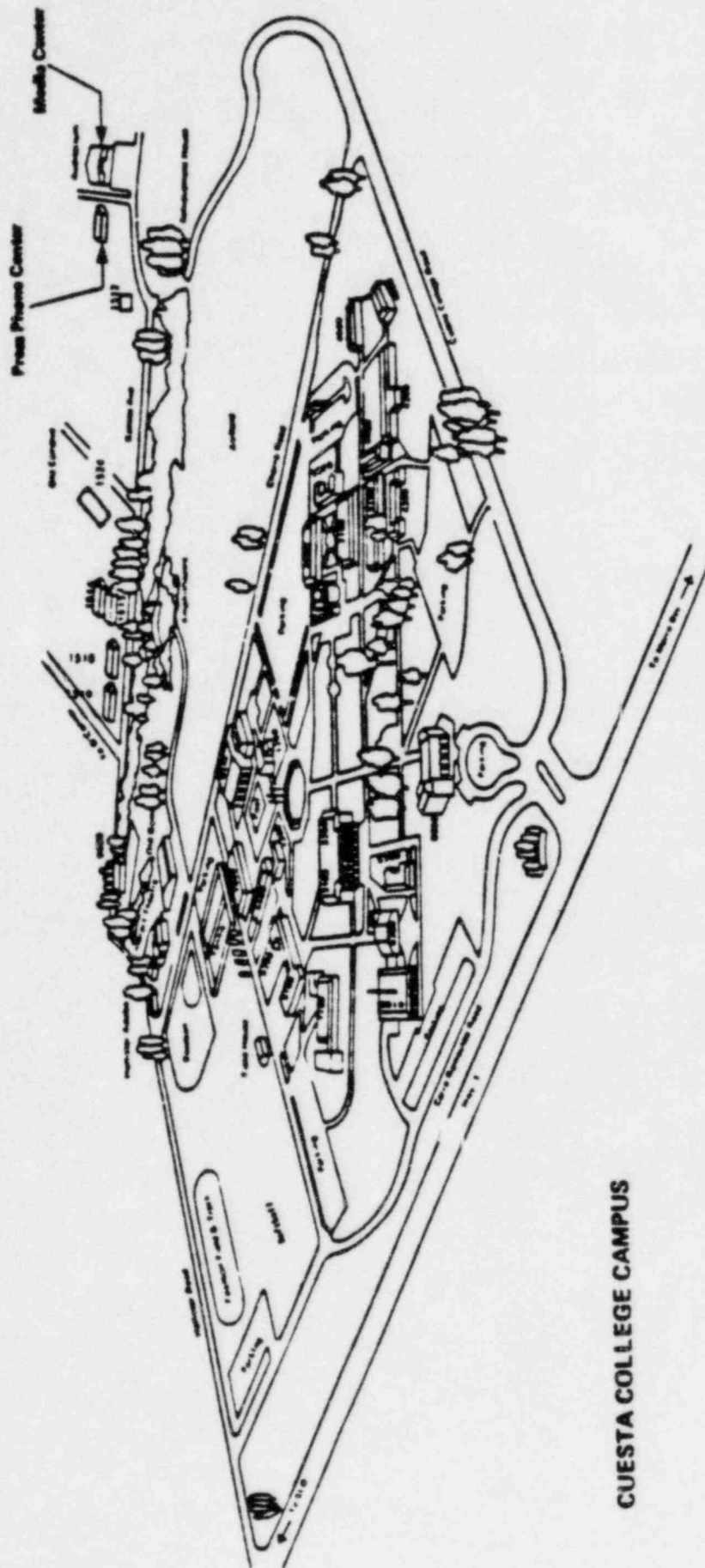
SECOND FLOOR OF EOC/EOF BUILDING

SCALE



ESD-05

MEDIA CENTER AND PRESS PHONE CENTER



CUESTA COLLEGE CAMPUS

Emergency Procedure A

Nuclear Emergency Notification List

Initial Emergency Notification Message - By Phone

"This is (NAME), (JOB TITLE), of (AGENCY). A(n) ALERT/SITE AREA EMERGENCY/GENERAL EMERGENCY has been declared at the Diablo Canyon Nuclear Power Plant. If you are assigned to notify other organizations in your emergency procedure, conduct these at once and report to the EOC. I repeat, a(n) (UNUSUAL EVENT/ALERT/SITE AREA EMERGENCY/GENERAL EMERGENCY) has been declared at Diablo Canyon. Please repeat back to me."

(Notifying person confirms that person notified has understood the message and knows which Emergency Action Level has been declared.) Terminate message.

# SAW LUIS ORISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

Current: 2/84

COUNTY OES: Director (ESD) NOTIFICATION LIST

Page 1 of -

Emergency Action Level: Unusual Event X Alert X Site Area Emergency X General Emergency

Agency	Job Title	Name	Office Phone	R-d to n w g n	P a g e r	T-A o l n e r t r	R a d i o	C L E T S	Home Phone	Comments
County OES	Asst. Director of Emerg. Srvs.	T. Mess			X	X				ESD Alternate
County OES	Coordi- nator	J. Grant J. Paulus			X X	X X				
County Bd. of Super- visors	Chair- person	J. Diefen- derfer								
County Bd. of Super- visors	Super- visor	K. Kupper R. Brackett								Call only at ALERT Call only at ALERT
County Bd. of Super- visors	Super- visor	J. Jorgensen B. Coy								Call only at ALERT Call only at ALERT

contact alternates ONLY if the primary contact cannot be reached.



COUNTY OES LIST "A" NOTIFICATION LIST

Emergency Action Level: Unusual Event X Alert X Site Area Emergency X General Emergency

C- o n f i r m e d	Agency	Job Title	Name	Office Phone	R-d i n n g n	P a g e r	T-A o l n e r t	R a d i o	C L E T S	Home Phone	Comments
	County Environ- mental Health	Director	Tim Mazzacano			X	X	UHF L.G.			UDAC Coordinator
	County General Services	Director	Duane Leib								
	County Technical Services	Director	D. Richte				X	VHS L.G.			Public Information Officer/Communications
	County Technical Services	Communi- cations Super- visor	W. Rheingins								Communications
	County Engineer	County Engineer	George Protopapas C. Milne* (Alternate)			X		VHF L.G.			Engineering and Transportation Coordinator

\*Contact alternates ONLY if the primary contact cannot be reached.

SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

Current: 2/84

COUNTY CTS LIST "A" NOTIFICATION LIST

Page 3 of 7

Emergency Action Level: Unusual Event X Alert X Site Area Emergency X General Emergency

C- f o n r m e d	Agency	Job Title	Name	Office Phone	R-d to n w g n	P a g e r	T-A o l n e r t	R a d f o	C L E T S	Home Phone	Comments
	County Social Services	Director	T. Ganoe D. Moore* (Alternate)				X				Shelter/Welfare
	County Personnel	Director	S. Keil R. Granger* (Alternate)								Back-up Public Information Officer
	County Admin. Office	EOC Support Staff Sprvlsor	Bonita McGonagill								
	A.R.E.S.		Van Lyons Dale Auth Brad Horak				X				

\*Contact alternates ONLY if the primary contact cannot be reached

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**SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN**

Current: 2/84

COUNTY OES LIST "B" NOTIFICATION LIST

Page 4 of 7

Emergency Action Level: Unusual Event ☒ Alert ☒ Site Area Emergency ☒ General Emergency

C- o n f i r m e d	Agency	Job Title	Name	Office Phone	R-d t o n w n g n	P a g e r	T-A o l n e r t	R a d i o	C L E T S	Home Phone	Comments
	San Luis Obispo City Fire Department	Cities Liaison	S. Smith E. Willis* (Alternate)								Cities Liaison
	Red Cross	Director	J. Mix								24 hour
	County Counsel		J. Lindholm J. Crawford* (Alternate)								Legal Advisor
	County Auditor Controller	Auditor/ Control.	P. Floyd B. Estrada* (Alternate)								Supply and procurement
	Air Pollution Control District	Assist. APCD	R. Carr A. Ronyecz* (Alternate)				X				

\*Contact alternates ONLY if the primary contact cannot be reached.

SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

Current: 2/84

COUNTY OES LIST "B" NOTIFICATION LIST

Page 5 of 7

Emergency Action Level: Unusual Event ☒ Alert ☒ Site Area Emergency ☒ General Emergency

C- o n f i r m e d	Agency	Job Title	Name	Office Phone	R-d to n w g n	P a g e r	T-A o l n e r t	R a d i o	C L E T S	Home Phone	Comments
	County Agricultur Commiss.	Commiss.	E. Kalar R. Greek* (Alternate)	[REDACTED]			X	UHF L.G.		[REDACTED]	Ingestion Pathway
	County	Deputy	K. Harms								Call and apprise
	Pacific Bell										

\*Contact alternates ONLY if the primary contact cannot be reached.

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SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

COUNTY OES SUPPORT STAFF SUPERVISORS' NOTIFICATION LIST

Current: 2/84

Emergency Action Level:    Unusual Event X Alert X Site Area Emergency X General Emergency

Page 6 of 7

C- o- n- f- i- r- m- e- d	Agency	Job Title	Name	Office Phone	R-d i o n w g n	P a g e r	T-A o l n e r t	R a d i o	C L E T S	Home Phone	Comments
	Admin.	EOC Staff	Molly Webb Mary York								
	General Services	EOC Staff	John Price								
	Technical Services		Roger Larson Louise Rosa								
	Planning	EOC Staff	Mary Swedlund								

\*Contact alternates ONLY if the primary contact cannot be reached.

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# SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

## COUNTY OES SUPPORT STAFF SUPERVISORS' NOTIFICATION LIST

Current: 2/84

Emergency Action Level: Unusual Event X Alert X Site Area Emergency X General Emergency

Page 7 of 7

Agency	Job Title	Name	Office Phone	R-d to n w g n	P a g e r	T-A o l n e r t	R a d i o	C L E T S	Home Phone	Comments
Engineering	EOC Staff	Nancy Taylor								
General Services	Status Board	Cindy Sherfey								
Personnel	Access Clerk Runner	Vera Philbin Dori Duke								
County Counsel	PIO Sec.	Jean McKown								
General Services	External Runners	Jack Krege William Larondelle								

[Pager No. ]

Contact alternates ONLY if the primary contact cannot be reached.



EMERGENCY PROCEDURE B

Chairman, Board of Supervisors' Checklist

Emergency Operations Center Duties

Response Actions for: Unusual Event, Alert, Site Area Emergency, General  
Emergency

Actions:

- \_\_\_\_ 1. Received Notification
  - a. From: \_\_\_\_\_
  - b. Office: \_\_\_\_\_
  - c. Message: \_\_\_\_\_
- \_\_\_\_ 2. Emergency termination or escalated to ALERT
- \_\_\_\_ 3. Arrives at EOC
- \_\_\_\_ 4. Assumes position at Direction and Control table and provides guidance in the decision making process
- \_\_\_\_ 5. Makes announcements to EOC personnel to assure key information is disseminated such as:
  - \* Change in emergency action level up or down (direct status board check to record).
  - \* Precautionary or protective actions, or other emergency instructions
  - \* Other important bulletins as determined by the Direction and Control Group.

Directs EOC personnel to provide updated information to their own agencies.
- \_\_\_\_ 6. Coordinates with other Board members (who have convened at the Board Chambers) seeking input regarding the county's emergency response activities.
- \_\_\_\_ 7. Continue to coordinate with other EOC representatives in decision making
- \_\_\_\_ 8. Provide briefings to new staff arriving at shift changes
- \_\_\_\_ 9. Receive notice of emergency downgrade or closeout
- \_\_\_\_ 10. Assists the Direction and Control Group in Recover/Reentry or demobilization activities.

Emergency Services Director Checklist

## Emergency Operations Center Duties

Response Actions for: Unusual Event, Alert, Site Area Emergency, General  
Emergency

Actions:

- \_\_\_\_ 1. Received initial notification
  - a. From: \_\_\_\_\_
  - b. Office: \_\_\_\_\_
  - c. Message: \_\_\_\_\_
- \_\_\_\_ 2. Make notifications (see notification list).
  - a. Assistant Dir. Emer. Services
  - b. Coordinators
  - c. Board Chairman
  - d. Other Board members
- \_\_\_\_ 3. Special action taken:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_ 4. Emergency terminated
- \_\_\_\_ 5. Emergency escalated to ALERT
- \_\_\_\_ 6. Make notifications (see notification list).
  - a. Assistant Dir. Emer. Services
  - b. Coordinators
  - c. Board of Supervisors
  - d. Other Board members
- \_\_\_\_ 7. Arrives at EOC
- \_\_\_\_ 8. Completes notifications that EOC is operational
  - a. Facility
  - b. Emergency dispatch
- \_\_\_\_ 9. Assume role as member of the Direction and Control Group and coordinate overall county response
- \_\_\_\_ 10. Direct County Counsel to draft appropriate emergency declaration.

Emergency Services Director Checklist

EMERGENCY PROCEDURE C  
Continued

Emergency Operations Center Duties

- \_\_\_\_\_ 11. Collect information and evaluate emergency situation using Radiological Emergency Status Form and with Direction and Control Group make decisions on precautionary actions. Poll agencies at least every hour.
- \_\_\_\_\_ 12. Direct the PIO to draft appropriate press releases for approval and then release.
- \_\_\_\_\_ 13. Request needed resources from local, state and federal representatives in EOC
- \_\_\_\_\_ 14. If multiple emergencies exist, coordinate with Direction and Control; make emergency management decisions and approve protective actions
- \_\_\_\_\_ 15. Coordinate 15 minute updates to EOC staff.
- \_\_\_\_\_ 16. Announce classification level changes to all EOC personnel; direct them to notify their staff; direct status board clerk to record.
- \_\_\_\_\_ 17. Reassess Emergency situation utilizing Radiological Emergency Status Form.
- \_\_\_\_\_ 18. Complete all procedures in preparation for activating the Early Warning Siren System/Emergency Broadcast System (see Emergency Procedure E).
- \_\_\_\_\_ 19. With Direction and Control Group make protective action decisions
- \_\_\_\_\_ 20. Activate Early Warning Siren System and Emergency Broadcast System.
- \_\_\_\_\_ 21. Continue assessment of emergency and provide updated information to EOC staff.
- \_\_\_\_\_ 22. Receives notification of emergency downgrade or close-out.
- \_\_\_\_\_ 23. Develop recovery/reentry plan with EOC personnel.
- \_\_\_\_\_ 24. Direct recovery/reentry or demobilization procedures.

