

DUKE POWER COMPANY
CRISIS MANAGEMENT
IMPLEMENTING PROCEDURES

February 1, 1992

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IMPLEMENTING PROCEDURES
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February 1, 1992

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February 1, 1992

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP-1

RECOVERY MANAGER & IMMEDIATE STAFF

Rev. 43

February 1, 1992

RE Harris
Approved By

01/28/92
Date

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE
RECOVERY MANAGER AND IMMEDIATE STAFF

1.0 SYMPTOMS

- 1.1 An emergency has occurred that warrants staffing the CMC.
- 1.2 CMC pagers will be activated containing one of the following messages:

"Blue Delta"	(Oconee Drill)
"Blue Echo"	(Oconee Emergency)
"McGuire Delta"	(McGuire Drill)
"McGuire Echo"	(McGuire Emergency)
"Catawba Delta"	(Catawba Drill)
"Catawba Echo"	(Catawba Emergency)

- 1.3 Personnel without pagers receive a phone call per Enclosure 4.2.

2.0 IMMEDIATE ACTIONS

- 2.1 Key CMC personnel will be notified via pagers. The duty engineer will also call CMC personnel per Enclosure 4.1, Duty Engineer Call List.
- 2.2 The Emergency Planner will notify the Administrative Assistant and the Emergency Planner Assistant using Enclosure 4.2. Phone numbers are listed in Enclosure 4.3.
- 2.3 Travel to the CMC. Use Enclosures 4.4 and 4.5 for directions to the Oconee CMC.

NOTE: The following immediate actions apply for Catawba or McGuire only. CMIP-15 covers immediate actions for Oconee.

- 2.4 The Recovery Manager should notify the Emergency Coordinator at the TSC of his arrival at the CMC.
- 2.5 Any person who has consumed alcohol within the past 5 hours will notify the Recovery Manager. The Recovery Manager or designee will determine whether the person is fit to perform emergency duties. (This is not required if this determination was already made via telephone.)
- 2.6 Determine whether the CMC is ready for activation using Enclosure 4.6.
- 2.7 Receive turnover from the Emergency Coordinator at the TSC by completing Enclosure 4.7.
- 2.8 Announce to all CMC personnel that the CMC is activated. See Enclosure 4.8 for a sample announcement of CMC activation.

- 2.9 Ensure that the state(s) and counties are notified of CMC activation by the state/county communicator.
- 2.10 Ensure that the TSC will notify the NRC of CMC activation.

3.0 SUBSEQUENT ACTIONS

- 3.1 Periodically discuss plant status with the Emergency Coordinator at the TSC.
- 3.2 Provide frequent (about every 30 minutes) status updates to CMC personnel.
- 3.3 Contact the state periodically to discuss overall emergency status, explain the basis for protective action recommendations, etc. Key contacts are as follows:

North Carolina:

Joe Myers - SERT Leader
David Crisp - Alternate SERT Leader
Chip Patterson - Operations Officer

South Carolina:

Paul Lunsford - Director, Emergency Preparedness Division
George Schneider - Operations Officer

- 3.4 Determine the appropriate emergency classification per RP/O/A/5000/01 (Catawba), RP/O/A/5700/00 (McGuire), or RP/O/B/1000/01 (Oconee) as applicable. If a change is made to the emergency classification:
 - 3.4.1 Announce the emergency class and the time of classification to CMC personnel,
 - 3.4.2 Notify the Emergency Coordinator of the change,
 - 3.4.3 Ensure that the states and counties are notified within 15 minutes,
 - 3.4.4 Ensure that the TSC will notify the NRC within 1 hour,
 - 3.4.5 If a Site Area Emergency is declared, recommend that the counties sound sirens and EBS to notify the public.
- 3.5 Determine the appropriate protective action recommendations using Enclosure 4.9. (Procedure RP/O/B/1000/06 may be used for Oconee.) These recommendations will be communicated by the State/County Communicator. The Recovery Manager should discuss the bases for the recommendations with the states or counties.
Decisions to notify and recommend protective actions to states and counties may not be delegated.

- 3.6 Whenever time allows, decide who will be the backup Recovery Manager and establish a shift rotation.
- 3.7 If the CMC cannot fulfill its role and manage the emergency response effort (e.g., due to loss of phone communications), the lead should be transferred back to the TSC. Use Enclosure 4.7 to provide turnover to the Emergency Coordinator at the TSC.
- 3.8 If the termination criteria shown in Enclosure 4.15 are met, the Recovery Manager may terminate the emergency. Any decision to terminate from a General Emergency condition must be discussed with the Senior NRC and State representatives.

The Recovery Manager may enter into a Recovery phase if the post-accident conditions warrant management or coordination of the recovery activities beyond that of a normal outage. (In general, a Recovery phase should be initiated after a General Emergency or after some Site Area Emergency conditions.)

To initiate Recovery operations, perform the following actions:

- 3.8.1 Verify that the termination criteria in Enclosure 4.15 are met.
 - 3.8.2 Identify a Recovery organization per Enclosure 4.16.
 - 3.8.3 Discuss the decision to enter Recovery with the Senior NRC and State representatives prior to implementation.
 - 3.8.4 Develop a brief message (See Enclosure 4.17) to announce the time and date of the initiation of Recovery operations and identify the Recovery organization. Distribute this message to the appropriate Federal, State, and local government agencies and to the TSC via telecopier. Also, distribute the message to the CMC group managers and announce this to all CMC personnel.
- 3.9 If the emergency class is reduced or terminated, instruct the Emergency Communications Manager to provide a verbal summary and provide a written summary of the event within 8 hours to the states and counties.

4.0 ENCLOSURES

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DUTY ENGINEER CMC CALL LIST

To staff the CMC, the Duty Engineer will call CMC Access Control personnel, a Recovery Manager, Emergency Planner, and one person from each CMC group. Calls should be made in the sequence listed below. After being contacted, these persons are responsible for notifying the rest of their groups per their respective Crisis Management Implementing Procedures.

CMC Access Control:

- A. For emergencies at Catawba or McGuire, Corporate Security should be notified to unlock and set up access control at the CMC in the Power Building.

Corporate Security - Power Building - 373-5950

- B. For emergencies at Oconee, CMD-South Security will be called by the Oconee switchboard operator.

Recovery Manager

	<u>Work No.</u>	<u>Home No.</u>
M. S. Tuckman	803/831-3205	
W. M. Sample	704/373-8485	
R. M. Koehler	704/373-7045	
D. W. Murdock	704/373-4033	
D. L. Rehn	704/373-4685	
B. L. Peele, Jr.	704/373-4185	

Emergency Communications

P. R. Herran	704/875-4805	
D. C. Kesler	704/373-7433	
R. L. White	704/373-4375	
S. F. Lindsey	704/373-8768	
G. T. Smith	704/373-5125	
L. F. Firebaugh	704/373-5228	
R. L. Weber	704/373-4130	
R. F. Cole	704/373-8469	
E. O. McCraw	704/373-8365	

Radiological Assessment

	<u>Work No.</u>	<u>Home No.</u>
R. W. Eaker	704/373-4373	
D. T. Parsons	704/373-8245	
Ken Johnson	704/373-5486	
David Vaught	704/373-5495	
Jim Twiggs	704/373-2802	
Lance Loucks	704/373-2377	
Skip McInvale	704/382-1027	

Plant Assessment

J. W. Simmons	704/373-5781
J. A. Reavis	704/875-4689
K. S. Canady	704/373-4712
P. M. Abraham	704/373-4520
R. H. Clark	704/373-5823
R. G. Snipes	704/373-8704

News Group

Roberta Bowman	704/373-3208
Susie Adams	704/875-5606
Mike Mullen	704/373-2812
Andy Thompson	803/831-3600
Guynn Savage	704/373-4530
24 Hour customer services	704/373-8050

Emergency Planner

R. E. Harris	704/373-8669
W. B. McRee	704/373-5149
D. P. Simpson	704/373-8771
P. N. McNamara (excluding Catawba)	803/831-3234
C. C. Jennings (excluding Oconee)	803/885-3294
R. L. Hasty (excluding McGuire)	704/875-4662

Administration & Logistics

R. F. Smith	704/373-4470
Steve Kessler	704/373-7123
Ed Morton	704/373-4893
G. L. Allen	704/373-2844

Before making additional notifications, call the TSC to get a status update, including the class of emergency and the initiating condition:

Catawba TSC	831-7410 or 831-2874
McGuire TSC	875-4951
Oconee TSC	885-3712

The following should be notified although they are not a part of the CMC:

<u>INPO Duty Officer (24-hour numbers)</u>	404/953-0904
	404/953-0922

Westinghouse (McGuire)

John Roth (P)	704/875-4525
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Westinghouse (Catawba)

Dick Puryear (P)

803/831-3181
803/831-3182
Beeper 219

Westinghouse (Headquarters) (Notify only when the local representative cannot be reached)

Steve Tritch (Director, ER Team)

412/374-4868

412/369-8553

Ron Lehr (Deputy Director, ER Team)

412/722-5867

412/856-7613

Don Fuller (Duke Power Proj. Mgr.)

412/374-3380

Frank Modrak (1st Alternate)

412/374-3333

Babcock & Wilcox (Oconee only)

L. H. Williams (P)

803/885-3090, -3091

J. G. Brown

804/847-3301

CMC EMERGENCY ACTIVATION MESSAGE

If the CMC is to be activated, the Duty Engineer uses this form to contact at least one person from each Crisis Management Center group. Each group in the CMC uses this format to alert its members according to the group's Crisis Management Implementing Procedure.

Message

1. This is a drill/actual emergency at _____ Nuclear Station.
2. Have you consumed alcohol within the past 5 hours?

(If "no", skip to Item 3. If "yes", ask the following questions, and use judgement to determine whether the person is fit for duty.)

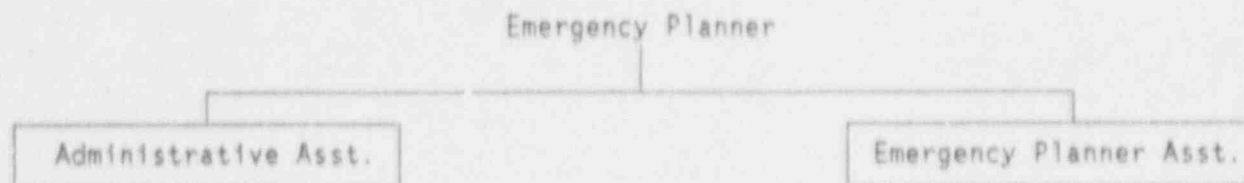
- (a) What did you consume?
- (b) How much did you consume?
- (c) Can you perform your duties unimpaired?
- (d) Can you drive safely?

3. You should use the procedure for your CMC group to notify your portion of the Crisis Management Center organization and report to:

_____ the Catawba/McGuire CMC (Power Building)

_____ the Oconee CMC

CALL LIST



Recovery Manager

Home

Work

M. S. Tuckman
W. M. Sample
R. M. Koehler
D. W. Murdock
D. L. Rehn

803/831-3205
704/373-8485
704/373-7045
704/373-4033
704/373-4685

B. L. Peele, Jr.

704/373-4185

Emergency Planner

R. E. Harris (Primary)
W. B. McRee
D. P. Simpson
P. N. McNamara (excl. Catawba)
C. C. Jennings (excl. Ocone)
R. L. Hasty (excl. McGuire)

704/831-3067
704/373-5149
704/373-8771
803/831-3234
803/885-3294
704/875-4662

Administrative Asst.

M. P. Nelms (Primary)
L. L. Kessler
A. B. Hewitt

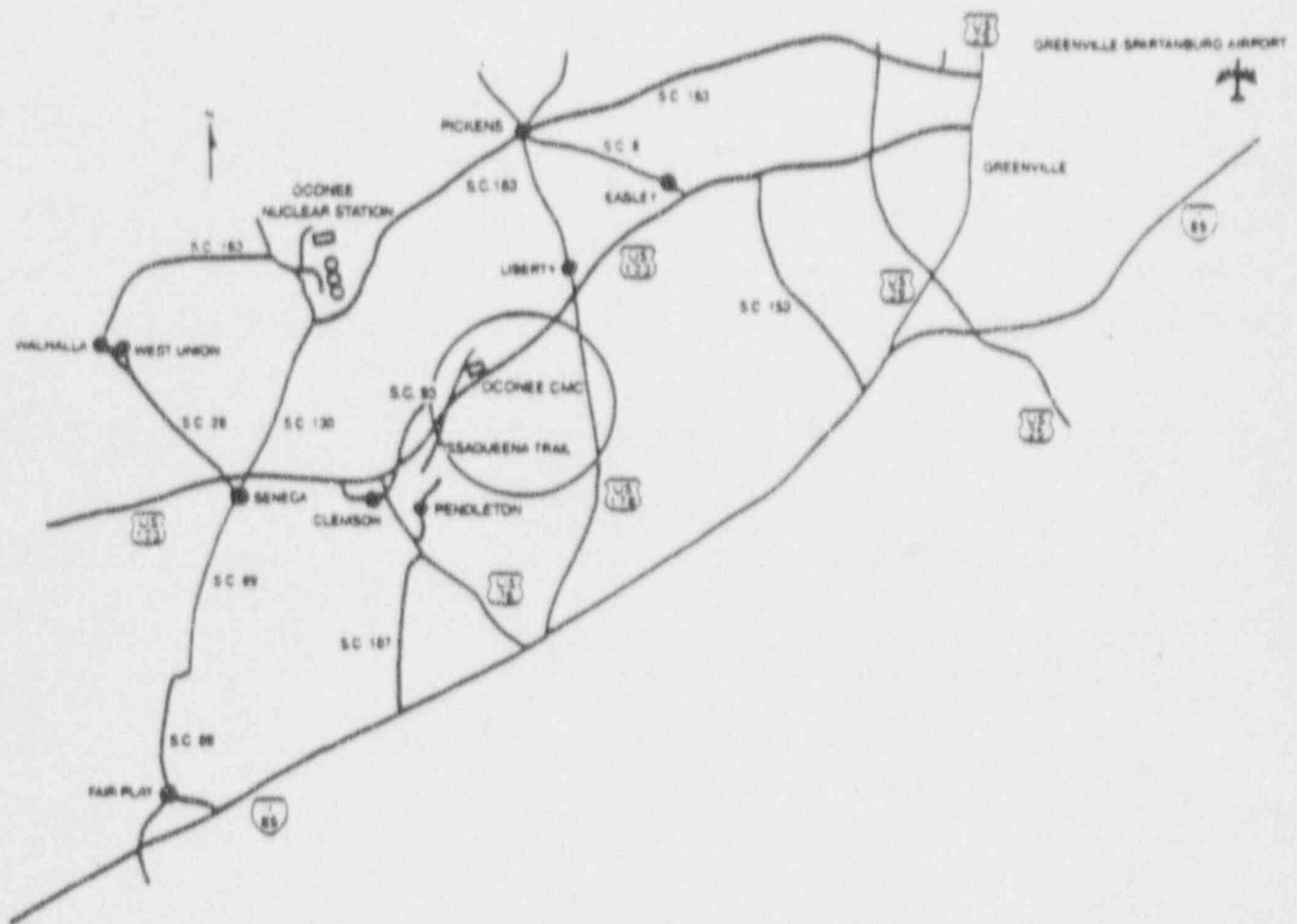
803/831-3067
704/373-7203
704/382-0003

Emergency Planner Asst.
J. J. Honeycutt

704/373-7705

If you are paged but do not hear the message, call the Duty Engineer at
(704) 373-5491 or pager number 0625.

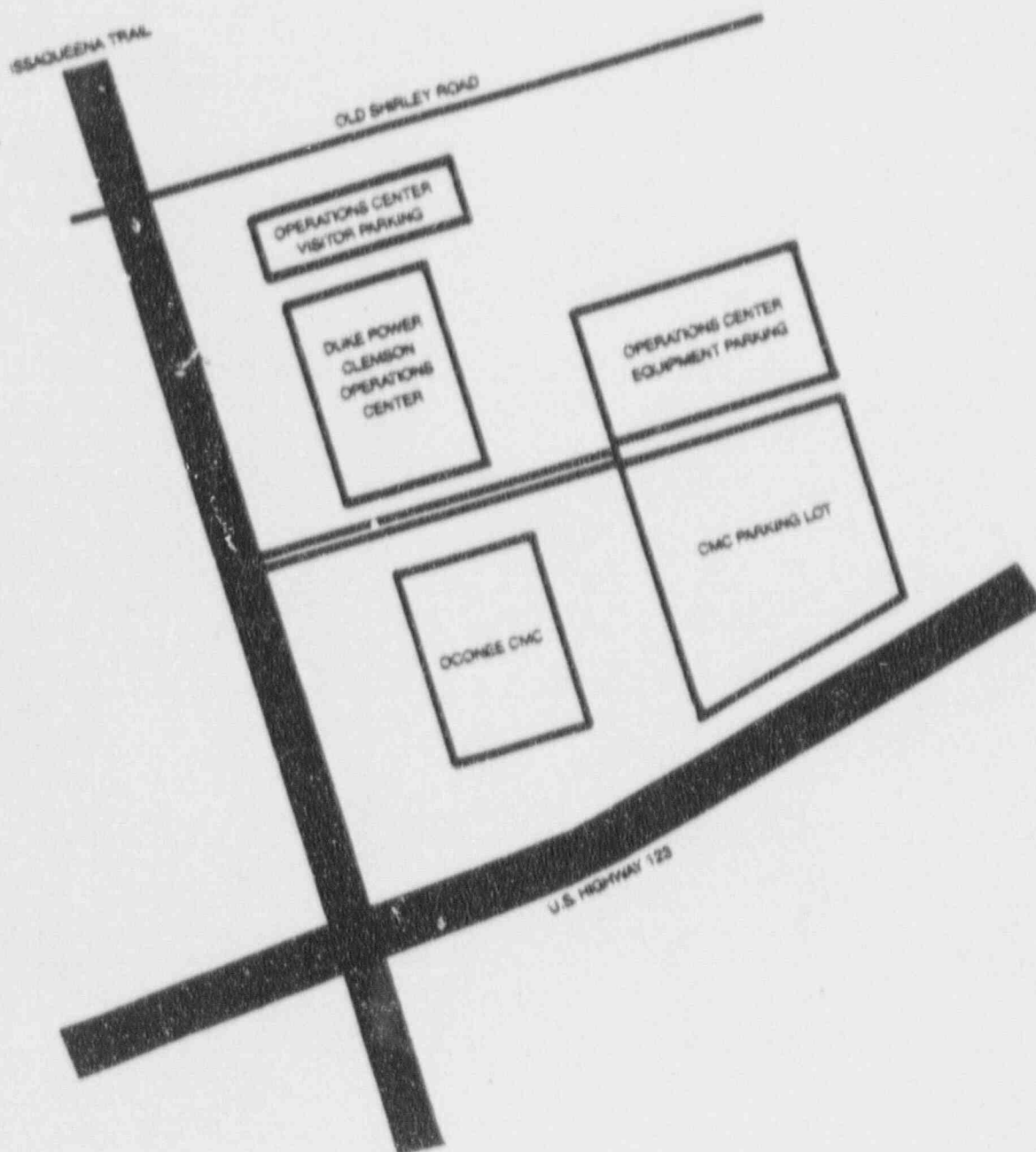
OCONEE CMC
GENERAL LOCATION



From Charlotte:

Take I-85 South to Exit 40 (S.C. 153). Go right (toward Easley) about 8 miles to U.S. 123. Go through Easley and continue to the Issaqueena Trail exit. Then go right about 1/4 mile to the CMC.

OCONEE CMC GENERAL LAYOUT



CMC READINESS CHECKLIST

1. The following positions are staffed with personnel capable of performing their duties:

_____ Recovery Manager
_____ Radiological Assessment Manager
_____ Plant Assessment Manager
_____ Emergency Communications Manager
_____ State/County Communicator
_____ Access Control

TSC/CMC TURNOVER CHECKLIST

This is a _____ drill _____ actual emergency.

Time: _____ Date: _____

Plant & Unit Affected _____ Emergency Class _____

Reactor Power Level (or Operating Mode if shutdown):

Unit 1: _____ Unit 2: _____

Ongoing problems:

Status of off-site and on-site power and supplies:

On-site and off-site radiological status:

Site Assembly conducted? _____ Site Evacuation? _____

Number of field monitoring teams deployed? _____

Protective Action Recommendations provided to states and counties:

Next message due for states/counties: _____

CMC Activated at: _____ Recovery Manager: _____

Note: Synchronize clocks with TSC

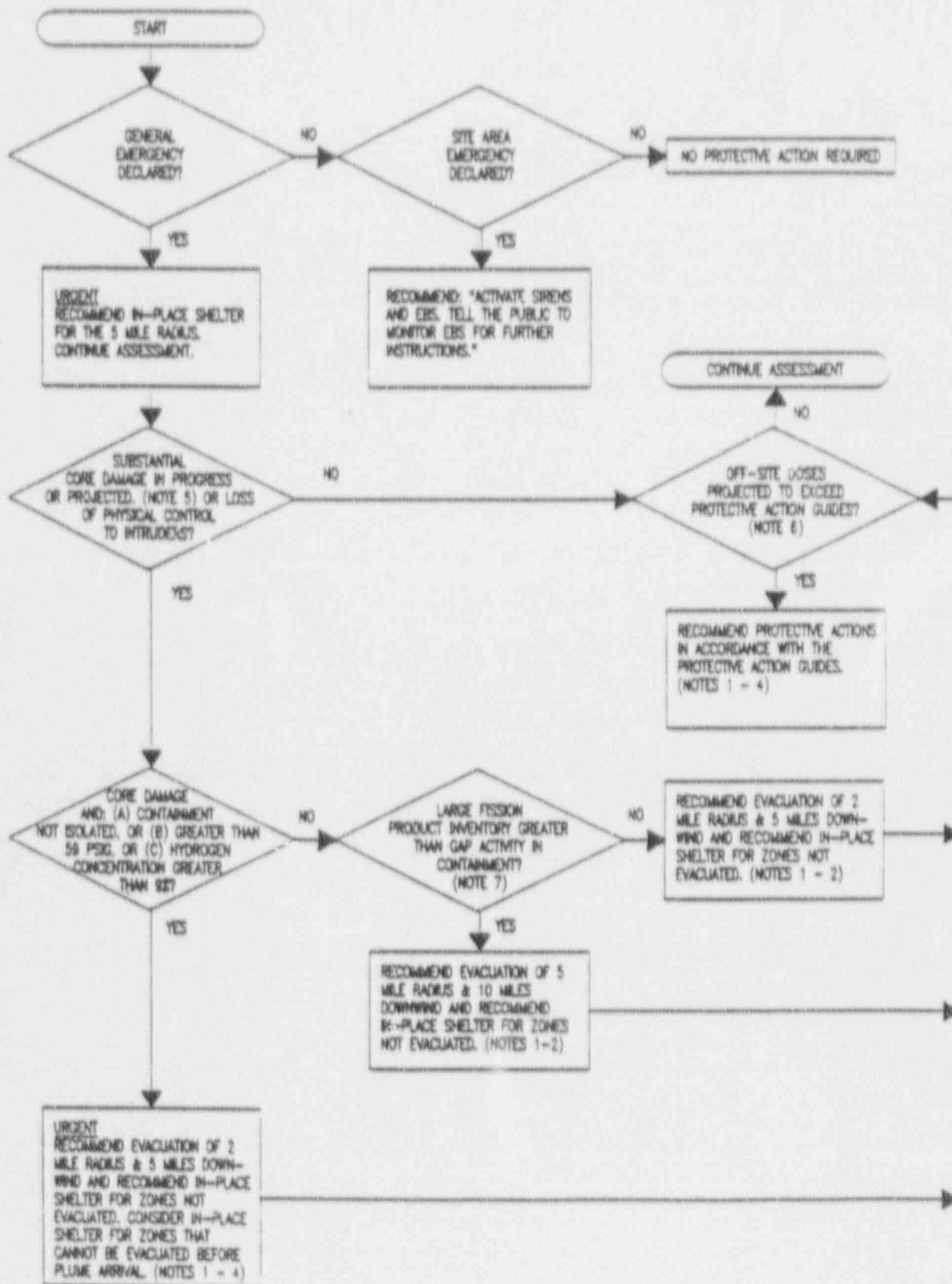
SAMPLE ANNOUNCEMENT OF CMC ACTIVATION

Recovery Manager: "May I have your attention please. This is (is not) a drill.

The CMC is being activated as of _____ hours. I, (name), am the Recovery Manager and I have taken over emergency management responsibilities from the Emergency Coordinator at the Technical Support Center. Each CMC group manager should make sure everyone in his or her group is made aware of this.

I would like to provide you a brief status update at this time"

GUIDANCE FOR OFF-SITE PROTECTIVE ACTIONS



GUIDANCE FOR OFF-SITE PROTECTIVE ACTIONS

NOTES:

1. Whenever possible, consult the CMC meteorologist to determine the potentially affected areas. Otherwise, "downwind" should be assumed 90 degrees wide, except assume all directions to be downwind if wind speed is less than 5 mph. For Oconee after 4:00 p.m. and before 10:00 a.m., assume all directions to be downwind.
2. Promptly relocate the population affected by any ground contamination after plume passage.
3. See the Crisis Management Plan, Section J.8 for evacuation time estimates.
4. If in-place shelter is indicated and a release is expected to continue more than 2 hours, evacuation may result in lower doses. Increasing the distance from the plant and reducing the time of exposure would be more effective than in-place shelter.
5. "Substantial core damage" is defined as release of 20% of the gap activity from the core.
6. Determine from dose projections and/or off-site monitoring data. See page 3 for protective action guides.
7. Fission product inventory inside containment is greater than gap activity if the containment radiation level exceeds the levels in the table below:

For McGuire or Catawba:

<u>TIME AFTER SHUTDOWN (HOURS)</u>		<u>CONTAINMENT MONITOR READING (R/HR)</u>
	0	2,340
0 -	2	864
2 -	4	624
4 -	8	450
	> 8	265

For Oconee:

<u>TIME AFTER SHUTDOWN (HOURS)</u>		<u>CONTAINMENT MONITOR READING (R/HR)</u>	
		<u>RIA-57</u>	<u>2RIA-58</u>
	0	9,090	4,100
0 -	2	2,060	923
2 -	4	1,400	626
4 -	8	788	350
	> 8	269	118

PROTECTIVE ACTION GUIDES

Recommended protective actions to avoid whole body and thyroid dose from exposure to a gaseous plume.

Projected Dose (Rem) to the Population	Recommended Actions	Comments
Whole body <1 Thyroid <5	<ul style="list-style-type: none">• No protective action required.• State may issue an advisory to seek shelter and await further instructions or to voluntarily evacuate.• Monitor environmental radiation levels.	Previously recommended protective actions may be reconsidered or terminated.
Whole body 1 to <5 Thyroid 5 to <25	<ul style="list-style-type: none">• Seek shelter and await for further instructions.• Consider evacuation, particularly for children and pregnant women.• Monitor environmental radiation levels.	Refer to Notes 1-5 on page 2.
Whole body 5 and above Thyroid 25 and above	<ul style="list-style-type: none">• Conduct mandatory evacuation of populations in the affected zones and recommend in-place shelter for the zones not evacuated.• Monitor environmental radiation levels and adjust area for mandatory evacuation based on these levels.	Seeking shelter would be alternative if evacuation were not immediately possible. Refer to Notes 1-5 on page 2.

CMC GROUP MANAGERS

Radiological Assessment Manager:

W. A. Haller
R. C. Futrell
R. T. Simril
J. E. Cole
J. S. Carter
R. E. Harris

Plant Assessment Manager:

K. S. Canady
P. M. Abraham
R. H. Clark
R. G. Snipes
H. D. Brewer
S. A. Deskevich
M. J. Barrett
H. J. Lee
G. B. Swindlehurst
J. E. Burchfield
B. E. Busby
L. J. Azzarello

Emergency Communications Manager:

P. R. Herran
D. C. Kesler
G. T. Smith
R. L. White
S. F. Lindsey
L. F. Firebaugh
R. L. Weber
R. F. Cole
E. O. McCraw

News Director:

Roberta B. Bowman
Susie Adams
Joe Maher
Andy Thompson
Bryant Kirney
Mike Mullen

Administration and Logistics Manager:

Robert F. Smith
Steve Kessler
Ed Morton
Grady Allen

RECOVERY MANAGER
POSITION DESCRIPTION

Primary Responsibilities:

1. Provide management direction and control of Duke Power's emergency response activities.
2. Decide regarding recommendations to states and counties regarding public protective actions.
3. Escalate, de-escalate, or terminate the emergency classification.
4. Coordination with federal, state, and local governments.
5. Review and approve news releases.

Principal Working Relationships:

1. TSC Emergency Coordinator
2. State emergency management officials
3. NRC Director of Site Operations
4. CMC State/County Communicator
5. CMC Group Managers

EMERGENCY PLANNER
POSITION DESCRIPTION

Reports to: Recovery Manager

Basic Functions: Advise the Recovery Manager on the Crisis Management Plan and station emergency plan relationship to the emergency situation.

Primary Responsibilities:

1. Assist the Recovery Manager in classification of emergency conditions, recommendations to off-site authorities, and in consultations with NRC and other federal agencies.
2. Ensure that the Recovery Manager is made aware of any requirements in the Crisis Management Plan that apply to the situation.
3. Assist the Recovery Manager in keeping state emergency management officials informed.

Principal Working Relationships:

1. Recovery Manager for Emergency Plan considerations
2. Emergency Planner Assistant and Administrative Assistant for work tasks
3. Radiological Assessment Manager and Plant Assessment Manager to discuss public protective action recommendations and potential changes in the emergency classification.
4. NRC for Emergency Plan considerations

EMERGENCY PLANNING ASSISTANT
POSITION DESCRIPTION

Reports to: Emergency Planner

Basic Function: This position was established to utilize the capabilities of the Office Assistant whose normal job involves helping to maintain the CMC facilities in a state of readiness. His familiarity with CMC facilities may be valuable to the Emergency Planner. During an emergency, this position will be staffed during initial activation. Later, it would be staffed on an as-needed basis.

Primary Responsibilities:

1. Perform administrative tasks as assigned by the Emergency Planner.
2. Notify the Administration and Logistics Group of your availability to answer questions or assist with problems related to the CMC facilities.

Principal Working Relationships:

1. Emergency Planner for assigned tasks.
2. Administration and Logistics personnel regarding facility-related questions.

ADMINISTRATIVE ASSISTANT
POSITION DESCRIPTION

Reports to: Recovery Manager

Supervises: N.A.

Basic Function: Assist the Recovery Manager by performing administrative duties as assigned.

Primary Responsibilities:

1. Assist the Recovery Manager as assigned.
2. Maintain a log of decisions and activities.

Principal Working Relationships:

1. Recovery Manager for work tasks
2. CMC Group Managers and Emergency Planner for resolution of tasks

TERMINATION CRITERIA

- _____ 1. Existing conditions no longer meet the emergency classification criteria and it appears unlikely that conditions will deteriorate further.
- _____ 2. No surveillance relative to off-site protective actions is needed, except for the control of foodstuffs and water, and off-site contamination, or environmental assessment activities.
- _____ 3. Radiation levels in affected in-plant areas are stable or decreasing to below acceptable levels.
- _____ 4. Releases of radioactive material to the environment greater than Technical Specifications are under control or have ceased.
- _____ 5. The potential for an uncontrolled release of radioactive material is at an acceptably low level.
- _____ 6. Containment pressure is within Technical Specification requirements.
- _____ 7. Adequate long-term core cooling is available.
- _____ 8. Adequate shutdown margin of the core has been verified.
- _____ 9. A fire, flood, earthquake or similar emergency condition is controlled or has ceased.
- _____ 10. Offsite power is available per Technical Specifications.
- _____ 11. Any contaminated/injured personnel have been transported offsite and are receiving appropriate medical care.
- _____ 12. All emergency action level notifications have been completed.
- _____ 13. Access to radiologically controlled areas of the plant necessary for operation during recovery are being monitored by the Radiation Protection Section.
- _____ 14. Offsite conditions will not limit access of personnel and support resources.
- _____ 15. Discussions have been held with the News Director to determine the impact of termination on public information management.
- _____ 16. Discussions have been held with Senior NRC and State representatives to determine the impact of termination on their activities.

RECOVERY ORGANIZATION

Before entering the Recovery phase, the Recovery Manager should establish a Recovery organization that is appropriate for the existing on-site and off-site conditions. This enclosure describes a suggested organization structure. It may be modified or supplemented as necessary to fit the particular circumstances.

The recovery activities would be managed much like a normal outage, except that certain activities unique to the post-accident situation may be managed by the Recovery organization. This organization would function as a matrix management organization to coordinate activities with the normal company organization. The Recovery organization may be located at the Crisis Management Center or the plant site, as appropriate.

The primary positions in the Recovery Organization are described below:

Recovery Manager - Overall management of recovery activities. Coordination with Federal, state, and local governments.

Scheduling & Planning Manager - Coordination and scheduling of recovery activities, particularly on-site activities. Functions much like the outage manager during normal outages.

Radiological Assessment Manager - Coordinates radiological and environmental assessment with federal and state agencies. Coordinates radwaste management and decontamination activities.

Engineering Support Manager - Coordinates the engineering and maintenance support for the recovery effort.

News Director - Manages communications of recovery activities. Informs the news media, employees, etc.

Administration and Logistics Manager - Coordinates activities such as purchasing, finance, insurance, human resources, transportation, etc.

SAMPLE ANNOUNCEMENT TO INITIATE RECOVERY
THIS IS/IS NOT A DRILL

At (date & time), Duke Power will terminate the emergency conditions at the _____ Nuclear Station and initiate recovery activities. Existing conditions no longer meet the emergency criteria. Releases of radioactive material to the environment have ceased (or are below acceptable levels for normal operations). Necessary safety systems are functioning properly. Radiation levels both inside the station and off-site will continue to be monitored.

A recovery organization is being established to manage the recovery activities. Key personnel in the recovery organization are as follows:

Recovery Manager: (Name & Phone Number)
Scheduling & Planning Manager: (Name & Phone Number)
Radiological Assessment Manager: (Name & Phone Number)
Engineering Support Manager: (Name & Phone Number)
Administration and Logistics Manager: (Name & Phone Number)
News Director: (Name & Phone Number)

Recovery from a serious emergency situation is guided by the following principles:

The protection of the public health and safety is the foremost consideration in formulating recovery plans.

Public officials will be kept informed of recovery plans so that they can properly carry out their responsibilities to the public.

Periodic information will be provided to the news media so that they can provide information to the public regarding recovery plans and progress made.

Periodic status reports will be given to company employees at other locations and to government and industry representatives.

The radiation doses to employees and other radiation workers will be kept as low as reasonably achievable.

Station programs for security, health physics, fire protection and quality assurance will be followed to the maximum practical extent during the recovery effort. If conditions dictate action which does not afford time to fully implement security, health physics, fire protection and quality assurance programs, the Recovery Manager or Station Manager may permit exemption of these requirements.

(Signature)
Recovery Manager

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP-4

ADMINISTRATION AND LOGISTICS PLAN

Rev. 38

February 1, 1992

KE Harris
Approved By

01/27/92
Date

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- C.8 Oconee CMC and Media Center Checkpoints
- C.9 Fitness for Duty Access Verification and Continued Observation
- C.10 ONS Burglar Alarm System

D.0 COMMUNICATIONS DIRECTOR

- D.1 Purpose
- D.2 Major Functions
- D.3 Members of Group

TABLE OF CONTENTS

- D.4 Additional Personnel Required
- D.5 Arrival at CMC
- D.6 Communication Systems
- D.7 Equipment
- D.8 Telephone Directories
- D.9 Audit Procedures

E.0 PURCHASING DIRECTOR

- E.1 Purpose
- E.2 Major Functions
- E.3 Members of Group
- E.4 Additional Personnel Required
- E.5 Field Purchasing Contacts
- E.6 Arrival at CMC
- E.7 Interface with Other Groups
- E.8 Crisis Stage to Recovery Stage
- E.9 Procedures
- E.10 Information For Emergency Purchases Manual
- E.11 Major Equipment Identification
- E.12 Parts Information
- E.13 Audit Procedures

F.0 FINANCE DIRECTOR

- F.1 Purpose
- F.2 Major Functions
- F.3 Members of Group
- F.4 Action Required of Finance Personnel
- F.5 Additional Personnel Required
- F.6 Arrival at CMC
- F.7 Finance Check List for Recovery Operation
- F.8 Petty Cash
- F.9 Payroll Procedure
- F.10 Audit Procedure

G.0 COMMISSARY DIRECTOR

- G.1 Purpose
- G.2 Major Functions
- G.3 Members of Group
- G.4 Arrival at Site or CMC
- G.5 Food Suppliers
- G.6 Tents
- G.7 Trash Removal
- G.8 Portable Toilets
- G.9 Furniture
- G.10 Recovery
- G.11 Office Trailer
- G.12 Audit Procedure

TABLE OF CONTENTS

H.0 HUMAN RESOURCES

- H.1 Purpose
- H.2 Functions
- H.3 Members of Group
- H.4 Technical and Craft Personnel
- H.5 Technical Assistance from Various Suppliers of Equipment at Oconee
- H.6 Tractor Trailer Drivers, Equipment Operators, Flat Truck Drivers, Crane Operators, Van and Carry-All Drivers
- H.7 Electricians, Builders, Utilities
- H.8 Other Utility Companies
- H.9 Heliport
- H.10 Crisis Management/Recovery Effort Work Schedule
- H.11 Facility Cleanup
- H.12 TLD Badges

I.0 TRANSPORTATION DIRECTOR

- I.1 Purpose
- I.2 Major Functions
- I.3 Members of Group
- I.4 Additional Personnel Required
- I.5 First Call-Out
- I.6 Back-Up Equipment
- I.7 Outside Carriers and Personnel
- I.8 Air Freight
- I.9 Fuel Availability
- I.10 Audit Procedure

J.0 INSURANCE DIRECTOR

- J.1 Purpose
- J.2 Major Functions
- J.3 Members of Group
- J.4 Immediate Contact with Insurance Companies
- J.5 Interfacing with Other Groups
- J.6 Claims Office
- J.7 Audit Procedures

A.0 INTRODUCTION

A.1 PURPOSE

To support all groups in the Crisis Management Center organization and Nuclear Station Personnel should an emergency occur with equipment, personnel, supplies, and personal services.

A.2 MAJOR FUNCTIONS

A.2.a Administration

A.2.b Access Control

A.2.c Communications

A.2.d Purchasing

A.2.e Finance

A.2.f Commissary

A.2.g Human Resources

A.2.h Transportation

A.2.i Insurance

A.3 MANAGER - R. F. Smith

Alternate Manager - S. M. Kessler

A.4 ASSISTANT MANAGERS

The following people are designated Assistant Managers and have responsibilities as indicated in Appendix A-1. In the event of an emergency these individuals will serve as manager when required.

Primary

E. D. Morton

G. L. Allen

Alternates

C. Neal Alexander, Jr.

W. R. Cross

A.5 PERSONNEL REQUIRED

Names of directors and their alternates are included in the Organizational Chart shown as Appendix A-1 as well as under the subtopic "Members of Group" included in each section.

A.6 SUPPORT REQUIRED FROM OTHER GROUPS

The Administration and Logistics Group is intended to be a totally self-supporting group, as well as a service group to all others in the Crisis Management Center organization.

A.7 DISTRIBUTION OF ADMINISTRATION AND LOGISTICS PLAN

Copies of this plan are to be maintained in the following areas:

- A.7.a Oconee Crisis Management Center Procedures Cabinet
- A.7.b McGuire/Catawba Crisis Management Center Procedures Cabinet
- A.7.c Each member of the Administration and Logistics Group

A.8 AUDIT PROCEDURES

All of the information contained in this plan will be verified for accuracy according to the Crisis Management Plan.

A.9 EXPENSES INCURRED

The Recovery Manager and Administration/Logistics Manager are authorized to approve expenses incurred in the performance of the duties described in this plan.

A.10 EMERGENCY ACTIVATION FORM

Appendix A-2 is a form to be completed upon notification of an emergency by each team member.

A.11 CMC ACTIVATION

Appendix A-3 identifies actions to be taken whenever the CMC is to be activated.

A.12 CMC SHUTDOWN

Appendix A-4 identifies actions to be taken whenever the CMC is being shutdown.

A.13 ADMINISTRATION AND LOGISTICS TELEPHONE NUMBERS

The following telephone numbers can be used to contact other Administration and Logistics group members:

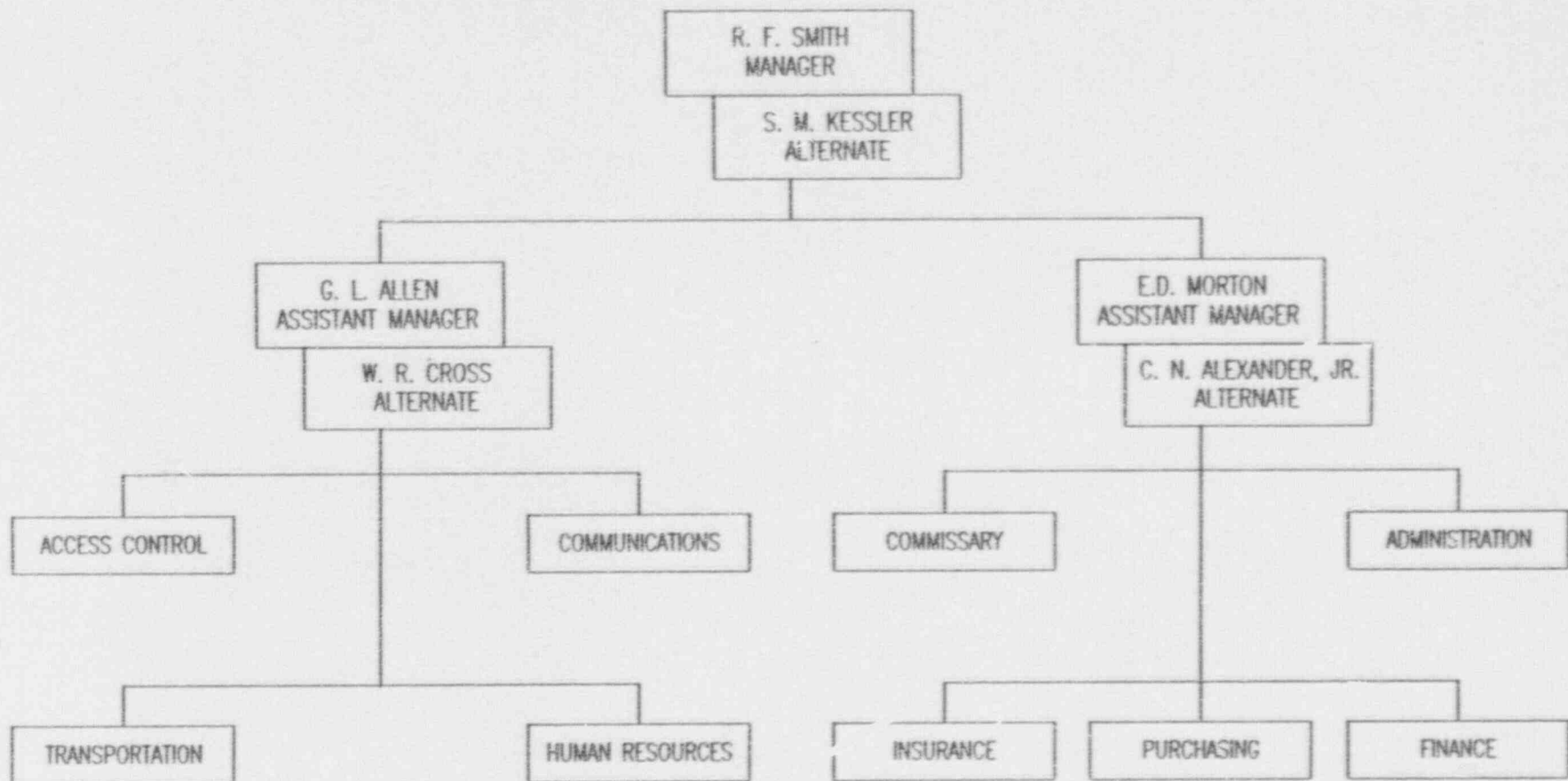
A.13.a McGuire/Catawba Crisis Management Center

382-0726 (Speaker Phone)
-0727
-0728

A.12.b Ocone Creek Crisis Management Center

(704) 382-8200 (Speaker Phone)
(803) 591-1290
(803) 231-0770
(803) 271-0871
(803) 654-1011
(803) 885-4800

ORGANIZATION CHART



CMC EMERGENCY ACTIVATION MESSAGE

If the CMC is to be activated, the Duty Engineer uses this form to contact at least one person from each Crisis Management Center group. Each group in the CMC uses this format to alert its members according to the group's Crisis Management Implementing Procedure.

Message

1. This is a drill/actual emergency at _____ Nuclear Station.
2. Have you consumed alcohol within the past 5 hours?
(If "no", skip to Item 3. If "yes", ask the following questions, and use judgement to determine whether the person is fit for duty.)
 - (a) What did you consume?
 - (b) How much did you consume?
 - (c) Can you perform your duties unimpaired?
 - (d) Can you drive safely?
3. You should use the procedure for your CMC group to notify your portion of the Crisis Management Center organization and report to:

_____ the Catawba/McGuire CMC (Power Building)

_____ the Oconee CMC

APPENDIX A-3
PAGE 1

CMC ACTIVATION

Immediately upon notification of the need to activate the Administration and Logistics group, the following will take place:

- R. F. Smith - Contact alternate to either make telephone calls or report to CMC ASAP.
- G. L. Allen - Establish Security.

Establish communication system. Contact balance of team in accordance with call tree.

Report to Administration and Logistics area of the CMC.
- E. D. Morton - Make telephone notifications in accordance with call-up list.

Assess situation concerning meals and act accordingly.

Report to Administration and Logistics area of the CMC.

APPENDIX A-4
PAGE 1

CMC SHUTDOWN CHECKLIST

Administration

____ Procedures cabinet locked
____ Public address system off
____ Secure Administration & Logistics area
____ Send Inventory list to G.O. Office Supply Department for
replenishment of supplies
____ Arrange for return of relocated office equipment
____ Collect armbands and any temporary ID cards
____ Notify Hotels/Motels of release of rooms
____ Assist personnel needing airline transportation home
____ Make 2 copies of Recovery Manager's and Offsite
Communicators' logbooks. Give copies to Emergency
Planner.

Access Control

____ Copy personnel sign-in checklist and forward to the
Nuclear Emergency Planning Section
____ Perform final inspection to ensure:
o equipment off
o personnel gone
o cabinets locked
o doors secure
o lights off (except for emergency lighting)
o security system returned to original state

Communications

____ Secure radio base stations
____ Contact Computer Support to release computers from
emergency status
____ Return Media Center phones to storage location (Ocone CMC
only)
____ Return portable communications equipment to storage
location (if applicable)

Purchasing

____ Transfer information on outstanding requisitions to normal
Purchasing contacts

Finance

____ Turn over payroll information to General Office Payroll
Department
____ Reconcile petty cash fund in accordance with corporate
procedures

APPENDIX A-4
PAGE 2

CMC SHUTDOWN CHECKLIST

Commissary

- _____ Notify vendors to discontinue food service to Crisis Management Center
- _____ Notify vendors to pick up furniture and equipment not required for Recovery
- _____ Make arrangements for trash removal

Human Resources

- _____ Cleanup Crisis Management Center
- _____ Pickup TLD badges from South Carolina Emergency Preparedness Division (if applicable)

Transportation

- _____ Arrange for transport of relocated equipment to original location, if applicable
- _____ Arrange for transportation home for personnel (as needed)

Insurance

- _____ Notify Insurance Companies of change in status

B.0 ADMINISTRATION DIRECTOR

B.1 PURPOSE

To provide general administrative office support and supplies.

B.2 MAJOR FUNCTIONS

B.2.a Provides office supplies and equipment

B.2.b Provides photography services and cameras

B.2.c Provides secretarial/clerical services

B.2.d Provides telephone call-up list for Administration and Logistics Team

B.2.e Provides copy services

B.2.f Provides air travel, hotel, and car rental arrangements.

B.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

B.3.a PRIMARY (DIRECTOR)

Libby Applegate

B.3.b ALTERNATES

Sharon Friday

Brenda Walker

Alta Furr

Pam Boies

Jay Huggins

B.4 ADDITIONAL PERSONNEL REQUIRED

Secretarial/clerical support will be necessary during an emergency or recovery situation. Appendix B-1 is a list of people who can be utilized.

B.5 ARRIVAL AT CMC

Upon arrival at CMC, members of the Administration staff will be responsible for the following:

- Person #1: (1) Responsible for:
- A. Procedures cabinet unlocked and open
 - B. Public Address system switched on
(G.O. CMC - P.A. amplifier is in Janitor Storage Room. Ocone CMC - P.A. amplifier is in Telephone/Equipment Room.)
 - C. Verify clocks in all rooms are correct and in agreement.
- (2) Responsible for making sure that Admin. & Logistics area is set up.
- A. Supply cabinet unlocked and open.
 - B. Put Crisis Telephone Directories out.
 - C. Get pads, pencils, etc., out of cabinet.
- Person #2: Responsible for data representation in Admin. and Logistics office.
- Person #3: (1) Furnish personnel in accordance with Appendix B-1.
- Person #4: (1) Responsible for checking needs of court recorders.
- (2) Responsible for equipment needs of news media.
- Person #5: Responsible for Copy Center/Telecopier.

B.6 ACTION LIST FOR CHANGING FROM EMERGENCY TO RECOVERY MODE

- B.6.1 Send copy of Inventory List to G.O. Office Supply Department for replenishment of supplies.
- B.6.2 Determine additional space requirements.
- B.6.3 Prepare weekly work schedules.
- B.6.4 Determine hotel/motel accommodations and travel requirements; contact Corporate Travel Center for securing these requirements.

B.7 EQUIPMENT REQUIRED TO PERFORM DUTIES

Appendix B-3 lists office equipment availability within the Duke system and the order of arrival at the jobsite. This list encompasses equipment required by all areas of the Crisis Management Center.

B.8 OFFICE SUPPLY COMPANIES - LOCAL

Local Office Supply Companies are listed in Appendix B-4 for any additional supplies we may need.

B.9 FACILITY LAYOUT

Appendix B-5 shows the layout of the sites during a crisis.

B.10 PHOTOGRAPHY SERVICES

Following is a source for photography services in addition to the cameras listed in Appendix B-3.

Tom Sommer	Construction and Maintenance
Work Phone	373-7896
Home Phone	704-568-7539

B.11 NEWSLETTER

An on-site newsletter will be issued by this group as required concerning service information.

B.12 TELEPHONE CALL-UP LIST

Each member of the Administration and Logistics Team is responsible for notifying the Director of Administration or designee of any changes in home, alternate or work telephone numbers. A copy of the telephone call-up list is included as Appendix B-7.

The method of notification using this list is as follows:

R. F. Smith will follow the lines to contact the team members. If a team member is unavailable at their home, work, or alternate telephone numbers; the caller will be responsible for contacting the people that team member was to contact.

B.13 RECORDS FOR ADMINISTRATION AND LOGISTICS TEAM

Files are maintained in the Administration Director's office as follows:

- B.15.a Correspondence - Incoming and Outgoing
- B.15.b Minutes of Meetings
- B.15.c Logs of Manuals

B.14 AUDIT PROCEDURE

Information contained in this section will be periodically verified for accuracy in accordance with Section A.8.

APPENDIX B-1

PAGE 1
RESERVE PERSONNEL

	HOME PHONE	WORK PHONE	SUPERVISOR	DEPARTMENT	LOCATION	TYPING	SHORTHD	DICTAPH	SWITCHBOARD
<u>Oconee</u>									
Steve Alexander		803-885-4156	D. L. Freeze	CMD	Oconee	Has secretaries and clerks available			
Sheila Smith		803-885-4065	Steve Alexander	CMD	Oconee	X			
<u>McGuire or Catawba</u>									
Earl Lapp		704-373-4883	R. F. Smith	Purchasing	MC	Clerical Help			

For lodging and travel requirements: Corporate Travel Center 704 382-8747
 Branch Manager - Deborahah Turner-Benson
 American Express Travel Related Services Office 704 382-8329
 Home 704 545-2574

"If Branch Manager or Corporate Travel Center cannot be reached, the Area Manager-American Express Travel should be notified to provide additional reserve personnel as needed."

Area Manager: Lisa Bullock

Office 704 549-7480
 Home

APPENDIX B-2
PAGE 1

OFFICE EQUIPMENT

COPY MACHINES (in order of priority) - Located in the General Office

1. DPCO Power Building - PBBAF
Office Supply
Brenda Walker
704-373-4597
2. Duke Power Company
422 Church Street
Charlotte, N.C. 28242
Contact: Jay Huggins
Office No.: 704-372-0256

ID CAMERAS

1. Kim Schmidt
704-373-5915
2. Charlotte Hopkins
Oconee Nuclear Station
8-885-4074

CAMERAS

1. Sandy Baker - Design Engineering - Technical Services, extension 3-5687
2. Bob Hollis - Purchasing extension 3-7190 (1 - Polaroid)
3. Tom Sommer - Construction and Maintenance, extension 3-7896

TELECOPIERS (PORTABLE)

1. Jay Huggins - PB2 (copy center)
2. CMD - South or CMD - North
3. Jerel Reavis - extension 3-7567

APPENDIX B-2
PAGE 2

TELECOPIERS (NON-PORTABLE)

1. PB2-Copy Center
2. WC11-Self-Automated Copy Center 4. EC-Parking Level 2

TYPEWRITERS

- 8 - Court Recorders and News Media
 - 3 - O. J. Miller Auditorium
(Court Recorders)
 - 4 - EC-I-230 (News Media)
 - 1 - NRC Office in CMC
-
1. 2 - For immediate use, contact Sandy Baker, Design Engr. T.S.
373-5687
 2. Harper Brothers - Mike Eubanks (rental) 704-525-6100
 3. A. F. Dancy Company (rental) - all correcting typewriters must be
rented Charlotte, N.C. - Dorothy Browning 704-332-7727

APPENDIX B-3
PAGE 1

OFFICE SUPPLY COMPANIES

OCONEE NUCLEAR STATION

Harper Brothers
P. O. Box 2108
Greenville, S. C. 29602
Jimmy Hames
Office: 803-242-3600
Fax: 803-242-4824

Harper Brothers
1001 North Main Street
Anderson, S. C. 29621
Attn: Larry Holcombe
Office: 803-226-7671
Home: [REDACTED]
Fax: 803-225-6842

Ship to Address

Young Office Supply
105 Southport Road
Spartanburg, S. C. 29301
Tom R. Young, Jr.
Office: 803-574-2344
Home: [REDACTED]
Fax: 803-576-6622

Mailing Address

Young Office Supply
P. O. Box 5210
Spartanburg, S. C. 29304

Ship to Address

Fant's Office Supply
126 North Main Street
Anderson, S. C. 29621
Marshall Fant, Jr.