# RADIOLOGICAL EMERGENCY STATUS FORM

Message # \_\_\_\_\_  
Time \_\_\_\_\_  
Approval \_\_\_\_\_

## SECTION I - UTILITY INFORMATION

1. Emergency Classification:

\_\_\_\_ Unusual Event  
\_\_\_\_ Alert  
\_\_\_\_ Site Area Emergency  
\_\_\_\_ General Emergency

2. Time of classification \_\_\_\_\_ AM PM

3. Date of classification \_\_\_\_\_

4. Incident Involves:

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

5. Prognosis: \_\_\_\_\_ Escalation \_\_\_\_\_ Termination \_\_\_\_\_ No Change \_\_\_\_\_ Unknown \_\_\_\_\_

## SECTION II - METEOROLOGICAL DATA FROM APCD

<u>Current</u>			<u>Projected</u>			<u>Projected</u>		
Time	AM	PM	Time	AM	PM	Time	AM	PM
1. Weather:			Weather:			Weather:		
_____		Clear	_____		Clear	_____		Clear
_____		Fog	_____		Fog	_____		Fog
_____		Cloudy	_____		Cloudy	_____		Cloudy
_____		Rain	_____		Rain	_____		Rain
_____		Other	_____		Other	_____		Other
2. Wind Speed _____ MPH			Wind Speed _____ MPH			Wind Speed _____ MPH		
3. Wind Direction:								
<u>From (Degrees) To</u>			<u>From (Degrees) To</u>			<u>From (Degrees) To</u>		
[A]	N (349-11)	S	[A]	N (349-11)	S	[A]	N (349-11)	S
[B]	NNE (12-23)	SSW	[B]	NNE (12-23)	SSW	[B]	NNE (12-23)	SSW
[C]	NE (34-56)	SW	[C]	NE (34-56)	SW	[C]	NE (34-56)	SW
[D]	ENE (57-78)	WSW	[D]	ENE (57-78)	WSW	[D]	ENE (57-78)	WSW
[E]	E (79-101)	W	[E]	E (79-101)	W	[E]	E (79-101)	W
[F]	ESE (102-123)	WNW	[F]	ESE (102-123)	WNW	[F]	ESE (102-123)	WNW
[G]	SE (124-146)	NW	[G]	SE (124-146)	NW	[G]	SE (124-146)	NW
[H]	SSE (147-168)	NNW	[H]	SSE (147-168)	NNW	[H]	SSE (147-168)	NNW
[I]	S (169-191)	N	[I]	S (169-191)	N	[I]	S (169-191)	N
[J]	SSW (192-213)	NNE	[J]	SSW (192-213)	NNE	[J]	SSW (192-213)	NNE
[K]	SW (214-236)	NE	[K]	SW (214-236)	NE	[K]	SW (214-236)	NE
[L]	WSW (237-258)	ENE	[L]	WSW (237-258)	ENE	[L]	WSW (237-258)	ENE
[M]	W (259-281)	E	[M]	W (259-281)	E	[M]	W (259-281)	E
[N]	WNW (282-303)	ESE	[N]	WNW (282-303)	ESE	[N]	WNW (282-303)	ESE
[O]	NW (304-326)	SE	[O]	NW (304-326)	SE	[O]	NW (304-326)	SE
[P]	NNW (327-348)	SSE	[P]	NNW (327-348)	SSE	[P]	NNW (327-348)	SSE

### SECTION III - UDAC/CO. HEALTH OFFICER INFORMATION

1. Situation involves:

- ☐ No release
- ☐ Potential (possible) release
- ☐ Imminent (probable) release
- ☐ A release is occurring
- ☐ A release that occurred, but stopped

3. Physical form:

- ☐ Gaseous
- ☐ Liquid
- ☐ Particulate
- ☐ Not applicable

2. Time of actual or projected release:

☐ Projected ☐ AM ☐ PM  
☐ Actual ☐ AM ☐ PM

4. Projected duration of release

☐ hours  
☐ not applicable

5. Dose Projections: (Derived Values)

PAZ/Dist. from Plant	Dose W.B.	Thyroid Dose (Inhalation)

6. Field Measurement: (Real-Time Values)

PAZ/Dist. from Plant/Time	Dose W.B.	Thyroid Dose (Inhalation)

### SECTION V - PROTECTIVE ACTIONS RECOMMENDED BY EMERGENCY SERVICES DIRECTOR

1. Time protective actions ordered: ☐ AM ☐ PM, Date:

2. Protective Actions:

Type	Zone(s) Affected	Explanation
<input type="checkbox"/> Precautionary Actions (*requires explanation)		
<input type="checkbox"/> Evacuation		
<input type="checkbox"/> Sheltering		
<input type="checkbox"/> Other (*requires explanation)		



3. Time available for implementation:

<input type="checkbox"/> Precautionary actions	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Hrs	<input type="checkbox"/> Unknown
<input type="checkbox"/> Evacuatiuon	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Hrs	<input type="checkbox"/> Unknown
<input type="checkbox"/> Sheltering	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Hrs	<input type="checkbox"/> Unknown
<input type="checkbox"/> Other	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Hrs	<input type="checkbox"/> Unknown

4. Sirens sounded and EBS activated: ☐ Yes (time ☐ AM ☐ PM)  
☐ No

---

SECTION V - PUBLIC INFORMATION

1. EBS message content: ☐ See attached message  
☐ not applicable
2. Tone Alert Radio message content: ☐ See attached message  
☐ not applicable
3. Press Release message content: ☐ See attached message  
☐ not applicable

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SECTION VI - OTHER INFORMATION

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EMERGENCY PROCEDURE D

Emergency Services Director's Checklist

EWS/EBS Activation

Response Actions for: Site Area Emergency, General Emergency

DESCRIPTION:

The EWS System MAY be used at SITE AREA EMERGENCY if protective actions are ordered.

At the General Emergency stage, the EWS System MUST be used within 15 minutes after a protective action decision has been reached to warn the public that instructions regarding protective actions are being broadcast on the EBS.

PROCEDURE:

The Emergency Services Director or alternate OR the County Sheriff are the ONLY officials authorized to order activation of the Early Warning Siren System.

- \_\_\_\_\_ 1. Direct PIO to place the EBS on STANDBY to receive an initial instruction message.
- \_\_\_\_\_ 2. Direct PIO to prepare an initial instruction message.
- \_\_\_\_\_ 3. Direct County Sheriff to place Watch Commander on STANDBY to sound sirens.
- \_\_\_\_\_ 4. Direct PIO to transmit the initial EBS instruction message to the EBS station with instructions to broadcast immediately AFTER sirens sound and repeat message at least every fifteen (15) minutes.
- \_\_\_\_\_ 5. Confirm with PIO readiness of EBS to broadcast.
- \_\_\_\_\_ 6. Direct PIO to provide message to:  
Cities' liaison for all 24-hour dispatch & phone switchboards  
Sheriff's dispatch  
Phone assistance center for release following sounding of sirens and EBS broadcast
- \_\_\_\_\_ 7. Utilize form 705u RADIOLOGICAL EMERGENCY STATUS to notify EOC agency representatives of siren activation, to provide them with the alert and initial instruction message, and to ensure traffic control, transportation, congregate care, or other required preparations are complete.

Instruct FEMA to call the U.S. Coast Guard to place emergency instructions on marine band radio following activation of the EWS system and EBS messages.

- \_\_\_\_\_ 8. Make decision to sound EWS system and issue EBS message.
- \_\_\_\_\_ 9. Verify that all above procedures are complete.
- \_\_\_\_\_ 10. Direct Sheriff to activate the EWS system.
- \_\_\_\_\_ 11. Direct PIO to request EBS station to start EBS broadcast.
- \_\_\_\_\_ 12. Monitor EBS broadcast and develop and issue supplementary instructions as required.

EMERGENCY PROCEDURE E

Emergency Services Coordinator A Checklist

Response Actions for: Unusual Event, Alert, Site Area Emergency, General Emergency

Actions:

- \_\_\_\_ 1. Receive initial notification from Sheriff's Watch Commander, including classification; time of classification; circumstances causing classification; request escalation/termination call.
- \_\_\_\_ 2. If ALERT or greater accident classification, request Sheriff's Watch Commander to activate EOC and assign deputy to handle access control and EOC/parking lot security.
- \_\_\_\_ 3. Complete notifications on call list.
- \_\_\_\_ 4. Notify EOC Support Staff Supervisor to active and assign all Support Staff personnel.
- \_\_\_\_ 5. a. Arrive at EOC.
- \_\_\_\_ b. Complete notifications as necessary. Confirm all other agencies have completed notifications.
- \_\_\_\_ c. Distribute essential materials to EOC rooms per Attachment G.
- \_\_\_\_ d. Survey all communications equipment is operational and report any problems to Communications Technician at EOC.
- \_\_\_\_ e. Confirm arrival of all required EOC personnel and arrange augmentation as required.
- \_\_\_\_ 6. Contact General Services Rep in EOC to coordinate acquisition of vehicles needed for emergency.
- \_\_\_\_ 7. a. Prior to State OES Representative's arrival at EOC, call:  
or [ (916) 427-4341 (24-hour warning control number)  
or (916) 427-4202 (Jack Kearns, Deputy Director)  
(916) 427-4013 (Anne Vasquez, County Liaison)  
and notify Rep that EOC is operational and provide updated information on the emergency.
- \_\_\_\_ b. Request State OES relay information to FEMA.
- \_\_\_\_ 8. Call Santa Barbara County Office of Emergency Services and apprise them of the situation until a S.B. representative arrives at the EOC.

Emergency Services Coordinator A Checklist

- \_\_\_\_\_ 9. a. Confer frequently with all EOC personnel to assure communication and coordination.
- \_\_\_\_\_ b. Assure that all situation boards and maps are being utilized by all EOC personnel.
- \_\_\_\_\_ c. Assure all critical information from outer EOC rooms is communicated to D&C room and Message Center via phone and hard copy message Form 2340u.
- \_\_\_\_\_ d. Act as face-to-face liaison for personnel in outer rooms of EOC with D&C room (update, answer questions, etc.).
- \_\_\_\_\_ e. Poll status of critical response agencies every hour or as directed.
- \_\_\_\_\_ 9. Coordinate distribution of Emergency Worker Protective gear with Sheriff as required for EOC personnel.
- \_\_\_\_\_ 10. Assist ESD in management of EOC.
- \_\_\_\_\_ 11. Confirm access to people not on Restricted Access List.
- \_\_\_\_\_ 12. Receive notification that emergency is de-escalated or terminated.
- \_\_\_\_\_ 13. Assist ESD in Recovery and Reentry operation.
- \_\_\_\_\_ 14. Deactivate the EOC upon the direction of ESD.

## EOC EQUIPMENT AND SUPPLIES

### Equipment and Supplies Needed

- Message forms
- Routing baskets
- Copier machine
- Name placards at tables for participants
- Identification badges
- Pencils
- Pens
- Tablets
- Typing paper
- Correction liquid paper
- Paper clips
- Stapler and staples
- Stapler removers
- Rubber bands
- Scotch tape holder and refill
- Masking tape
- Scissors
- Erasers for pencils and pens
- Erasers for blackboard
- Clipboards
- Two-hole punch
- Three-hole punch
- Erasable board markers
- Fluorescent lamps and batteries (for emergency lighting)
  
- Typewriters (2)  
    (Obtained from Administration or General Services)
  
- Serial numbering machine (proposed only)
  
- County phone memo call record book
- EOC telephone directories

EMERGENCY PROCEDURE F

Emergency Services Coordinator B Checklist

Response Actions for: Unusual Event, Alert, Site Area Emergency, General  
Emergency

Actions:

- \_\_\_\_\_ 1. Receive initial notification from Sheriff's Watch Commander, including classification; time of classification; circumstances causing classification; request escalation/termination call.
- \_\_\_\_\_ 2. If ALERT or greater accident classification, request Sheriff's Watch Commander to activate EOC and assign deputy to handle access control and EOC/parking lot security.
- \_\_\_\_\_ 3. Complete notifications on call list EMERGENCY PROCEDURE C.
- \_\_\_\_\_ 4.
  - a. Arrive at EOC.
  - b. Complete notifications as necessary.
  - c. Confirm arrival of all required EOC Support Staff personnel and arrange augmentation as required. (Have Support Staff Supervisor verify.)
  - d. Pick up "Initial Emergency Notification Form" from Watch Commander and give to Assistant ESD for initial Rad. Emerg. Status form (705u) briefing.
  - e. Assure the following Situation/Status Boards are set up and operational in D&C Room:  

\_\_\_\_\_ Master Situation Board

\_\_\_\_\_ Emergency Status Board

\_\_\_\_\_ Radiation Status Board
- \_\_\_\_\_ 5. Assure all EOC phones will be answered by assigning Phone Assistance Clerk.
- \_\_\_\_\_ 6.
  - a. Monitor incoming message handling procedures and keep Master Situation Board updated.
  - b. Review all incoming messages for coordination.
  - c. Check "INFO" or "URGENT" and "ATTN ESD/SBC".
  - d. Give Recipient Copy (canary) to runner for immediate face-to-face delivery to Primary Recipient.
  - e. Give Director Copy (pink) to Sit Board Clerk for review/action and face-to-face delivery to ESD.



Emergency Services Coordinator B Checklist

- \_\_\_\_\_ f. Give Message Center Copy (white) to Message Center Clerk for action.
- \_\_\_\_\_ g. Assist SBC and MCC as necessary.
- \_\_\_\_\_ 7. a. Hard copy all outgoing D&C messages and keep Sit Board updated.
- \_\_\_\_\_ b. Direct MCC to shorthand any info, decisions, 705u updates, or intercom announcements originating within D&C Room.
- \_\_\_\_\_ c. Review, edit, capsulize and hard copy on 2340u or 705u.
- \_\_\_\_\_ d. Check "INFO" or "URGENT" and "ATTN ESD/SBC".
- \_\_\_\_\_ e. Discard Recipient (canary) and Originator (gold) copies.
- \_\_\_\_\_ f. Give Director Copy (pink) to Sit Board Clerk for review/action and immediate face-to-face delivery to ESD.
- \_\_\_\_\_ g. Give Message Center copy (white) to Message Center Clerk for action.
- \_\_\_\_\_ h. Assist SBC and MCC as necessary.
- \_\_\_\_\_ 8. Act as fixed liaison point for outer EOC personnel (questions, updates, etc.).
- \_\_\_\_\_ 9. Assist ESD in management of EOC.
- \_\_\_\_\_ 10. Confirm access to people not on Restricted Access List.
- \_\_\_\_\_ 11. Receive notification that emergency is de-escalated or terminated.
- \_\_\_\_\_ 12. Assist ESD in Recovery and Reentry operation.
- \_\_\_\_\_ 13. Deactivate the EOC upon the direction of ESD.

EMERGENCY PROCEDURE G

County Sheriff, EOC Support Personnel Checklist

Access Control Procedures

Response Actions for: Alert, Site Area Emergency, General Emergency

Actions:

- \_\_\_\_\_ 1. Obtain EOC/EOF Restricted Access list from Sheriff's Watch Commander; set up access control area in lobby
- \_\_\_\_\_ 2. Request names & last 4 digits of Social Security number from all persons seeking entrance to EOC/EOF
- \_\_\_\_\_ 3. Compare information to that contained in restricted access list; issue badge and name tag to personnel on list & record information on restricted access list
- \_\_\_\_\_ 4. If person is not on restricted access list or Social Security number is incorrect, transmit name, affiliation & position to the Emergency Services Coordinator; request person to wait in auditorium for authorization from the EOC Operations Officer
- \_\_\_\_\_ 5. Issue badge and name tag for those persons authorized entrance by the EOC Operations Officer; name tag includes:
  - first & last name
  - agency
  - functional assignment at EOC/EOFRecord all information on restricted access list
- \_\_\_\_\_ 6. Continue to monitor EOC/EOF access through duration of the emergency allowing access to those with badges only
- \_\_\_\_\_ 7. Collect badges at termination of emergency and record on restricted access list

EOC Support Staff ChecklistEmergency Operations Center Message Handling

Response Actions for: Alert, Site Area Emergency, General Emergency

Emergency Services Coordinator B - Actions:

- \_\_\_\_\_ 1. Assigns staff to message Center, Situation Status Board, and as runners.
- \_\_\_\_\_ 2. Assures that copies are made, information is typed & messages are delivered as directed by the Emergency Services Coordinator.

Message Center

- \_\_\_\_\_ 1. Completes typing or photocopying as directed.
- \_\_\_\_\_ 2. Serially number all incoming messages, notes time of receipt, date & priority. If priority is missing (urgent or information only) circle "priority" on form.
- \_\_\_\_\_ 3. Place original & any remaining copies in the ESC's IN Basket.

Emergency Services Coordinator

- \_\_\_\_\_ 1. Assign priority to messages as needed, determine copy distribution (see attached Table ESD P), note on original.
- \_\_\_\_\_ 2. Return to Message Center and request coping distribution (includes situation status board clerk).

Message Center

- \_\_\_\_\_ 1. Makes appropriate number of copies.
- \_\_\_\_\_ 2. File one copy on appropriate clipboard. . EOC/EOF/UDAC Message . EBS/Tone Alert Message . Press Release

EOC Runners Internal

- \_\_\_\_\_ 1. Pick up messages from Message Center ROUTE basket; delivers to ESC's IN basket.
- \_\_\_\_\_ 2. Delivers messages per distribution noted on message form by ESC.
- \_\_\_\_\_ 3. Picks up messages from all EOC, UDAC, EOF or Sheriff's Dispatch personnel & delivers to message center IN basket.

EOC External Runners

- \_\_\_\_\_ 1. Delivers EBS messages & press releases as instructed by the Support Staff Supervisor to the Media Center.
- \_\_\_\_\_ 2. Picks up messages in the Media Center & returns to the Message Center.

SAN LUIS OBISPO COUNTY NUCLEAR POWER PLANT

EMERGENCY RESPONSE PLAN

III.08

STANDARD OPERATING PROCEDURE  
PUBLIC INFORMATION OFFICER

SAN LUIS OBISPO COUNTY  
OFFICE OF EMERGENCY SERVICES

Approved June 23, 1982

Revised May 1983

Revised October 1983

AUTHENTICATION

This Standard Operating Procedure has been approved and is hereby incorporated as a Department procedure.

Signed and Accepted:

Dwaine P. Litch  
Name

Director - Department of General Services - Lead PIO  
Title

June 23, 1982  
Date

## PREFACE

This SOP comprises Section III.08 of the San Luis Obispo County Nuclear Power Plant Emergency Response Plan. Part I of the Plan describes the overall county emergency organization and response, while Part II includes Implementing Instructions to be used by the County Direction and Control group and other key officials and the County Emergency Operations Center (EOC), in directing the emergency response activities. Detailed preparedness measures and emergency procedures concerning the operation of the Public Information Officer are included herein. See also the SOP for the Emergency Services Director.