Mailing Address

FANTS
P. O. Box 156
Anderson, S. C. 29622
Office: 803 226-3446
Home: [REDACTED]
Fax: 803 225-3976

ABECO

Anderson Business Equip. Co., Inc.
P. O. Box 8439
Greenville, S. C. 29604
803-295-1480
Fax: 803-269-2994

Alexander's Oconee Office Suply
125 North Townville Street
P. O. Box 782
Seneca, S. C. 29679
803-882-2472

Kearns Corp.
337 West Main
Easley, S. C. 29640
803-859-5013
Fax: 803-855-4639

Clemson University Bookstore
P. O. Box 2096
University Station
Clemson, S. C. 29632
803-656-2050
Fax: 803-656-0366

Broyhill Furniture Rental
912 Laurens Road
Greenville, S. C. 29607
803-271-1415
Fax: 803-242-4597

C&D Office Products
P. O. Box 2111
Greenville, S. C. 29602
Office: 803 246-9072
or 803 246-9115
Fax: 803 246-8254
Contact: Dan Lacy

APPENDIX B-3
PAGE 2

OFFICE SUPPLY COMPANIES

MCGUIRE NUCLEAR STATION/CATAWBA NUCLEAR STATION

Harper Brothers
4400 Suite P
Stuart Andrew Blvd.
Charlotte, N.C. 28217
Phone: (704) 525-6100
Mike Eubanks
(Typewriter Rental)
Fax: 704 525-2299

Office Interiors
1100 Central Avenue
Charlotte, N.C. 28204
Charles Collins
Phone: 332-2661
Fax: 332-9014

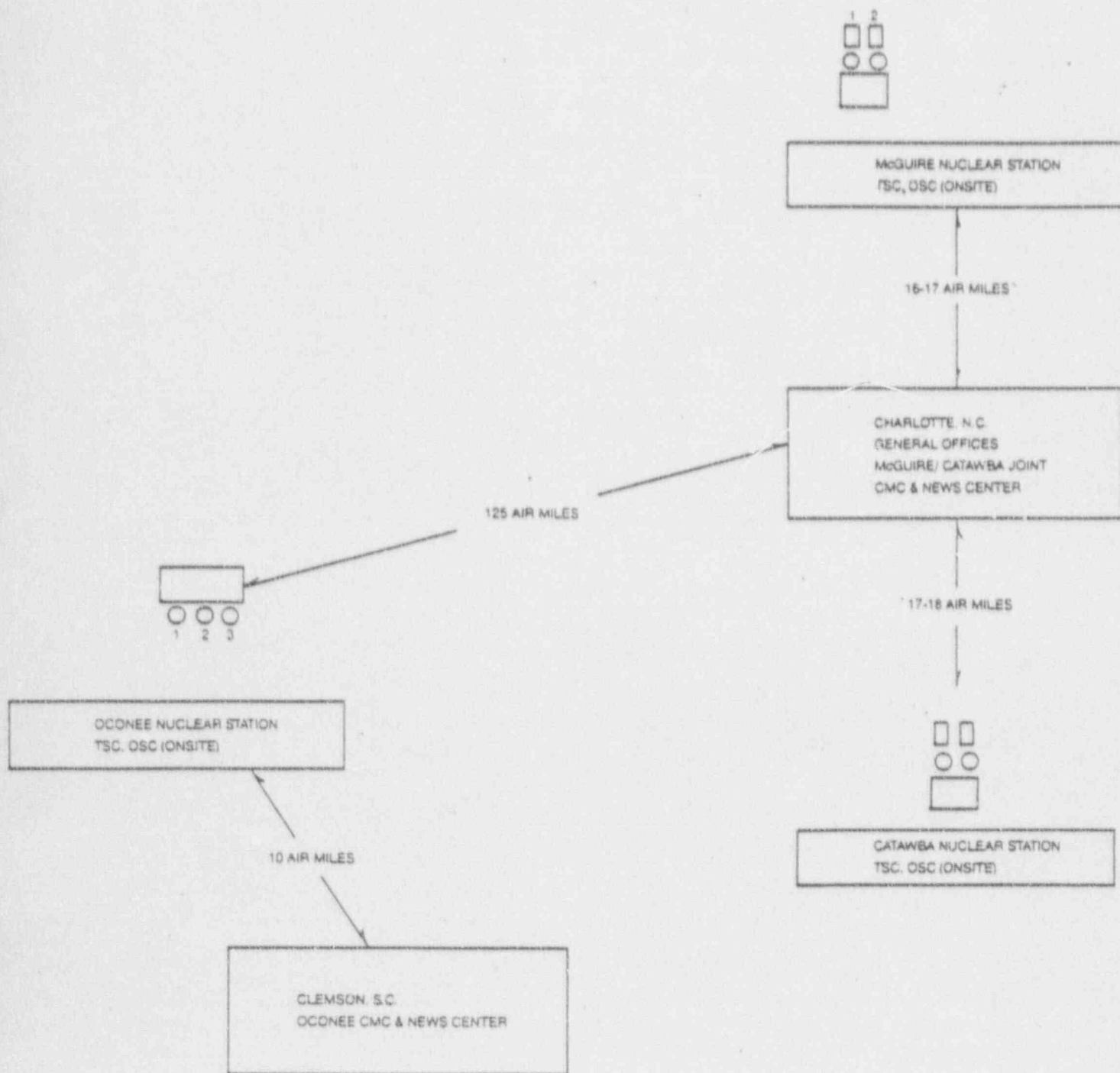
Forms and Supply
1733 University Commercial Place
P. O. Box 563953
Charlotte, N.C. 28256
Ray Harrelson
Phone: 598-8971
Fax: 704 596-6098

Robert Fultz or Brenda Walker
Furniture Warehouse
422 South Church Street
Charlotte, N.C. 28242
Extension: 373-3010 or 373-5401

Kale Office Outfitters, Ltd.
4420 N. 185
Charlotte, N.C. 28206
Walter Kale
Phone: 598-6106
FAX: 598-9062

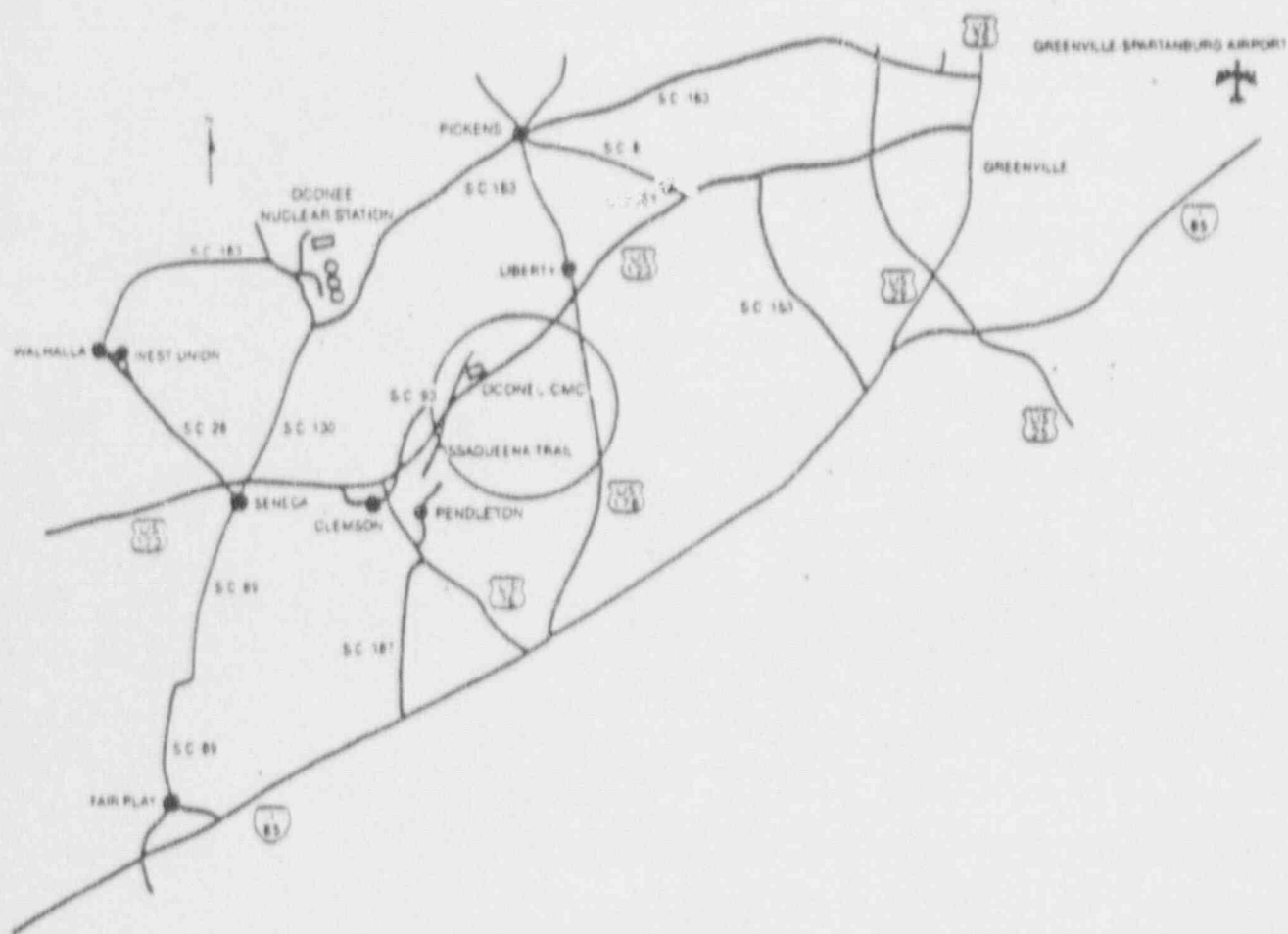
DUKE POWER COMPANY
EMERGENCY RESPONSE FACILITIES

Appendix B-4



Rev. 35
May 1, 1991

Appendix B-4
**OCONEE CMC
 GENERAL LOCATION**



From Charlotte:

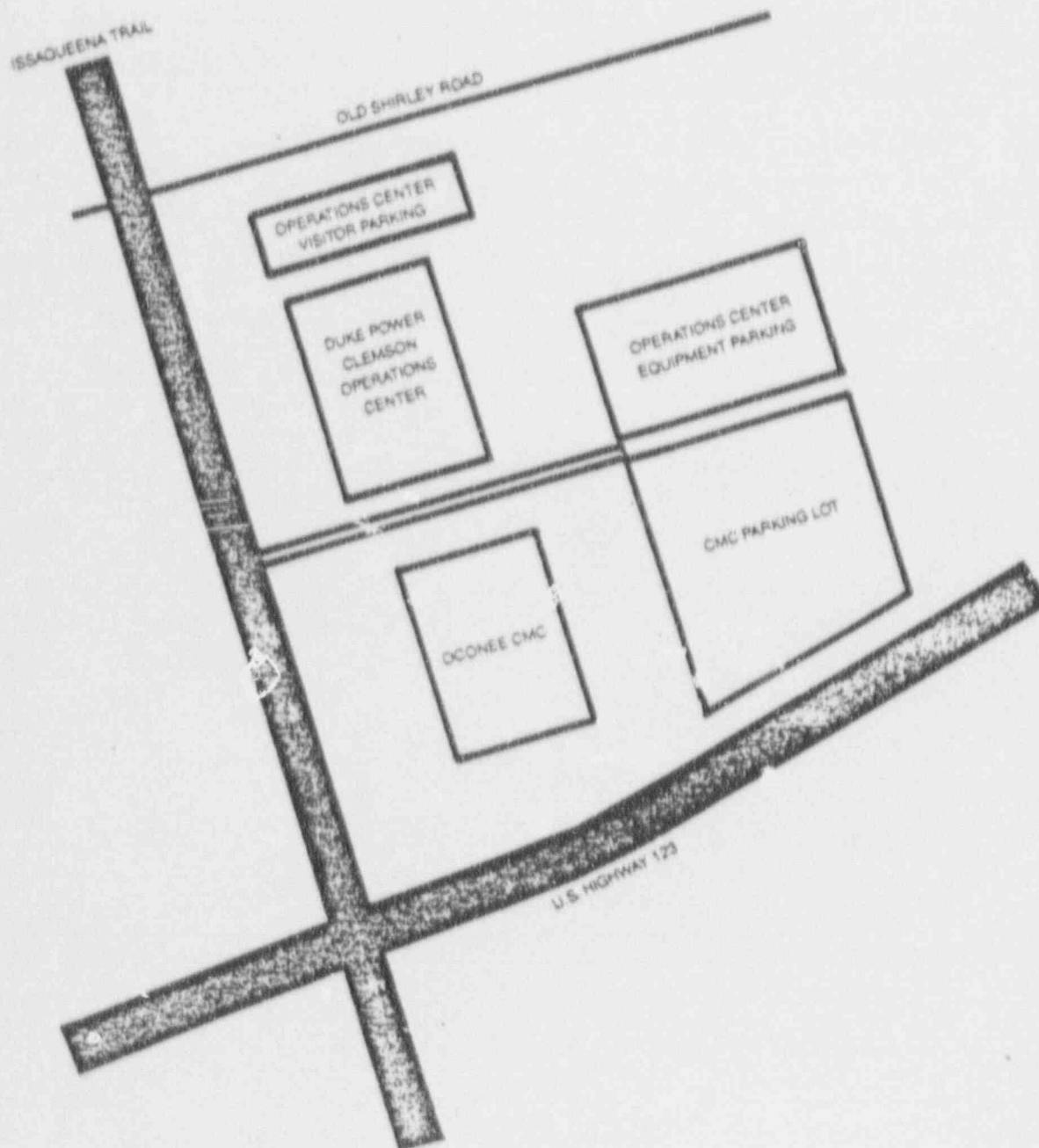
Take I-85 South to exit 40 (S.C. 153). Go right (toward Easley) about 8 miles to U.S. 123. Go through Easley and continue to the Issaqueena Trail exit. Then go right about 1/4 mile to the CMC.

NOTE: NOT TO SCALE

Rev. 35
 May 1, 1991

OCONEE CMC GENERAL LAYOUT

Appendix B-4



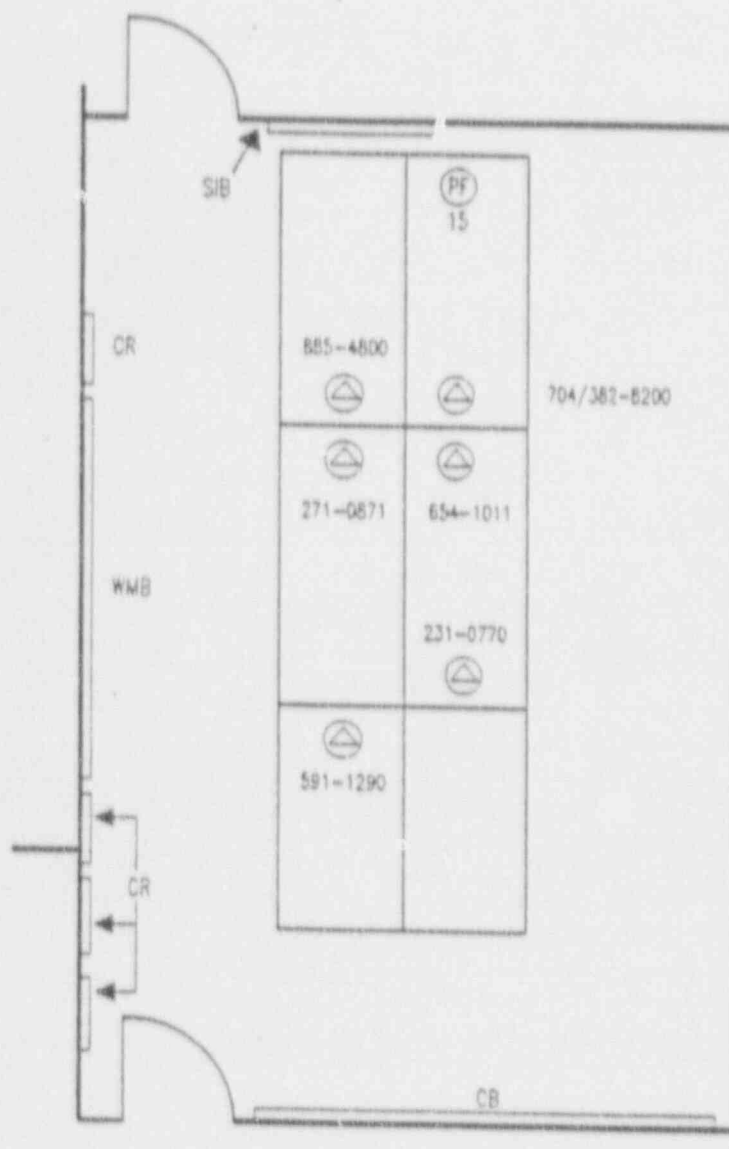
Rev. 35
May 1, 1991

OCONEE CRISIS MANAGEMENT CENTER
GENERAL ARRANGEMENT

Appendix B-4



Appendix B-4
 OCONEE CMC
 ADMINISTRATION AND LOGISTICS



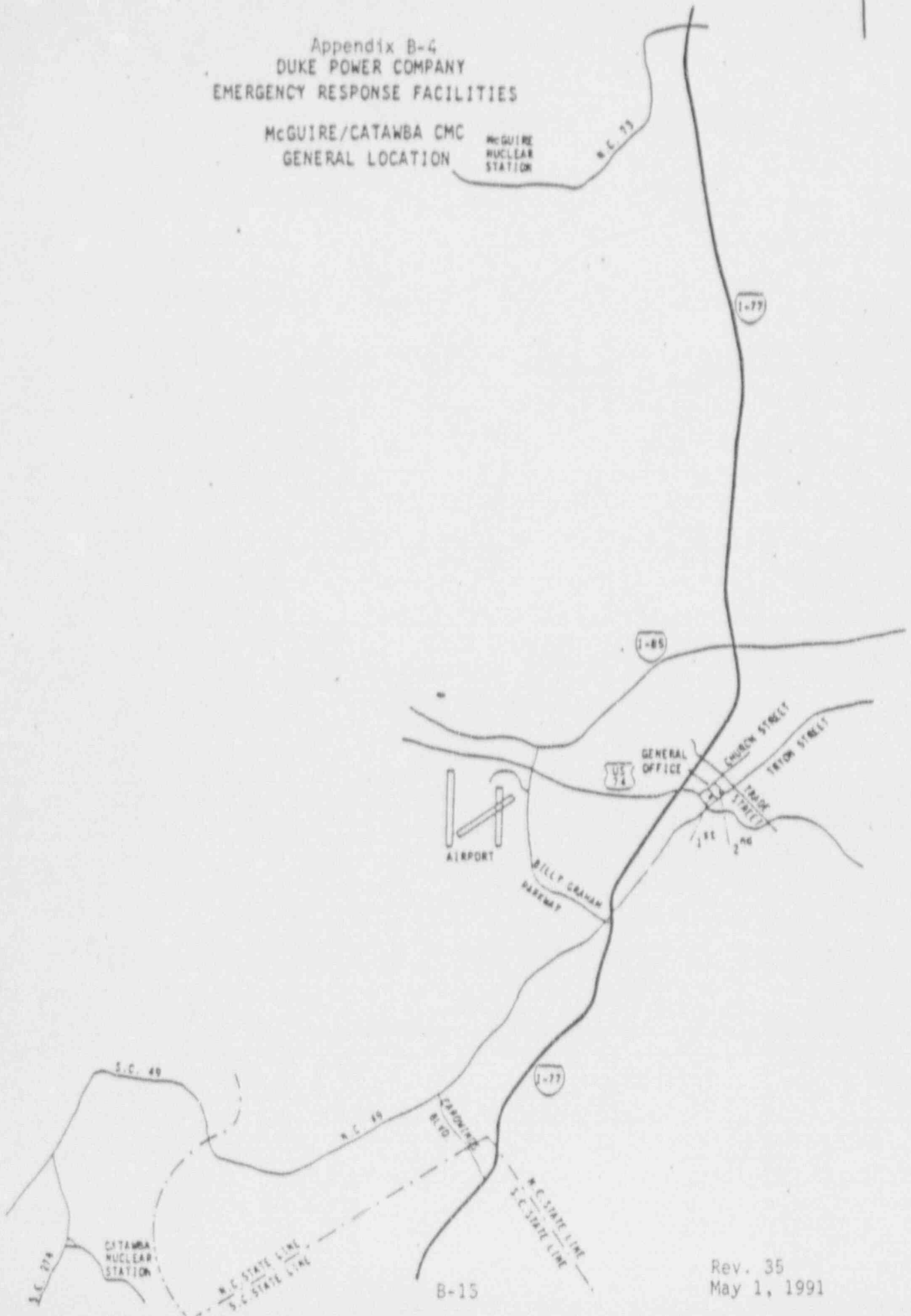
- SIB SIGN IN BOARD
- CB CORK BOARD
- WMB WHITE MARKER BOARD
- CR COAT RACK
- ☎ PHONE
- Ⓟ POWER FAIL TRUNK PHONE

NOTE: ALL PHONE NUMBERS ARE
 FOR AREA CODE 803 UNLESS
 OTHERWISE NOTED.

Appendix B-4
DUKE POWER COMPANY
EMERGENCY RESPONSE FACILITIES

McGUIRE/CATAWBA CMC
GENERAL LOCATION

McGUIRE
NUCLEAR
STATION

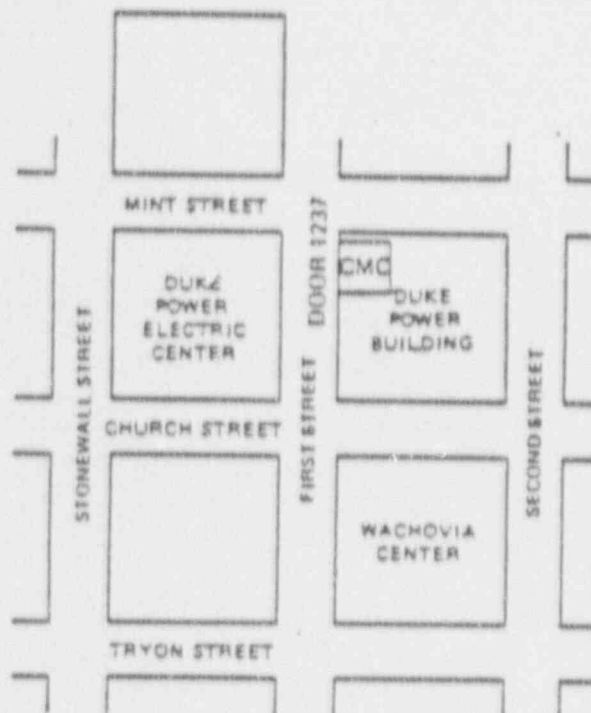


DUKE POWER COMPANY
GENERAL OFFICE RESPONSE FACILITIES

Appendix B-4

McGUIRE/CATAWBA CMC

GENERAL OFFICE BUILDING LAYOUT - CHARLOTTE, N. C.

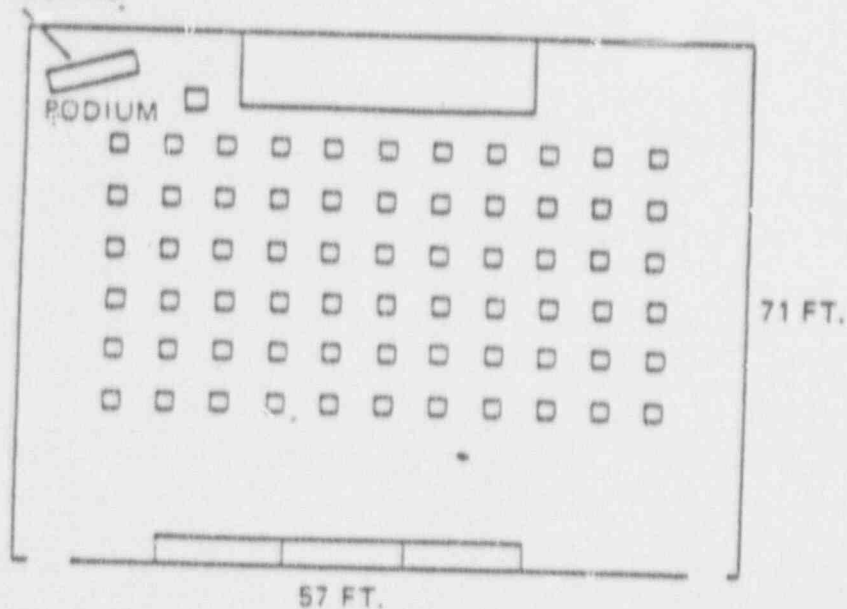


Appendix B-4

McGUIRE/CATAWBA CMC

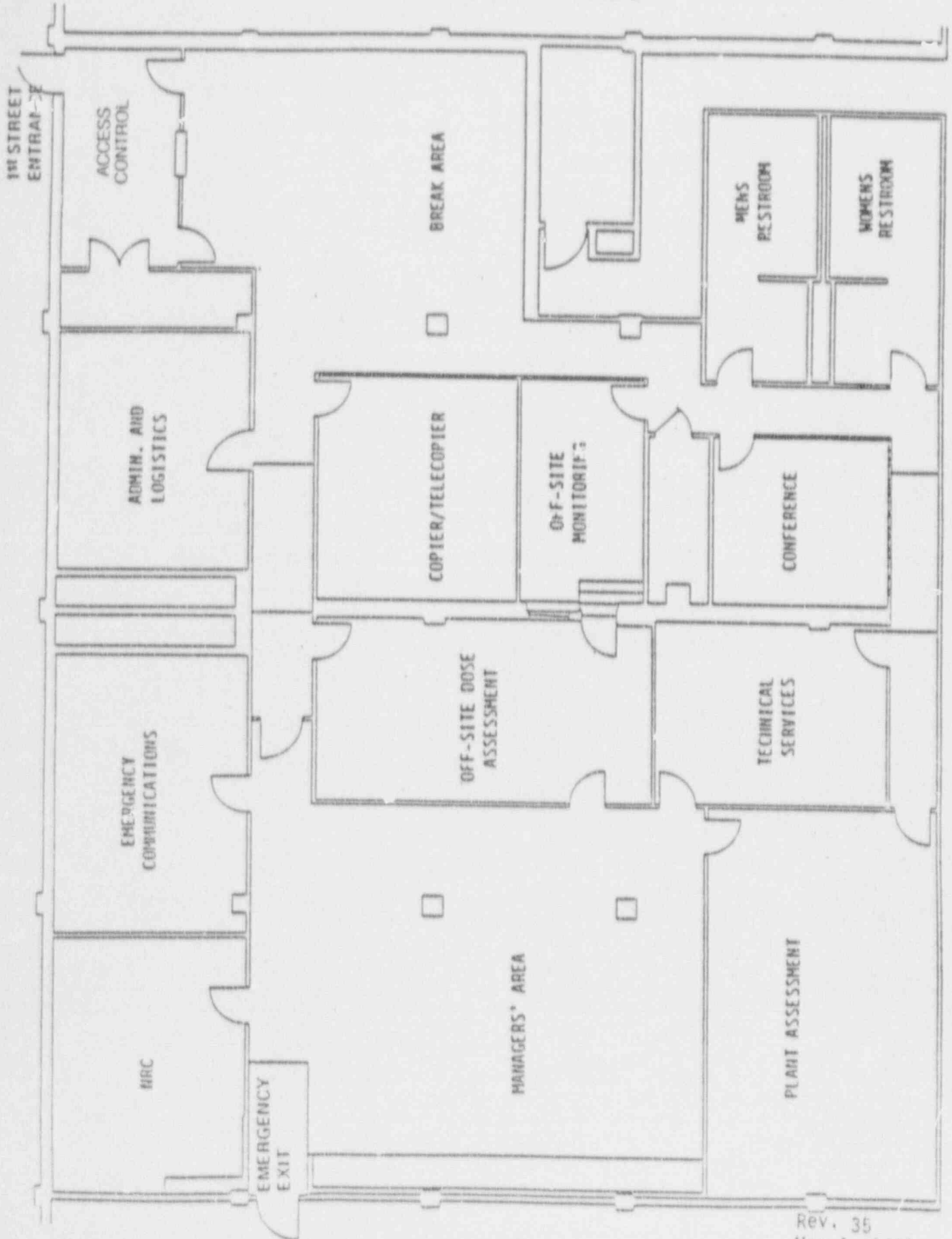
O.J. MILLER AUDITORIUM
MEDIA CENTER FOR
McGUIRE & CATAWBA NUCLEAR STATIONS

BLACKBOARD

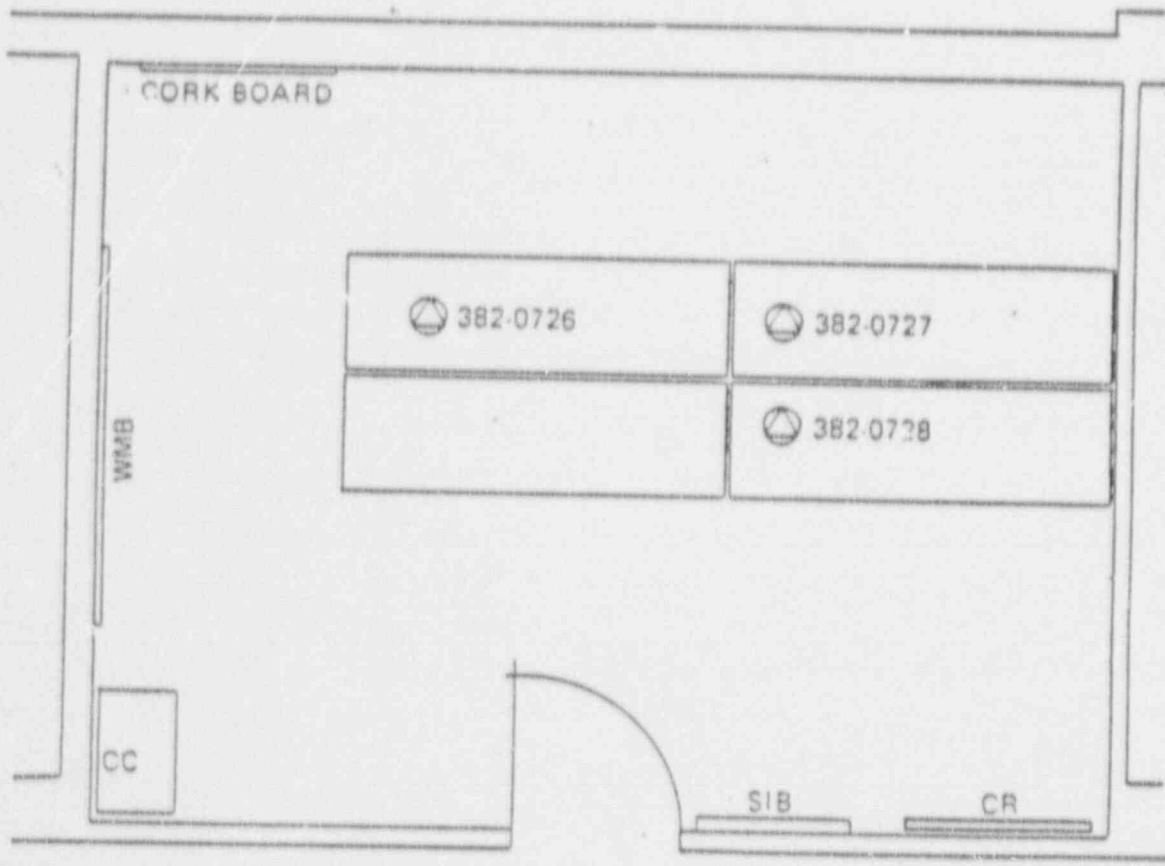


373-2637	373-7946	373-2628	373-2633
373-2638	373-7947	373-2629	373-2634
373-2639	373-7948	373-2630	373-2635
373-2620	373-2632	373-2631	373-2636
373-2641	373-2642		

MNS/CNS GENERAL ARRANGEMENT



Appendix B-4
 McGUIRE/CATAWBA CMC
 ADMINISTRATION AND LOGISTICS

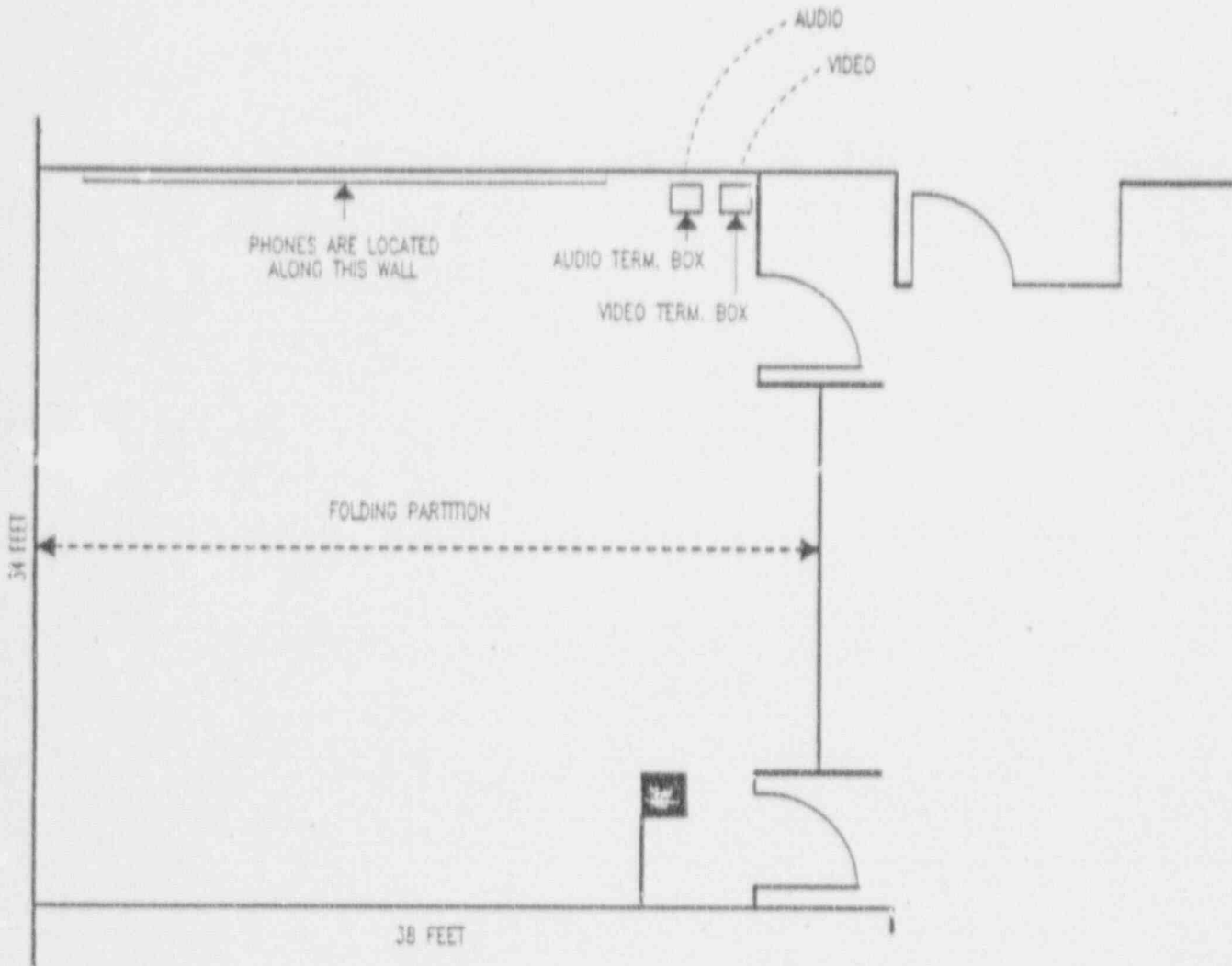


- | | |
|-----|---------------------|
| SIB | SIGN IN BOARD |
| WMB | WHITE MARKING BOARD |
| CR | COAT RACK |
| ⊗ | PHONE JACK |
| CC | COMPUTER CONNECTION |
| Ⓡ | RADIO JACK |

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Appendix B-4
OCONEE CMC
MEDIA CENTER

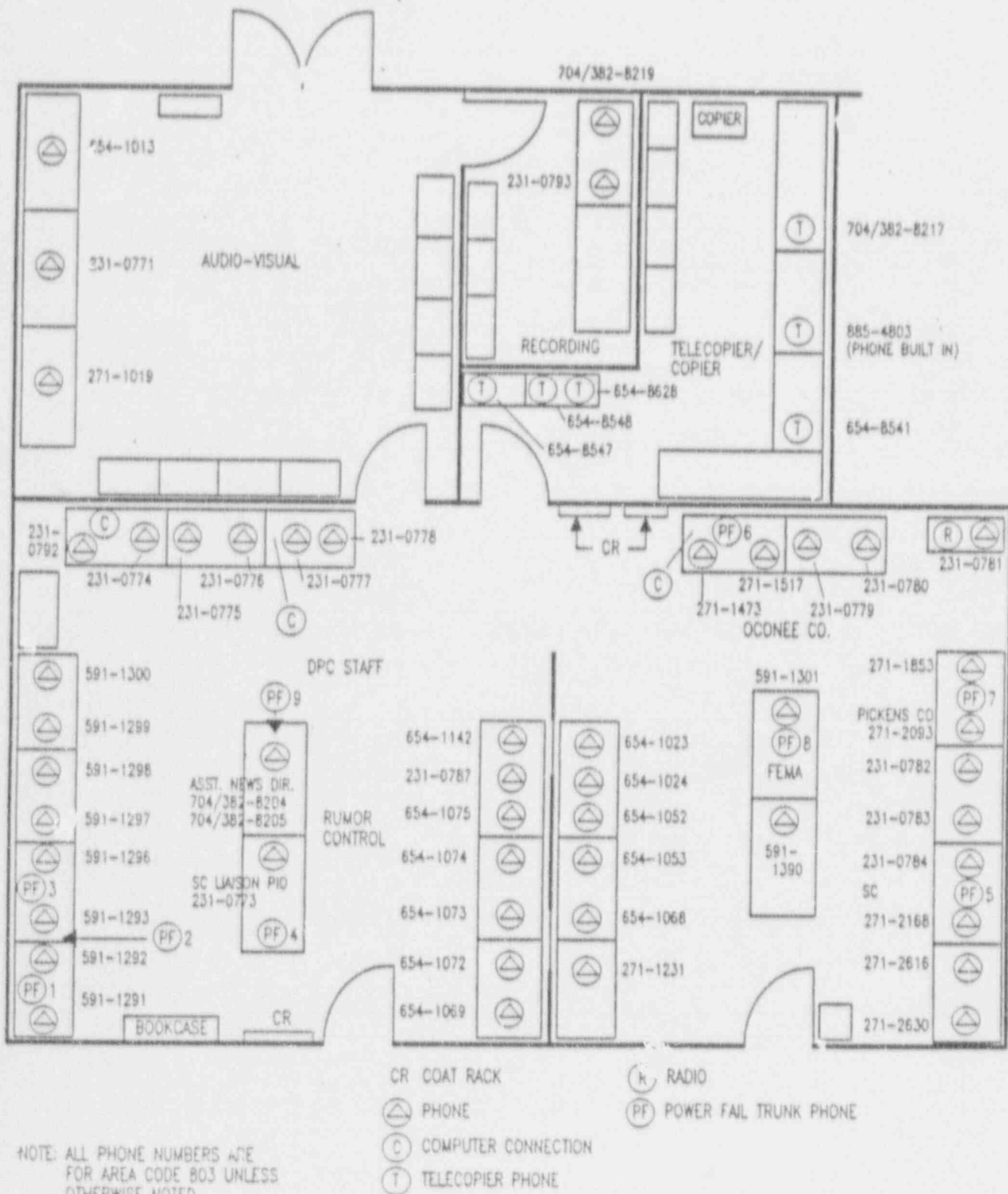
CLEMSON DISTRICT OPERATIONS CENTER ASSEMBLY ROOM



TELEPHONES: 654-6019 654-6514
654-6104 654-6521
654-6201 654-6607
654-6330 654-6632
654-6506 654-1206

NOTE: ALL PHONE NUMBERS ARE
FOR AREA CODE 803 UNLESS
OTHERWISE NOTED.

Appendix B-4
OCONEE CMC
NEWS CENTER

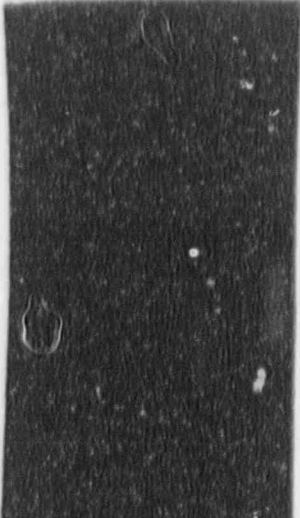


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APPENDIX B-5
PAGE 1

<u>NAME</u>	<u>HOME NUMBER</u>	<u>MICROWAVE WORK NUMBER</u>
B. ADKINS		8-831-3044
N. ALEXANDER (PS)		8-373-7089
G. ALLEN (CS)		8-373-2844
B. ALLRED (CT)		8-831-3521
L. APPLGATE (PUR)		8-373-4532
B. BARNES9WLC)		8-373-6550
C. BLACK (CMD-S)		8-885-5175
P. BOIES (TECH SERVICES)		8-373-6076
J. BOYLES (CMD-N)		8-875-5100
R. BRANDON (CMD-C)		8-831-3432
S. CHANDLER		8-885-4011
N. CHAVERS (CMM)		8-373-4043
R. CROSS (NP)		8-373-8958
W. CROWE		8-885-4035
D. DOBBINS (CMD-N)		8-875-5100
B. DELANO (GO)		8-382-0392
D. DuBOSE (WLC)		8-373-6517
S. EDWARDS (GO)		8-373-3399
J. EAKER (CMD-S)		8-885-4030
R. ELLER (NP)		8-373-2583
B. EVANS (CMD-S)		8-885-4068
E. FAULKNER (CMD-N)		8-875-5158
S. FRIDAY (PUR)		8-875-5365
A. FURR (PUR)		8-373-3157
K. HILL (GO)		3-373-4449
D. HOUSE (C INS)		8-382-8280
J. HUGGINS (GO)		8-382-0256
T. HUNT (PC)		8-373-5694
G. JUSTICE (OC)		8-885-4085
C. KERR (PUR)		8-373-7956
S. KESSLER (TECH SERVICES)		8-373-7123
K. LANIER (CS)		8-373-5268
L. LAWSON (C INS)		8-382-8281
M. MCCALISTER (CMD-S)		8-885-4070
L. MCPHERSON (PUR)		8-373-8459
D. MAUNEY (GO)		8-382-1609
J. MILLER (PUR)		8-373-5519
E. MORTON (PUR)		8-373-4893
J. MURPHY (CMD)		8-831-3737
D. NEAL (CMD-S)		8-885-5063
B. NIVENS (OC)		8-885-4085
J. NIX (CMD-S)		8-885-5164
G. PATTERSON (PUR)		8-373-7032
D. PETWAY (GO)		8-373-8603

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<u>NAME</u>	<u>HOME NUMBER</u>	<u>MICROWAVE WORK NUMBER</u>
D. PHILLIPS (MC)		8-875-4633
R. POVICH (WLC)		8-373-6508
R. L. PRICE		8-373-6564
N. REID (GO)		8-373-8813
T. ROACH (CMD-OC)		8-885-4073
B. ROBINSON (OC)		8-885-3369
K. SHANNON (GU)		8-373-3441
T. SLAY		8-373-4646
C. SLOOP (GO)		8-373-2380
D. N. SMITH (NP)		8-373-6194
D. SMITH (GO)		8-373-3454
R. SMITH (PUR)		8-373-4470
S. SMITH (PUR)		8-373-8440
R. STRICKLAND (CMD)		8-885-4083
B. WALKER (CMM)		8-373-5401
L. WOODWARD (GO)	8-373-4536	

If you are outside the D- system and need access to the microwave call 704-373-4011 in Charlotte. This is the Duke Power operator who can tie you into the microwave for the Oconee Training Facility, Liberty, CMD-South, CMD-North, CMD-Central, Bad Creek or Allen.

* Indicates long distance from Charlotte

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Telephone Call-Up List

Bob Smith (373-4470)
Steve Kessler (373-7123)

Grady Allen (8-373-2844)
Randy Cross (373-8958)

Access Control

Ron Eller (373-2583) (MNS & CNS)	Keith Sherron (373-3441)	Deborah Heuney (382-1609)
	Cissy Kerr (373-7956)	Robert Price (373-6564)
	Key Hill (373-4449)	Richard Povlich (373-6508)
	Robin Brandon (8-831-3432)	Bill Evans (8-885-4068)
	David Smith (373-6194)	
	Dan DuBoise (373-6517)	

or

Ted Roach (8-885-4073) (ONS)

Communications

Bob Delano (382-0392) (GO) Spenser Edwards (373-3399) Tim Slay (373-4646)

or

Bob Robinson (885-3369) (OC) Roy Strickland (8-885-4083)

Human Resources

Terry Hunt (373-5694) (Mc/Cat)	Dave Phillips (8-875-4633)
	Jim Murphy (8-831-3050)

or

Mike McCalister (8-885-4070) (Ocone) - June Nix (8-885-5164)

Transportation

Dewey Smith (373-3454) - (MNS & CNS) - Craven Sloop (373-2380) - Don Petway (373-8603)

or

Gene Justice (8-885-4085) (ONS) - Bobby Nivens (8-885-4085)

Ed Horton (373-4893)

Neal Alexander (373-7069)

Administration

Alta Furr (373-3157)	Sharon Friday (8-875-5365)
Libby Applegate (373-4532)	Pam Boies (373-6076) Reserve Personnel
Brenda Walker (373-5401)	Jay Huggins (382-0256) (Pager # 8-777-2091)

Commissary

<u>Ocone</u>	<u>McGuire/Catawba</u>	
Eddie Faulkner (8-875-5158)	Shirley Chandler (8-885-4011)	Kathy Lanier (373-5268)
	Jeanette Eaker (8-885-4050)	Ned Chavers (373-4043)
	Carolyn Black (8-885-5175)	Jim Boyles (8-875-3178)
	Derrick Neal (8-885-5063)	Lornie Woodward (8-373-4536)

Insurance

Doug House (382-8280) Laura Lawson (382-8281)

Purchasing

Dean Dobbins (8-875-3433)	Wayne Crowe (8-885-4035)
Leonard McPherson (373-8459)	
Steve Smith (373-8440)	Jay Miller (373-5519)
	Norman Reid (373-8613)

Finance

Barbara Allred (8-831-3521)	Beverly Adkins	Glenn Patterson
	(8-831-3044)	(373-7032)

C.0 ACCESS CONTROL DIRECTOR

C.1 PURPOSE

To provide access control for Crisis Management facilities.

C.2 MAJOR FUNCTIONS

- C.2.a Coordinates activities of the access control checkpoints at the General Office CMC and support facilities and at the Oconee CMC and Media Center.
- C.2.b Provides assistance and support to the Station Security Officer at the site.
- C.2.c Coordinates traffic and unloading zones on 1st street with Charlotte Transportation officials.
- C.2.d Assist the A&L Group Manager in requesting law enforcement assistance, if necessary.

C.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

C.3.a Primary (Director)

Ron Eller (for Charlotte CMC)
Ted Roach (for ONS CMC)

C.3.b Alternates

David Smith	Robert Price
Keith Shannon	Richard Povlich
Cissy Kerr	Rhonda Sheppard
Kay Hill	
Robin Brandon	Dan DuBose
Deborah Mauney	Bill Evans

C.4 ACCESS CONTROL DIRECTOR DUTIES

- C.4.a Upon being notified of Crisis Management Center activation, the Access Control Director shall contact the team members in order to activate the access control checkpoints.
- C.4.b The Access Control Director shall then report to the Manager or designee of the A&L Group, located in the CMC, and provide a status report regarding the establishment of checkpoints 1, 2 and 3 (General Office) or checkpoints 1 and 2 (Oconee), to include an accurate time of full implementation.

- C.4.c The Access Control Director shall station himself in the CMC and establish control with the Site Security officer or designee and indicate that he is available to provide logistical assistance and support, if requested. The Access Control Director shall maintain contact with the Site Security Officer throughout the drill. Appendix C-1 provides a listing of telephone numbers for Site Security officers.
- C.4.d For the CNS and MNS CMC the Access Control Director, upon request, shall contact Charlotte City Transportation officials and request approval to establish a temporary loading/unloading zone on 1st street between Mint and Church streets. Appendix C-1 provides a listing of telephone numbers for City Transportation officials.
- C.4.e Upon request, the Access Control Director shall assist the Group Manager in requesting Law Enforcement assistance. Appendix C-1 provides a listing of telephone numbers for local Law Enforcement agencies.
- C.4.f The Access Control Director shall coordinate with the Site Security Officer and members of the Recovery Manager Staff to determine when to implement the site recovery plan, if necessary.
- C.4.g Upon request, provide assistance and support to the State Law Enforcement Representatives located at the State Emergency Response locations.

State Law Enforcement representatives are located at the following locations:

McGuire

N.C. Highway Patrol
North Carolina SERT Headquarters
Raleigh, North Carolina

Oconee

South Carolina Law Enforcement Division (SLED) and S.C.
Highway Patrol
National Guard Armory
Clemson, South Carolina

Catawba

N.C. Highway Patrol
North Carolina SERT Headquarters
Raleigh, North Carolina

SLED and S.C. Highway Patrol
South Carolina Armory
Clover, South Carolina

- C.4.h If CMC members require access to the station, the Access Control Director shall notify the Station Security Officer at the TSC and provide the names of the CMC members requesting access to the site.
- C.4.i The Access Control Director shall assist in coordinating the transfer of materials/equipment to the sites by contacting the Site Security Officer and requesting access through road blocks or checkpoints.
- C.4.j The Access Control Director shall ensure that personnel manning the access control checkpoints are provided with periodic reliefs.
- C.4.k Upon completion of the drill/event, the Access Control Director will select the color coded adhesive dot required for use in the next drill/event.
 - C.4.k.1 A package of dots shall be sealed in individual envelopes for each checkpoint and placed in the admin. locker.

C.5 ACTIVATION OF CATAWBA/MCGUIRE CMC CHECKPOINTS

- C.5.a Upon notification of a drill or an actual emergency, the Nuclear Production Department Duty Engineer will contact Corporate Security.
- C.5.b Corporate Security will immediately dispatch two (2) security officers to the Crisis Management Center to establish access control checkpoint 1.
- C.5.c Upon notification from the NPD Duty Engineer, Corporate Security will also notify the Access Control Director of the activation of the CMC. If Corporate Security is unable to contact the Access Control Director, they will attempt to contact the next access control group member.
- C.5.d Once notified by Corporate Security, the Access Control Director will contact an appropriate number of access control group members and direct them to respond to the CMC to obtain a Crisis Management Master Personnel Printout (MPP) and a package of color coded adhesive dots and then respond to a designated access control checkpoint.
- C.5.e Access control checkpoints and access control members' duties are described in Section C.7.

C.6 ACTIVATION OF OCONEE CMC AND MEDIA CENTER

- C.6.a Upon notification of a drill or an actual emergency, the Nuclear Production Department Duty Engineer will contact

Ted Roach CMD-SD, or the appropriate CMD-SD alternate to activate the security checkpoints at the CMC and Media Center. Appendix C-1 provides a listing of CMD-SD contacts' phone numbers.

C.6.b CMD-SD Security will then immediately dispatch three (3) security officers and one (1) Security Supervisor to the CMC to establish checkpoints 1, 2, and 3. Section describes the checkpoints and duties of the access control points.

C.6.c Access control checkpoints and access control/security members' duties are described in Section C.8.

C.7 CATAWBA/MCGUIRE CMC CHECKPOINTS

C.7.a CHECKPOINT 1 (G.O. CMC)

C.7.a.1 Location

The General Office Crisis Management Center is located on the ground floor of the Power Building, General Office, Charlotte, N.C., with the main entrance on 1st Street. Checkpoint 1 shall be established interior to the main entrance.

C.7.a.2 Staffing

Checkpoint 1 shall be staffed with two (2) access control personnel upon initial activation. Once access control activities have declined, staffing for this position can be decreased to one person.

C.7.a.3 Access Requirements

Proper authorization for entry into the CMC includes the following:

- a. Duke Power Company photo identification and verification of access authorization using the Crisis Management Master Personnel Printout. (See Section C.9.b for use of printout)
- b. NON-CMC member (not listed on the Crisis Management Master Personnel Printout) - approval by an appropriate CMC Manager or Director.
- c. Duke Power photo identification which has the proper color coded adhesive dot that was selected for a particular drill/event (indicates prior approval/registration).

- d. Approved credentials for Nuclear Regulatory Commission (NRC), federal, state, county or local emergency preparedness organization.

C.7.a.4 Duties

- a. Verification of identity for all individuals requesting access by comparing photo I.D. to facial features.
- b. Using the Crisis Management Master Personnel Printout, verify all CMC members are authorized access and place a check mark beside name to indicate participation.
- c. Verify access authorization for CMC personnel who have previously registered by checking for the existence of the appropriate color coded adhesive dot on the individual's ID and by verifying identity.
- d. Issuance of white armbands to approved visitors.
- e. Registration of personnel.
- f. Attach color coded adhesive dots and apparel clips to all DPC I.D. cards.
- g. Notify Access Control Director of all discrepancies or if any problems occur.

C.7.a.5 General Information

- a. Periodic relief shall be provided for each access control member.
- b. Access control members are not allowed to leave their position without approval from the Access Control Director or alternate.
- c. CMC keys, including Access Control System keys, are located in the Janitor/Storage room.
- d. Visitor armbands and I.D. clips are located in the Administrative and Logistics storage cabinet.
- e. If a disturbance occurs or a security problem develops, contact Corporate Security immediately to summon assistance. Appendix C-1 provides telephone number for Corporate Security.

C.7.b CHECKPOINT 2 (News Group Work Area)

C.7.b.1 Location

Located in the Electric Center, General Office, Charlotte, N.C., Room 30 on the second floor shall be the News Group Work Area. Checkpoint 2 shall be established at the entrance door to allow ingress and egress.

C.7.b.2 Staffing

Checkpoint 2 shall be staffed with one access control member.

C.7.b.3 Access Requirements

- a. Same as C.7.a.3.

C.7.b.4 Duties

- a. Verification of identity for all individuals requesting access by comparing photo I.D. with facial features.
- b. Verify access authorization for CMC personnel who have previously registered in the CMC by checking for the existence of the appropriate color coded adhesive dot on the individual's I.D. and by verifying identity.
- c. For CMC members who have not previously registered, verify access authorization using the Crisis Management Master Printout and attach a color coded adhesive dot and an apparel clip to the individual's badge.
- d. Registration of personnel.
- e. Direct media personnel to O. J. Miller Auditorium.
- f. Notify Access Control Director of all discrepancies or if any problems occur.

C.7.b.5 General Information

- a. Personnel requesting entry should be processed as expeditiously as possible without sacrificing positive control of the checkpoint.
- b. Periodic relief shall be provided for access control member.

- c. Access control member shall not leave his/her position unless relieved or as directed by the Access Control Director or alternate.

C.7.c CHECKPOINT 3 (Media Center)

C.7.c.1 Location

Located on the 1st Floor of the Electric Center, General Office, Charlotte, N.C., the O. J. Miller auditorium shall be the Media Center. Checkpoint 3 shall be established in the Electric Center lobby at the first entrance doors leading into O. J. Miller Auditorium.

C.7.c.2 Staffing

Checkpoint 3 shall be staffed with one access control member.

C.7.c.3 Access Requirements

Proper authorization for entry into O. J. Miller Auditorium includes the following:

- a. Duke Power Company photo identification and verification of access authorization using the Crisis Management Master Personnel Printout.
- b. NON-CMC member, (not listed on the Crisis Management Master Personnel Printout) approval by an appropriate CMC Manager or Director.
- c. Duke Power photo identification which has the proper color coded adhesive dot that was selected for a particular drill/event (indicates prior approval/registration).
- d. Approved credentials for Nuclear Regulatory Commission (NRC), federal, state, county or local emergency preparedness organization.
- e. Credentials and identification indicating a member of the news media. This identification must contain, at minimum, the person's name, name of organization such as "The Charlotte Observer" or "WSOC-TV", etc.

C.7.c.4 Duties

- a. Verification of identify for all individuals requesting access.
- b. Register media personnel.
- c. Using the Crisis Management Master Personnel Printout, verify all CMC members are authorized access.
- d. Verify access authorization for CMC personnel who have previously registered in the CMC by checking for the existence of the appropriate color coded adhesive dot and by verifying identity.
- e. Notify Access Control Director of all discrepancies or if any problems occur.

C.7.c.5 General Information

- a. Same as Section C.7.b.5.

C.8 Oconee CMC and Media Center Checkpoints

- C.8.a Personnel resources for CMC and Media Center checkpoints shall be provided by CMD-South security and shall be available to perform these duties on a (24) hour basis. CMD-South shall be responsible for ensuring the availability of knowledgeable Access Control Personnel (ACP) and supervision to support CMC and Media Center operations.
- C.8.b Upon activation of the CMC, the Access Control Director for ONS CMC and appropriate alternates will be notified and alternates will immediately travel to the ONS CMC to assist with or assume overall control over access control operations. Until the arrival of the Access Control Director or Alternate Director, the CMD-South Access Control Personnel Supervisor shall report to the highest ranking ONS Nuclear Production Department employee.

C.8.c CHECKPOINT 1 (CMC Building)

C.8.c.1 Location

CP1 is located interior to the main entrance to the CMC adjacent to the sliding glass window. Appendix C-2 shows exact location of the CMC CP1.

C.8.c.2 Staffing

Checkpoint 1 requires two (2) officers. Both officers shall be positioned just inside the entrance doors of the CMC at the Access Control desk.

C.8.c.3 Access Requirements

Proper authorization for entry into the CMC includes the following:

- a. Duke Power Company photo identification and verification of access authorization using the Crisis Management Master Personnel Printout. (See Section C.9.b for use of printout)
- b. NON-CMC member - (not listed on the Crisis Management Master Personnel Printout) approval by an appropriate CMC Manager or Director.
- c. Duke Power photo identification which has the proper color coded adhesive dot that was selected for a particular drill/event (indicates prior approval/registration).
- d. Approved credentials for Nuclear Regulatory Commission (NRC), federal, state, county or local emergency preparedness organization.

C.8.c.4 Duties

- a. Verification of identity for all individuals requesting access by comparing photo I.D. to facial features.
- b. Using the Crisis Management Master Personnel Printout, verify all CMC members are authorized access and place a check mark beside name to indicate participation.
- c. Verify access authorization for CMC personnel who have previously registered by checking for the existence of the appropriate color coded adhesive dot on the individual's ID and by verifying identity.
- d. Issuance of white armbands to approved visitors.
- e. Registration of personnel.

- f. Attach color coded adhesive dots and apparel clips to all DPC I.D. cards.
- g. Notify Access Control Director of all discrepancies or if any problems occur.
- h. Control access through the main entrance by use of the access control switch which controls the electric lock.
- i. Monitor the status of all other CMC doors by use of the Guardsman Access Control Panel. (See Appendix C-3)
 1. If doors are opened, an alarm will sound on the panel. The Access Control Personnel (ACP) should respond to verify proper access authorization. Note that panel alarms will not reset until the door is secured.
 2. Upon request, ACP may permit access through other doors provided that ACP is standing by to verify proper access. The alarm point for the appropriate door can be defeated by placing the toggle switch in the off position.
 3. The location of each alarm (2, 3 and 4) and door hardware is described in Appendix C-3. Note that the corresponding On/Off toggle switch on the panel must be in the on position in order for the alarm to annunciate.

C.8.c.5 General Information

- a. Access Control personnel should remain on post until relieved or as directed by the Access Control Director or Alternate.

C.8.d CHECKPOINT 2 - Media Center (Operations Center)

C.8.d.1 Location

CP2 is located at the side entrance to the Clemson District Operations Center. Appendix C-4 shows exact location of the Media Center Assembly Room CP2.

Note: Key to Operations Center door is located in key box in CMC janitorial room.

C.8.d.2 Staffing

Checkpoint 2 requires one (1) ACP. The ACP shall be positioned just inside the side entrance door of the Operations Center.

C.8.d.3 Access Requirements

Proper authorization for entry into the Media Center includes the following:

- a. Duke Power Company photo identification (CMC member) and verification of access authorization using the Crisis Management Master Personnel Printout.
- b. Duke Power Company photo identification (NON-CMC member, not listed on the Crisis Management Personnel Printout) approved by an appropriate CMC Manager or Director.
- c. Duke Power photo identification which has the proper color coded adhesive dot that was selected for a particular drill/event (indicates prior approval/registration).
- d. Approved credentials for Nuclear Regulatory Commission (NRC), federal, state, county or local emergency preparedness organization.
- d. Credentials and identification indicating a member of the news media. This identification must contain, at minimum, the person's name, name of organization such as "The Charlotte Observer" or "WSOC-TV", etc.

C.8.d.4 Duties

Prior to the arrival of Registration personnel, the ACP positioned at the Media Center entrance shall be responsible for performing the following duties:

- a. Verification of identity for all individuals requesting access.
- b. Register and badge media personnel.
- c. Using the Crisis Management Master Personnel Printout, verify all CMC members are authorized access.

In addition, officers shall provide access control into the Operations Center and monitor activities in the area.

C.8.d.5 General Information

The ACP located at CP2 shall be responsible for controlling access through the entrance of the Operations Center and Media Center Assembly Room. The Media Center is isolated from the Operations Center by securing double doors located interior to the building, securing all other exterior access points into the Operations Center and by establishing checkpoint 3 at the Operations Center yard gate entrance. Operations personnel can access the Operations Center by using issued keys to open the secured double doors near the entrance.

C.8.e CHECKPOINT 3 (Operations Center Yard Gate)

C.8.e.1 Location

CP3 is located at the Operations Center yard gate entrance. The ACP located at CP3 shall be responsible for controlling access through the gate entrance.