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## A. PRE-EMERGENCY PREPAREDNESS

### 1. Overview

The County of San Luis Obispo Public Information Officer (PIO) will be the primary source of full, accurate information regarding any ALERT or more severe emergency status at the Diablo Canyon Power Plant for the duration of the emergency. The PIO is responsible for releasing accurate information to the widest possible media and general public audience as quickly as possible during the emergency.

In order to minimize adverse effects of announcements regarding an emergency, and to facilitate rapid comprehension and compliance with official instructions during an emergency, the PIO designate will review and comment on the County Office of Emergency Services (OES) brochure and a page to be inserted in the phone book entitled, "Nuclear Emergency Information." Subjects covered include:

- a. The Emergency Warning System (EWS) and Emergency Broadcast System (EBS).
- b. Protective measures.
- c. The emergency response plan.
- d. Special needs (e.g., handicapped).

This material will be updated annually.

Additionally, the County OES has coordinated the posting of stickers in hotels, motels and places of business which direct transient and permanent residents of actions to take when the EWS is activated.

### 2. Responsibility

In order that information released by the PIO does not impede the direction and control of an emergency response being considered, planned, or underway, the PIO will obtain approval from the Emergency Services Director, or a member of the Direction and Control Group, prior to releasing information attributable to the emergency response organization.

In order for the response organizational [federal, state, local (county, city, districts), and PGandE response organization] to provide a single primary source of information, and minimize confusion which may result from a multiplicity of secondary sources, the PIO will review all releases by participating public and private agencies prior to their release to the media or the public. Subsequent to PIO review, all agencies and organizations will provide the PIO with hard copies of all their media releases (within one hour after the news release).

Unless precluded by special circumstances, all news releases by outside agencies should be performed at the Media Center after first advising the County PIO. To the extent possible, such releases should be made in conjunction with public information releases by the County PIO originating from the County Emergency Operations Center (EOC).

Announcements, briefings and conferences will be scheduled and held at the Media Center in the old Cuesta College auditorium, where the PIO will be the official spokesperson for the emergency response organization. The PIO will work in concert with the Emergency Services Director or member of the Direction and Control Group.

3. Desirable Qualifications

Experience in public relations as determined by the County Administrator. Radiological training is considered important to, but not a requirement of, the job.

4. References

The legal authority for the Nuclear Power Plant Emergency Response Plan and this procedure is contained in the San Luis Obispo County Basic Plan for Peacetime Emergencies.

5. Tasks

- a. To promptly release approved official information to the public through the Emergency Broadcast System and other media.
- b. To perform functions required by the position of spokesperson for the emergency response organization.
- c. To provide press identification and press kits to all bona fide media representatives. PGandE will provide support personnel for this function.
- d. To facilitate media coverage of the emergency.
- e. To provide adequate notification for, arrange, and conduct all EOC media briefings at the Media Center or at other designated sites.
- f. To keep accurate records of inquiries, releases and news coverage of the emergency.
- g. To provide prompt prior review of releases by participating agencies and organizations.
- h. To obtain necessary approvals for all official releases.

1. To assist the ESD in the establishment and operation of an EOC communication and messenger system as these affect the primary PIO function of public information processing and release.
- j. To request the establishment of, and provide information for, the operators of Phone Assistance Centers or other telephone information centers or switchboards which may be established for public information.
- k. To coordinate timely exchanges of information between designated spokespersons, PIOs, or Public Relations Representatives of all federal, state and local participating agencies and organizations (see Attachment 11).
- l. To establish and maintain current, accurate and complete lists of media to be notified during emergencies (see Attachment 12).

6. Other Involved Agencies

The PIO reports directly to the Emergency Services Director or alternate. The Phone Assistance Center staff (from the Department of Social Services) receive emergency information from the PIO or the Assistant PIO.

7. Emergency Organization

The PIO is an emergency position activated at an ALERT or more severe accident classification level, and will be represented as part of the EOC staff and Media Center staff on a 24-hour basis. This position will remain active for the duration of the emergency. When an emergency is not in effect, the PIO designate will perform preparation, training exercises, and public information tasks as described herein. The PIO telephone numbers are listed on Attachment 11.

Media Center: Lead Public Information Officer: Duane Leib  
Alternate: Steve Keil

EOC: Public Information Officer: Dave Richter  
Alternate: Paul Hood

Note: Alternates may act as PIOs.

8. Assignments

The PIO functions at both the Media Center and the EOC will be staffed on a 24-hour basis, with the responsibility to draft releases and conduct announcements and briefings for the media. The PIO may authorize others to talk with the media in the capacity of expert or technical representative. Alternate PIOs will assume PIO functions as required by 12-hour shift changes.

The PIO will recruit and assign staff for the performance of emergency tasks as required.



9. Staff

Clerical and other staff will be provided by County agencies. The Phone Assistance Center will be staffed by personnel from the County Department of Social Services as assigned by their Director. The Social Services Supervisor in the function of Phone Assistance Center Supervisor will report to the lead PIO. The Phone Assistance Center will be activated by contacting the Social Services Director. (See Social Services SOP, III.07, Emergency Notification Roster B.3)

10. Facilities

The lead PIO will use the PIO Room at the Media Center as a common office shared by his staff and the designated spokespersons of all agencies and organizations participating in the emergency organization. The lead PIO will be responsible for this office.

A Media Center in the old Cuesta College auditorium is also the responsibility of the lead PIO. As the official spokesperson of the EOC and its participating agencies and organizations, the lead PIO will activate and operate this center and schedule and conduct media presentations there or other locations as may be necessary. The Phone Assistance Center located at the Media Center will also be activated and managed by the lead PIO at the Media Center.

11. Communications

The PIO in the EOC will communicate with the PIO Office at the Media Center by phone or runner. The Media Center at Cuesta College is connected to the EOC by telephone lines, with a back-up direct intercom phone. Runners are also dispatched by the EOC as back-up to the phone system.

The PIO in the EOC communicates directly with the two Emergency Broadcast System (EBS) radio stations (KVEC, KSLY) by direct line ring-down phones, with two-way radios as back-up to the phone system.

The PIO in the EOC also communicates directly with schools, medical institutions, and key county offices over the tone alert monitor radio system. The system is a one-way communication device and is used by the PIO to provide all system users with advanced warning information regarding the nature of the emergency and emergency instructions.

12. Operational Equipment

- a. Vehicle: None assigned, but a van or station wagon to be made available from emergency motor pool for transportation to and from the Media Center as required.
- b. Other Equipment: See Attachment 4.

13. Emergency Worker Protective Gear

None assigned, but available at the EOC on request.

14. Training Program

See Section V.1 of the Plan.

15. Drills/Exercises

The plan and these procedures shall be tested in a full-scale exercise at least annually or as required by NUREG-0654. Every three months the lead PIO will review and update positions, names and telephone, radio, or other communications identified in these procedures and will distribute this information as required.

16. Equipment Testing/Calibration

A "Notepad" terminal owned and maintained by PGandE is available for County use. Other equipment is maintained by County Technical Services.

17. Plan Update

This procedure, the public information brochure, phone book page, flyers, decals, and other public information program documents will be reviewed and updated, if necessary, at least annually. The lead PIO will update this procedure and will provide (at minimum ) review and comment on the other public information documents which are the responsibility of the County Office of Emergency Services. Changes suggested by critiques of previous field drills and exercises may be incorporated in these updates.

B. NOTIFICATION AND MOBILIZATION

1. Response by Emergency Classification

a. Unusual Event. No notification required (PIO not notified or mobilized).

b. Alert.

- (1) PIOs notified by EDS or DES Coordinator.
- (2) PIO assigned to the EOC reports to EOC and activates Public Information Office (Attachment 1).
- (3) PIO at EOC places EBS on standby (Attachment 6).

The lead PIO at the Media Center:

- (4) Activates Media Center (includes PIO office at Cuesta College (Attachments 2 and 3).
- (5) Activates Phone Assistance Center (Attachment 3).
- (6) Requests Social Services to staff the Phone Assistance Center.
- (7) Notifies media (Attachment 12) of scheduled announcement(s) at Media Center.
- (8) Conducts media briefing(s) (Attachment 9).
- (9) Prepares and distributes approved media information releases (Attachment 9).
- (10) Coordinates participating agency PIO's (Attachment 9).
- (11) Begins log (Attachment 9).

c. Site Area Emergency. In addition to the notification/mobilization activities listed above:

- (1) The lead PIO mobilizes additional equipment and staff as required.
- (2) The PIO in the EOC notifies EBS stations to be prepared for transmittals; prepares messages (Attachments A and B).
- (3) The PIO in the EOC transmits approved warning and emergency instruction message to EBS network in accordance with Attachment 6. Notifies EBS not to begin transmission until the EWS Siren is sounded (not intended to prohibit necessary EBS broadcasts without first sounding siren). Coordinates with County staff to assure

message will be released immediately following sounding of the sirens (Attachment 6).

- d. General Emergency. In addition to notification/mobilization as above, the PIO in the EOC:

- (1) Notifies ESD that EBS message is ready for broadcast.
- (2) Prepares and transmits supplementary EBS messages.

2. Alerting Procedures

As described in Section B.1, the PIOs will be notified at Alert or more severe status by the ESD or County OES Coordinator in accordance with the Emergency Notification List. The EOC PIO will immediately report to the EOC, the lead PIO will activate the PIO Office and Phone Assistance Center at the Media Center, and mobilize the resources necessary for PIO operations at the EOC and Media Center. At SITE AREA EMERGENCY or GENERAL EMERGENCY, the EOC PIO transmits warning and instruction messages to the EBS network prior to and after activation of the EWS Siren System. The lead PIO is also responsible for notifying the media when a press release or media briefing is scheduled to occur, using the media notification list (Attachment 12). Finally, the lead PIO must notify all public information and liaison staff of participating agencies and organizations of releases or media briefings (see list below) as well as review the press releases by other PIOs.

3. Shift Changes/Staff Augmentation

The PIO in the EOC and the lead PIO at the Media Center will operate on a 24-hour schedule in two 12-hour shifts from noon to 12:01 a.m. and from 12:01 a.m. to noon. Alternate PIOs must report no later than 30 minutes before shift change for status briefing by departing shift. Departing shift must stay on duty until shift replacements have arrived and been briefed. The lead PIO will be responsible for staffing shifts, maintaining contact with employees in the field or off duty, and finding replacements or additional personnel for staff augmentation by the ESD.



### C. EMERGENCY PROCEDURES

Emergency procedures for the public information officers have been assembled in specific checklists which are identified below.

1. Public Information Office Activation (see Attachment 1)

- It is the responsibility of the PIO assigned to the EOC to activate the EOC Public Information Office and contact the PIO support personnel.

2. Media Center/Public Information Office Activation (see attachment 2)

- It is the responsibility of the lead county PIO assigned to the Media Center to activate the Center and contact PIO support personnel.

3. Media Center/Phone Assistance Center Activation (see Attachment 3)

- It is the responsibility of the lead county PIO to activate the Phone Assistance Center, and Media Phone Center (Building 1506).

- Personnel - Phone Assistance Center (PAC)

The PAC is staffed by the Department of Social Services upon the request of the county PIO. Social Services is prepared to send one PAC supervisor (who will relay information and direction from the lead PIO) and from 10 to 20 PAC personnel who will respond to phone inquiries from the general public.

4. Public Information Office, Phone Assistance Center and Media Center Materials (see attachment 4)

- It is the responsibility of the resource person to provide the support required to deliver the necessary materials to the Public Information Office, Phone Assistance Center and Media Center.

5. EOC PIO Procedures (see Attachment 5)

6. Emergency Broadcast System Broadcasts (EBS) (see Attachment 6)

- It is the responsibility of the EOC PIO to follow EBS procedures.

7. Tone Alert Monitor Radio Broadcast (see Attachment 7)

- It is the responsibility of the EOC PIO to follow tone alert monitor radio procedures.

8. Public Information Releases (see Attachment 8)

- It is the responsibility of the EOC PIO to follow public information release procedures.

9. Public Information Office PIO Procedures (see Attachment 9)



10. Media Center Procedures (see attachment 10)
  - It is the responsibility of the county staff person assigned to the media center to follow those procedures.
11. PIO Phone Numbers and PIO Liaison Notification List (see Attachment 11)
  - Attachment 11 identifies critical in-house phone numbers needed by the County Public Information Officers.
  - Identifies PIO liaisons required to be notified.
12. Alerting Procedures/Media Contacts List (see Attachment 12)
  - The lead PIO is responsible for notifying the media when a press release or media briefing is scheduled to occur.

D. RECOVERY/REENTRY

1. Upon receiving direction from the Direction and Control Group, the PIO will:
  - a. Draft an EBS message and a press release informing the general public that the evacuated area(s) is safe to reenter; provide instructions as to procedures for reentry and precautions, if any.
  - b. Issue message to the EBS radio stations for broadcast to the public.

EOC PIO Checklist  
EOC PIO Office Activation

Attachment 1  
Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: EOC PIO - Primary  
Alternate PIO - Backup

Actions:

\_\_\_\_\_ Request Secretary to report to the EOC

Name: \_\_\_\_\_

Work: 

Home: \_\_\_\_\_

\_\_\_\_\_ Request resource staff to deliver necessary equipment and supplies to the EOC and Media Center

Primary: Michael Measures

Work: 

Home: 

Backup: John Diodati

Work: 

Home: \_\_\_\_\_

\_\_\_\_\_ Report to the EOC

(0011u)

Lead PIO Checklist

Attachment 2

Media Center PIO Office Activation

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: Lead PIO - Primary, Alternate PIO - Backup

Actions:

Request facility person at Cuesta College to unlock the Media Center. Keys to the facility are also kept in the Technical Services key safe.

Primary: Barbara George  
Backup: Bill Warner

Work:  
Work:  
Home:

Also request facility person above to supply and set up following equipment at the Media Center:

- \* Movie screen
- \* Overhead projector and extension cord
- \* Table and four chairs for work room
- \* Sound system and tape recorder

Request PG&E to deliver the phones and appropriate PG&E materials to the Media Center.

Primary: Chuck Richmond  
Backup: Missie Hobson

Work:  
Work:

Request Media Center staff to report to the Media Center

Staff: \_\_\_\_\_  
Staff: Robert Moss

Work:  
Work:

Home:  
Home:

Request clerical staff to report to the Media Center

Staff: Molly J. Webb  
Staff: Mary York

Work:  
Work:

Home:  
Home:

Request a runner to report to the Media Center

Primary: John Price  
Backup: Roger Larsen

Work:  
Work:

Home:  
Home:

Request General Services function at the EOC to deliver a vehicle to the PIO office at the Media Center for PIO use.

Notify media that Media Center is open, using Attachment 12.

Notify applicable PIOs and liaison officials that Media Center is open (Attachment 11).

Assure that all media personnel are properly identified, and, if not, arrange their removal by security personnel.

Lead PIO Checklist

Attachment 3

Media Center  
Phone Assistance Center (PAC) Activation

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: Lead PIO - Primary, Alternate PIO - Backup

Actions:

—— Request the Director of Social Services to contact appropriate number of PAC staff to report to the PAC

Director: Tom Ganoe

Work:

Home:

Alternate: Dean Moore

Work:

Home:



#### E. DEMOBILIZATION PROCEDURES

Upon notification that the emergency status level has been downgraded to below Alert, the lead PIO will:

1. Notify the media, other PIOs and PIO staff.
2. Close out any logs and records kept during the emergency.
3. Restore the Media Center, Phone Assistance Center and EOC PIO office to pre-emergency condition.
4. Refer further media inquiries to the County Office of Emergency Services for disposition. OES may request input from the PIO or that the PIO respond to the inquiry directly. This decision will be based upon the nature of the inquiry and background information known to the PIO.

# PIO Resource Person's Checklist

Attachment 4

## Materials for PIO Office at EOC PIO Office and PAC at Media Center

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: PIO Resource Personnel

### Actions:

\_\_\_\_\_ Get county truck needed to deliver materials; key in Technical Services key safe.