C.8.e.2 Staffing

Checkpoint 1 requires one (1) ACP. The officer shall be positioned at the Operations Center Yard Gate.

C.8.e.3 Access Requirements

Proper authorization for entry into the Operations yard includes the following:

- a. Duke Power Company photo identification.
- b. Operations contract workers whose names appear on a pre-authorized access list provided by Operations management staff.
- c. Approved credentials for Nuclear Regulatory Commission (NRC), federal, state, county or local emergency preparedness organization.

C.8.e.4 Duties

The ACP positioned at the yard gate shall be responsible for performing the following duties:

- a. Verification of identity for all individuals requesting access.

In addition, the officer shall provide access control into the Operations yard and monitor activities in the area.

C.8.e.5 General Information

- a. Periodic relief shall be provided for each officer.
- b. ACP are not allowed to leave their position without Supervisor approval.

C.9 FITNESS FOR DUTY ACCESS VERIFICATION AND CONTINUED OBSERVATION

10CFR26 Fitness for Duty requires random drug and alcohol screening for all individuals required to report to Crisis Management facilities. Crisis Management facilities include checkpoints 1, 2 and 3 at the Catawba/McGuire CMC and checkpoints 1 and 2 at the Oconee CMC. Checkpoint 3 at the ONS CMC is exempt from these requirements since access to CMC facilities can not be gained through checkpoint 3.

Part 26 also requires procedures to be in place to enable the restriction of CMC access for any CMC member with a positive drug screen.

C.9.a CRISIS MANAGEMENT MASTER PERSONNEL PRINTOUT

To comply with Part 26 requirements, Human Resources Department shall notify the Emergency Preparedness Director or his designee of any positive drug test results for CMC members. The Emergency Preparedness Director shall be responsible for updating the Crisis Management Master Personnel Printout that shall be used by checkpoint ACP and access control personnel as the tool to verify that CMC members are authorized access to CMC facilities. Three (3) copies of the Master Personnel Printout (MPP) shall be stored in the Administration and Logistics Group office section of the Catawba/McGuire CMC and two (2) copies of the MPP shall be stored in the A&L Group office section of the Oconee CMC. A small storage cabinet located in both A&L Group offices shall be used to store the MPP's.

C.9.b Use of the Master Personnel Printout (MPP)

- C.9.b.1 Access control members shall use the MPP to verify that CMC members are authorized access to CMC facilities.
- C.9.b.2 Since the Duke photo identification card for some CMC members does not indicate that the individual is a CMC member, the access control member must check each Duke employee's photo identification using the MPP.
- C.9.b.3 If the employees' name is listed on the MPP and access has not been denied, the employee is authorized access.
- C.9.b.4 If access to the CMC has been denied, the words "NO ACCESS" will be printed in the first column of the MPP preceding the employee's name.
- C.9.b.5 If an employee's access has been denied, the access control member shall contact the Access Control Director for assistance and ensure that the employee is not permitted access into the CMC facility.
- C.9.b.6 If a Duke employee's name does not appear on the MPP, CMC access may be approved by an appropriate CMC manager or director.

C.9.c Observation of Individuals Requesting Access

- C.9.c.1 Access Control Personnel and access control members shall be observant of all individuals requesting access into CMC facilities to detect those individuals that may be unfit for duty due to drug or alcohol consumption.
- C.9.c.2 If an individual is suspect of being unfit for duty, access will be denied and the Access Control Director shall be contacted immediately.
- C.9.c.3 The Access Control Director shall notify the appropriate CMC Group Manager who will be responsible for making fitness for duty determinations.

- C.9.c.4 The following Human Resource Contacts are available for assistance in addressing Fitness for Duty related questions:

	<u>Office #</u>	<u>Name #</u>
a. Sue Murdock	373-6188	
b. Iris Crawford	373-2597	



C.10 ONS BURGLAR ALARM SYSTEM

The ONS CMC is protected by an alarm system which provides burglar detection via magnetic door contacts and passive infrared detector(s). The system also provides fire detection via smoke detectors.

The system provides an audible alarm through an exterior siren and notification through automatic dialing into Lake Norman Security Monitoring Services. (1-800-222-2579)

C.10.a When consulting with the monitoring service, the system must be identified by the following: Receiver #7, Account Code D-37.

C.10.b Keys to the control panel will be maintained in the key cabinet located in the janitor room.

C.10.c A user's manual for the alarm system will be maintained in the A&L office storage cabinet at the ONS CMC.

C.10.d Appendix C-5 provides an illustration of the control panel and a description of the system indicator lights.

C.10.e Notification of Alarms

C.10.e.1 Upon receipt of an alarm, the monitoring service will contact the following personnel.

a. Local Police - 803 - 653-2040
or
Fire Department - 803 - 656-2211

b. CMD-SD Security - 803 - 885-4149
- 803 - 885-5149

c. Ron Harris - 704 - 373-8669 (Office)
- [REDACTED]
Beeper No. 1560(8002)

d. If Ron Harris is not available, the monitoring service will contact one of the following:

Brad McRee - 704 - 373-5149 (Office)
- [REDACTED]
Beeper No. 2515(8002)

Diane Simpson - 704 - 373-8771 (Office)
- [REDACTED]
Beeper No. 2514(8002)

C.10.f CMD-SD Security will respond to alarms when necessary to ensure that the CMC is secure and to reset alarms as appropriate.

C.10.g Personal Access Codes (PAC)

The alarm system is programmed with four (4) personal access codes which are used to arm and disarm the system. These codes will remain confidential and will be given out on an as needed basis only. Listed below are groups which have been assigned PACS.

1. Emergency Planning
2. Corporate/Access Control/World of Energy
3. CMD-SD Security
4. ONS Operations Center

C.10.h Disarming Upon Entering the CMC

C.10.h.1 The alarm system has been programmed with a time delay which provides sufficient time to enter and disarm the system prior to activation. (Approx. 40 seconds)

C.10.h.2 Upon entering the CMC, the control panel will sound a steady buzzing tone. This is a pre-alarm which reminds you to disarm the system.

C.10.h.3 Disarming Sequence

- a. Press the [1] Key and enter your PAC.
- b. Verify that the "ARMED" light is off. If the ARMED light does not extinguish, press the [*] Key and the [1] Key and reenter your PAC.

C.10.i Arming Before Leaving the CMC

C.10.i.1 The system is also programmed with an exit delay which will provide

APPENDIX C-1

Telephone Listing

Station Security Offices

McGuire - Terry Keener 8/875-4228
Catawba - Jim Roach 8/831-5893
Oconee - Tom McQuarrie 8/885-2482

Charlotte City Transportation Officials (Public Service Section)

Randy Jones 336-3893
Pat Morgan

Charlotte Police Department

Emergencies 911
Information 336-2352
Duty Captain 336-2141

Corporate Security

Electric Center Security Center 373-5950

CMD-SD Security

Security 8/885-4000
Ted Roach 8/885-4073 (work)
Bill Evans 8/885-4065 (work)

sufficient time to exit the CMC prior to activating the system. (Approx. 40 seconds)

C.10.i.2 Arming Sequence

- a. Verify that the toggle switch numbers 2, 3 and 4 or the Guardsman Access Control Panel are in the "ON" position.
- b. Verify that the ready light is on. If not, check the infrared detector to ensure that your movements aren't being detected and/or check all entrance doors to ensure that they are closed.
- c. Press the [1] key and enter your PAC.
- d. Verify that the ARMED light illuminates. (If armed, the control panel will buzz and the armed light will come on). If the ARMED light does not come on, depress the [*] Key and re-enter [1] and your PAC.

C.10.j Fire Alarms

C.10.j.1 A fire alarm will be indicated by the red auxiliary light which will illuminate on the Control panel.

C.10.j.2 Silencing Fire Alarms

- a. Press the [*] Key. (alarm should silence; light will remain on)
- b. Enter your PAC. (alarm should reset)
- c. If the auxiliary light starts blinking, it indicates trouble within the fire system. Follow steps for silencing Fire Trouble Alarms below.

C.10.j.3 Silencing Fire Trouble Alarms

- a. Press the [*] Key.
- b. Press the [7] Key and enter your PAC. The detectors should reset and the red auxiliary light should extinguish.

C.10.k.1 Battery Test

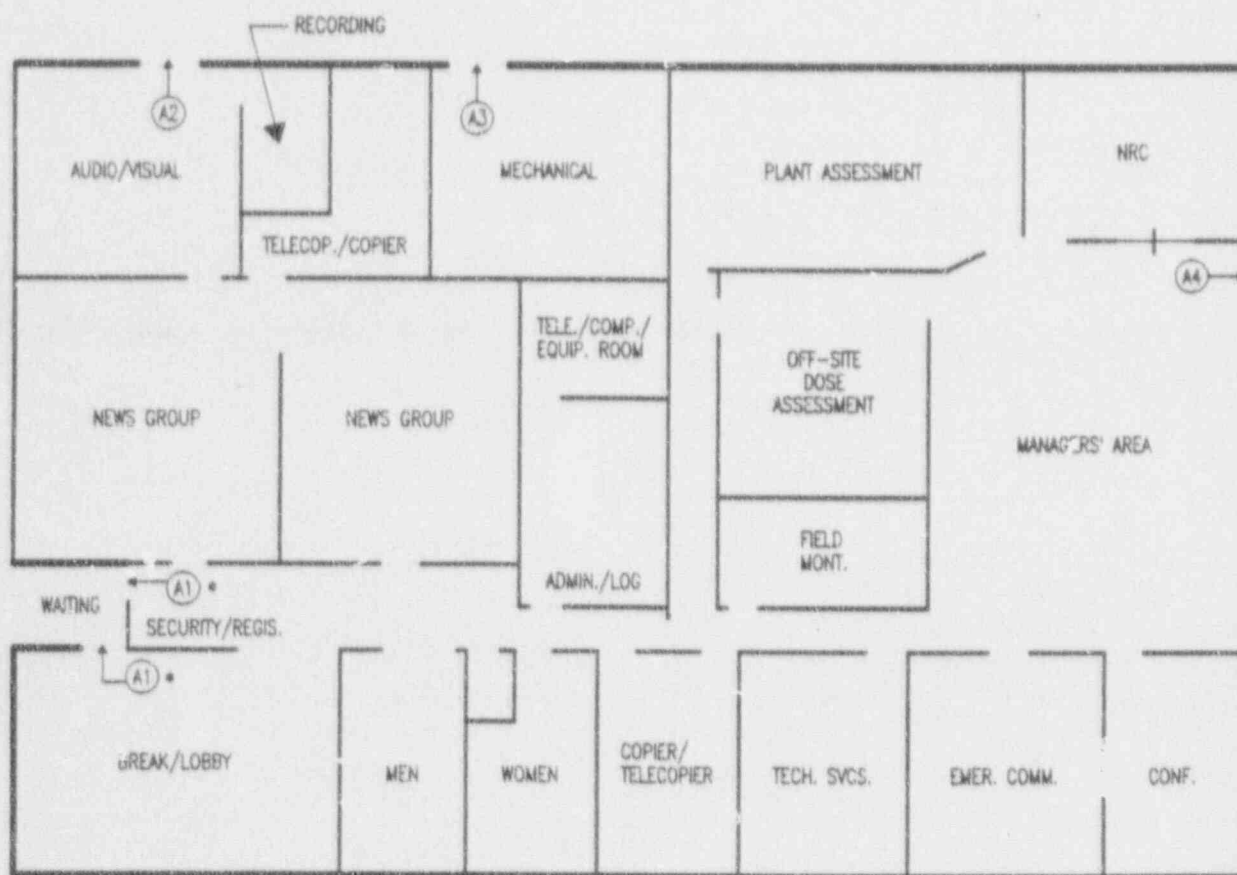
- a. Press the [7] Key and your PAC.
- b. Wait 5 seconds; if the power light remains on, then the batteries are O.K. If the battery is weak, the power light will blink.

C.10.k.2 Sensor Test

- a. Verify that system is disarmed.
- b. Press the [8] Key and your PAC.
- c. Open the Main Entrance - Exit Door. The control panel should beep and the READY light will extinguish.
- d. Close the Door. The Control panel should stop beeping and the READY light should illuminate.
- e. Complete this sequence on the side double doors, the equipment room doors, and the rear emergency exit door.
- f. Upon completion of test, press the [*] Key.

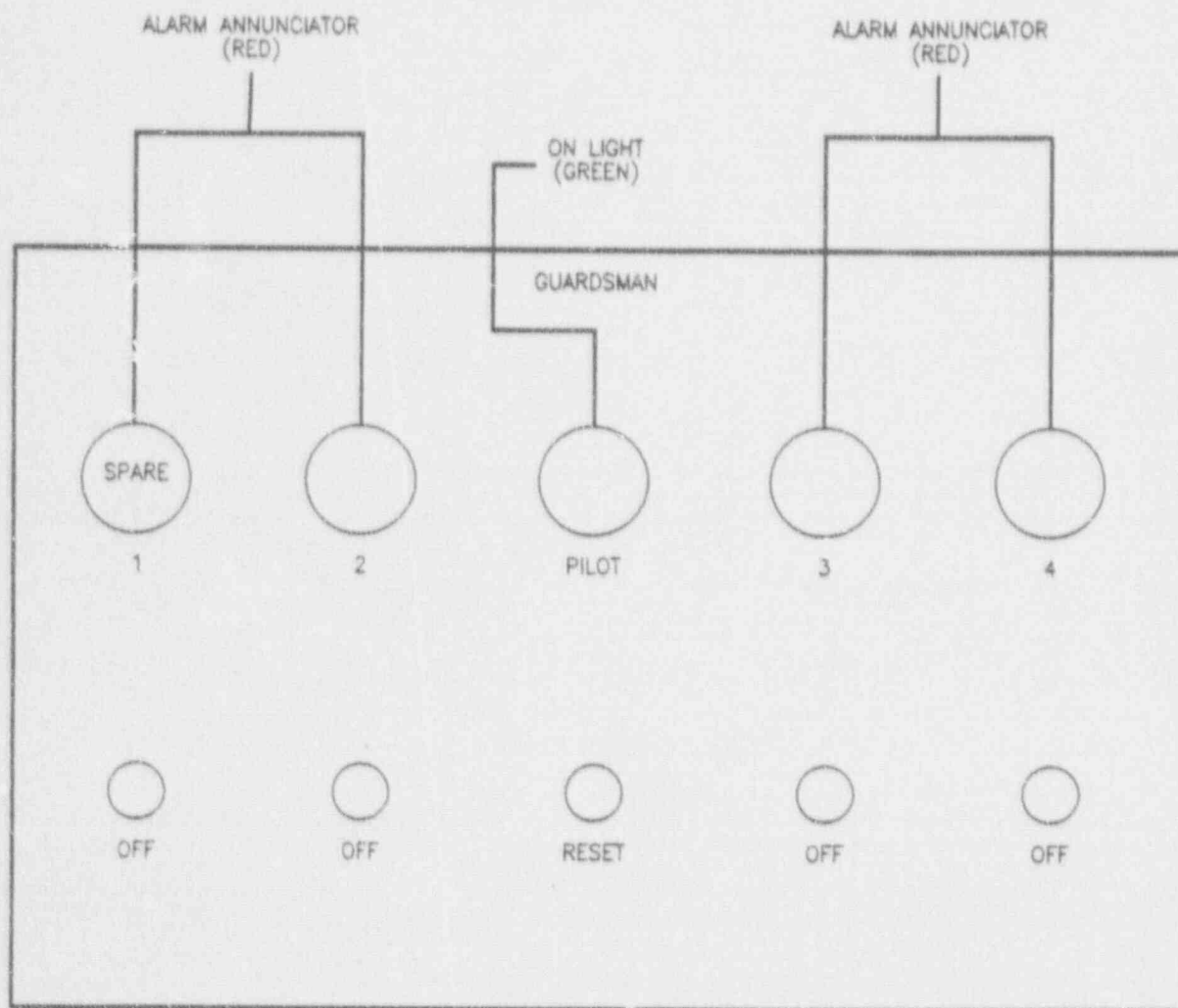
OCONEE CRISIS MANAGEMENT CENTER
GENERAL ARRANGEMENT

APPENDIX C-2



* Alarms on Doors A1 are operable during times that the CMC is unoccupied. No audible alarms are received during the times the CMC is activated.

APPENDIX C-3
FRONT VIEW OF MODEL GP-4 ACCESS CONTROL PANEL



ALARM

- 1 (Spare)
- 2
- 3
- 4

LOCATION

Double Door - Side
Equipment Room - Side
Emergency Exit - Rear

HARDWARE

Lockset
Lockset
Egress Bar Only

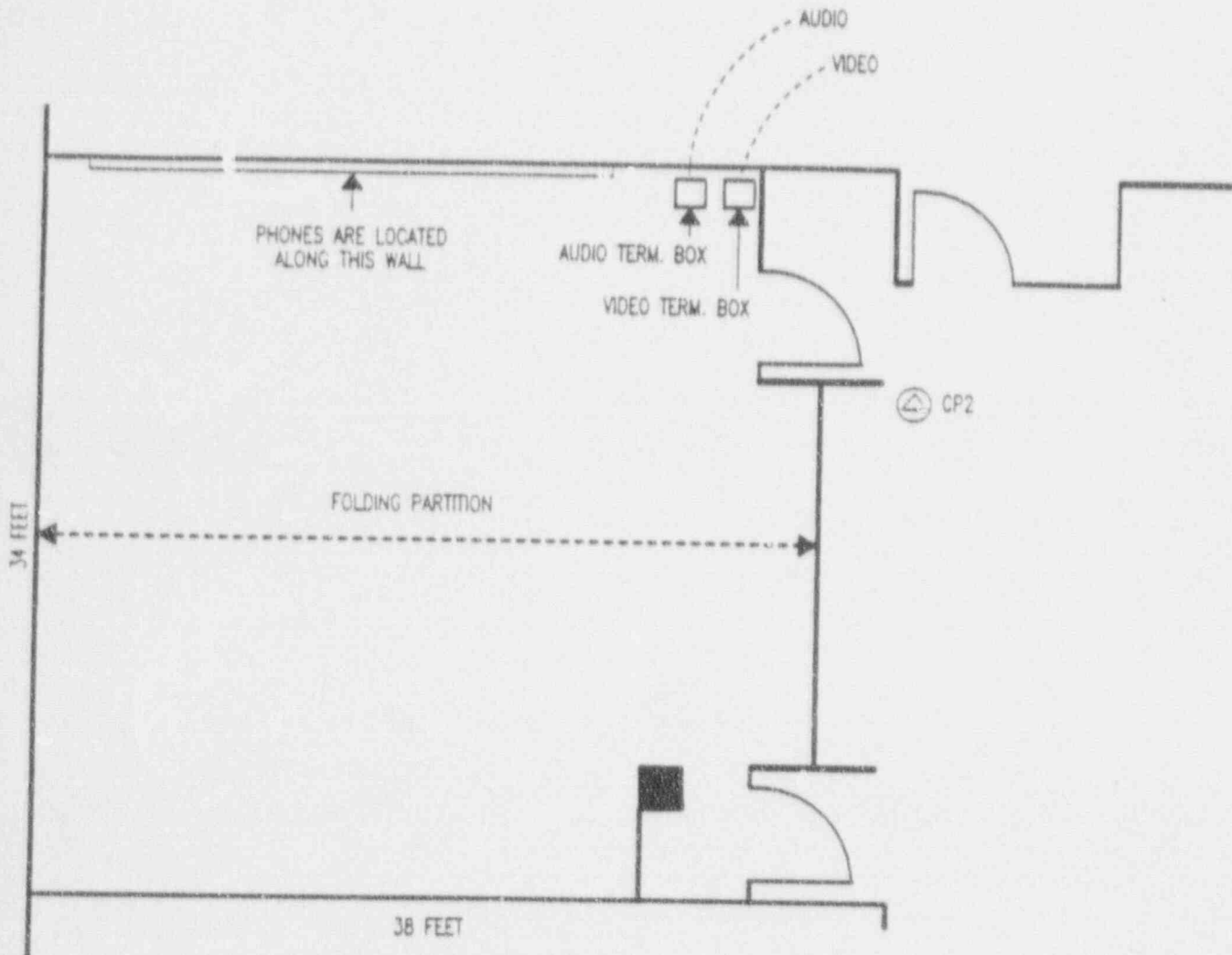
POWER SUPPLY

Access Control Panel Feed by Breaker R-54

Emergency Power Generator Circuit 16

APPENDIX C-4
 OCONEE CMC
 MEDIA CENTER

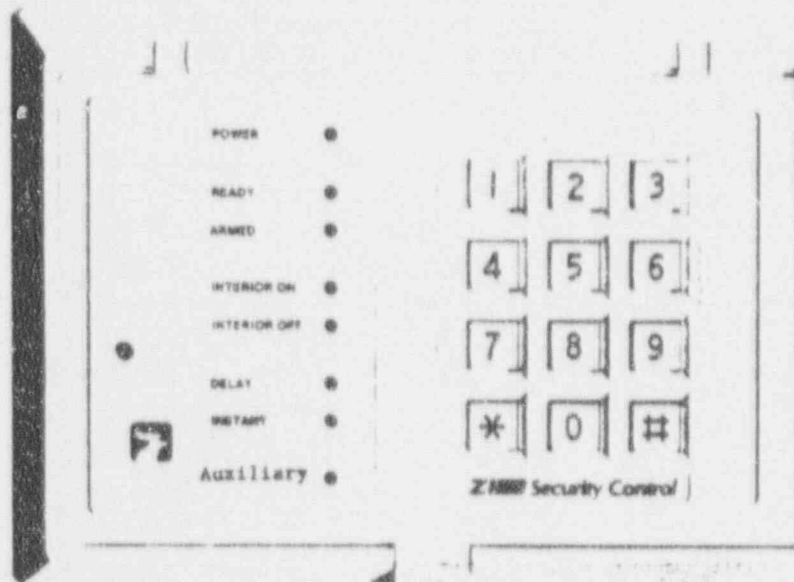
CLEMSON DISTRICT OPERATIONS CENTER ASSEMBLY ROOM



TELEPHONES:	654-6019	654-6514
	654-6104	654-6521
	654-6201	654-6607
	654-6330	654-6632
	654-6506	654-1206

NOTE: ALL PHONE NUMBERS ARE
 FOR AREA CODE 803 UNLESS
 OTHERWISE NOTED.

APPENDIX C-5
ZIIDA Control Station



Power Light

If ON, the system is using electrical power.
If OFF, the system is using the standby battery.
If BLINKING, see ELECTRICAL POWER AND THE STANDBY BATTERY.

Ready Light

If ON, all zones are secure.
If OFF, one or more zones are open.
If BLINKING, one or more zones are bypassed. Part of the building is unprotected. See ZONE BYPASSING (SHUNTING).

Armed Light

If ON, the system is armed.
If OFF, the system is disarmed. See ARMING AND DISARMING YOUR SYSTEM.
If BLINKING, an alarm has occurred. See ALARM MEMORY.

Interior Lights

If INTERIOR ON, the interior is protected when the system is armed.
If INTERIOR OFF, the interior is unprotected when the system is armed.
See ARMING THE SYSTEM WITHOUT LEAVING THE BUILDING.

Delay Light

If ON, you have a time delay to leave through any zone and enter through a delay zone when the system is armed. See ENTRANCE DELAY ZONES.

Instant Light

If ON, entrance through any burglar zone will cause an immediate alarm when the system is armed. See ENTRANCE DELAY ZONES.

Auxiliary Light

If ON, a fire alarm has occurred. See WHAT TO DO IF YOUR FIRE ALARM SOUNDS.
If OFF, the system is operating normally.
If BLINKING, a fire zone is in trouble. See FIRE TROUBLE.

D.0 COMMUNICATIONS DIRECTOR

D.1 PURPOSE

This group provides the telephone and radio requirements of the overall recovery organization as well as electrical needs.

D.2 MAJOR FUNCTIONS

- D.2.a Installs and maintains telephone system
- D.2.b Supplies mobile radios and radio pagers
- D.2.c Installs additional electrical hookups as needed

D.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

D.3.a PRIMARY

Oconee
Bob Robinson

McGuire & Catawba
G.O.
Bob Delano

D.3.b ALTERNATES

Oconee
Roy Strickland

McGuire & Catawba
Spencer Edwards
Tim Slay

D.4 ADDITIONAL PERSONNEL REQUIRED

Additional personnel may be required immediately to help set up telephones and communication equipment so system will function as quickly as possible. Switchboard operators will be stationed through drills and exercises, as necessary.

D.5 ARRIVAL AT CMC

Work will begin immediately in establishing lines between the plant and the crisis center.

D.6 COMMUNICATION SYSTEMS

D.6.a. Oconee Nuclear Station

D.6.a.1. Telephone System:

The telephone system to be utilized is detailed in Implementing Procedure CMIP-8.

D.6.a.2. Radio Communications

The Oconee emergency radio base station will be placed in operation upon arrival. This system is detailed in Implementing Procedure CMIP-8.

D.6.b. McGuire Nuclear Station/Catawba Nuclear Station

D.6.b.1. Telephone System

The telephone system to be utilized is detailed in Implementing Procedure CMIP-9. It consists of independent lines for use by press personnel and provisions are made for phones for NRC use and special off-site agency coordination use.

D.6.b.2. Radio Communications

The emergency radio base station will be placed in operation upon arrival. This system is detailed in Implementing Procedure CMIP-9.

D.6.c. General Computer Support

D.6.c.1. VAX Computer Systems Support

Upon CMC activation, contact Production Computer Applications Services (PCAS) to inform them of the need to keep the VAX operating in order to support Crisis Management applications.

The Dial Page system can be used to make the initial contact with a support person. This paging system allows the user to make a direct page from any touch-tone telephone.

1. For VAX SUPPORT, dial 337-4636.
2. After hearing a short, high-pitched tone, enter your complete telephone number (including your area code) on your touch tone telephone pad. If you wish to include an additional extension number, you may enter this number also.

3. Replace the telephone receiver. Your telephone number will be forwarded to the PCAS person "on call" and you should receive a return call within 20 minutes.
4. If you do not receive a return call within 20 minutes, call the appropriate pager number again or the home phone of the appropriate contact person listed in the Applications Support List which follows:

Jeff Jordan	704/636-0661
Ron Eddy	704/541-7648
Frayser Simpson	704/753-1699

Contact PCAS when CMC operation has been terminated.

D.6.c.2. Main Frame computers

Upon CMC activation, contact the College Street Center to inform them of the need to keep main frame computers available in order to support Crisis Management applications, i.e. Oconee Data System (on PRDB) and PROFS.

Contact the shift supervisor or lead operator at 382-0404.

Contact College Street Station when CMC operation has been terminated.

D.7 EQUIPMENT

D.7.1. Phones

All phone equipment for the ONS CMC is in each individual room and location. The phones and related equipment for the press lines for Oconee are stored in the Clemson Operations Center. All phone equipment for the MNS/CNS CMC is in each individual room and location.

D.8 TELEPHONE DIRECTORIES

D.8.a. OCONEE NUCLEAR STATION

The Oconee telephone directory is shown in Implementing Procedure CMIP-8. Information for revisions to the telephone directory will be given to the System Emergency Planner on a quarterly basis.

D.8.b. MCGUIRE NUCLEAR STATION AND CATAWBA NUCLEAR STATION

The McGuire and Catawba telephone directory is shown in Implementing Procedure CMIP-9. Information for revisions to the telephone directory will be given to the System Emergency Planner on a quarterly basis.

D.9 AUDIT PROCEDURES

Information contained in this section will be verified periodically for accuracy in accordance with Section A.8 of this manual.

E.0 PURCHASING DIRECTOR

E.1 PURPOSE

This position coordinates all activities within the Recovery Organization relating to the procurement of materials, equipment and services.

E.2 MAJOR FUNCTIONS

- E.2.a Issues requisitions
- E.2.b Negotiates contracts
- E.2.c Issues purchase orders
- E.2.d Expedites hardware and software
- E.2.e Coordinates receipt of material
- E.2.f Coordinates distribution of material

E.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

E.3.a PRIMARY (DIRECTOR)

Leonard McPherson

E.3.b ALTERNATES

Dean Dobbins
Jay Miller
Steve Smith
Norman Reid
Wayne Crowe

E.4 ADDITIONAL PERSONNEL REQUIRED

Since most of the purchasing functions will be handled in the General Office, the entire Purchasing Department will be at the Purchasing Director's disposal. Teams and back-ups have been assigned within GO Purchasing. See Appendix E-1. The CMC Purchasing Team will utilize the clerical support provided by the Administration Director for typing, sending telecopies, answering telephones, handling material, controlling paperwork, etc.

E.5 FIELD PURCHASING CONTACTS

Field Purchasing Contacts have been established at all Nuclear Plant and CMD locations. These individuals would be called on to assist in the ordering and receiving of materials at their normal work location in the event of activation of the Crisis Management Center. See Appendix E-2.

E.6 ARRIVAL AT CMC

The Purchasing Director will assess the situation and activate the GO Purchasing team, if necessary.

Immediate work will begin on procurement of equipment, material and services as may be required.

E.7 INTERFACE WITH OTHER GROUPS

This position will work with the Transportation Director to insure expeditious delivery of equipment to the site and with the Finance Director to obtain required funds from petty cash for small purchases. This position will work with the Nuclear Production Department concerning the receipt and distribution of equipment and materials.

E.8 CRISIS STAGE TO RECOVERY STAGE

The following is a checklist of things to do and/or consider when moving from the CRISIS STAGE to the RECOVERY STAGE of an event.