\_\_\_\_\_ Pick up and deliver the following: (P.I. office has priority)

<u>Equipment</u>	<u>Source</u>	<u>Destination</u>
Selectric Typewriter	Tech. Services	EOC PIO Office
*Emergency Supply Box	Tech. Services	P. I. Office
*Emergency Supply Box	Tech. Services	Phone Assist. Center
*Emergency Supply Box	Tech. Services	Media Center
Easel	Personnel	Media Center
Four Typewriters	General Services	Media Center

\*Stored in the forms handling area of Technical Services

EOC PIO Checklist

Attachment 5

EOC PIO Procedures

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: EOC PIO - Primary, Alternate PIO - Backup

Actions:

- \_\_\_\_\_ Report to EOC.
- \_\_\_\_\_ Keep log of all activities and communications.
- \_\_\_\_\_ Review and verify all information prior to its release, including releases by participating public and private agencies.
- \_\_\_\_\_ Obtain approval of the Director of Emergency Services or the Board Chairman prior to authorizing a release of information.
- \_\_\_\_\_ Keep the PIOs in the Media Center informed of the situation. Utilize the direct phone line, followed by runner.
- \_\_\_\_\_ Follow the Emergency Broadcast procedures as described in Attachment 6.
- \_\_\_\_\_ Follow the Tone Alert Monitor radio procedures as described in Attachment 7.
- \_\_\_\_\_ Follow procedures for releasing information to the public as described in Attachment 8.
- \_\_\_\_\_ Retain all PIO copies of EOC messages and reports.

EOC PIO Checklist

Attachment 6

EBS Broadcast Procedures

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: EOC PIO - Primary, Alternate PIO - Backup

Actions:

- \_\_\_\_\_ Draft all EBS messages on the "San Luis Obispo County Emergency Broadcast System Message (draft) Form."
- \_\_\_\_\_ Maintain number control of the EBS drafts by using an E-AA, E-AB, etc., procedure written on the lower right-hand corner of the draft.
- \_\_\_\_\_ If urgency does not permit typing first, proceed to 6 through 13 before completing 4 and 5.
- \_\_\_\_\_ Have the draft message typed onto the "San Luis Obispo County Emergency Broadcast System Form" by the PIO Secretary.
- \_\_\_\_\_ Maintain number control of EBS messages by using an E-01, E-02, etc., format written in the space provided.
- \_\_\_\_\_ Obtain approval from the Emergency Services Director or alternate before the message is broadcast.
- \_\_\_\_\_ Coordinate with the County Sheriff to assure the message is broadcast immediately following the sounding of the sirens.
- \_\_\_\_\_ Contact the EBS station over the ring-down phone. If inoperable, use the radio backup: Primary - KVEC; Secondary - KSLY.
- \_\_\_\_\_ If required, authentication is last name and last four digits of social security number.
- \_\_\_\_\_ Follow message guidelines in EBS Message, Attachment A. Insure messages are repeated until updated (stations are required to maintain 15-minute update capability).
- \_\_\_\_\_ Provide EBS message to Sheriff's dispatch.
- \_\_\_\_\_ Send copy of EBS message to PIO in Media Center with instructions to provide a copy to the Phone Assistance Center supervisor. (Follow with typed copy if urgency did not permit typing.)
- \_\_\_\_\_ Direct PIO Secretary to post most current EBS message on bulletin board outside PIO office and file others in chronological order on clipboard.

EOC PIO Checklist

Attachment 7

Tone Alert Monitor Radio (TAMR) Broadcasts

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: EOC PIO - Primary, Alternate PIO - Backup

Actions:

- \_\_\_\_\_ After consultation with the County Superintendent of School's representative and the County Health Officer or liaison, draft the TAMR message (and if possible, reuse the EBS message) on the "San Luis Obispo County Tone Alert Monitor Radio Message (draft) Form."
- \_\_\_\_\_ Maintain number control of the TAMR drafts by using a T-AA, T-AB, etc., procedure written on lower right-hand corner of the draft.
- \_\_\_\_\_ If urgency does not permit typing, proceed to 5 through 7. Time permitting, have PIO Secretary type message on "San Luis Obispo County Tone Alert Monitor Radio Message Form."
- \_\_\_\_\_ Assure absolute accuracy of information and obtain approval by the Director of Emergency Services or the Board Chairman before issuing message.
- \_\_\_\_\_ Activate the Tone Alert Monitor radio system and broadcast the message.
- \_\_\_\_\_ Direct the PIO Secretary to send a copy of the TAMR message to the PIO in the Media Center. (Follow with a typed copy if urgency prevents typing first.)
- \_\_\_\_\_ Direct PIO Secretary to post current TAMR message on bulletin board outside PIO office; file others in chronological order on the clipboard.



EOC PIO Checklist  
Public Information Releases

Attachment 8  
Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: EOC PIO - Primary, Alternate PIO - Backup

Actions:

- \_\_\_\_\_ Draft all press releases on "San Luis Obispo County Emergency Press Release Information (draft) Form."
- \_\_\_\_\_ Maintain number control of the press release drafts by using a P-AA, P-AB, etc., procedure written on lower right-hand corner of the draft.
- \_\_\_\_\_ If urgency does not permit typing, proceed to 4. Direct the PIO Secretary to type message on "San Luis Obispo County Press Release Information Form."
- \_\_\_\_\_ Assure absolute accuracy of information and obtain approval by the Director of Emergency Services or the Board Chairman before issuing message.
- \_\_\_\_\_ Call lead PIO in Media Center and provide press release information; follow-up by sending copy over via runner (if typed, follow-up with typed copy).
- \_\_\_\_\_ Log press release on the communication and activity log.
- \_\_\_\_\_ Direct PIO Secretary to post current press release on bulletin board outside PIO office; file others in chronological order on the clipboard.
- \_\_\_\_\_ Press release information originating from another PIO maintains the same number control and filing system following approval by the Director of Emergency Services or the Board Chairman.

Lead PIO Checklist

Attachment 9

Media Center

Public Information Office Procedures

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: Lead PIO - Primary, Alternate PIO - Backup

Actions:

- \_\_\_\_\_ Keep log of all communications and events.
- \_\_\_\_\_ Direct and coordinate production of all press releases.
- \_\_\_\_\_ Produce press releases on "San Luis Obispo County Emergency Operations Center Press Release Form."
- \_\_\_\_\_ Request assistance from EOC PIO as necessary.
- \_\_\_\_\_ Call press conferences as necessary or scheduled.
- \_\_\_\_\_ Assemble appropriate PIOs and other personnel for each press conference.
- \_\_\_\_\_ Direct each press conference.
- \_\_\_\_\_ Provide guidance to the press as to the format and timing of press conferences.
- \_\_\_\_\_ Ensure that a member of the Direction and Control group appears at the Media Center as soon as practical following Media Center activation.
- \_\_\_\_\_ Introduce and identify all county officials to media at press conferences.
- \_\_\_\_\_ Provide clarification of all press release or emergency information as needed by the Phone Assistance Center supervisor.
- \_\_\_\_\_ Instruct Phone Assistance Center supervisor or Media Center staff receiving calls from the media to:
  - \* Provide address and directions to Media Center, and press conference times.
  - \* Explain that information on the emergency must be obtained over national wire service or in person at Media Center.
- \_\_\_\_\_ If determined necessary due to calls from media, request FEMA PIO to record emergency information, establish and publish number for media to call to receive current recorded information.

Media Center Staff Checklist

Attachment 10

Media Center Procedures

Revision: 1

Response Actions for: Alert, Site Area Emergency, General Emergency

Responsible Party: Media Center Staff

Actions:

- \_\_\_\_\_ Keep a log of all communications and events.
- \_\_\_\_\_ Set up Media Center and Phone Assistance Center with equipment and supplies.
- \_\_\_\_\_ Provide support to the lead PIO.
- \_\_\_\_\_ Copy press releases and distribute to the press as directed by the lead PIO.
- \_\_\_\_\_ Copy and distribute press releases, EBS and Tone Alert messages as directed by the lead PIO and to the Phone Assistance Center supervisor.
- \_\_\_\_\_ Inform press of format and timing of press conferences.
- \_\_\_\_\_ Provide press lists to press as necessary.
- \_\_\_\_\_ Communicate to the EOC PIO in an emergency if the Media Center is disrupted.
- \_\_\_\_\_ Maintain a status board showing current plant and response status.

PHONE NUMBERS

Attachment 11

- A. PIO Phone Numbers: This section is a list of the critical phone numbers needed by the County Public Information Officers.

Lead Media Center PIO  
Alternate Media Center PIO  
EOC PIO  
Alternate EOC PIO

D. Leib  
S. Keil  
D. Richter  
P. Hood

Home  
Home  
Home  
Home

EOC PIO

DIC

Yellow Net

PIO Office

Yellow Net

reserved for EOC PIO to Lead PIO use)

Media Center

(pay phone outside)

Rumor Control/Phone Assistance Center

- B. Public Information and Liaison Notification List (Call List PIO-03)

<u>Name of Contact</u>	<u>Agency or Org.</u>	<u>Location</u>	<u>Office</u>	<u>Home</u>	<u>Notes</u>
Bruce Leonard	Cal Trans	SLO			
Ron Henn	Calif. Highway Patrol	Calif Blvd SLO			Primary
Andy O'Hara	Calif. Highway Patrol	District Office			(Unlisted)

- C. Media Information Hotline

Press information will be available to the media that cannot travel to the Media Center. The following numbers are located in PG&E's general office in San Francisco and will be manned by media personnel. Only County-approved press releases will be given to the press.

MEDIA CONTACTS LIST (PIO CALL LIST)

Attachment 12

Phone Number

1. National Media Contacts

News Desk  
UNITED PRESS INTERNATIONAL  
205 South Broadway  
Los Angeles, CA 90012

News Desk  
ASSOCIATED PRESS  
1111 South Hill Street  
Los Angeles, CA 90011

Business Wire  
Room 1666  
235 Montgomery Street  
San Francisco, CA 94104

Primary:

Alternate:

Primary:

Alternate:

Primary:

Boston:

2. Local Media Contacts

Call directly as time permits, and call  
TASCOM Radio Communications Services (RCS) Code 20.  
Provide operator with information on the EMERGENCY.  
RCS will page local media.

Phone Number

Media/Address

Contact

Phone Number

ARROYO GRANDE

KKAL-Radio  
Box 220  
Arroyo Grande, CA 93420

Five Cities Times-Press  
Recorder  
P. O. Box 460  
Arroyo Grande, CA 93420

Santa Maria Times  
Five Cities Bureau  
Suite 15  
101 West Branch  
Arroyo Grande, CA 93420

Bill Penny

John Read

Stephanie Finacune

ATASCADERO

KIQQ-Radio  
Drawer Q  
Atascadero, CA 93423

Atascadero News  
P. O. Box 670  
Atascadero, CA 93423

Bruce Anson

\*Long Allen, Editor



## 2. Local Media Contacts

<u>Media/Address</u>	<u>Contact</u>	<u>Phone Number</u>
<u>CAMBRIA</u>		
The Cambrian P. O. Drawer C Cambria, CA 93428	*Claudia Snow, Editor	
<u>MORRO BAY</u>		
KBAI-Radio Box 1150 Morro Bay, CA 93442	No local news	
Morro Bay Sun-Bulletin P. O. Box 5 Morro Bay, CA 93442	Pat Dilbeck	
<u>PASO ROBLES</u>		
KPRL-Radio Box 7 Paso Robles, CA 93446	Steve Martin	
Country News 945 Spring Street Paso Robles, CA 93446	Tracy Hume, Editor Publishers: Bob and Leslie Chafe	
Daily Press P. O. Box 427 Paso Robles, CA 93446	Ben Reddick, Editor	
<u>SAN LUIS OBISPO</u>		
KCPR-Radio Cal Poly-Journalism Dept. San Luis Obispo, CA 93407		
KCBS-Radio P. O. Box 95 San Luis Obispo, CA 93406	No news dept.	
KSBY-TV P. O. Box 1368 San Luis Obispo, CA 93406		
KSLY-Radio P. O. Box 1400 San Luis Obispo, CA 93406	*Fred Peterson	
KVEC-Radio Box 787 San Luis Obispo, CA 93406	Mike Murphy	

<u>Media/Address</u>	<u>Contact</u>	<u>Phone Number</u>
Cuestonian Cuesta College P. O. Box J San Luis Obispo, CA 93406		
Mustang Daily Cal Poly Graphics Arts Bldg., Room 226 San Luis Obispo, CA 93407		
Obispo News Service 969 Toro San Luis Obispo, CA 93401		
Telegram-Tribune P. O. Box 112 San Luis Obispo, CA 93401	Jeff Fairbanks City Editor	

\* \* \* STOP NOTIFICATIONS HERE \* \* \*

The remaining list is for PIO information. Notifications are not mandatory.

<u>Media/Address</u>	<u>Contact</u>	<u>Phone Number</u>
<u>LOMPOC</u>		
KLOX-Radio Box 697 Lompoc, CA 93436	Don McDonald News Director	
KLTV-Radio 516 North 'H' Street Lompoc, CA 93436		
Lompoc Record P. O. Box 578 Lompoc, CA 93436	Don Ham	
Lompoc Valley News P. O. Box 1100 Lompoc, CA 93438	*Harry Groupe, Editor	
<u>SANTA BARBARA</u>		
KEYT-TV P. O. Drawer X Santa Barbara, CA 93102	Diane Cummings	
KIST-Radio P. O. Box 1169 Santa Barbara, CA 93102	Nancy Bedell	

Media/Address  
KRIZ-FM  
31 West Cabrillo  
Santa Barbara, CA 93101  
  
KTYD-Radio  
1215 State Street  
Santa Barbara, CA 93101  
  
Daily Nexus  
Univ of California  
at Santa Barbara  
Santa Barbara, CA  
  
Santa Barbara News Press  
Drawer MN  
Santa Barbara, CA 93102

Santa Barbara News Service  
Santa Barbara, CA

Santa Barbara News & Review  
1930 De la Vina  
Santa Barbara, CA

SANTA MARIA

KCOY-TV  
1503 N. McClelland St.  
Santa Maria, CA 93454

KSMA-Radio  
Box 1240  
Santa Maria, CA 93456

KUHL-Radio  
(Has talk show  
Box 166  
Santa Maria, CA 93456

KZON-Radio  
114 N. Vine Street  
Santa Maria, CA 93454

Santa Maria Times  
P. O. Box 400  
Santa Maria, CA 93456

Contact  
John Austin  
  
John Fitzrandolph  
  
Dewey Schurman  
Mike Raphael  
Santa Maria Bureau Mgr.  
Bill Griggs  
Solvang Bureau Manager  
Rita Henning  
Lompoc Bureau Manager  
Wendy Thomas

Jim Harrison

Steve Southwick  
News Director

Tim Tomastik  
News Director

Greg Esquibel  
Manager

Bob McGraw  
Manager

<u>Media/Address</u>	<u>Contact</u>	<u>Phone Number</u>
<u>SOLVANG</u>		
Santa Ynez Valley News Box 647 Solvang, CA 93463	Peg Johnson Editor	
<u>OTHER AREAS</u>		
<u>LOS ANGELES</u>		
Los Angeles Times	John Hurst	
KNXT-TV	Wina Zecuto, Planning Editor	
KABC-TV	Jerry Matthews,	
CBS News	Gary Sheppard,	
KFWB	Andy Reynolds	
<u>SAN DIEGO</u>		
San Diego Union	Steve LaRue	
<u>INDEPENDENT</u>		
Matrix Mobile TV San Luis Obispo	Hilding Larson	

NON-LOCAL NEWS AGENCIES

Belaine Lasky  
Alameda Times Star  
P O Box 2447  
Alameda, CA 94501

Brooke Wagner  
KFIV  
1360 E Orangeburg Ave  
Modesto, CA 95350

Dan Seligman  
Sacramento BEE  
P O Box 15779  
Sacramento, CA 95813

J R Starr  
KEAP Radio  
305 N Valentine  
Fresno, CA 93706

Jess Gonzales  
KFTY-TV  
1857 Fulton St  
Fresno, CA 93776

Keith Eldridge  
KSEE-TV  
P O Box 12907  
Fresno, CA 93721

Bob Bartlett  
San Francisco Chronicle  
Fifth & Mission Sts  
San Francisco, CA 94119

Chris Bagdikian  
Bakersfield Californian  
P O Box 440  
Bakersfield, CA 93302

Dick Jamison  
KMAX Radio  
2020 E McKinley  
Fresno, CA 93703

Jan Hinagwa  
KXTV  
400 Broadway  
Sacramento, CA 95818

Bill Turner  
KMPH-TV  
2600 S Mooney Blvd  
Visalia, CA 93277

Carl Irving  
San Francisco Examiner  
110 Fifth St  
San Francisco, CA 94103

Denis Cuff  
Contra Costa Times  
P O Box 5088  
Walnut Creek, CA 94598

Jamie Marks  
Watsonville Register-Pajaronia  
P O Box 780  
Watsonville, CA 95076

Jim Barrett  
Salinas California  
P O Box 1091  
Sacramento, CA 95818

Ken Shuper  
KGNR Radio News  
2225 19th St  
Salinas, CA 93901

Bob Moore  
Sacramento Union  
P O Box 2711  
Sacramento, CA 95812

City Desk  
Herald-Examiner  
111 S Broadway  
Los Angeles, CA 90054

Don Fields  
KRON-TV  
120 'N' St  
Sacramento, CA 95814

Jerry Bell  
K101  
700 Montgomery St  
San Francisco, CA 94111



John Crowe  
Redding Record-Searchlight  
P O Box 2397  
Redding, CA 96001

Kevin Fagan  
Lodi News Sentinel  
P O Box 760  
Lodi, CA 95240

Mark Blackburn  
The Tribune  
P O Box 24304  
Oakland, CA 94623

News Desk  
KABC-TV  
4151 Prospect Ave  
Hollywood, CA 90027

News Desk  
United Press International  
205 S Broadway  
Los Angeles, CA 90012

News Desk  
City News Service  
304 S Broadway  
Los Angeles, CA 90017

Peter Laufer  
KYUU  
1700 Montgomery St  
San Francisco, CA 94111

Rick Rodriguez  
Fresno Bee  
1626 'E' St  
Fresno, CA 93786

Metropolitan Desk  
Los Angeles Times  
Times-Mirror Square  
Los Angeles, CA 90053

News Desk  
KMPC Radio  
5858 W Sunset Blvd  
Hollywood, Calif.