- Activate GO Purchasing team
- Request major equipment I.D. list from Design Engineering
- Prepare work schedule for Purchasing team
- Assess need for additional personnel support
- Assess need to assign team member to Nuclear Production Receiving Dept.
- Establish expediting level at Level One

E.9 PROCEDURES

E.9.a REQUISITIONING EQUIPMENT

When it has been determined that material, equipment or services are needed, Purchasing Coordinators at the CMC will convey that need as rapidly as possible to the General Office Purchasing Department utilizing telephones and/or telecopiers. Requisitions for the recovery effort will be handcarried through the Purchasing Department system for immediate order processing.

E.9.b EXPEDITING

Expediting Level One or higher will apply to all purchases for the recovery operation unless determined otherwise.

E.9.c RECEIVING

Receipt of material and equipment will be handled by the Nuclear Production Receiving Department. A member of the Crisis Management Purchasing Team will coordinate with Receiving to assure that the material gets to the appropriate destination at the site.

E.10 INFORMATION FOR EMERGENCY PURCHASING MANUAL

A copy of the manual entitled, "Information For Emergency Purchases" will be located in the materials supply cabinet in the Administration & Logistics area at both Crisis Management Centers. This manual contains information concerning vendors and Purchasing Department personnel that can be contacted at any time emergency procurements arise.

E.11 MAJOR EQUIPMENT IDENTIFICATION

Design Engineering maintains a complete listing of major equipment with such information as Engineering Description, Vendor, Purchase Order Number, Specification Number, Responsible Engineer and Responsible Buyer. This information is easily accessible and should supplement information already available in the Purchasing Department.

E.12 PARTS INFORMATION

Upon placement of a major equipment order, the supplier is required to furnish a complete list of parts necessary to maintain or repair that equipment. This list is maintained by Nuclear Production (first choice) and Design Engineering.

E.13 AUDIT PROCEDURES

All information in the Purchasing Section will be verified for accuracy in accordance with Section A.8.

APPENDIX E-1

PAGE 1 OF 1

CRISIS MANAGEMENT CENTER
PURCHASING DEPARTMENT
G.O. TEAMS

Team A

E.K. Bone - 289-4015
R. L. Caldwell - 932-2289

R.F. Hollis - 331-9059
C.M. Bowers - 892-8412

T.L. Coe - 933-5182
T.N. Powers - 847-6064

Team B

D.S. Carter - 847-6047
R.H. Armstrong - 825-9709

R.S. Trauschke - 541-8096

J.H. Ertel - 374-0367
M.S. Scruggs - 329-1721

Team C

L.E. Williams - 535-7639
C.M. Ballard - 847-7129

J.L. McCarty - 933-6691
G.B. Durell - 552-0702

J.G. McCreary - 788-6748

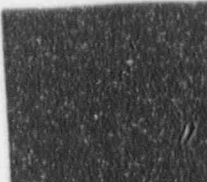
Back-Up

J.R. Botkis - 542-2754 R.R. Hall - 784-1272 J.L. Roseman - 376-6498
F.S. Shook - 824-9372

12 hour shifts. (24 hours off)

APPENDIX E-2
PAGE 1 OF 1

CRISIS MANAGEMENT TEAM
PURCHASING DEPARTMENT
FIELD PURCHASING CONTACTS

INDIVIDUAL	LOCATION	WORK PHONE	HOME PHONE
Bob Dickson	Catawba Nuc. Sta.	8-831-3145	
Annie Hedden	Oconee Nuc. Sta.	8-885-4047	
J. K. Leitch	McGuire	8-875-5137	
Ernie Cannon	Oconee	8-885-4047	
Paul Campbell	McGuire Nuc. Sta.	8-875-4511	

F.0 FINANCE DIRECTOR

F.1 PURPOSE

This position provides resources necessary for the financial support of the Recovery effort.

F.2 MAJOR FUNCTIONS

F.2.a Administers petty cash fund

F.2.b Coordinates payroll activities

F.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

F.3.a PRIMARY (DIRECTOR)

Barbara Allred

F.3.b ALTERNATES

Glenn Patterson
Beverly Adkins
Don Gilleland

F.4 ACTION REQUIRED OF FINANCE PERSONNEL IMMEDIATELY FOLLOWING TELEPHONE NOTIFICATION OF AN EMERGENCY

F.4.a CRISIS PHASE

Finance personnel will standby at their present location.

F.4.b RECOVERY PHASE

Finance personnel will report to the Crisis Management Center or standby at their present location as directed by the emergency activation message.

F.5 ADDITIONAL PERSONNEL REQUIRED

Clerical support will be necessary within approximately two days. This support will be supplied by the Administration Group. See Appendix B-1.

F.6 ARRIVAL AT THE CMC

The Director or designee will verify that all necessary forms are available to administer the Petty Cash fund and that initial payroll information is being obtained by the Access Control Group during the registration process. Upon arrival at the site and after assessment of the situation has been made, the Assistant Treasurer of Duke Power will be requested to increase the petty cash fund to \$50,000.

F.7 FINANCE CHECKLIST FOR RECOVERY OPERATION

F.7.a Initiate imprest petty cash fund with respective bank.

F.7.b Prepare a file for each employee containing the necessary payroll information to insure that each employer's check is received at the crisis site.

F.8 PETTY CASH

Oconee

An imprest Petty Cash fund has been established with South Carolina National Bank in Seneca, South Carolina in the amount of \$1,000. This fund is to be used for Oconee Nuclear Station and can be increased to \$50,000 within several hours, or, in the event of an emergency during a weekend, when the bank opens on the following Monday.

McGuire

An imprest Petty Cash fund has been established with First-Citizens Bank and Trust Company in Charlotte, North Carolina in the amount of \$1,000. This fund is to be used for McGuire Nuclear Station and can be increased to \$50,000 within several hours, or, in the event of an emergency during a weekend, when the bank opens on the following Monday.

Catawba

An imprest Petty Cash fund has been established with The Citizens and Southern National Bank of South Carolina in Lake Wylie, South Carolina in the amount of \$1,000. This fund is to be used for Catawba Nuclear Station and can be increased to \$50,000 within several hours, or, in the event of an emergency during a weekend, when the bank opens on the following Monday.

F.3.a PETTY CASH RECONCILIATION

A bank statement is received each month for the Nuclear Stations' accounts. At this time an "Imprest Petty Cash Fund Reconciliation Form" is completed and sent to Duke Power Company, Financial and Statistical Accounting

Department, as required by corporate procedures. See Appendix F-1 for an example of this form. The Internal Audit Department periodically audits these accounts.

F.8.b PETTY CASH FORMS

Each member of the Finance Group has available, at all times, a minimum assortment of the necessary forms for the administration of the Petty Cash fund.

F.9 PAYROLL PROCEDURE

- a. The Finance Group will receive the necessary payroll information for each employee from the Access Control Group. This information will include employee's full name, and permanent job location.
- b. A file containing the information received from the Access Control Group will be established for each employee entering the crisis site. This information will be used to maintain and process the employee's time sheet.
- c. The work hours and work description will be reported daily by the Human Resources Group on the Group Time Reporting Form #04340.
- d. The supervisor's daily report will be checked against any time adjustments for the employee. After checking for time adjustments, the information from the supervisor's report will be input into Corporate time Reporting System by means of CRT.
- e. The employee time sheets will be totaled at the end of the week and forwarded to the General Office Payroll Department.
- f. The Finance Group will request that the employee's permanent job location transmit a letter to the General Office Payroll Department requesting that the employee's check be sent to the crisis site.
- g. The employee's check will be received at the crisis site and distributed by the Finance and Human Resources Groups.

F.10 AUDIT PROCEDURE

All information in the Finance section will be verified for accuracy in accordance with Section A.8.

DUKE POWER COMPANY
IMPREST PETTY CASH FUND RECONCILIATION

LOCATION

MONTH ENDING

[illegible]

I HEREBY CERTIFY THAT THE ABOVE IS A CORRECT STATEMENT OF MY FUND AS OF

Date Prepared

Signed Prepared By Rev. 24

Manager

F-4

Prepared By

Rev. 24

August 1, 1988

G.0 COMMISSARY DIRECTOR

G.1 PURPOSE

The purpose of this position is to meet basic nutritional and personnel needs of the recovery organization.

G.2 MAJOR FUNCTIONS

G.2.a Furnishes food and beverage

G.2.b Provides tables and chairs

G.2.c Provides tents

G.2.d Furnishes portable toilets

G.2.e Furnishes trash cans

G.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

G.3.a PRIMARY (DIRECTOR)

Eddie Faulkner

G.3.b ALTERNATES

Oconee

Shirley Chandler

Jeannette Eaker

Carolyn Black

Derrick Neal

McGuire/Catawba

Kathy Lanier

Ned Chavers

Jim Boyles

Lonnie Woodward

G.4 ARRIVAL AT SITE OR CMC

The Director or designee will contact suppliers for necessary food services, tables, chairs, portable toilets, and trash cans, as necessary for the situation and location of the site of CMC.

G.5 FOOD SUPPLIERS

G.5.a OCONEE NUCLEAR STATION

The following vendors have agreed to; within one hour, coffee and pastries will be delivered to the recovery location and regular meals for up to 300 persons will be available within (3) three hours.

Le Juans Restaurant
116 Ann Street
Pickens, SC 29671
Lee or Juanita Patterson (803) 878-3703
After hours (803) 878-2722

Po Folks Restaurant
Seneca, S. C. 29678
(803) 882-5555
Mattie Johns

G.5.b MCGUIRE NUCLEAR STATION/CATAWBA NUCLEAR STATION (FOR RECOVERY ONLY)

The following vendors have agreed to; within one hour, coffee and pastries will be delivered to the recovery location and regular meals for up to 300 persons will be available within three (3) hours.

Steak and Hoagie
Dimitra Galatas (704) 394-6521 - business
(704) 523-3724 - after hours

Service America
3050 Tate Boulevard, SE
Hickory, N. C. 28602
704-328-2011
Elmer Lutz

Service America
270 Rozzelles Ferry Rd.
Charlotte, NC
704-392-6195
Larry Pugh

Mom and Pops Ham House
Hickory, N.C.
704-328-6826
Frank Buff

Mom and Pops has a catering truck that prepares meals on location.

Athens Restaurant
101 N. Independence Blvd.
Charlotte, N.C. 28204
Bill Mathis
704-375-3597

G.6 TENTS

One circus-size mess tent and one slightly smaller tent for temporary office space are to be obtained. The necessary tents will be delivered within eight hours by the following suppliers:

Anderson Rent All (Oconee)
1501 Tearman Dairy Rd.
Anderson, S.C.
803-224-8881
Bob Pierce - Owner
803-225-1590

Columbia Tent and Awning
803-799-7623

After hours: David Trevathon - 803-798-0826

Clemson Army Reserve
803-654-2025 (Pam Boggs)

HDO Production, Incorporated
11910 Parklawn Drive
Rockville, MD 20852
301-881-8700 (24 hour service)
Jerry O'Connell

Party Reflections
804 Central Avenue
Charlotte, N.C. 28204
704-332-8176

After hours: Charles Hook - 704-545-3530

It will take approximately eight hours to set-up the larger tents.
Human Resources will provide required personnel.

G.7 TRASH REMOVAL

G.7.a OCONEE NUCLEAR STATION

Trash cans will be available within three hours from the following supplier:

Poe Hardware 803-271-9000
556 Perry Ave.
Greenville, SC 29602
Poe Hardware 803-271-9000 (24 hour number)
Jackie Wilder

Pickup and disposal service will be provided by the Transportation Group.

G.7.b MCGUIRE NUCLEAR STATION/CATAWBA NUCLEAR STATION

Trash cans will be available within three (3) hours from the following suppliers:

Little Hardware 704-333-3133 Dan Overcash
1400 S. Mint St.
Charlotte, NC 28203

After hours: Gray Little - 704-588-0827
Alec Little - 704-366-5697
Nevan Little - 704-333-9459

G.8 PORTABLE TOILETS

G.8.a OCONEE NUCLEAR STATION

Portable outdoor toilets will be delivered by the following supplier within eight hours:

Waste Management of S. C.
1-800-525-3109
155 Dexter Road
Spartanburg, S. C. 29303
Attn: Beth Holland

After hours: Beth Holland - (803) 599-5881
John Mills - (803) 244-8546

G.8.b MCGUIRE NUCLEAR STATION/CATAWBA NUCLEAR STATION

The following suppliers will deliver portable toilets within eight (8) hours:

Porta-Jon 704-375-8988
712 W. Airline Ave.
Gastonia, NC 28052

Sue Bone
Flay Anthony

After hours: Ned Carpenter - 704-855-5020
Reese Carpenter - 704-827-8028

G.9 FURNITURE

G.9.a OCONEE NUCLEAR STATION:

Initially, tables and chairs will be obtained from McGuire or Catawba. The Transportation Director will provide means for moving these items.

Additional equipment may be rented from the following:

Anderson Rent All (Oconee) 1501 Tearman Dairy Rd.,
Anderson, S.C. 803-224-8881 Bob Pierce - Owner
803-225-1590

Necessary furniture from this source can be delivered within two hours. This includes all furniture for work areas (desks, chairs shelves, files, trash cans, etc.)

G.9.b MCGUIRE NUCLEAR STATION/CATAWBA NUCLEAR STATION

The following suppliers have agreed to supply the necessary furniture if it is available from their stock. They do not deliver.

Office Interiors, Inc. 704-332-2661
1100 Central Ave.
Charlotte, NC

After hours: Charles Collins - 704-366-1804 or 896-7922

Party Reflections
804 Central Ave.
Charlotte, NC 28204
704-332-8176

After hours: Charles Hooks - 704-545-3530

G.10 Recovery

During recovery stage, the following items should be performed to insure proper support for all personnel involved. (Check list)

I. Notify Food Vendors

- A. Oconee Nuclear Station (See Commissary Section G.5.a)
- B. McGuire Nuclear Station (See Commissary Section G.5.b)
- C. Catawba Nuclear Station (See Commissary Section G.5.b)
- D. Crisis Management Center Charlotte (See Commissary Section G.5.b)
- E. Crisis Management Center Oconee (See Commissary Section G.5.a)

II. Establish Daily Schedule

- A. Meals - Location, time, and notification to all areas involved.
- B. Break - Location, time, and notification to all areas involved.

III. Notify Tent Suppliers (See Commissary Section G.6)

IV. Notify Portable Toilets Suppliers (See Commissary Section G.8).

V. Establish Personnel Requirements

- A. Notify Human Resources
 - 1. Personnel for Meals and Break (Delivery, Set-up, Processing)
 - 2. Personnel for Trash Removal (When, How often, Where)
- B. Establish Schedule for Personnel
 - 1. Insure around the clock coverage, in all areas listed.

G.11 OFFICE TRAILER

GELCO
6351 N. Tryon Street
Charlotte, N. C. 28213
704-596-7050
Brenda Brewer

GELCO
Greenville, S. C. 29606
803-879-2195
Russell Edwards

APPENDIX G-1
PAGE 1 OF 2

Some time ago you were contacted by a member of the Duke Power Crisis Management Team concerning your participation in upcoming crisis management exercises at one or more of our nuclear power plants.

These exercises are to prepare us to manage an actual emergency should one ever occur. If an actual emergency should occur, your company could be called on to supply commodities needed to manage the situation.

The attached form, when verified by you, will enable us to maintain our current state of preparedness. Please sign and date the attached information and return it to me in the enclosed envelope.

Yours very truly,

D. E. Faulkner
Crisis Management
Director of Commissary
Duke Power Company

DEF/flr

Attachments

APPENDIX G-1
PAGE 2 OF 2

1. Supplier Name:
2. Commodities supplied during actual crisis or crisis exercise:
3. Person/telephone number to call in case of emergency
4. Maximum response time by above vendor.

Oconee Nuclear Station
Highway 130
Seneca, SC

McGuire Nuclear Station
Highway 73
Cowans Ford, NC

Catawba Nuclear Station
Highway 274
Newport, SC
5. I have reviewed the above information and affirm that it is accurate and current with the following exceptions:

Signed: _____ Title: _____

Date: _____

H.0 HUMAN RESOURCES DIRECTOR

H.1 PURPOSE

The purpose of this group is to provide the personnel needs of the recovery organization both in technical and craft disciplines during crisis management efforts.

H.2 FUNCTIONS

- H.2.a. Provides support personnel (clean-up, drivers, etc.)
- H.2.b. Provides technical, medical and craft personnel upon request
- H.2.c. Provides labor relations assistance as required
- H.2.d. Insures Heliport preparation
- H.2.e. Supplies TLD badges to South Carolina EPD

H.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

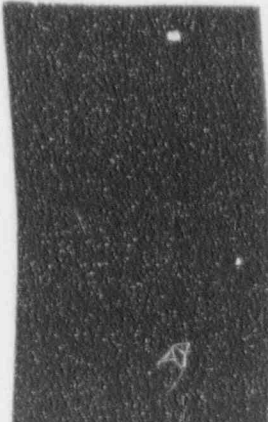
H.3.a PRIMARY (DIRECTORS)

Mike McCalister - Oconee
Terry Hunt - McGuire and Catawba

H.3.b. ALTERNATES

Dave W. Phillips
Jim Murphy
June Nix

H.4 TECHNICAL AND CRAFT PERSONNEL

<u>Location</u>	<u>Contact</u>	<u>Home Phone</u>	<u>Work Phone</u>
SCS Central	D L Freeze		803-831-3519
SCS Central	Larry Williams		803-831-3475
SCS Central	Larry Jordan		803-831-3528
SCS South	Ray Hollins		803-885-4001
SCS South	Terry Chappell		803-885-4060 or (8-848-0280 Lee Steam Station)
ONG South	Craig Tompkins		803-885-4018
SCS North	Berry Bright		704-875-5159
SCS North	Gaines Bowers		704-875-5144
SCS North	Tommy Everhart		704-875-5147

H.5 TECHNICAL ASSISTANCE FROM VARIOUS SUPPLIERS OF EQUIPMENT AT CCONEE

Appendix H-1 lists known companies who will provide assistance during a crisis situation.

H.6 TRACTOR TRAILER DRIVERS, EQUIPMENT OPERATORS, FLAT TRUCK DRIVERS, CRANE OPERATORS, VAN AND CARRY-ALL DRIVERS

Refer to Section I.O-Transportation Section

H.7 ELECTRICIANS, BUILDERS, UTILITIES

Initial responsibility of this group is setting up facilities. Coordination with the Commissary Group and the Administration Group will be necessary to determine the initial number of people required.

H.7.a D.O. Communication Section obtains electrical requirements for communication and initial set-up.

H.7.b Builders and utility personnel requirements will be met through contacts in Section H.4.

H.8 OTHER UTILITY COMPANIES

The INPO Emergency Resources Manual provides a list of other utility companies who may be contacted for assistance.

H.9 HELIPORT

A heliport, if required, will be lined off using white lime powder or white spray paint with special adapter to provide wide angle, uniform spraying. Approximately ten cans of spray paint is required. The heliport will be a fifty foot circle with an "H" in the center to indicate that it is an unrestricted heliport.

H.10 CRISIS MANAGEMENT/RECOVERY EFFORT WORK SCHEDULE

Once the Crisis Management Center is in place and functioning, the Human Resources Group will be staffed as required to provide 24 hour coverage. Normally this will consist of two 12 hour shifts with at least one primary/alternate per shift. Personnel changes will be made after a four day tour of duty (i.e., 48 hours per person as necessary).

H.11 FACILITY CLEANUP

The Human Resources Group is responsible for cleanup required to return the areas used by the Crisis Management Center to the state found prior to a drill, exercise or emergency as far as deemed necessary.

H.12 TLD BADGES

For Catawba and Oconee, this group will provide TLD badges to the South Carolina Emergency Preparedness Department (SCEPD). When a drill or emergency begins, a designated person in the group will call George Snyder, of SCEPD, at (803) 734-8020, or 734-8041 in Columbia, SC. He will inform us of how many TLD badges his group will need, when, and where they need them.

There are 100 TLD badges at the Applied Science Center at Lake Norman near McClure. The designated person from the group will contact Wanda Carter for access to them. Her number is (704) 875-5000 or 875-5342 at work or [REDACTED] at home.

Someone from the Human Resources Group will be designated to pick up the required number of TLD badges at the Applied Science Center and deliver them to SCEPD at the specified location.

APPENDIX H-1

<u>COMPANY</u>	<u>BUS. PHONE</u>	<u>CONTACT</u>	<u>HOME PHONE</u>
B&W Nuclear Technology 222 S. Church St. Suite 220 Charlotte, N.C. 28202	704-334-6282	Rick Edwards	
General Electric Co. P. O. Box 30697 Charlotte, N.C. 28230	704-371-3357	Henry Sneed	
Westinghouse Electric Corp. P. O. Box 32817 Charlotte, N.C. 28232	704-377-7763	Steve Lawson	
Combustion Engineering, Inc. Power Systems Div. 1337 Hundred Oaks Dr., Suite A Charlotte, N.C. 28217	704-527-9400	Dave Donaldson Robert Deneault	
Southern Engineering Co. P. O. Box 34609 Charlotte, N.C. 28234	704-399-8331	Pat Hance Jr.	
Envirotech Corporation Bahnson Company Div. P. O. Box 10458 500 Shepard Street Winston Salem, N.C. 27108	919-760-3111	Richard Sink	
Jones Chemical Co., Inc. P. O. Box 30516 Charlotte, N.C. 28230	704-377-1571	Charlie Sherrill	
Metric Fasteners of Charlotte 3900 Greensboro St. Charlotte, N.C. 28206	704-333-1227	Vicki Green	
Bechtel Power Corporation 15740 Shady Grove Road Gaithersburg, Maryland 20760			
Stone and Webster Mgt. Consultants 90 Broad Street New York, N.Y. 10004			

COMPANYBUS. PHONECONTACTHOME PHONE

Ebasco Services, Inc.
P. O. Box 12152
Church Street Station
New York, N.Y. 10249

Daniel Construction Company
Daniel Building
Greenville, S.C. 29602

I.0 TRANSPORTATION DIRECTOR

I.1 PURPOSE

This position provides necessary equipment and personnel for movement of material and people to, from, and through the crisis area for the duration of the recovery effort.

I.2 MAJOR FUNCTIONS

- I.2.a Furnishes vehicles and operators for personnel and equipment movement.
- I.2.b Provides common carrier and specialized carrier service for specific material and personnel needs.
- I.2.c Coordinates, traces, and expedites material deliveries and shipments in and out of recovery site.
- I.2.d Provides fuel for on site recovery vehicles.
- I.2.e Transports environmental samples for analysis upon request by the Radiological Assessment Group Off-site Monitoring Coordinator.

I.3 MEMBERS OF GROUP

I.3.a PRIMARY (DIRECTOR)

Dewey Smith (For McGuire & Catawba)
Gene Justice (For Oconee)

I.3.b ALTERNATES (McGuire/Catawba)

Craven Sloop
Donnie Petway

ALTERNATES (Oconee)

Bobby Nivens

I.4 ADDITIONAL PERSONNEL REQUIRED

Drivers and major equipment operators have been identified in the following sections. Additional personnel will be required to handle functions such as shuttle service, garbage pickup, environmental sample transport, etc. Immediate needs are to be assessed upon arrival at the site.

1.5 FIRST CALL-OUT

On the first call-out, the director or designee will organize and transport the equipment and operating personnel needed initially. Appendices I-1 thru I-6 detail equipment and personnel available for use on first call-out.

The first contingency will begin with establishment of base operations. This will include personnel establishment and transport equipment assessment.

Equipment presently harbored at the General Office, Toddville, Oconee, McGuire and Catawba plant sites, depending on the magnitude and need, is available for use at the outset. An assessment of availability will be made on arrival of the first transportation contingency.

In the movement of trailers and portable buildings from other jobsites by Company vehicles, special highway permitting is required from the states of North Carolina and South Carolina. To assist in obtaining necessary permits, Mr. Ronald Matheson, Power Delivery - Construction, Office (704) 373-8512, Home [REDACTED] is available on request.

Environmental samples transport requests will be initiated by the Radiological Assessment Group Off-site Monitoring Coordinator. The time and location of sample pick-up will be determined by the Transportation Director and Off-site Monitoring Coordinator. Sample destination will be the Applied Science Center (ASC) or unaffected station, as specified by the Off-site Monitoring Coordinator.

1.6 BACK-UP EQUIPMENT

As the first move is taking place and work has begun, a total equipment assessment will be made to determine present and future needs in personnel and material movement. This will also include establishment of busing and van schedules and routes between plant facilities, General Office and between places of lodging and airport facilities to plant facilities.

Additional transport equipment, as well as operating personnel, in the Duke Power Company system are also available on a phone call notice as need is determined.

1.7 OUTSIDE CARRIERS AND PERSONNEL

As the recovery effort is underway, the need for specialized carriers may become evident. Appendix I-7 indicates a few of these carriers, including bus and rail transportation, along with appropriate contacts.

I.8 AIR FREIGHT

A listing with telephone numbers of the commercial airlines and air cargo carriers servicing area airports is presented in Appendix I-8. In addition to the commercial carriers, Appendix I-9 contains a list of available air equipment for charter from companies headquartered in Charlotte.

I.9 FUEL AVAILABILITY

Fuel availability is a critical issue for the operation of equipment. In addition to on-site availability, and commercial stations, two 8,400 gallon tank trucks can be made available within 24 hours notice through the Purchasing Department. As the recovery effort is underway, a list of stations and distributors where fuel may be obtained will be compiled by transportation personnel and appropriate credit arrangements established through administrative channels.

I.10 AUDIT PROCEDURE

Information contained in the Transportation Section will be periodically checked for accuracy in accordance with Section A.8 of this manual.

APPENDIX I-1

CATAWBA NUCLEAR STATION

PERSONNEL AND EQUIPMENT

OPERATOR (803) 831-3000

FACILITIES & EQUIPMENT

WORK

HOME

Tom Love - Manager
Ken Jones - Supervisor

803-831-3514
803-831-3578

SYSTEMS CRAFT SERVICES EQUIPMENT OPERATORS

WORK

HOME

TYPE OPERATOR

Tony Johnston
Bill Canupp
Roger Carpenter
Slydester Sanders
Jimmy Cook
Terry Cato

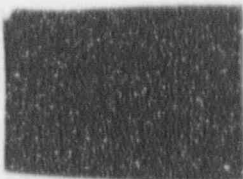
803-831-1512
803-831-1512
803-831-1512
803-831-1512
803-831-1512
803-831-1512

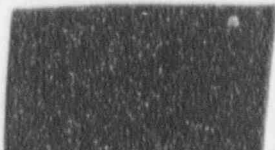
CDL
CDL
CDL
Class A
Heavy Equip Operator
Heavy Equip Operator

SCS - EQUIPMENT

DESCRIPTION

1/2 Ton Pickup
12-Passenger Vans (2)
8-Passenger Vans (1)
6-Passenger Carryalls (2) 4 x 4 (1)
1-Ton Service Truck
2-Ton Boom Trucks
2-Ton Stake Bodies
15-30 Ton Rough Terrain Crane
25-Ton Hydraulic Truck Crane
35-Ton Hydraulic Truck Crane
Road Tractor
Lowboy Trailer
Van Trailer
Platform Trailer

WBA GARAGE	WORK	HOME
Kenny Lynch - Superintendent	803-832-3590	
Tom Askew - Supervisor	803-832-3592	
Walt Hovis - Supervisor	803-832-3591	

GARAGE EQUIPMENT OPERATORS	WORK	HOME	TYPE OPERATOR
Wayne Parrish	803-832-3590		Boom Trucks & CDL
Bill Patterson	803-832-3589		Rough Terrain Cranes & CDL
James West	803-832-3590		CDL

GARAGE EQUIPMENT

DESCRIPTION


1/2 Ton Pickup Truck (2)
 3/4 Ton Service Truck (1)
 1-Ton Service Truck (2)
 Truck mtd, 1,800 Gallon Fuel Tanker (1)

(1) Portable Mobile Radio - to be used in coordinating support for transporting radiological samples.

Fuel Dist. - Amoco Oil - Diesel Fuel - 704-399-6331 (PO#A01747-05)
 McCoy Dist. Gasoline - 704-394-0186 (PO#A01691-05)

APPENDIX I-2
 MCGUIRE NUCLEAR STATION
 PERSONNEL AND EQUIPMENT
 OPERATOR (704) 875-5100

FACILITIES & EQUIPMENT

	WORK	HOME
Joe Cooke - Manager	875-5324	
Bill Lawrence - Coordinator	875-3228	
Darrell Garrison - Coordinator	875-3226	

SYSTEM CRAFT SERVICES
 EQUIPMENT OPERATORS

	WORK	HOME	TYPE OPERATOR
Gaines Bowers - Manager	875-5570	 or	CDL & Equipment
John Grant - Supervisor	875-3080		CDL & Equipment
J. A. Honneycut	875-3080		CDL & Equipment
L. G. Ludwig	875-3080		
LeRoy Warren	875-3079		Class A & Crane Operator

SCS EQUIPMENT


DESCRIPTION

Sedans
 1/2 Ton Pickup
 3/4 Ton Service
 1 Ton Service
 Boom Trucks
 Dump Trucks
 Stake Bodies
 5,000 Gallon Trailer Water Tanker
 15-28 Ton Rough Terrain Crane
 35 Ton Hydraulic Truck Crane
 82 Ton Lattice Truck Crane
 Road Tractor
 Lowboy Trailer
 Van Trailer
 Platform Trailer

(JIRE GARAGE

WORK

HOME

Charlie Williams - Superintendent	875-5613	
Steve Martin - Supervisor	875-5609	
Chris Jolly - Supervisor	875-5617	

GARAGE EQUIPMENT OPERATORS

WORK

HOME

TYPE OPERATOR

Ronnie Bridges	875-5614	
Arnold Faulkner	875-5614	
Allen Jones	875-5614	

CDL
CDL
CDL

GARAGE EQUIPMENT

DESCRIPTION

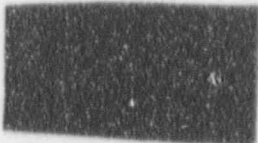
1/2 Ton Pickup
3/4 Ton Pickup
1 Ton Service
1,800 Gallon Truck Mounted Fuel Tanker
(1) Portable Mobile radio - To be used in coordinating support for transporting radiological samples.