Julia Randall  
KPFA  
2207 Shattuck Ave  
Berkeley, CA 94704

KMX News Radio  
6121 Sunset Blvd  
Los Angeles, CA 90028

Mark Maguire  
Madera Daily Tribune  
P O Box 269  
Madera, CA 93639

News Desk  
KFWB Radio  
6419 Hollywood Blvd  
Hollywood, CA 90028

News Desk  
KNXT-TV  
6121 W Sunset  
Los Angeles, CA 90028

News Desk  
KNBC-TV  
3000 W Alameda  
Burbank, CA 90205

Ralph Wood  
KJEO-TV  
P O Box 5465  
Fresno, CA 93755

Roger Aylworth  
Chico Enterprise  
P O Box 9  
Chico, CA 95927

Mike Williams  
Capitol News Service  
1113 'H' St  
Sacramento, CA 95814

News Desk  
KABC Radio  
3321 S La Cienega  
Los Angeles, CA 90016

News Desk  
KHJ-TV  
5515 Melrose Ave  
Los Angeles, CA 90038

News Desk  
Associated Press  
1111 S Hill St  
Los Angeles, CA 90011

Randy Hagihara  
Peninsula Times Tribune  
P O Box 300  
Palo Alto, CA 94302

Ron Kilgore  
KBAK-TV  
P O Box 2929  
Bakersfield, CA 93303

Tom Duhaime  
KCRA-TV (Modesto Bureau)  
928 12th St  
Modesto, CA 95354

Vickie Jenkins  
KYUU  
1700 Montgomery St  
San Francisco, CA 95932

News Desk  
Reuters News Agency  
3407 W Sixth St, Rm 820  
Los Angeles, CA 90020

Paul Barne  
Sacramento Union  
P O Box 2711  
Sacramento, CA 95812

Richard Harris  
Tri-Valley Herald  
P O Box 3000  
Livermore, CA 94650

Steve Larue  
San Diego Union  
P O Box 191  
San Diego, CA 92112

Tom Harris  
San Jose Mercury  
750 Ridder Park Dr  
San Jose, CA 95131

Virginia Kizer  
Colusa Sun Herald  
P O Box 89  
Colusa, CA 95932

ATTACHMENT A

SAN LUIS OBISPO COUNTY  
OFFICE OF EMERGENCY SERVICES  
PUBLIC INFORMATION OFFICE

EMERGENCY BROADCAST SYSTEM MESSAGES  
FOR USE  
IN THE EVENT OF A  
NUCLEAR POWER PLANT ACCIDENT

October 1983

EMERGENCY BROADCAST SYSTEM MESSAGES  
NUCLEAR POWER PLANT ACCIDENT

Table of Contents

Sample Messages

- \* Unusual event
- \* Alert
- \* No protective action
- \* Precautionary closure of beaches
- \* Stand By
- \* Sheltering
- \* Evacuation
- \* Evacuation and sheltering
- \* Downgrading

UNUSUAL EVENT

(The EBS System will not be used during an Unusual Event.)



ALERT

(The EBS System will not be used during an ALERT.)

"An alert, the second lowest accident category, has been declared at the Diablo Canyon Nuclear Power Plant. There is no danger to the public at this time. I repeat: An ALERT has been declared at the Diablo Canyon Nuclear Power Plant. There is no danger to the public at this time. Please do not use the telephone unless absolutely necessary, as all lines are needed for the purpose of activating the emergency response organization. The media will be kept informed of developments as they occur. Although there is no danger to the public, routine preparation and precautionary actions are being taken by the response agencies at this time. Please refer to the Nuclear Emergency Information page in the front of your phone book for additional information."

ALERT - MESSAGE TO EVACUATE BEACHES

"An ALERT has been declared at the Diablo Canyon Nuclear Power Plant. There is no danger to the public at this time. The federal, state, and local response organization is (being) activated.

A precautionary closure has been ordered for the parks nearest Diablo Canyon: Montana de Oro, Avila State Beach, Shell Beach, and Pismo Beach State Park. If you are in either Montana de Oro, Avila State Beach, Shell Beach, or Pismo Beach State Park, please leave the area at this time. I repeat, there is no danger to the public. This is a routine closure only. Please leave Montana de Oro, Avila State Beach, Shell Beach, and Pismo Beach State Park now.

Park rangers, the highway patrol, and police officers have been dispatched to assist you. This instruction applies only to people in Montana de Oro, Avila State Beach, Shell Beach, and Pismo Beach State Park.

This is an ALERT message only, and there is no danger to you or your family. Please stay tuned for more information."

NO PROTECTIVE ACTION

1. Your attention please. This is an Emergency Broadcast System Message.
2. Stand by for a public service advisory message from the San Luis Obispo County Office of Emergency Services.
3. At \_\_\_\_\_ a.m. p.m., a (classification) \_\_\_\_\_ was declared at the Diablo Canyon Nuclear Power Plant, indicating a problem exists at the plant.
4. There is/has been: (choose one)
  - A. No release of radiation to the atmosphere.
  - B. A potential for release of radiation to the atmosphere.
5. There is: (choose one)
  - A. No health hazard to the public.
  - B. A potential for a health hazard to the public.
6. There is no need for any protective action. Personnel at the Diablo Canyon Nuclear Power Plant are working to return the plant to a normal condition. County, State and Federal Government officials are closely monitoring the situation. Stay tuned to this station for further information/instructions.

EBS Message Identification

Message No. \_\_\_\_\_

Time of receipt by radio station \_\_\_\_\_

STAND BY

1. Your attention please. This is an Emergency Broadcast System Message.
2. Stand by for a public service advisory message from the San Luis Obispo County Office of Emergency Services.
3. At \_\_\_\_\_ a.m. p.m., a (classification)  
was declared at the Diablo Canyon Nuclear Power Plant, indicating a problem exists at the plant.
4. There has been: (choose one)
  - A. No release of radiation to the atmosphere.
  - B. A minor release of radiation to the atmosphere.
  - C. A major release of radiation to the atmosphere.
5. There is: (choose one)
  - A. No health hazard to the public.
  - B. A potential for a health hazard to the public.
  - C. A health hazard to the public.
6. The Director of Emergency Services has recommended that residents and businesses in the following protective action zone(s):

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stand by for further information:

1. No protective actions are required at this time;
2. Listen to the radio for further information;
3. At such time that protective actions are required or the situation de-escalates, you will be promptly advised through EBS.

### SHELTERING

1. Your attention please. This is an Emergency Broadcast System Message.
2. Stand by for a public service advisory message from the San Luis Obispo County Office of Emergency Services.
3. At \_\_\_\_\_ a.m. p.m., a (classification)  
was declared at the Diablo Canyon Nuclear Power Plant, indicating a  
problem exists at the plant.
4. There has been: (choose one)
  - A. No release of radiation to the atmosphere.
  - B. A minor release of radiation to the atmosphere.
  - C. A major release of radiation to the atmosphere.
5. There is: (choose one)
  - A. No health hazard to the public.
  - B. A potential for a health hazard to the public.
  - C. A health hazard to the public.
6. The Director of Emergency Services has directed residents and business in  
the following protective action zone(s):

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to shelter in accordance with the instructions in the Emergency Informa-  
tion Booklet.

Your instructions are:

Go inside a building and close all doors and windows.

Turn off air conditioning systems, outside air ventilation systems.

Turn off clothes dryer.


Lower the thermostat on any oil or gas burning heaters to minimize the  
intake of outside air.



Keep pets and livestock inside a building if possible.

Do not use telephone unless there is a medical emergency or some other major emergency.

School officials are taking appropriate protective actions for school children.

7. The Public Inquiry phone number is: 
8. Personnel at the Diablo Canyon Nuclear Power Plant are working to return the plant to a normal condition. County, State and Federal Government officials are closely monitoring the situation. Stay tuned to this station for further information/instructions.

EBS Message Identification

Message No. \_\_\_\_\_

Time of receipt by radio station \_\_\_\_\_

### EVACUATION

1. Your attention please. This is an Emergency Broadcast System Message.
2. Stand by for a public service advisory message from the San Luis Obispo County Office of Emergency Services.
3. At \_\_\_\_\_ a.m. p.m., a (classification)  
was declared at the Diablo Canyon Nuclear Power Plant, indicating a problem exists at the plant.
4. There has been: (choose one)
  - A. No release of radiation to the atmosphere.
  - B. A minor release of radiation to the atmosphere.
  - C. A major release of radiation to the atmosphere.
5. There is: (choose one)
  - A. No health hazard to the public.
  - B. A potential for a health hazard to the public.
  - C. A health hazard to the public.
6. The Director of Emergency Services has directed residents and business in the following protective action zone(s):

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to evacuate by the best route to the home of a friend or relative outside of the area, or to the following reception and care center(s) (circle applicable):

- A. Allan Hancock Community College, 800 South College Drive, Santa Maria, CA
- B. Camp Roberts, north of Paso Robles on Highway 101

Evacuation instructions include the following:

Close drapes, turn off lights and water.

Bring prescribed medications and baby formulas, food as appropriate.

Bring cash, checkbook, clothing for three days, and bedding.

Lock all doors and windows, turn off heating and air conditioning.

Do not take pets to reception and care centers. Leave pets inside a home or garage with sufficient food for several days.

Do not use telephone except in case of a medical or other major emergency.

If you can provide transportation for a neighbor who does not have transportation, please do so.

If you need transportation, call [REDACTED] You will be transported to the appropriate reception and care center.

Security of the evacuated area will be provided by law enforcement personnel.

Children evacuated from a school site within the emergency planning zone will be taken to an appropriate reception and care center.

7. The Public Inquiry phone number is [REDACTED]
8. Personnel at the Diablo Canyon Nuclear Power Plant are working to return the plant to a normal condition. County, State and Federal Government officials are closely monitoring the situation. Stay tuned to this station for further information/instructions.

EBS Message Identification

Message No. \_\_\_\_\_

Time of receipt by radio station \_\_\_\_\_

### EVACUATION AND SHELTERING

1. Your attention please. This is an Emergency Broadcast System Message.
2. Stand by for a public service advisory message from the San Luis Obispo County Office of Emergency Services.
3. At \_\_\_\_\_ a.m. p.m., a (classification)  
was declared at the Diablo Canyon Nuclear Power Plant, indicating a problem exists at the plant.
4. There has been: (choose one)
  - A. No release of radiation to the atmosphere.
  - B. A minor release of radiation to the atmosphere.
  - C. A major release of radiation to the atmosphere.
5. There is: (choose one)
  - A. No health hazard to the public.
  - B. A potential for a health hazard to the public.
  - C. A health hazard to the public.
6. The Director of Emergency Services has directed residents and business in the following protective action zone(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

to evacuate to the home of a friend or relative outside of the area, or to the following reception and care center(s) (circle applicable):

- A. Allan Hancock Community College, 800 South College Drive, Santa Maria, CA
- B. Camp Roberts, north of Paso Robles on Highway 101

Evacuation instructions include the following:

Close drapes, turn off lights and water.

Bring prescribed medications and baby formulas, food as appropriate.

Bring cash, checkbook, clothing for three days, and bedding.

Lock all doors and windows, turn off heating and air conditioning.

Do not take pets to reception and care centers. Leave pets inside a home or garage with sufficient food for several days.

- Do not use telephone except in case of a medical or other major emergency.

If you can provide transportation for a neighbor who does not have transportation, please do so.

If you need transportation, call [REDACTED] You will be transported to the appropriate reception and care center.

Security of the evacuated area will be provided by law enforcement personnel.

Children evacuated from a school site within the emergency planning zone will be taken to an appropriate reception and care center.,

7. In addition, the Director of Emergency Services has directed residents and businesses in the following areas:

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to shelter in accordance with the instructions in the Emergency Response Plan booklet. The instructions include the following:

If you are outside, go inside a building and close all doors and windows.

Turn off air conditioning systems and outside air ventilation systems.

Turn off clothes dryer.

Lower the thermostat on any oil or gas burning heaters to minimize the intake of outside air.


Keep pets and livestock inside a building if possible.

Do not use telephone unless there is a medical emergency or some other major emergency.



EVACUATION AND SHELTERING  
Page three

School officials are taking appropriate protective actions for school children.

7. The Public Inquiry phone number is: 
8. Personnel at the Diablo Canyon Nuclear Power Plant are working to return the plant to a normal condition. County, State and Federal Government officials are closely monitoring the situation. Stay tuned to this station for further information/instructions.

EBS Message Identification

Message No. \_\_\_\_\_

Time of receipt by radio station \_\_\_\_\_

DOWNGRADING

1. Your attention please. This is an Emergency Broadcast System Message.
2. Stand by for a public service advisory message from the San Luis Obispo County Office of Emergency Services.
3. At \_\_\_\_\_ a.m. p.m., a (classification) \_\_\_\_\_ was declared at the Diablo Canyon Nuclear Power Plant, indicating a problem exists at the plant.
4. There has been: (choose one)
  - A. No release of radiation to the atmosphere.
  - B. A minor release of radiation to the atmosphere.
  - C. A major release of radiation to the atmosphere.
5. There is: (choose one)
  - A. No health hazard to the public.
  - B. A potential for a health hazard to the public.
  - C. A health hazard to the public.
6. Residents and businesses in the protective action zone(s):

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are advised to: (choose one)

- A. Continue as previously instructed.
  - B. Terminate sheltering activities.
  - C. Return to their homes and businesses in the Emergency Planning Zone.
7. The Public Inquiry phone number is: [REDACTED]
  8. Personnel at the Diablo Canyon Nuclear Power Plant are working to return the plant to a normal condition. County, State and Federal Government officials are closely monitoring the situation. Stay tuned to this station for further information/instructions.

EBS Message Identification

Message No. \_\_\_\_\_

Time of receipt by radio station \_\_\_\_\_

ATTACHMENT B

FORMS FOR EMERGENCY PUBLIC INFORMATION

1. San Luis Obispo County Press Release Information Form
2. San Luis Obispo County EOC Press Release
3. EBS Message Draft
4. EBS Message Final
5. Tone Alert Monitor Radio Message Draft
6. Tone Alert Monitor Radio Message Final
7. Plant Status
8. Emergency Response Status

SAN LUIS OBISPO COUNTY PRESS RELEASE INFORMATION FORM

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

SAN LUIS OBISPO COUNTY  
EMERGENCY OPERATIONS CENTER

\*\*\* PRESS RELEASE \*\*\*

---

FOR OFFICIAL USE ONLY

\_\_\_\_ San Luis Obispo County  
\_\_\_\_ Calif. Office of Emergency Services  
\_\_\_\_ California Highway Patrol  
\_\_\_\_ Calif. Dept. of Parks & Recreation  
\_\_\_\_

\_\_\_\_ Cal Trans  
\_\_\_\_ California National Guard  
\_\_\_\_ F.E.M.A.  
\_\_\_\_ PGand  
\_\_\_\_



ERS MESSAGE DRAFT

SAN LUIS OBISPO COUNTY  
EMERGENCY BROADCAST SYSTEM MESSAGE

<u>Routing</u>	<u>Broadcast</u>	<u>Clearances</u>
_____ Public Information Officer	_____ No.	_____ EOC Director
_____	_____ Date	_____ EOC PIO
_____	_____ Time	_____

TAMR MESSAGE DRAFT

SAN LUIS OBISPO COUNTY

TONE ALERT MONITOR RADIO SYSTEM MESSAGE

Routing

\_\_\_\_\_ Public Information Officer

\_\_\_\_\_

\_\_\_\_\_

Broadcast

\_\_\_\_\_ No.