L DISTRIBUTORS

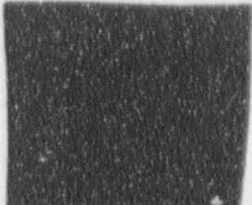
Gasoline - Mark Oil Company - 375-4249 (PO#A01771-05)
Diesel - Mooresville Oil Company - 664-4926 (PO#A01822-05)

APPENDIX I-3
 OCONEE NUCLEAR STATION
 PERSONNEL AND EQUIPMENT
 OPERATOR (803) 885-0000

FACILITIES & EQUIPMENT

	WORK	HOME
Larry Crouse - Manager	803-885-4003	
Duran Denny - Coordinator	803-885-4032	
Jeannette Eaker - Coordinator	803-885-4030	

SYSTEM CRAFT SERVICES
 EQUIPMENT OPERATORS

	WORK	HOME	TYPE OPERATOR
Keaton Clary - Supervisor	803-885-4051		Class B Crane Operator Crane Operator Crane Operator
Mack Conner	803-885-4051		
Richard Walker	803-885-4051		
Leland Kelley - Supervisor	803-885-4138		
Harold Crews	803-885-4138		
Hershel Pelfrey	803-885-4138		

SCS EQUIPMENT

DESCRIPTION

Sedan
 1/2 ton pickup
 3/4 ton pickup
 1 ton service truck
 1 ton 6-man crew cab
 9 & 12 passenger van (2)
 Cargo van (1)
 2 ton stake van
 Boom Truck
 2 ton box van
 Road tractors
 Lowboy trailer
 Van trailer
 Platform trailer
 18-50 ton rough terrain crane
 88 ton Hyd truck crane

VEE GARAGE

WORK

HOME

Gene Justice - Superintendent
Terry Galloway - Supervisor

803-885-4085
803-885-4088

*Beeper #777-1480
777-1481

GARAGE EQUIPMENT OPERATORS

WORK

HOME

TYPE OPERATOR

Lee Hardin
Bud Ellenburg
Jerry Woodard
Mike Towery

803-885-4088
803-885-0296
803-885-4088
803-885-4088

CDL
CDL
CDL
CDL

Garage Equipment

DESCRIPTION

Sedan
1-ton service truck (2) 4 x 4 (1)
500 Gallon truck mtd fuel tanker
Road Tractor

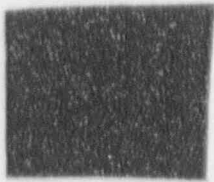
(1) Portable Mobile Radio - To be used in coordinating support for transporting radiological samples.

FUEL DISTRIBUTORS


Gasoline - Conoco Inc. - (803) 583-2311 (PO#A01781-05)
Diesel - Amoco Inc. - (803) 583-8375 (PO#A01736-05)

APPENDIX I-4
TRANSPORTATION SUPPORT
GENERAL OFFICE
PERSONNEL AND EQUIPMENT

GENERAL OFFICE POOL OPERATION

	WORK	HOME
Mac Burris - Manager	373-3284	
Kay Roberts - Supervisor	373-4285	
Shirly Clark - Coordinator	373-4395	
Rita Simmons - Coordinator	373-4395	

GENERAL OFFICE POOL OPERATORS

	WORK	HOME	TYPE OPERATOR
David Rhodes - Superintendent	373-7320		CDL
Gary Brooks - Driver	373-7320		CDL
Charlie Anderson - Driver	373-7320		CDL
*Beeper # 371-2576			

GENERAL OFFICE POOL EQUIPMENT

DESCRIPTION

4-Door Compacts
4-Door Wagon
8-Passenger Van (1)
Cargo Van (1)

APPENDIX 1-5
TRANSPORTATION SUPPORT
CHARLOTTE AREA
PERSONNEL AND EQUIPMENT

I. CHARLOTTE GARAGE

	WORK	HOME
Clark Hobson - Superintendent	373-4497	
Larry Mintz - Supervisor	373-4544	
Raymond Wilson - Supervisor	373-4544	

CHARLOTTE GARAGE OPERATORS

	WORK	HOME	TYPE OPERATOR
Jerald Thomas	373-4544		CDL
Mark Untz	373-4544		CDL
Kenny Hatley	373-4544		CDL

CHARLOTTE GARAGE EQUIPMENT

DESCRIPTION

- 1/2 Ton Pickup Truck (2)
- 3/4 Ton Service Truck (2)
- 1 Ton Service Truck (2)
- One-man Aerial Device (2) 36'
- One-man Aerial Device (1) 50'
- Two-man Aerial Device (1) 50'
- Medium Duty Derrick (4)
- Pole Trailer (1)
- Truck mtd 2,000-gallon Fuel Tanker (1)

TODDVILLE FACILITY

A. TODDVILLE GARAGE

TODDVILLE GARAGE PERSONNEL	WORK	HOME	TYPE OPERATOR
Jack Martin - Superintendent	382-1191		CDL
Wayne Mintz - Supervisor	373-4332		CDL
Kent Williamson - Supervisor	382-1192		CDL
Pat Thompson - Supervisor	382-1192		CDL

TODDVILLE GARAGE EQUIPMENT

DESCRIPTION

1/2-Ton Pickup
1-Ton Service Truck
5-Passenger Van (3)
1,800 Gallon Truck mtd Fuel Tanker

B. POWER DELIVERY CONSTRUCTION

	WORK	HOME	TYPE OPERATOR
Ty Trull - Manager	373-7773		
Fred Wilkinson	373-7773		Hvy Crane Oper-CDL
e Morris	373-7773		Hvy Crane Oper-CDL
raig Smithy	373-7773		Hvy Crane Oper-CDL

POWER DELIVERY EQUIPMENT

DESCRIPTION

Road Tractors (3) Cranes
Road Tractors (8)
Lowboy Trailer
Platform Trailer
Fuel Trailers (10)
20-Ton Hydraulic Truck Crane
55-Ton Hydraulic Truck Crane
90-Ton Hydraulic Truck Crane

C. POWER DELIVERY - CONSTRUCTION

	WORK	HOME	TYPE OPERATOR
Roger Richards	382-2231		
Tony Horton	382-2231		CDL
James Brooks	382-2231		CDL
Lee Slater	382-2231		CDL

POWER DELIVERY CONSTRUCTION

DESCRIPTION

1/2-Ton Pickup
1-Ton Stake
Road Tractor (4)
Lowboy Trailer
Platform Trailer
VANS Trailer

D. TODDVILLE STORE PERSONNEL

	WORK	HOME	TYPE OPERATOR
Curtis Haggerty	382-0340		
n Dellinger	373-4333		CDL
Wennis Hayes	373-4333		CDL
Steve Joy	373-4333		CDL
Pam Barbee	382-2777		

TODDDVILLE STORES EQUIPMENT

DESCRIPTION

1/2-Ton Pickup
6-Passenger Carryall
1-Ton w/16' Box
Dump Truck (Trash)
Road Tractors
Van Trailer
Platform Trailer
Lowboy Trailer

IF ADDITIONAL PERSONNEL OR EQUIPMENT ARE REQUIRED, SEE CATAWBA OR McGUIRE LISTING.

APPENDIX I-6
TRUCK LEASING
CATAWBA AND McGUIRE AREA

COMPANY	TELEPHONE
UPS Truck Leasing, Inc. Charlotte	704-333-1544
Ryder Truck Rental & Leasing Charlotte	704-596-9200
Young Ford Truck Renting Charlotte	704-333-7200
Rent-a-Van Charlotte	704-372-7605
Carolina Auto & Van Charlotte	704-527-1900 thru 527-1903

Appendix I-7
1 of 2
OUTSIDE CARRIERS

Specialized Heavy Equipment

Moss Trucking Co., Inc.	(704) 372-3611
Larry Dulin - V.P. of Dispatch	outside N.C. (800) 438-0330
Charlotte, NC	within N.C. (800) 432-6450
W. T. Mayfield	(803) 744-9942
Charleston Heights, SC	

Radioactive Shipments

Jack Counts	
Traffic Dept.	
Tri-State Motor Transit Co.	(417) 624-3131
Bill Rucker - Nuclear Disp.	
Joplin, MO	

Furniture Movers

Carolina Moving and Storage, Inc.	(704) 334-0851
Allied Van Lines	
Flay V. Smith, President	(704) 552-0057
Charlotte, NC	
Charlotte Van and Storage Co., Inc.	(704) 525-4660
North American Van Lines	
Don Miller, Sales Mgr.	(803) 285-2840
Lancaster, S.C.	
Russell Transfer Company	(704) 332-6301
Earl W. White, V.P.	(704) 537-2208
Charlotte, NC	

Appendix 1-7
2 of 2
OUTSIDE CARRIERS

Bus Transportation

Spartanburg Transit (Duke Power Company)	(803) 583-5789
Barbara Orr - District Mgr.	(803) 583-5789
Larry Davis - Transit Supt.	(803) 583-5789
Greyhound/Trailways Bus (passenger)	(527-9393)
(cargo)	(372-3555)

Railroad

Southern Railway System - Seneca, SC	(803) 255-4335
L. E. Wetzel, Jr. - Supt.	
Greenville, SC	
Seaboard/Chessie System Railroads - Cowans Ford, NC	
B. J. Morrow	(704) 391-1055
Charlotte, NC	
Terminal Train Master	(704) 392-6116
	(24 hours day)

Appendix I-8
1 of 2
Commercial Airlines
Telephone Listing

CHARLOTTE-DOUGLAS INTERNATIONAL AIRPORT

<u>Company</u>	<u>Air Freight Telephone No.</u>
Delta Airlines, Inc.	(704) 398-3730
US Air	(704) 376-0235
United Airlines, Inc.	(800) 336-0462

ATLANTA AIRPORT

<u>Company</u>	<u>Air Freight Telephone No.</u>
Delta Airlines, Inc.	(404) 530-7000
Republic Airlines	(404) 530-3850
US Air	(800) 482-4322

GREENSBORO, HIGH POINT, WINSTON-SALEM AIRPORT

<u>Company</u>	<u>Air Freight Telephone No.</u>
Delta Airlines, Inc.	(919) 294-2122
US Air	(800) 482-4322
United Airlines, Inc.	(800) 336-0462

Appendix I-8
2 of 2
Air Cargo Carriers
Telephone Listing
24 Hour Numbers

AIRPORTS

	<u>Greenville- Spartanburg</u>	<u>Charlotte-Douglas International</u>	<u>Atlanta Airport</u>	<u>Greensboro High Point Winston-Salem</u>
Airborne Express	(803) 297-8899	(704) 357-6006	(404) 761-7199	(919) 668-0046
Burlington Northern Air Freight	(803) 879-8500	(704) 359-8428	(404) 768-1818	(919) 294-3350
*Federal Express	Above numbers until 9:30 p.m.	(704) 375-6225		
		After 9:30 p.m.	(800) 238-5355	
Flying Tigers		(704) 359-8462 Open 24 hours 7 a.m. Monday through 7 a.m. Saturday	(404) 530-2411	(919) 668-3785

*Other areas can be reached thru the Charlotte number or the 800 number.

Appendix 1-9
1 of 2
Aircraft Charter
Telephone Listing and Equipment

Company: Thurston Aviation, Inc.
Charlotte, NC
(704) 359-8670 (24 hour number)
Flight Dispatcher: Jim Doncaster
Dir. of Flight Operations: Frank Thompson
Work - (704) 359-0717

Company: Uplands Aviation
Oconee County
(803) 882-2959

Equipment: Turbo-Prop
Cessna Conquest, 7 passengers
Piper Cheyenne, 6 passengers
Cessna Corsair, 5 passengers

Appendix I-9
2 of 2
Helicopter Equipment Charter
Telephone Listing
24 Hour Numbers

<u>Company</u>	<u>Telephone</u>
Imperial International Mr. Bob Rishoff	(800) 367-8254
U S Helicopter Cres Horne Marshville, N.C.	(704) 342-2070
Palmetto Helicopter Greenville, S.C.	(803) 277-6100

J.0 INSURANCE DIRECTOR

J.1 PURPOSE

This position, a part of the Administration and Logistics Group, will be the liaison between Duke and the insurance companies. It will interface with other Crisis Management groups in providing assistance needed by the insurance companies.

J.2 MAJOR FUNCTIONS

- J.2.a Provides contact with insurance companies
- J.2.b Assists insurance companies in data gathering
- J.2.c Assists insurance companies in establishing claims offices to disburse emergency assistance funds to evacuees.

J.3 MEMBERS OF GROUP

Following is a list of people assigned primary or alternate responsibilities under the plan. Alternates are required to be as knowledgeable as the primary.

J.3.a PRIMARY (DIRECTOR)

Doug House

J.3.b ALTERNATES

Laura Lawson

J.4 IMMEDIATE CONTACT WITH INSURANCE COMPANIES

Upon receiving the initial call from the Crisis Management Center, the insurance group will make immediate contact with the insurance companies to report the existence of a crisis. Follow-up notices will be provided to the insurance companies each 24 hours or immediately if there is a change in the status of the crisis. Insurance companies are listed in Appendix J-1.

J.5 INTERFACING WITH OTHER GROUPS

This group will interface with the appropriate technical support groups to obtain the necessary technical information sufficient to satisfy the needs of the insurance companies. If the insurance companies should dispatch an investigative team, this group would work with the Administrative Group to provide assistance in securing motel reservations.

J.6 CLAIMS OFFICE

In the event it became necessary to evacuate members of the general public, the insurance company would set up claims offices to disburse emergency assistance funds. The Insurance Group would provide as much assistance as possible in expediting the setting up of this claims office. The Insurance Group would also communicate with the News Group about its location and operation. Claims would be handled by insurance company personnel.

J.7 AUDIT PROCEDURES

The entire Insurance section will be periodically checked for accuracy in accordance with Section A.8 "Audit Procedures".

Appendix J-1

INSURANCE COMPANIES

American Nuclear Insurers,
The Exchange, Suite 245
270 Farmington Avenue
203/677-7305

Nuclear Mutual Limited
1201 Market Street Suite 1200
Wilmington, DE 19801
302/888-3000
302/654-8477 (Night)
FAX 302/888-3008

Nuclear Electric Insurance Limited
1201 Market Street, Suite 1200
Wilmington, DE 19801
302/888-3000
302/654-8477 (Night)
FAX 302/888-3008

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP-5

EMERGENCY COMMUNICATIONS GROUP

Rev. 43

February 1, 1992

RE Harris

Approved by

01/28/92

Date

EMERGENCY COMMUNICATIONS GROUP

1.0 SYMPTOMS

- 1.1 An emergency has occurred that warrants staffing the CMC.
- 1.2 CMC pagers will be activated with one of the following messages:
 - "Blue Delta" (Oconee Drill)
 - "Blue Echo" (Oconee Emergency)
 - "McGuire Delta" (McGuire Drill)
 - "McGuire Echo" (McGuire Emergency)
 - "Catawba Delta" (Catawba Drill)
 - "Catawba Echo" (Catawba Emergency)
- 1.3 Personnel without pagers will receive a phone call per Enclosure 4.1.

2.0 IMMEDIATE ACTIONS

- 2.1 Personnel who are paged (on-call) will report to the CMC as soon as possible.
- 2.2 Any personnel who receive a phone call will make additional phone calls as shown in Enclosure 4.2 using the message format in Enclosure 4.1. Phone numbers are listed in Enclosure 4.3.
- 2.3 After completing any necessary phone calls, travel to the CMC. Enclosures 4.4 and 4.5 contain directions to the Oconee CMC.
- 2.4 Any person who has consumed alcohol within the past 8 hours shall notify the Recovery Manager. The Recovery Manager or his designee will determine whether the person is fit to perform emergency duties. (This is not required if this determination was already made via telephone.)
- 2.5 The Emergency Communications Manager shall notify the Recovery Manager when at least one State/County Communicator and one Emergency Communication Manager are staffed and capable of performing their duties. This must be completed within 75 minutes after an emergency is declared that requires CMC activation.

3.0 SUBSEQUENT ACTIONS

- 3.1 Each group member will perform his/her duties as described in the applicable enclosures. (Enclosures 4.6 through 4.13)

4.0 ENCLOSURES

- 4.1 CMC Emergency Activation Message
- 4.2 Notification Call Tree
- 4.3 Phone Numbers
- 4.4 Oconee CMC General Location

4.0 ENCLOSURES (cont.)

- 4.5 Oconee CMC General Layout
- 4.6 Emergency Communications Manager - Position Description
- 4.7 State/County Communicator - Position Description
- 4.8 Data Coordinators - Position Description
- 4.9 Data Coordinators Assistant - Position Description
- 4.10 Status Board Coordinators - Position Description
- 4.11 Company Officer Communicator - Position Description
- 4.12 Senior Company Officer - Position Description
- 4.13 Industry Communicator - Position Description
- 4.14 Nuclear Network Message
- 4.15 CMC Organization
- 4.16 Emergency Communications Group Organization

CMC EMERGENCY ACTIVATION MESSAGE

If the CMC is to be activated, the Duty Engineer uses this form to contact at least one person from each Crisis Management Center group. Each group in the CMC uses this format to alert its members according to the group's Crisis Management Implementing Procedure.

Message

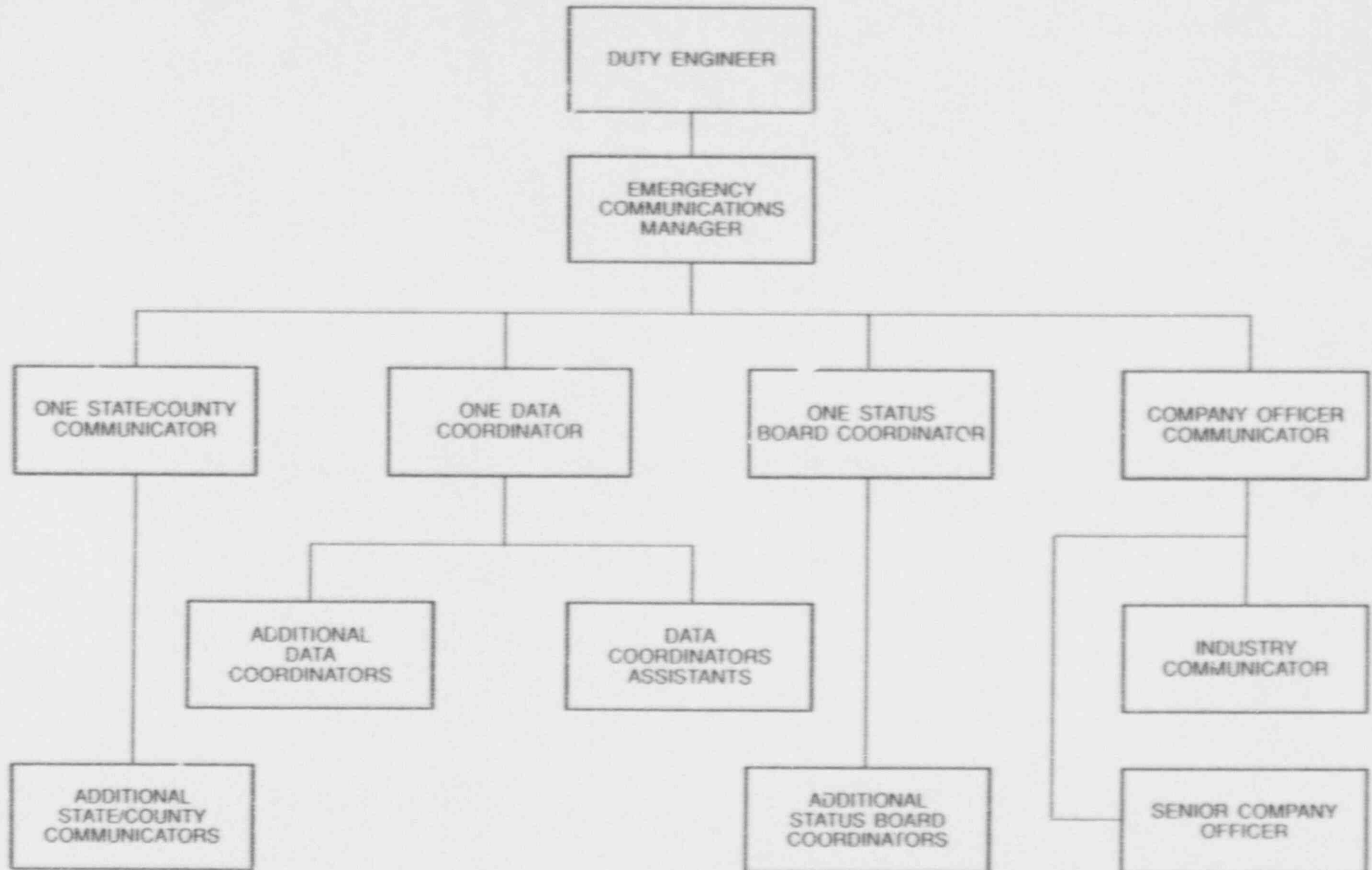
1. This is a drill/actual emergency at _____ Nuclear Station.
2. Have you consumed alcohol within the past 5 hours? (If "no", skip to item 3. If "yes" ask the following questions, and use judgement to determine whether the person is fit for duty.)
 - (a) What did you consume?
 - (b) How much did you consume?
 - (c) Can you perform your duties unimpaired?
 - (d) Can you drive safely?
3. You should use the procedure for your CMC group to notify your portion of the Crisis Management Center organization and report to:

_____ the Catawba/McGuire CMC (Power Building)

_____ the Oconee CMC

NOTIFICATION CALL TREE

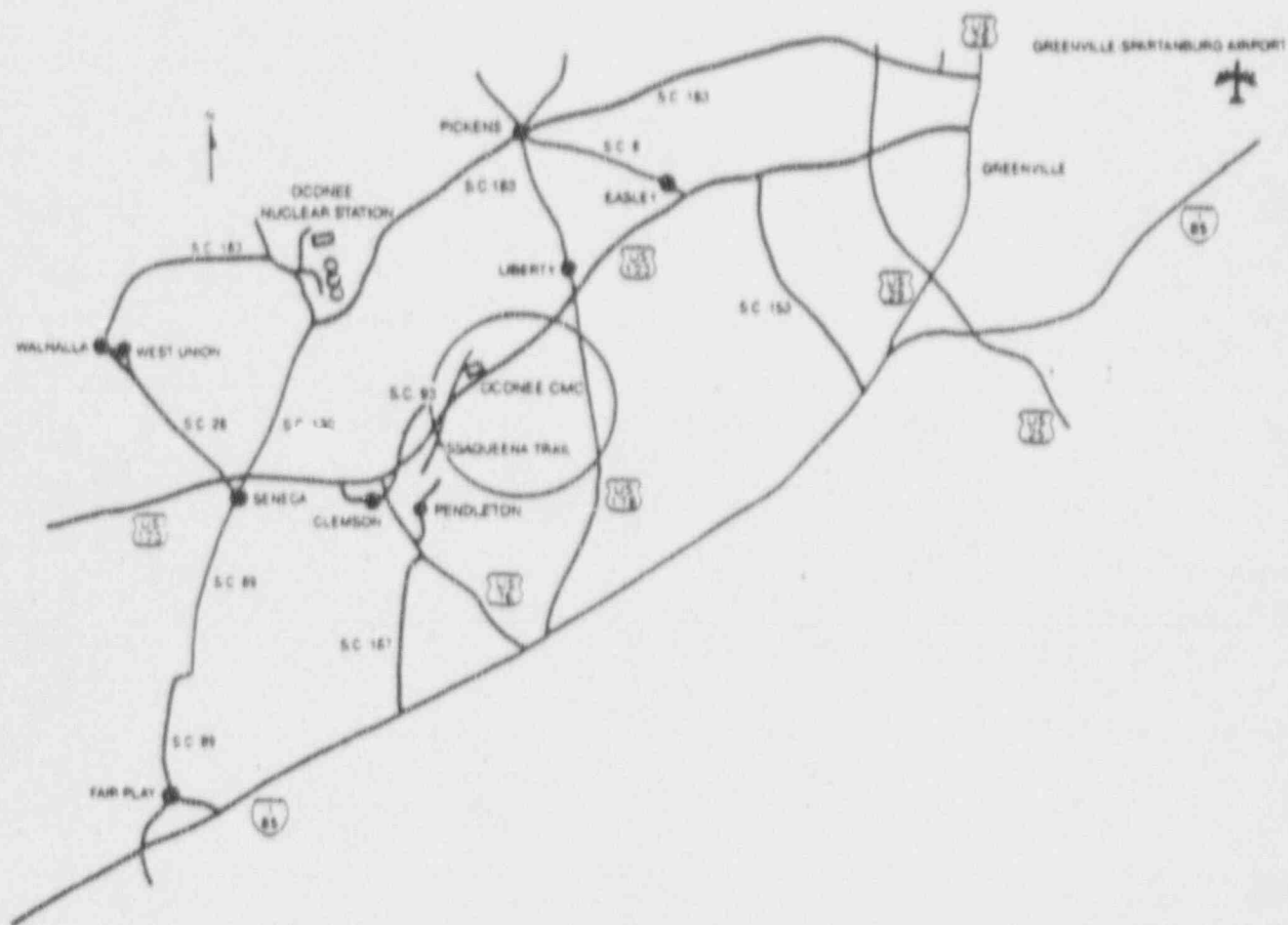
CMIP-5
Enclosure 4.2



Emergency Communications Group Personnel
Phone Numbers

	Home	Office
Manager	P. R. Herran (Primary)	704/875-4805
	D. C. Kesler	704/373-7433
	R. L. White	704/373-4375
	S. F. Lindsey	704/373-8768
	G. T. Smith	704/373-5125
	L. F. Firebaugh	704/373-5228
	R. L. Weber	704/373-4130
	R. F. Cole	704/373-8469
	E. O. McCraw	704/373-8365
State/County Communicator (Use 4 persons if available)	M. E. Hollis (Primary)	704/373-4258
	S. O. Addison	704/875-4731
	L. J. Rudy	803/831-5064
	J. C. Petty	704/373-7404
	R. D. Groux	704/373-8085
	T. A. Sanders	704/373-2403
	E. M. Kuhr	704/382-2426
	M. C. Griggs	704/373-7080
	R. H. Anderson	704/373-3817
	M. L. Cornwell	704/373-2467
	L. D. Evans	704/373-2647
Company Officer Communicator	Scott Moser (Primary)	704/373-5762
	David Pschirer	704/373-5597
	Neal Simmons	704/373-8559
Industry Communicator	P. T. Vu	704/373-6106
	H. A. Froebe	704/373-7720
	Nancy Gomez	704/373-5427
Data Coordinator (Use 2 or more persons if available)	J. L. Mills (Primary)	803/831-3000
	R. Hodge	704/373-8181
	J. C. Slough	704/373-5785
	C. W. Whitten	704/382-1808
	J. C. Robinson	704/382-1029
Data Coordinator Assistant	R. R. Stallings	704/373-5768
	K. L. Crane	704/373-3106
Status Board Coordinators (Use 2 persons if available)	R. W. Rasmussen (Primary)	704/373-4080
	S. G. Godwin	704/373-2362
	D. R. Koontz	704/373-5016
	P. F. Bailey	704/382-1998
Senior Company Officer	R. B. Priory	704/373-5959
	W. A. Coley	704/373-4515
	W. H. Grigg	704/373-4573
		704/373-4573

OCONEE CMC GENERAL LOCATION



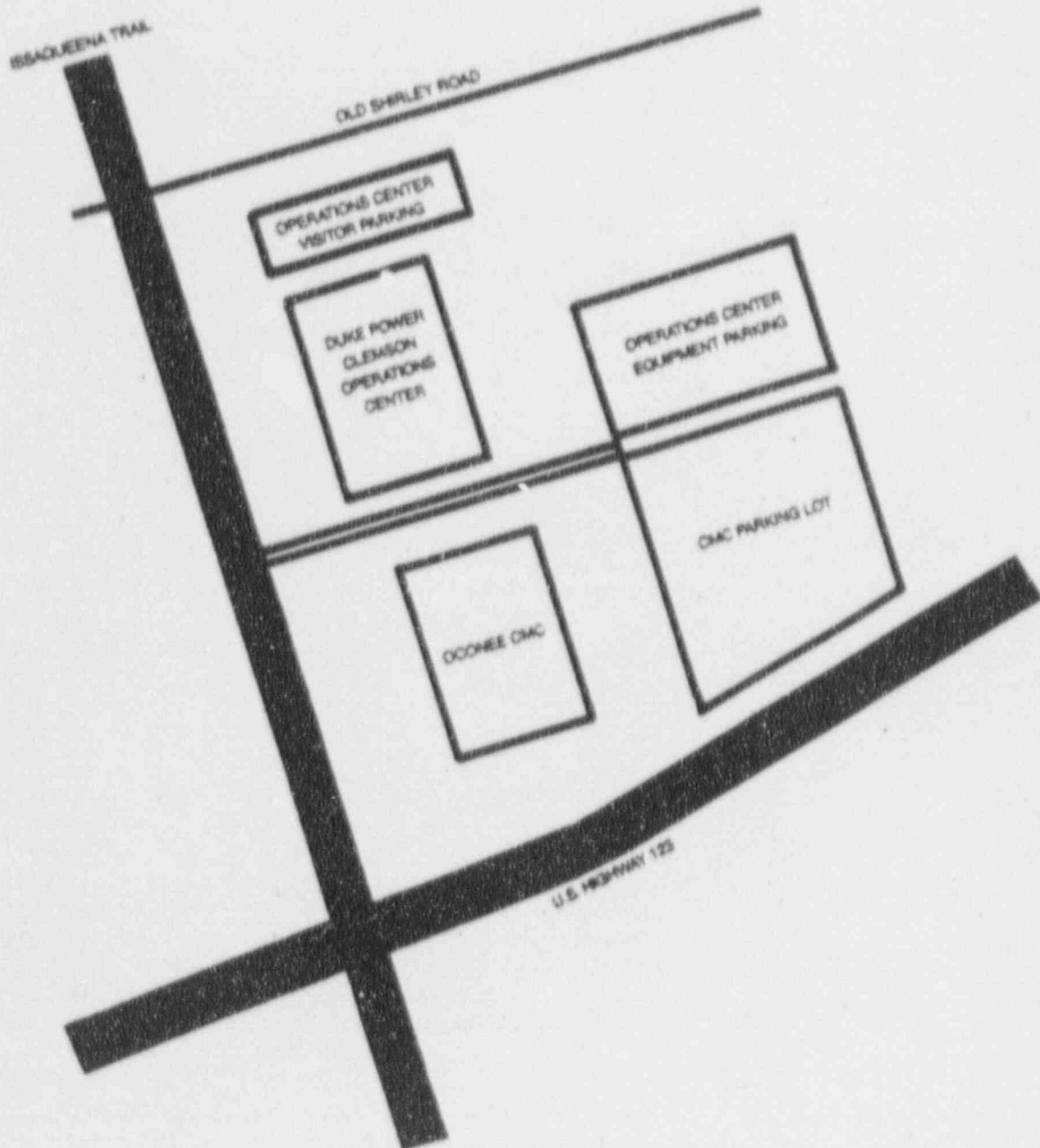
From Charlotte:

Take I-85 South to exit 40 (S.C. 153). Go right (toward Easley) about 8 miles to U.S. 123. Go through Easley and continue to the Issaqueena Trail exit. Then go right about 1/4 mile to the CMC.