\_\_\_\_\_ Date

\_\_\_\_\_ Time

Clearances

\_\_\_\_\_ EOC Director

\_\_\_\_\_ EOC PIO

\_\_\_\_\_

PLANT STATUS REPORT

P-Status

No. \_\_\_\_\_

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

Information Source

Name \_\_\_\_\_

Position \_\_\_\_\_

Agency/Org. \_\_\_\_\_

Time Stamp

Plant status is: \_\_\_\_\_

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

Actions being taken: \_\_\_\_\_

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

Author \_\_\_\_\_

Agency/Org. \_\_\_\_\_

Distribution: D&CG \_\_\_\_\_

UDAC \_\_\_\_\_

PIO \_\_\_\_\_

Other(s) specify: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



EMERGENCY RESPONSE STATUS REPORT

R-Status

No. \_\_\_\_\_

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

Information Source

Name \_\_\_\_\_

Position \_\_\_\_\_

Agency/Org. \_\_\_\_\_

Time Stamp

Response Actions Initiated:

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Response Actions Completed:

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Author \_\_\_\_\_

Agency/Org. \_\_\_\_\_

Distribution:

D&CG \_\_\_\_\_

UDAC \_\_\_\_\_

PIO \_\_\_\_\_

Other(s) specify:

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ATTACHMENT C

P.I.O.  
S.O.P.

EMERGENCY ZONES



SAN LUIS OBISPO COUNTY NUCLEAR POWER PLANT

EMERGENCY RESPONSE PLAN

III.55

STANDARD OPERATING PROCEDURE

CUESTA COLLEGE

SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

SAN LUIS OBISPO COUNTY  
OFFICE OF EMERGENCY SERVICES

APPROVED APRIL, 1982

REVISED FEBRUARY, 1984

## EMERGENCY

### What to Say:

In case of an emergency, the following message is to be used by those in charge:

Shelter--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

Evacuation--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

### What to Do:

At the sounding of the Early Warning System (EWS) sirens, tune to an Emergency Broadcast System (EBS) Station: KVEC-920 AM or KUNA-1400 AM. Follow the instructions given in your emergency procedure.

### Day-Time Procedures:

<u>Title</u>	<u>Page</u>
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Aquatics Program.....	30
Assistant Superintendent .....	12
Dean of Instruction Humanities .....	19
Dean of Instruction Occupational Education and Special Programs .....	17
Dean of Instruction Sciences, Mathematics, and Physical Education.....	16
Director of Building Maintenance and Operations .....	20
Director of Children's Center.....	29
Director of Ground Maintenance and Operations .....	22
Director of Handicapped Services .....	25
Director of Nursing.....	26
Division Chairmen or Librarian.....	31
Energy Manager .....	23
Faculty Member.....	32
President .....	6
Radiation Safety Officer .....	24
Security Officer .....	27
Switchboard Operator .....	28
Vice President .....	10

Evening and Weekend Procedures:

<u>Title</u>	<u>Page</u>
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Assistant Superintendent .....	34
Dean of Humanities .....	33
Dean of Occupational Education and Special Programs .....	33
Dean of Sciences, Mathematics, and Physical Education .....	33
Director of Building Maintenance and Operations .....	34
Energy Manager .....	34
President .....	33
Security Officer .....	36
Vice President .....	33



AUTHENTICATION

This Standard Operating Procedure (SOP) has been approved by the Board of Trustees and is hereby incorporated as a San Luis Obispo County Community College District Procedure:

Signed and Accepted:

Frank R. Martinez

Name

President-Superintendent

Title

March 5, 1984

Date

## LIST OF ATTACHMENTS

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## PROCEDURE

### A. President

The President of Cuesta College or alternate key official listed below will be notified of an incident at the Diablo Canyon Power Plant by the County Superintendent of Schools or the tone alert radio. Action to be taken by the President or alternate:

1. Write down the message. Determine accident classification:

- a. UNUSUAL EVENT
- b. ALERT
- c. SITE AREA EMERGENCY
- d. GENERAL EMERGENCY

(See Attachment CC-8, p. 48 for explanation of classification levels.)

2. If UNUSUAL EVENT

This notification is for information purposes only. No action is required.

3. If ALERT

Notify the following key officials or their alternates. Advise them to stand by.

- A. President - Frank Martinez

(B)  
(H)

- B. Vice President (Alternate) - Jim Greathouse

(B)  
(H)

- C. Assistant Superintendent (Alternate) - James Duren

(B)  
(H)

- D. Administrative Dean of Student Services (Alternate) - John

Schaub  
(B)  
(H)

4. If SITE AREA EMERGENCY or GENERAL classification

Notify the above officials (B-D). These officials (B-D) then notify the following individuals (E-S). Staff members (K-S) are to call the President's office as deemed necessary.

- E. Dean of Instruction Sciences, Mathematics, and Physical Education - Gilbert Stork  
(B) [REDACTED]
- F. Dean of Instruction Occupational Education and Special Programs - Edwin Pearce  
(B) [REDACTED]
- G. Dean of Instruction Humanities - Ernest Cementina  
(B) [REDACTED]
- H. Director of Building Maintenance and Operations - Dean Choate  
(B) [REDACTED]  
(CB Radio) KBPJ 5923 Unit #1
- I. Director of Ground Maintenance and Operations - Douglas Gabriel  
(B) [REDACTED]
- J. Energy Manager - Peter Pedroni  
(B) [REDACTED]  
(CB Radio) KBPJ 5923 Unit #7
- K. Radiation Safety Officer - Richard Fisher  
(B) [REDACTED]
- L. Director of Handicapped Services - Lynn Frady  
(B) [REDACTED]
- M. Director of Nursing Division - Malcolm MacDonald  
(B) [REDACTED]
- N. Security Officer - Tom Nungaray  
(B) [REDACTED]  
(Radio) [REDACTED]
- O. Switchboard Operator - Melinda Falkenstern  
(B) [REDACTED]

### Special Concerns

- P. Children's Center - Person-in-Charge  
(B) [REDACTED]
  - Q. Aquatics Program - Warren Hansen  
(B) [REDACTED]
  - R. Division Chairmen or Librarian - (Mary Lou Wilhelm)  
(B) [REDACTED]
  - S. Faculty Member
  - T. Achievement House - Person-in-charge (for notification purpose only)  
(B) [REDACTED]
5. Determine if protective action such as evacuation or shelter are recommended for Cuesta College by the county Emergency Services Director through the County Superintendent of Schools.

Cuesta College is in Protective Action Zone 8. Refer to Attachment CC-1, Protective Action Zones.

#### a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Direct staff to notify students and other staff to remain indoors and close all doors and windows.
- 2) Direct the Energy Manager to turn off all heating and cooling systems that bring in air from the outside.
- 3) Make periodic status reports to the county Emergency Operations Center (EOC).
- 4) Keep the staff and students informed of updated information from the county EOC.
- 5) Advise staff and students to listen to an EBS station for further information. Designated EBS stations are KVEC-920 AM and KUNA-1400 AM.
- 6) Contact the county EOC for emergency medical, fire, traffic control, or police services.



b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Direct staff to notify students and other staff according to Attachment CC-3. Instruct them to leave campus via the routes specified by the county EOC.
- 2) Direct staff to tell students and other staff without transportation to go to the specified collection areas. The collection area for the handicapped is in front of the library. The general collection area is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings. Refer to Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.
- 3) Direct the Transportation Director to mobilize vehicles for use in transporting people.
- 4) Direct the Transportation Director to mobilize vehicles equipped with P.A. capability to make announcements to individuals on campus that are outdoors or in isolated areas.
- 5) Direct the Transportation Director to set up barricades or close gate at access control points, as directed by the president, once the area is evacuated.
- 6) Make periodic status reports to the county Emergency Operations Center (EOC).
- 7) Advise staff and students to listen to the Emergency Broadcast System (EBS) for further information. The EBS stations are KVEC-920 AM and KUNA-1400 AM.
- 8) Contact the county EOC for emergency medical, fire, traffic control, or police services.



B. Vice President

Upon receiving notification of an incident at the Diablo Canyon Power Plant from the President, the Vice President or alternate key official will perform the following tasks:

1. Write down the message.

2. If ALERT

Remain on standby and await further direction from the President.

3. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification

Call the following staff to notify them of the emergency; have them call other staff as designated in their individual procedure, and direct them to go to the President's office.

a. Dean of Instruction - Sciences, Mathematics, and Physical Education.

b. Dean of Instruction - Occupational Education and Special Programs.

c. Dean of Instruction - Humanities

4. Upon determination of protective action, respond accordingly.

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

1) Direct the deans to notify students and other staff in their division to remain indoors and to close all doors and windows.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Direct the deans to notify students and other staff in their division to leave campus via the routes shown on Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.
- 2) Direct the deans to tell students and staff without transportation to report to specified collection areas as shown on Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.

C. Assistant Superintendent - Business Services

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Assistant Superintendent or alternate key official will perform the following tasks:

1. Write down the message.

2. If ALERT

Remain on standby and await further direction from the President.

3. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification

Call the following staff to notify them of the emergency and direct them to stand by for further direction:

a. Director of Building Maintenance and Operations

b. Director of Ground Maintenance and Operations

c. Energy Manager

4. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

1) Direct the appropriate staff to notify students and other staff to remain indoors and to close all doors and windows.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Direct the staff to notify students and other staff in this division to leave campus via the routes shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas or as otherwise directed by the President.
- 2) Direct staff to tell students and other staff without transportation to report to specified collection areas as shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.



D. Administrative Dean of Student Services

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Administrative Dean of Student Services or alternate key official will perform the following tasks:

1. Write down the message.

2. If ALERT

Remain on standby and await further direction from the President.

3. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification

Call the following staff to notify them of the emergency and direct them to stand by for further direction:

a. Security Officer

4. Stand by in office for further direction.

5. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

1) Direct the appropriate staff to notify students and other staff to remain indoors and to close all doors and windows.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

1) Direct the staff to notify students and other staff to leave campus via the routes shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas, or as otherwise directed by the President.

- 2) Direct staff to tell students and other staff without transportation to report to specified collection areas as shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.



E. Dean of Instruction - Sciences, Mathematics, and Physical Education

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Dean or alternate key official will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification

Call the following staff to notify them of the emergency and direct them to stand by for further direction:

- a. Radiation Safety Officer
- b. Divisions under supervision

3. Report to the President's office.

4. Upon determining of protective action, respond accordingly:

- a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Direct the division chairmen to notify students and other staff in their division to remain indoors and to close all doors and windows.

- b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Remauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Direct the staff to notify students and other staff in their division to leave campus via the routes shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas, or as otherwise directed by the President.
- 2) Direct staff to tell students and other staff without transportation to report to specified collection areas as shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.

F. Dean of Instruction - Occupational Education and Special Programs

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Dean or alternate key official will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification

Call the following staff to notify them of the emergency and direct them to stand by for further direction:

- a. Director of Nursing
  - b. Director of Handicapped Services
  - c. Divisions under Supervision
3. Report to the President's office.
  4. Upon determination of protective action, respond accordingly:

- a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Direct the division chairmen to notify students and other staff in their division to remain indoors and to close all doors and windows.

- b. Evacuation

Prepared Message--There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Direct the staff to notify students and other staff in their division to leave campus via the routes shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas, or as otherwise directed by the President.

- 2) Direct staff to tell students and other staff without transportation to report to specified collection areas as shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.

G. Dean of Instruction - Humanities

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Dean or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification
3. Call the following staff to notify them of the emergency and direct them to stand by for further direction:
  - a. Divisions under Supervision.
4. Report to the President's office.
5. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Direct the division chairmen to notify students and other staff in their division to remain indoors and to close all doors and windows.

b. Evacuation

Prepared Message: "There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Direct the staff to notify students and other staff in their division to leave campus via the routes shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas, or as otherwise directed by the President.
- 2) Direct staff to tell students and other staff without transportation to report to specified collection areas as shown in Attachment CC-7, Cuesta College Evacuation Routes and Collection Areas.



H. Director of Building Maintenance and Operations

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Director of Building Maintenance and Operations or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Remain on standby in your office and wait for further directions.
3. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Assign and direct driver(s) to make announcements on campus using designated vehicle(s) with P.A. capability. Use prepared message. Have drivers report back to the garage when notification has been completed.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Refer to the map of predesignated evacuation routes and collection areas for Cuesta College.
- 2) Determine and prepare vehicle(s) for use during evacuation.
- 3) Assign and direct driver(s) to proceed to the designated collection areas.
- 4) Inform driver(s) of which evacuation route to take from the collection areas through campus to the major roadways as designated by the county EOC.

- 5) Assign and direct driver(s) to make announcements on campus to individuals that are outdoors or in isolated areas by using designated vehicle(s) with P.A. capability. Use prepared messages. Report back to the garage when notification has been completed.
- 6) Set up barricades or close gate at access control points as directed by the President.



1. Director of Ground Maintenance and Operations

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Director of Ground Maintenance and Operations or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Remain on standby in your office and wait for further directions.
3. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the President.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Follow direction as given by the President.

J. Energy Manager

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Energy Manager, or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Remain on standby in your office and wait for further directions.  
Determine heating and ventilation controls to be adjusted.
3. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the President.
- 2) Turn off all heating and cooling systems where applicable.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Follow direction as given by the President.
- 2) Assist the Director of Building Maintenance and Operations in duties of evacuating campus (p. 20, b1-6).

K. Radiation Safety Officer

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Radiation Safety Officer or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Arrange for a faculty member to take responsibility for students in a class being held by the Radiation Safety Officer.
3. Remain on standby in your office and wait for further directions.
4. Prepare emergency kits for use.
5. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the President.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Follow direction as given by the President.

L. Director of Handicapped Services

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Director of Handicapped Services or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Care for the comfort and well-being of handicapped students.
3. Call the President's office.
4. Upon determination of protective action, respond accordingly:
  - a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the President.
- 2) Assume control of evacuation area for the handicapped.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Follow direction as given by the President.
5. Direct and assist evacuation of handicapped students.

M. Director of Nursing

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Director of Nursing Division or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Call the President's office or the Dean of Instruction for further directions.
3. Locate all Nursing Division personnel to give possible medical assistance as needed on campus. Ask them to remain on standby.
4. Arrange for a faculty member to take responsibility for students in the division.
5. Upon determination of protective action, respond accordingly:
  - a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the President.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Follow direction as given by the President.



N. Security Officer

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Security Officer or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Call the President's office and remain available at the phone.
3. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Messages--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the President.

b. Evacuation

Prepared Messages--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

- 1) Follow direction as given by the President.

0. Switchboard Operator

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Switchboard Operator or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Remain at post to make sure that all communications are received.
3. Stay at the switchboard until released by the President.
4. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road adjacent to the Language Arts and Social Sciences Buildings."

P. Director of Children's Center

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Director of the Children' Center or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Care for the comfort and well-being of the children.
3. Call the President's office.
4. Upon determination of protective action, respond accordingly:
  - a. Shelter (This message to be given to assistants or other individuals working at the Children's Center.)

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Please bring the children indoors and make sure that all doors and windows are tightly closed. Turn off heating and cooling systems where applicable. Wait here for further instructions."

- 1) Follow direction as given by the administrator in charge.

- b. Evacuation (This message to be given to assistants or other individuals working at the Children's Center.)

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Bring the children to the collection area immediately in front of the library building on the new campus. Transportation will be provided for evacuation from the area."

(This message to be given to children's parents.)

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. To insure safety, your child has been taken to the area immediately in front of the library building on the new campus. From here, transportation will be provided to drive your child to a reception center designated by the County Emergency Operations Center. Your child will be taken care of until reunited with you."

Q. Aquatics Program--Physical Education Division Chairman

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Physical Education Division Chairman or alternate will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification  
Care for the comfort and well-being of aquatics students.
3. Call the President's office.
4. Upon determination of protective action, respond accordingly:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the administrator in charge.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of the three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

5. Direct and assist evacuation of aquatics students.

R. Division Chairmen or Librarian

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the Division Chairmen will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification

Give division staff members and students the following messages:

a. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Follow direction as given by the administrator in charge.

b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

3. Call the President's or Dean's office for further instructions.
4. Direct and assist in the evacuation of staff and students.



S. Faculty Member

Upon receiving notification of an incident at the Diablo Canyon Power Plant, the facility member will perform the following tasks:

1. Write down the message.
2. If SITE AREA EMERGENCY or GENERAL EMERGENCY classification

Give students the following messages:

- a. Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

1) Follow direction as given by the division chairmen.

- b. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road, north of the Language Arts and Social Sciences Buildings."

3. Call the Dean's or Division Chairmen's office for further instructions.
4. Direct and assist in the evacuation of students.

# NIGHT AND WEEKEND PROCEDURE

<u>Day</u>	<u>Hour</u>	<u>Contact Person</u>
Monday through Thursday	6 p.m. to 10 p.m.	Dean of Sciences, Mathematics, and Physical Education (Evening Dean In-Charge) - Gilbert Stork (B) [REDACTED] Ext. [REDACTED] (H) [REDACTED]
		<u>Alternate</u>
		Dean of Occupational Education and Special Programs - Edwin [REDACTED] (B) [REDACTED] (H) [REDACTED]
		Dean of Humanities - Ernest Cementina (B) (805) [REDACTED] (H) (805) [REDACTED]

## Action:

The evening dean or alternate dean on campus will be notified of an incident at the Diablo Canyon Power Plant by an official at the EOC through the switchboard. Action to be taken is as follows:

1. Record message. Determine accident classification:

- A. UNUSUAL EVENT
- B. ALERT
- C. SITE AREA EMERGENCY
- D. GENERAL EMERGENCY

2. If UNUSUAL EVENT

Inform the President or alternate.

3. If ALERT

Notify the following key officials or their alternatives. Advise them to stand by:

- A. President - Frank Martinez  
(B) [REDACTED]  
(H) [REDACTED]
- B. Alternates  
Vice President - Jim Greathouse  
(B) [REDACTED]  
(H) [REDACTED]

- C. Assistant Superintendent - James Duren  
(B) [REDACTED]
- D. Administrative Dean of Student Services - John Schaub  
(B) [REDACTED]

4. If SITE AREA EMERGENCY or GENERAL CLASSIFICATION

Notify the above officials and have them also notify the following if their assistance is required:

- A. Director of Building Maintenance and Operations - Dean Choate  
(B) [REDACTED]  
(CB Radio) KBPJ 5923 Unit #1
- B. Security officer - Tom Nungaray  
(Radio) Call [REDACTED] Ask for No. [REDACTED]  
(B) (805) [REDACTED]
- C. Energy Manager - Peter Pedroni  
(B) [REDACTED]  
(CB Radio) KBPJ 5923 Unit #7

5. Determine if protective action such as evacuation or shelter are recommended for Cuesta College.

Cuesta College is in Protective Action Zone B. Refer to Attachment CC-1, Protective Action Zones.

A. Shelter

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. Go to the nearest building and remain indoors until further notification. Insure that doors and windows are tightly closed and turn off heating and cooling systems where applicable."

- 1) Direct the Security Officer on duty to assist in notifying individuals on campus to remain indoors and to close all doors and windows tightly. Turn off heating and cooling systems where applicable.
- 2) Direct any staff on campus to assist in notifying individuals on campus to remain indoors and to close all doors and windows tightly. Turn off heating and cooling systems where applicable.

- 3) Direct the Energy Manager to insure that all heating and cooling systems that bring in air from the outside to occupied buildings are turned off.
- 4) Make periodic status reports to the county EOC.
- 5) Keep individuals on campus informed of updated information from the county EOC.
- 6) Advise individuals to listen to an emergency broadcast station (EBS) for further information. These stations are KVEC-920 AM and KUNA-1400 AM.
- 7) Contact the county EOC for emergency medical, fire, traffic control, or police services.

#### B. Evacuation

Prepared Message--"There has been a release of radiation from the Diablo Canyon Power Plant. If you have transportation, proceed to one of three campus exits. Follow the normal traffic flow as directed by law enforcement officials. If you do not have transportation, go to a collection area. The collection area for handicapped persons is in front of the library. The collection area for others is in the parking lot on Romauldo Road adjacent to the Language Arts and Social Sciences Buildings."

- 1) Direct the Security Officer on duty to assist in notification and orderly evacuation of those on campus.
- 2) Direct any staff on campus to assist in notification and orderly evacuation of those on campus.
- 3) Request the Director of Building Maintenance and Operations to provide transportation to individuals on campus as needed.
- 4) Direct individuals leaving campus to take routes specified by the county EOC.
- 5) Direct individuals without transportation to report to the parking lot on Romauldo Road north of the Language Art and Social Sciences Buildings.
- 6) Advise individuals to listen to the emergency broadcast station (EBS) for further information. The EBS stations are KVEC-920 AM and KUNA-1400 AM.
- 7) Make periodic status reports to the county EOC.
- 8) Contact the county EOC for emergency medical, fire, traffic control, or police services.

<u>Day</u>	<u>Hour</u>	<u>Contact Person</u>
Monday through Thursday	10 p.m. to 11 p.m. or until end of any activity on campus	Security Officer Phone [REDACTED]
or		
Friday	5 p.m. to 11 p.m. or until end of any activity on campus	<u>Alternates</u> President - Frank Martinez (B) [REDACTED] (H) [REDACTED]
or		
Saturday and Sunday	7 a.m. to 11 p.m.	Vice President - Jim Greathouse (B) [REDACTED] (H) [REDACTED] Assistant Superintendent - James Duren (B) [REDACTED] (H) [REDACTED] Administrative Dean of Student Services - John Schaub (B) [REDACTED] (H) [REDACTED]

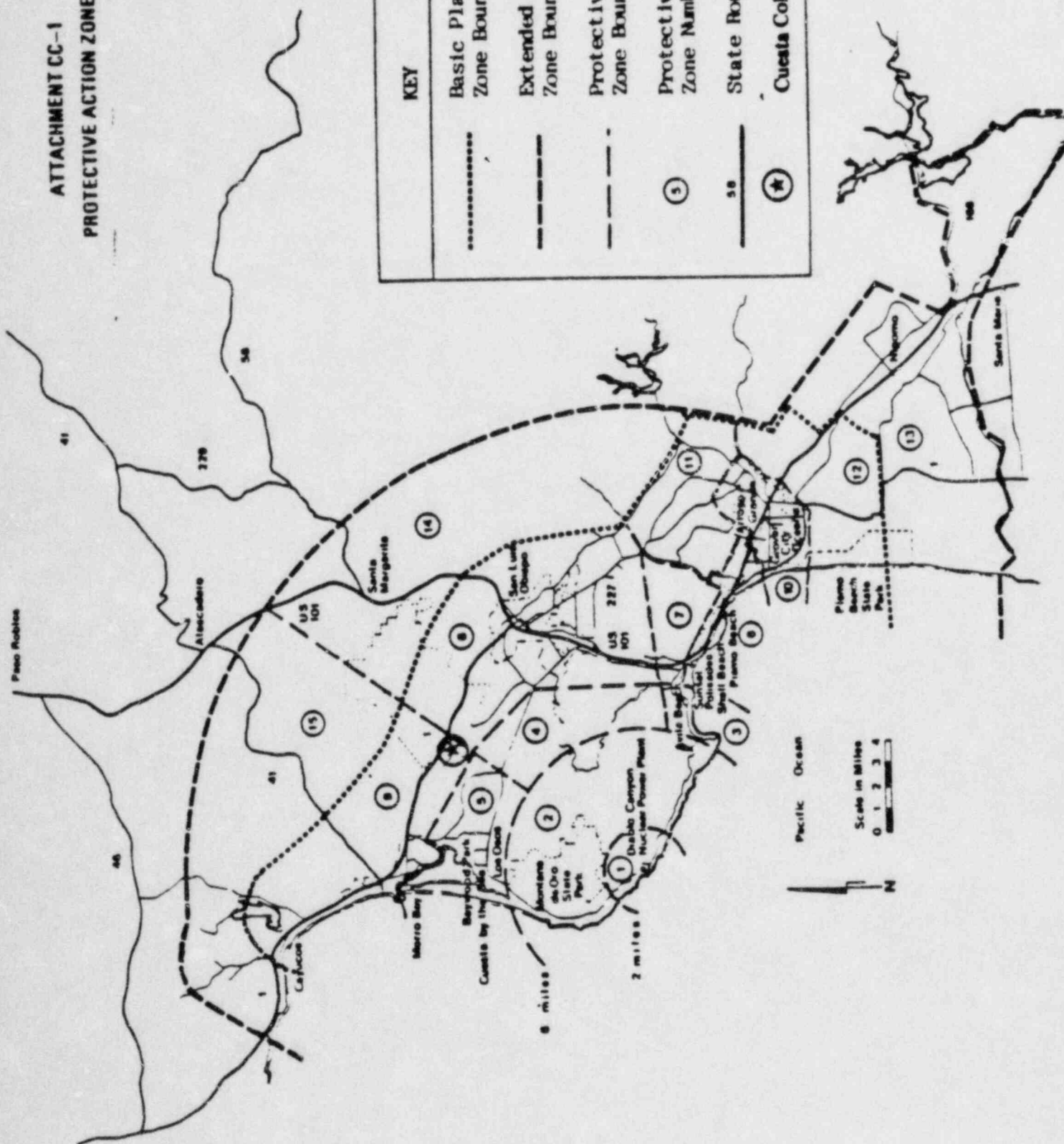
Action: The Security Officer-on-Duty or alternate will be notified of an incident at the Diablo Canyon Power Plant by phone. For Action to be taken, refer to Monday through Thursday 6 p.m. to 10 p.m. procedure.



<u>Day</u>	<u>Hour</u>	<u>Contact Person</u>
Monday through Sunday	11 p.m. to 7 a.m.	President - Frank Martinez (B) [REDACTED] (H) [REDACTED]
		<u>Alternates</u>
		Vice President - Jim Greathouse (B) [REDACTED] (H) [REDACTED]
		Assistant Superintendent - James Duren (B) [REDACTED] (H) [REDACTED]
		Administrative Dean of Student Services - John Schaub (B) [REDACTED] (H) [REDACTED]

Action: The President or alternate will be notified of an incident at the Diablo Canyon Power Plant by phone. For Action to be taken, refer to Monday through Thursday 6 p.m. to 10 p.m. procedure.

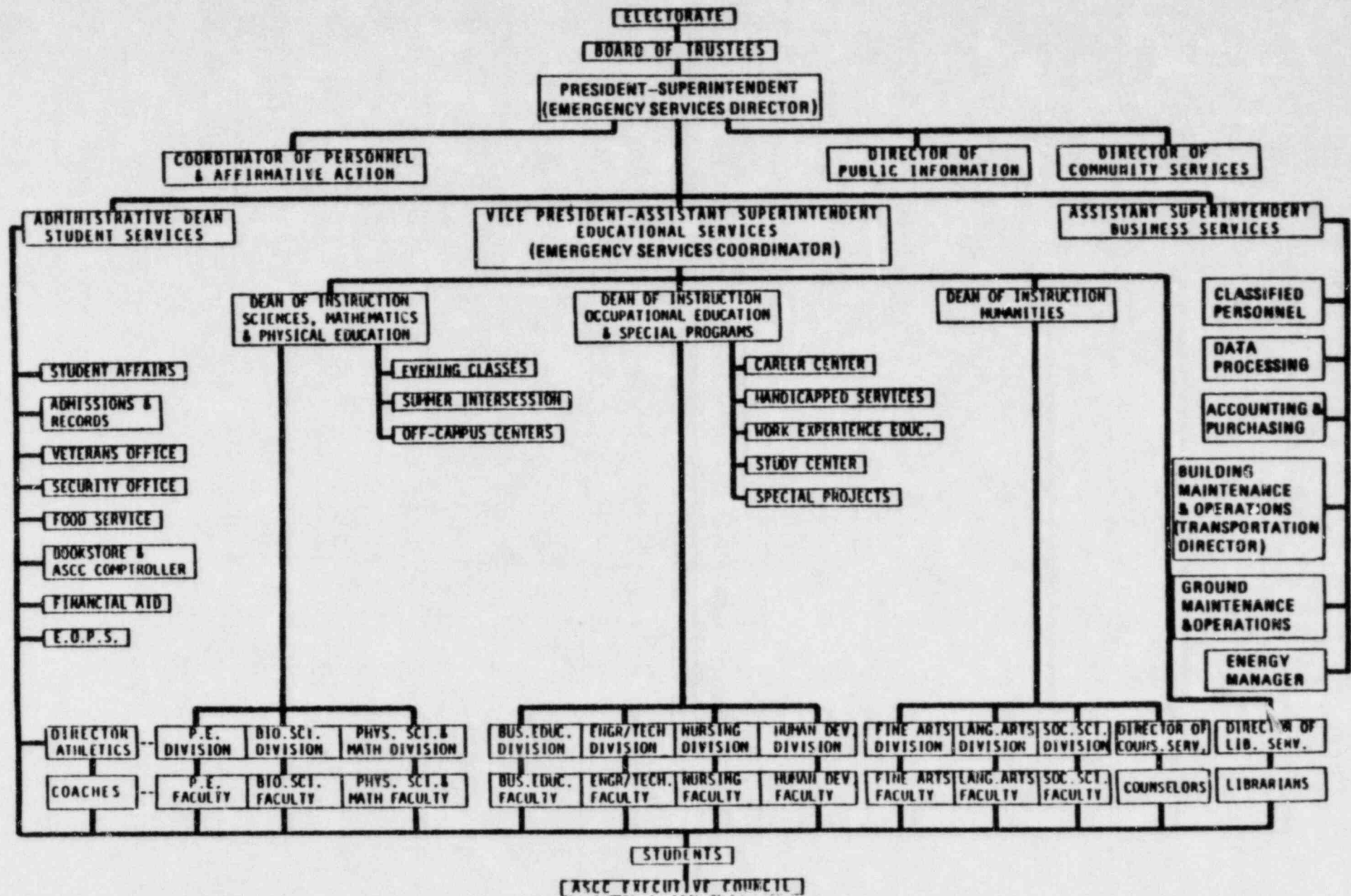
# ATTACHMENT CC-1 PROTECTIVE ACTION ZONES



KEY	
.....	Basic Planning Zone Boundary
-----	Extended Planning Zone Boundary
- - - - -	Protective Action Zone Boundary
(5)	Protective Action Zone Number
58	State Route
(★)	Cuesta College

ATTACHMENT CC-2  
 SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT  
 CUESTA COLLEGE

EMERGENCY ORGANIZATION CHART



**Attachment CC-3  
ASSIGNMENTS**

	1	2	3	4	5	6	7	8	9	10	11	
	ALERT ASSISTANT SUPERINTENDENTS AND ADMINISTRATIVE DEAN	ALERT STAFF	ALERT STUDENTS	ALERT TRANSPORTATION SUPERVISOR	LIASON WITH COUNTY EMERGENCY OPERATIONS CENTER	DIRECT EMERGENCY RESPONSE	NOTIFY SPECIAL GROUPS ON CAMPUS	DIRECT EVACUATION OF SPECIAL GROUPS ON CAMPUS	MOBILIZE VEHICLES AND DISPATCH DRIVERS	CARRY OUT EVACUATION	COORDINATE WITH COUNTY ENGINEER	RADIATION CONTROL
PRESIDENT- SUPERINTENDENT	●			●			●		●			
VICE PRESIDENT- ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES	■	●			●	■	●	■		●		
ASSISTANT SUPERINTENDENT BUSINESS SERVICES		●		■	■	■		■	●	■	■	
ADMINISTRATIVE DEAN STUDENT SERVICES		●	●			■	■	■	■	■		
DEAN OF INSTRUCTION SCIENCES, MATHEMATICS & PHYSICAL EDUCATION		●	■						■		●	
DEAN OF INSTRUCTION OCCUPATIONAL EDUCATION & SPECIAL PROGRAMS		●	■						■			
DEAN OF INSTRUCTION HUMANITIES		●	■						■			

● Primary Responsibility

■ Secondary Responsibility

\*Radiation Officer



ATTACHMENT CC-4

CUESTA COLLEGE RESOURCE SUMMARY

A. Staff

Full-time:

Certificated - 90  
Classified - 100  
Total 190

Day and Evening Part-time:

Certificated - 100  
Classified - 10  
Total 110

B. Communication Equipment

Telephone Lines:

Standard  
Private  
Home

Radio:

President's Office

Tone Alert Radio:

President's Office

CB Capability:

Stations

1. Library Building, First Floor
2. Maintenance Center (Maintenance Office)
3. Maintenance Center (Auto Shop)
4. Book Store

Radios

In Vehicle Nos. 6, 9, 10, 26, 30, 32, 33, 34, 35, 36, 42, 49, 50.  
CB Unit Nos. 8, 4, 11, 1, 3, 3A, 9, 7, 11, 2, 12, 15, 6.



ATTACHMENT CC-4

CUESTA COLLEGE RESOURCE SUMMARY  
(Continued)

C. Radiological Equipment

Contact Person-Richard Fisher  
[REDACTED]

Radiological Monitoring Devices  
8 Portable Geiger Counters  
Eberline Instrument Corp.  
Model E-500B  
(These measure CPM and mR/HR.)  
12 Fixed Rate Meters  
Atomic Laboratories  
(These measure CPM.)  
6 Pocket Dosimeters  
(These measure 0-200 mR.)

D. Miscellaneous Equipment

Contact Person-Dean Choate or Karen Cudigan  
[REDACTED]

Generator  
Battery Chargers  
Shower Facilities  
First Aid Kits

ATTACHMENT CC-5  
VEHICLE INVENTORY

VEHICLE NO.	LOCATION	EQUIPPED WITH		DESCRIPTION
		C.B. RADIO	P.A.	
1	Grounds			1962 Ford Skip Loader and Tractor
2	Motor Pool			1978 Dodge Colt
3	Grounds			Dump Truck
5	Motor Pool and Grounds			Fork Lift (Small) 4,000 lbs.
6	Carpenter	X		1958 Ford 1/2 Ton PU
7	Electrician			1960 Chev. 1 Ton Truck W/Aerial Ladder
8	Grounds			1952 Jeep (M38A1) Military 4 x 4
9	Electrician	X		1957 Chev. 1/2 Ton PU
10	Grounds	X		1956 Chev. 1/2 Ton PU (3100)
11	Motor Pool			1959 Chev. (Flatbed Truck) (3100)
12	Motor Pool and Grounds			Clark Yard Lift 150, Fork Lift
15	Warehouse			1973 Datsun PU
16	Grounds			1957 - 3/4 Ton PU
18	Grounds			Otis Refuse Cart (Garbage)
23	Motor Pool			1972 Ford Van (12 Passenger)
25	Motor Pool			1973 Ford Van (Outreach)
26	Motor Pool	X		1971 Ford Ranchero
27	Motor Pool			1963 Ford 1/2 Ton PU
28	Motor Pool			1974 Dodge Van
30	Security	X	X	1975 Ford Sedan (Torino)

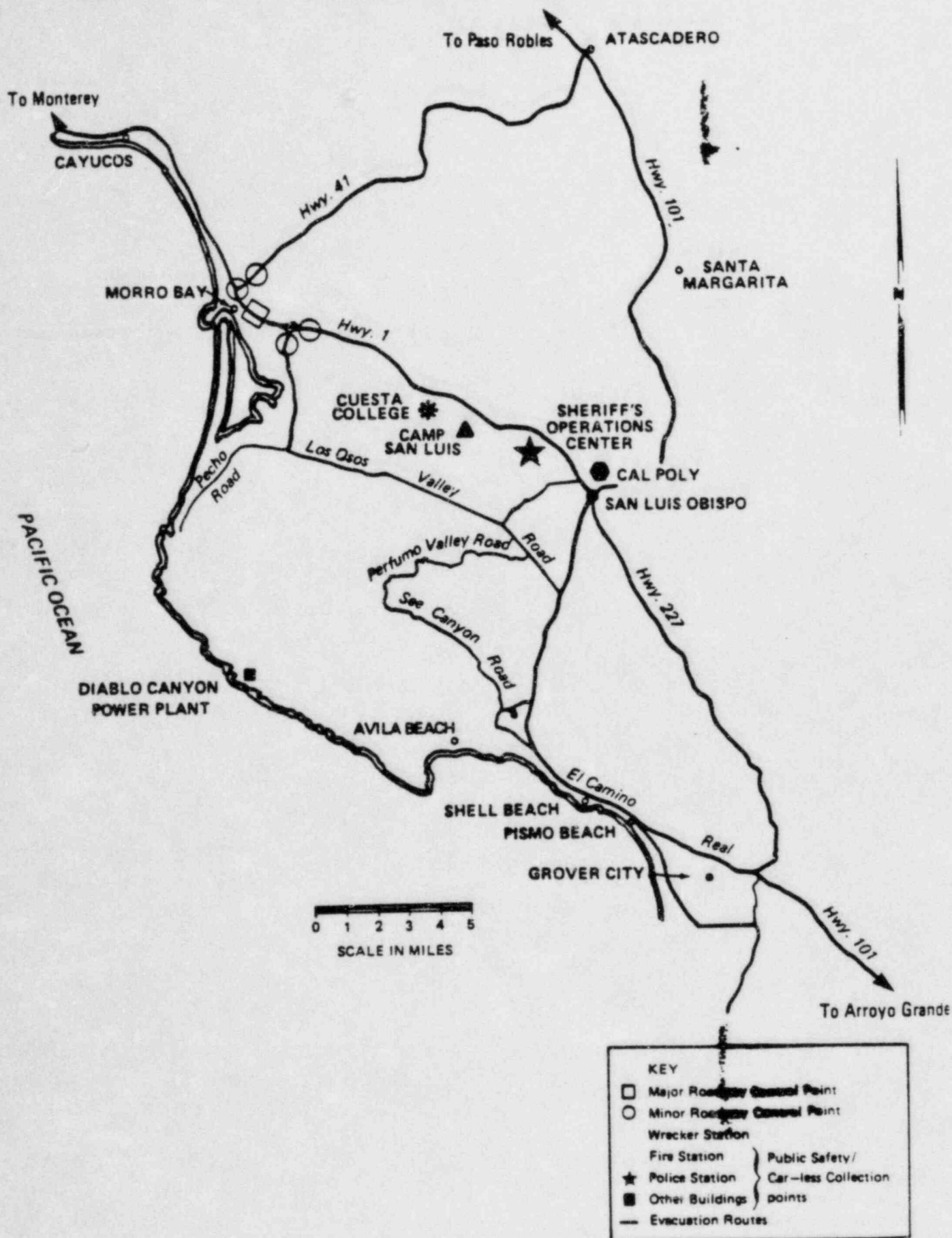
ATTACHMENT CC-5  
(Continued)

VEHICLE NO.	LOCATION	EQUIPPED WITH		DESCRIPTION
		C.B. RADIO	P.A.	
33	Grounds	X	X	1975 Chev. Luv PU
34	Motor Pool	X		1975 Chev. Luv PU
35	Grounds	X		1975 Chev. Luv PU
36	Motor Pool	X		1968 Ford 1/2 Ton PU
37	Motor Pool			1977 Dodge Colt
38	Motor Pool			1980 Ford Van (15 Passenger)
39	Motor Pool			1980 Ford Van (15 Passenger)
40	Motor Pool			1963 Ford Econoline
41	Eng. Tech.			Jeep Wagoneer
42	Eng. Tech.	X		1966 Ford 1/2 Ton PU (Twin I Beam)
43	Eng. Tech.			1962 Ford 1/2 Ton PU (F-100)
44	Motor Pool			1980 Dodge Aspen Sedan
45	Motor Pool			1980 Dodge Van (15 Passenger)
46	Motor Pool			1980 Dodge Van (15 Passenger)
47	Motor Pool			1980 Dodge Van (15 Passenger)
48	Motor Pool			1980 Dodge Van (15 Passenger)
49	Motor Pool	X		1975 Chev 3/4 T PU (F Jet C-20)
50	Motor Pool	X		1978 Ford 1/2 Ton PU
51	Motor Pool			1961 FWD
52	Grounds			Grader - Austin-Western, 1960

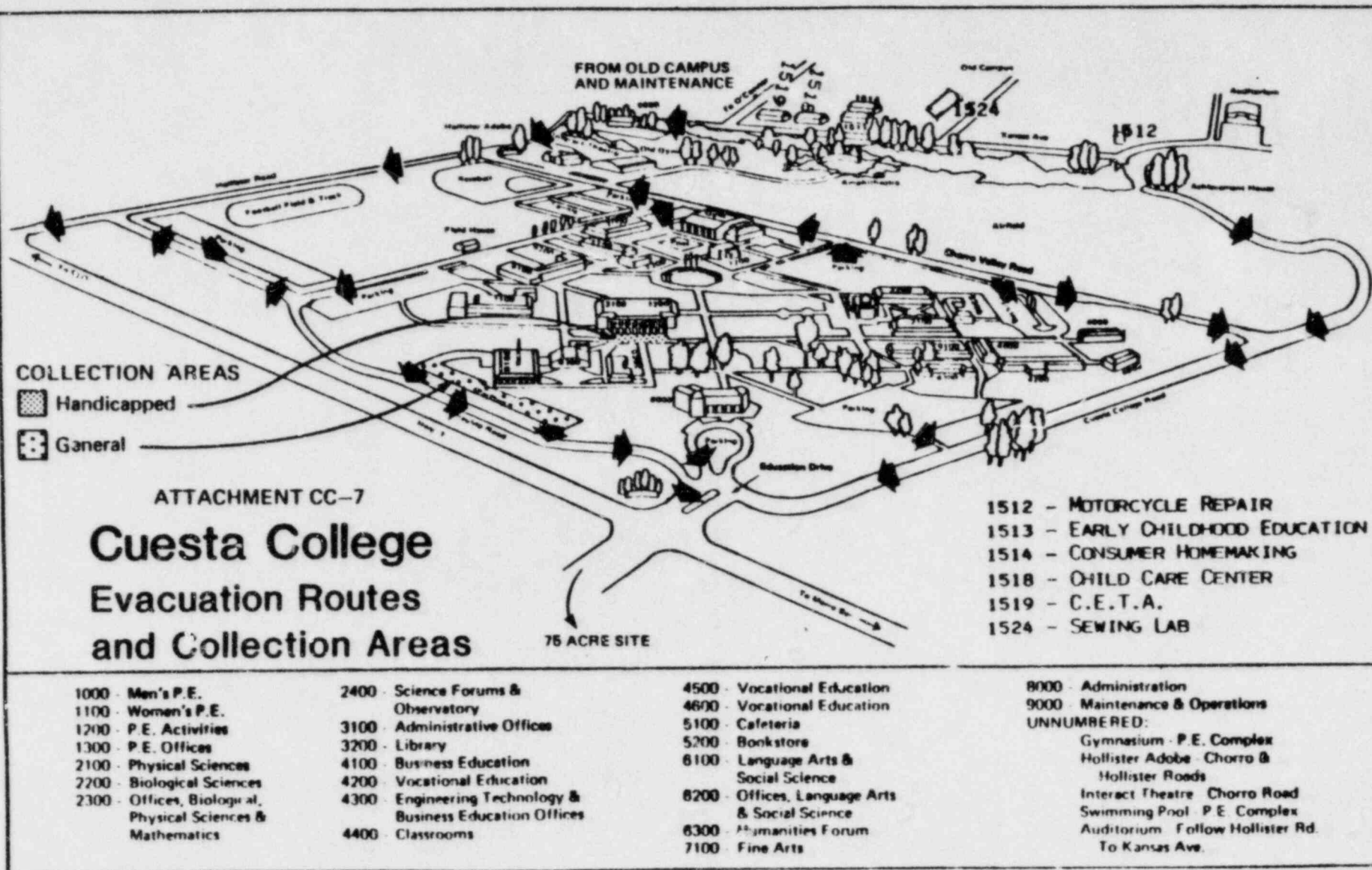
ATTACHMENT CC-5  
(Continued)

VEHICLE NO.	LOCATION	EQUIPPED WITH		DESCRIPTION
		C.B. RADIO	P.A.	
53	Motor Pool			1982 Dodge Diplomat
54	Motor Pool			1982 Dodge Diplomat
55	Motor Pool			1982 Dodge Diplomat
56	Grounds			Cushman Refuse Pickup
57	Security	X		1979 Subaru
	Library and P. E. Area			4 Electric Carts

# ATTACHMENT CC-6 LOCAL EVACUATION ROUTES







ATTACHMENT CC-8  
TERMS AND ABBREVIATIONS

CC	Cuesta College
EBS	Emergency Broadcast System. Local radio stations that will broadcast emergency messages as authorized by the County Emergency Operations Center.  Local EBS stations are: KVEC 920 AM KUNA 1400 AM
EOC	Emergency Operations Center. An off-site location from which control and/or coordination of emergency actions are affected. The center will be staffed by key County emergency personnel charged with overall coordination and implementation of emergency operations and protective actions for the public.
Basic EPZ	(Basic) Emergency Planning Zone. The State of California Nuclear Power Plant Emergency Response Plan area enclosed by a boundary with a minimum radius of ten miles but which is enlarged for each nuclear power plant to include areas where protective actions may be required.
Extended EPZ	(Extended) Emergency Planning Zone. The State of California Nuclear Power Plant Emergency Response Plan area enclosed by a boundary beyond the Basic EPZ to include the area where protective actions (evacuation and/or sheltering in particular sectors) may be required.
PAZ	Protective Action Zones. The Extended Emergency Planning Zone has been divided into 15 smaller areas in order to afford a manageable approach to emergency planning. Zone size is based upon city boundaries, populations, terrain, evacuation methods and routes, and other planning criteria.

EMERGENCY ACTION LEVEL CLASSIFICATIONS

Federal regulations and regulatory guidelines classify radiological emergency conditions into four categories. These four categories are:

- NOTIFICATION OF UNUSUAL EVENT
- ALERT
- SITE AREA EMERGENCY
- GENERAL EMERGENCY

ATTACHMENT CC-8  
(Continued)

Certain actions are taken by the utility and/or off-site authorities in response to each of the four indicated Emergency Action Levels. Pacific Gas and Electric Company and the County of San Luis Obispo have agreed to take actions at each defined emergency level that equal or exceed the minimum response designated in the Federal guidance. The emergency action levels and response actions are described below:

**Notification of Unusual Event**

UNUSUAL EVENTS are abnormal events that have occurred or are occurring which indicate a potential degradation of the level of safety of the plant, or which could attract significant public interest. These events do not constitute emergency conditions in themselves, but could escalate to more severe conditions if appropriate action is not taken. This category includes:

- (1) Industrial accidents at the plant which necessitate the transfer of contaminated individual(s) to a hospital for treatment.
- (2) Accidents which require the utilization of off-site emergency services such as police, fire fighting, rescue, or ambulance services.

No release requiring environmental monitoring or implementation of off-site protective actions is expected, unless further degradation of facility safety should occur. Upon notification of an UNUSUAL EVENT at the Diablo Canyon Power Plant, required actions will include notification of the County and State Offices of Emergency Services.

**Alert**

The ALERT classification is characterized by events which are occurring or have occurred that involve actual or potential substantial degradation of the level of plant safety. It constitutes the lowest level where off-site emergency response may be anticipated.

The purpose of the ALERT classification is to assure that plant and off-site emergency personnel are readily available to respond if the situation becomes more serious.

Upon notification of an ALERT at the Diablo Canyon Power Plant, required response actions will include activation of the San Luis Obispo County Emergency Operations Center (EOC), placing key emergency response resources and personnel on standby, monitoring the air for possible releases of radiation, notification of all involved governmental officials designated in the County and dissemination of information to the public.



ATTACHMENT CC-8  
(Continued)

### Site Area Emergency

A SITE AREA EMERGENCY is characterized by events involving actual or likely major failures of plant functions needed for the protection of the public.

The purpose of SITE AREA EMERGENCY notification is to assure that emergency organization centers are operating and are fully staffed; to assure that radiological monitoring teams are dispatched; to assure availability of personnel to support protective measures should they become necessary; and to disseminate information.

Upon notification of a site area emergency at the Diablo Canyon Power Plant, required actions may include: activation of the San Luis Obispo County EOC, mobilization of emergency response personnel, public warning, preparation for implementing protective actions, such as sheltering or evacuation, continued monitoring, and assessment or response actions to be implemented.

### General Emergency

This classification is characterized by events that are occurring or have occurred which involve actual or imminent substantial core degradation or melting, with potential for loss of containment integrity and subsequent release of radioactivity to the environment.

The purpose of the general emergency notification is to initiate predetermined protective actions for the public, to provide for continuous assessment of data supplied by the plant operator and radiological monitoring teams, to initiate any additional measures, and to disseminate information.

All events within this classification constitute actual or imminent releases of radioactive materials to the environment.

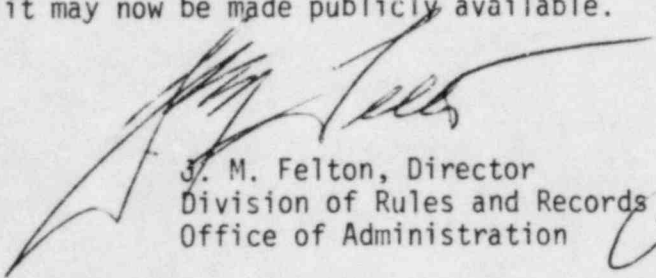
Upon notification of general emergency at the Diablo Canyon Power Plant, required actions will include activation of the San Luis Obispo County EOC, mobilization of emergency response personnel, public warning, implementation of protective actions, such as sheltering or evacuation, continued monitoring, and continued assessment. The most likely immediate protective action to be taken would be an evacuation of the six-mile area surrounding the plant.



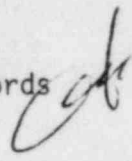
UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

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

The Division of Rules and Records has reviewed the attached document and has determined that it may now be made publicly available.



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



Attachment: As stated