NOTE: NOT TO SCALE

Rev. 31
July 1, 1989

OCONEE CMC GENERAL LAYOUT



EMERGENCY COMMUNICATIONS MANAGER - POSITION DESCRIPTION

Reports to: Recovery Manager

Supervises: State/County Communicators, Data Coordinators, Status Board Coordinators, Company Officer Communicator.

Primary Responsibilities:

1. Ensure that communication of information to states and counties is timely, accurate, and complete.
2. Ensure that plant data needed for emergency operations is received at the CMC and distributed to CMC personnel in a timely manner.
3. Coordinate closely with the News Group to ensure that emergency information released outside the CMC will be accurate, timely and consistent. Provide a copy of each Emergency Notification form to the News Coordinator immediately after the message has been communicated to states and counties.
4. Ensure that important emergency information is displayed where needed within the CMC.
5. Ensure that the Senior Company Officer and important industry organizations are kept informed of the emergency situation.
6. Decide whether to request a liaison from INPO to assist with the flow of information. Refer to the INPO Emergency Resources Manual, if needed, to obtain emergency assistance from other nuclear licensees. (This manual is in the Managers Area.)

Principal Working Relationships:

1. Emergency Communications Group personnel for supervising their activities.
2. News Coordinator to coordinate information to be released outside the CMC.
3. Other CMC personnel regarding questions asked by states and counties.

STATE/COUNTY COMMUNICATORS - POSITION DESCRIPTION

Note: The duties of this position can be performed most effectively by four persons, if available.

Reports to: Emergency Communications Manager

Primary Responsibilities:

1. Transmit all messages to states and counties according to the requirements of Crisis Management Implementing Procedure, CMIP-13.
2. Notify states and counties within 15 minutes of any change in the emergency class. Notify them as soon as possible of any change in protective action recommendations.
3. Periodically update states and counties regarding the emergency situation.
4. Place a copy of each Emergency Notification form in the wall-mounted file folder in the back of the Managers Area.
5. Maintain a log of any questions from the States and counties. Record the question, the answer, and the time the answer was transmitted.

Principal Working Relationships:

1. Recovery Manager regarding changes in the emergency class or protective action recommendations and for approval of messages.
2. Radiological Assessment Manager for obtaining information related to radiological conditions.
3. Plant Assessment Manager for obtaining information regarding plant status.
4. State and county personnel for providing information.

DATA COORDINATORS - POSITION DESCRIPTION

Note: The duties of this position can be performed most effectively by two or more persons, if available.

Reports To: Emergency Communications Manager

Supervises: Data Coordinators Assistants

Primary Responsibilities:

1. Obtain plant data needed by Crisis Management Center personnel in the performance of their duties. The Crisis Management Data Transmittal System should be used as the primary means of obtaining data. Telecopiers and voice transmission by telephone are backup means. See CMIP-16.
2. Distribute data routinely and by special request to other CMC personnel. Data should be obtained and distributed as quickly as possible.

Principal Working Relationships

1. Performance Group in the Technical Support Center regarding data not automatically available on the Crisis Management Data Transmittal System.

DATA COORDINATORS ASSISTANTS - POSITION DESCRIPTION

Reports To: Data Coordinator

Primary Responsibilities:

1. Copy data received through the Crisis Management Data Transmittal System.
2. Distribute data routinely and by special request to other CMC personnel.

Principal Working Relationships:

1. Data Coordinators for receiving data to be copied.
2. Other CMC personnel for distribution of data.

Distribution of Plant Data

Plant data should be routinely distributed as follows:

Systems Analysis Coordinator, Plant Assessment Group	8 copies
Off-site Dose Assessment Director	3 copies
NC Dose Assessment	1 copy
SC Dose Assessment	1 copy
Field Monitoring Coordinator	1 copy
Technical Services Director	3 copies
NRC Room	3 copies

Managers Area:

Recovery Manager	1 copy
Status Board Coordinator	1 copy
Plant Assessment Manager	1 copy
Radiological Assessment Manager	1 copy
NRC Director of Site Operations (if activated)	1 copy
Other NRC Personnel (if activated)	3 copies
News Monitor	1 copy
Public Spokesperson	1 copy
Emergency Communications Manager	1 copy
State/County Communicator	1 copy

STATUS BOARD COORDINATORS - POSITION DESCRIPTION

Note: The duties of this position can be performed most effectively by two or more persons, if available.

Reports To: Emergency Communications Manager

Primary Responsibilities:

1. Maintain status boards to display current information about the emergency situation. This may include plant data, radiological data, meteorological data, current emergency class, recommended protective actions, trends of critical parameters, maps, etc. The information to be displayed should be pre-planned and pre-formatted; however, this can be revised during an emergency upon request by CMC personnel.

Principal Working Relationships:

1. Other CMC personnel to obtain data to be displayed.

COMPANY OFFICER COMMUNICATOR - POSITION DESCRIPTION

Reports To: Emergency Communications Manager

Supervises: Industry Communicator

Primary Responsibilities:

1. Keep the Senior Company Officer informed of the emergency situation using the Emergency Notification Form as the primary information source.
2. Develop messages for transmittal on Nuclear Network by the Industry Communicator. (In a real emergency, change wording on form to read, "This is NOT a drill.") The messages are intended to inform other utilities about the emergency. These messages should be approved by the Emergency Communications Manager and reviewed by the News Coordinator. (This effort should not take priority over the effort to keep the Senior Company Officer informed.)
3. Assist other Emergency Communications Group personnel if time permits.

Principal Working Relationships

1. Senior Company Officer regarding information about the emergency situation. (If no Senior Company Officer is available, the Recovery Manager will decide who will fill this position.)
2. Industry Communicator, News Coordinator, and Emergency Communications Manager regarding messages to be transmitted on Nuclear Network.

SENIOR COMPANY OFFICER
POSITION DESCRIPTION

Reports to: Duke Power Company President, Board of Directors

Supervises: N/A

Basic Function: This position serves as the senior management contact with the Crisis Management Center and as the focal point for questions from the Governors of North and South Carolina, other senior level management, and the Board of Directors.

Primary Responsibilities:

1. This position will make an initial "courtesy call" to the Governor(s) making himself/herself available for follow-up calls on an as-needed, informal basis.

The Governor will be kept up-to-date on the specifics of the situation by his/her staff.

North Carolina Governor's office: (Catawba and McGuire only)

Nancy Pekarek 919/733-5612(W) preferred
[REDACTED]

Governor's Mansion 919/733-3871

South Carolina Governor's office: (Catawba and Oconee only)

Lt. Ronald Sims 803/734-0428(W) preferred
803/737-9000(W)
[REDACTED]

2. This position will serve as the focal point for questions from other senior level management.
3. This position will serve as the focal point for questions from the Board of Directors.
4. This position receives information on the status of the plant from the Company Officer Communicator of the Emergency Communications Group.

Company Officer Communicator Can be Reached At:

704/382-0719 McGuire/Catawba CMC; 704/382-8210 Oconee CMC

5. This position will receive initial notification from the Company Officer Communicator of the CMC Emergency Communications Group.

INDUSTRY COMMUNICATOR - POSITION DESCRIPTION

Reports To: Company Officer Communicator

Primary Responsibilities:

1. Notify INPO regarding the emergency situation. If necessary, INPO can send a liaison to assist with the information flow. The Emergency Communications Manager will decide whether to request that INPO send a liaison.
2. Transmit messages periodically on Nuclear Network using Enclosure 4.14 to inform the nuclear power industry regarding the emergency situation. (In a real emergency, change wording on form to read, "This is NOT a drill.") These messages should be developed by the Company Officer Communicator, reviewed by the News Coordinator, and approved by the Emergency Communications Manager. Messages on NUCLEAR NETWORK should not discuss public protective actions because decisions regarding public protective actions are the responsibility of state or county governments.
3. Assist other Emergency Communications Group Personnel if time permits.

Note: Procedure OEMA/IM-4, implementing procedure for Nuclear Network, is available in the CMC as a reference.

Principal Working Relationships:

1. INPO representatives regarding the emergency situation.
2. Other CMC personnel for gathering information.

NUCLEAR NETWORK MESSAGE

Approved for Release: _____
(Emergency Communications Manager)

Nuclear Network Release #: _____ Date/Time: _____

Originator: _____

SUBJECT: Duke Power Company Emergency Drill

* * * * THIS IS A DRILL * * * *

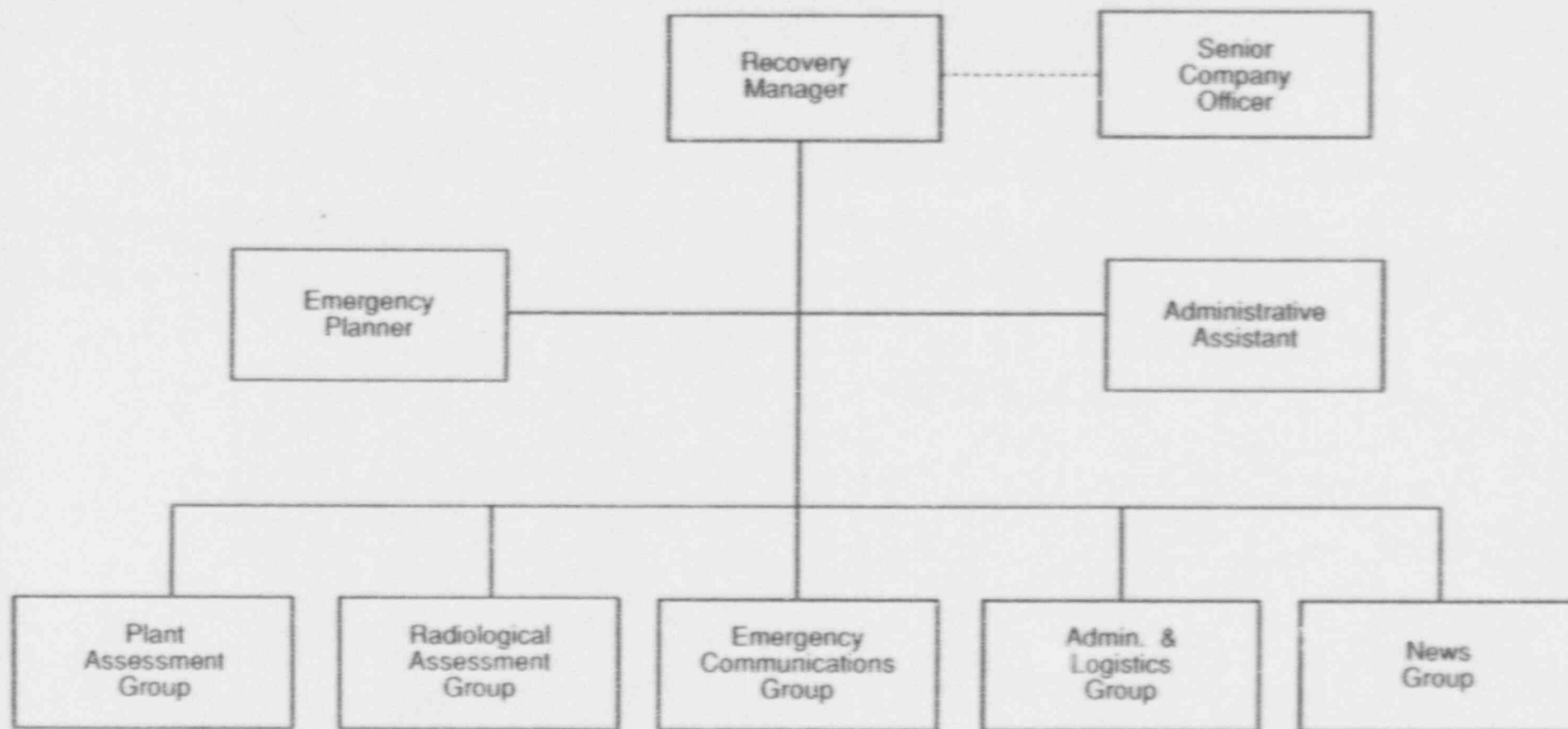
* * * * THIS IS A DRILL * * * *

For Information Contact: Industry Communicator at _____
(Phone No.)

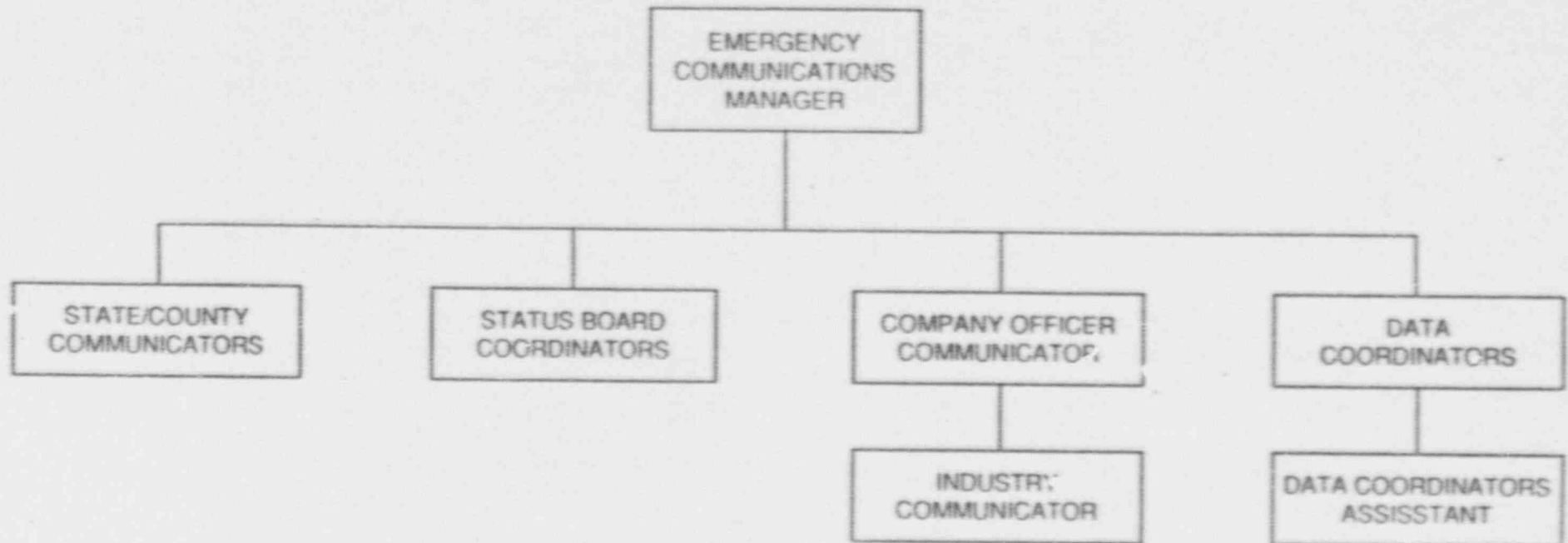
Entered on Nuclear Network: _____
(Date/Time)

Return to: Originator

CRISIS MANAGEMENT CENTER ORGANIZATION



EMERGENCY COMMUNICATIONS GROUP ORGANIZATION



CMIP-5
Enclosure 4.16

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP-6

PLANT ASSESSMENT GROUP

REVISION 47

February 1, 1992

R E Harris
Approved By

01/27/92
Date

PLANT ASSESSMENT GROUP IMPLEMENTING PLAN

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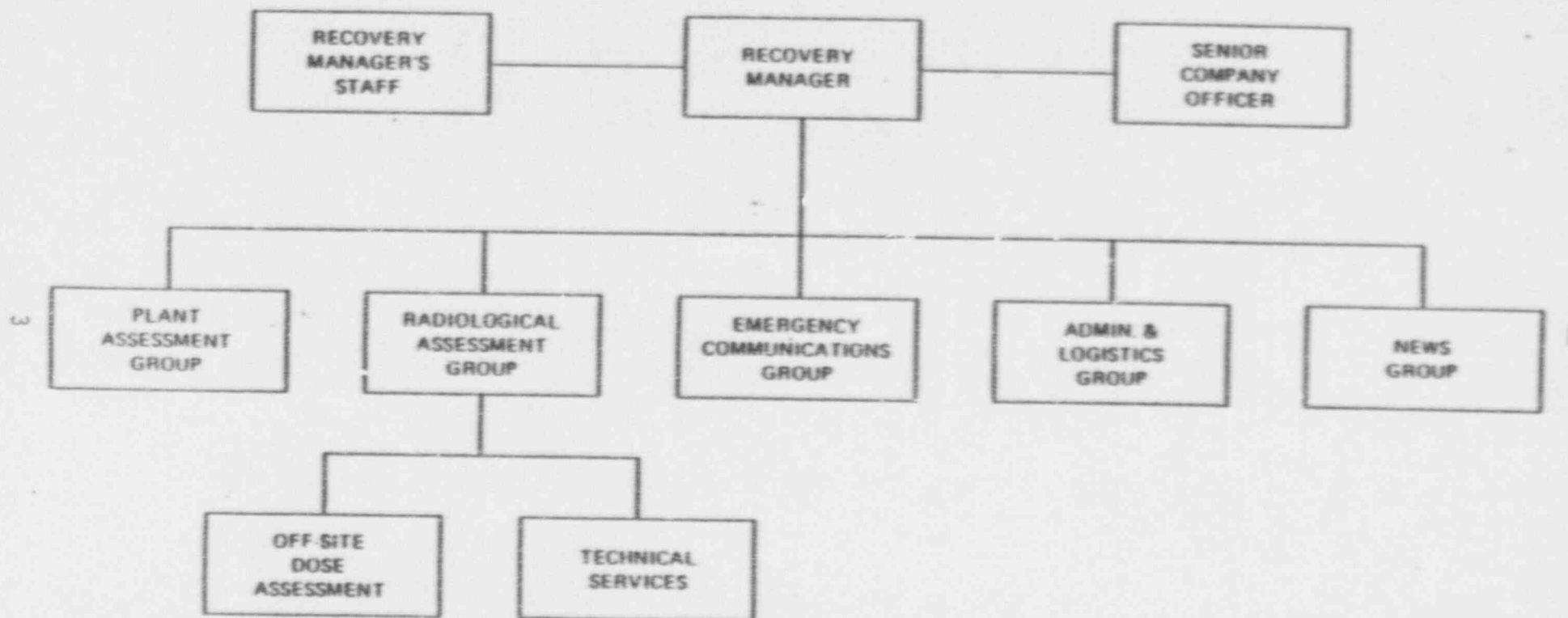
- I. Scope
- II. Organization
 - A. CMC Organization
 - B. Plant Assessment Group Organization
 - C. Plant Assessment Group Personnel
- III. Position Descriptions
- IV. Initial Actions - Group Activation
- V. Emergency Facilities, Equipment, and Resources
- VI. Emergency Classification
- VII. Protective Action Recommendations
- VIII. Transmission Department Support
- IX. Figures
 - 1. CMC Activation Message Form
 - 2. Plant Assessment Group Personnel
 - 3. McGuire/Catawba CMC Layout
 - 4. Plant Assessment Group Work Area
 - 5. Oconee CMC General Location
 - 6. Oconee CMC General Layout
 - 7. Oconee CMC General Arrangement
 - 8. Oconee CMC Plant Assessment Group Work Area
 - 9. Guidance for Off-site Protective Actions
 - 10. Transmission Department
 - 11. Westinghouse Emergency Response Team

I. SCOPE

After full activation of the Crisis Management Center (CMC), the Plant Assessment Group is responsible for:

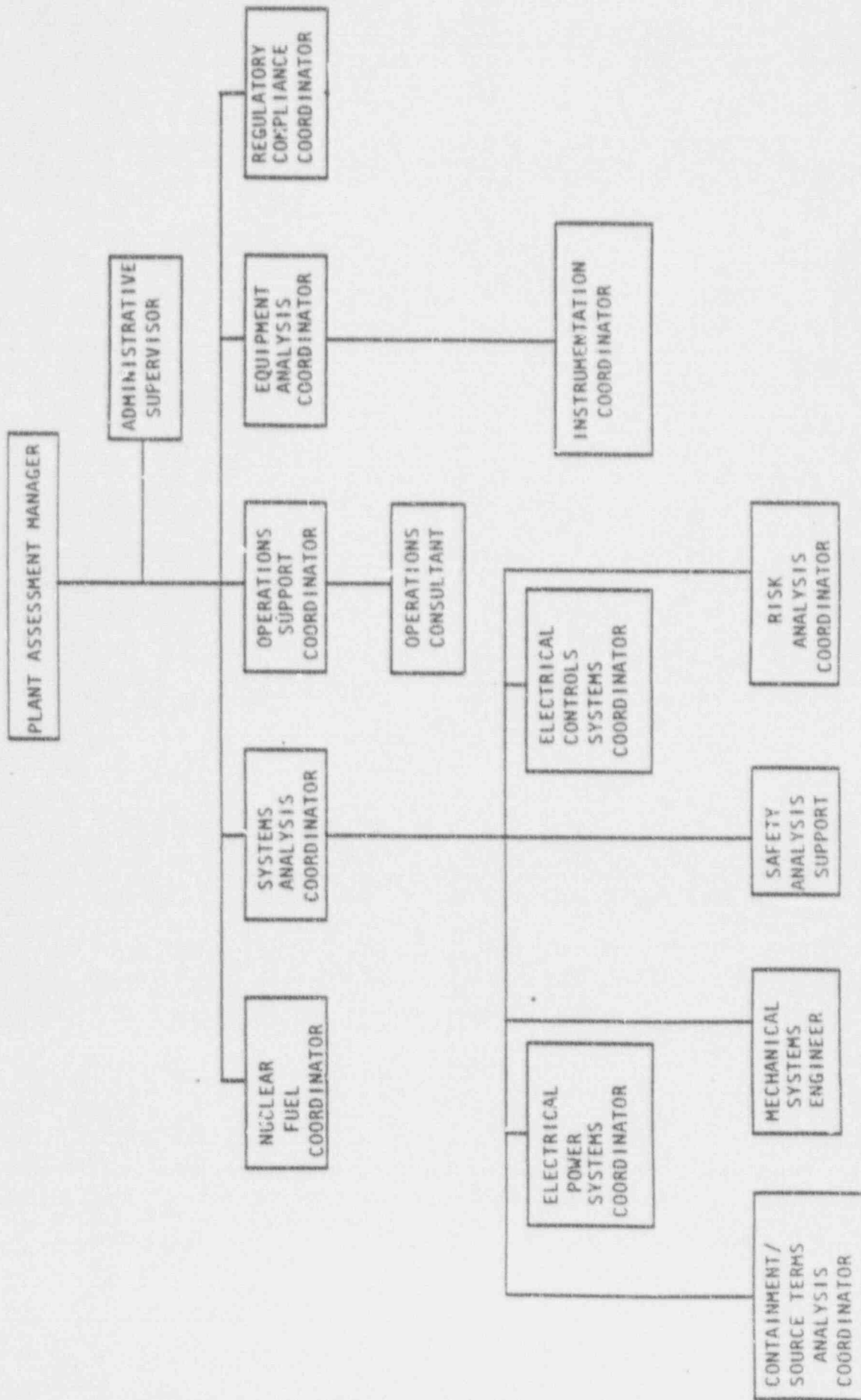
- A. Advising the Recovery Manager regarding emergency classification and the need for public protective actions.
- B. Assisting the Technical Support Center with accident assessment and accident mitigation regarding in-plant systems and equipment.
- C. Managing the CMC interface with NRC, and
- D. Serving as the primary technical interface with major equipment vendors.

II. A. CRISIS MANAGEMENT CENTER ORGANIZATION



Rev. 28
Nov. 15, 1987

11.8. PLANT ASSESSMENT GROUP ORGANIZATION



II. C. Plant Assessment Group Personnel

Figure 2 is a list identifying all group personnel and their positions within the group organization.

III. POSITION DESCRIPTIONS

A. PLANT ASSESSMENT MANAGER

Reports To: Recovery Manager

Supervises: Plant Assessment Staff functions of System Analysis, Core Physics Support, Licensing Support, Operations Support, Mechanical maintenance, and instrument and electrical maintenance, and Nuclear Fuel.

Primary Responsibilities:

1. Provide recommendations to the Recovery Manager for offsite protective actions based on conditions in the core and containment.
2. Advise the Recovery Manager regarding emergency classification.
3. Assist the Technical Support Center with accident assessment as it relates to the status of the core, containment and safety systems.
4. Assist the Technical Support Center in the development of accident mitigation strategies.
5. Develop out-of-normal operation and emergency procedures in direct support of TSC personnel.
6. Resolve questions concerning licensing requirements with NRC representatives.

Principal Working Relationships:

1. Recovery Manager regarding implementation of emergency plans and procedures.
2. Radiological Assessment Manager regarding public protective action recommendations.

B. ADMINISTRATIVE SUPERVISOR

Reports To: Plant Assessment Manager

Supervises: Administrative personnel in the Plant Assessment Group

Primary Responsibilities:

1. Provides typing, filing, office equipment operation to all areas within the group.
2. Coordinates Plant Assessment Group needs for skilled support personnel to staff the various Group functions.
3. Coordinates the Plant Assessment Group needs for additional work space, communications, equipment, office supplies, office equipment, etc.

Principal Working Relationships:

1. Plant Assessment personnel regarding administrative support needs and staffing needs.
2. Admin/Log. Manager regarding filling of the Plant Assessment Group administrative needs and staffing needs.

C. SYSTEMS ANALYSIS COORDINATOR

Reports To: Plant Assessment Manager

Supervises: Mechanical Systems Engineer, Containment/Source Term Analysis Coordinator, Risk Analysis Coordinator, Electrical Power Systems Coordinator, Electrical Control Systems Coordinator, and safety analysis support personnel.

Primary Responsibilities:

1. Evaluate the status of the core, containments, reactor coolant system, and other safety systems and advise the Plant Assessment Manager regarding recommended public protective actions. (See Section VII.)
2. Advise the Plant Assessment Manager regarding emergency classifications based upon station emergency response procedures. (See Section VI.)
3. Provide information as needed to the State/County Communicators.
4. Provide technical input to the Dose Assessment Coordinator regarding assumptions for off-site dose calculations (e.g., extent of core damage and time until containment failure).
5. Analyze problems associated with the operations of plant systems and develop out-of-normal or emergency plans for how the station personnel can best contend with the emergency.
6. Assures a log of important decisions and events for the Plant Assessment Group is kept.

Principal Working Relationships:

1. Operations Support Coordinator regarding plant status and mitigating actions being taken or considered.
2. Plant Assessment Manager regarding recommendations on how to contend with systems and equipment problems, recommendations for public protective actions, and emergency classifications.
3. Other Plant Assessment personnel to gather information and recommendations for the systems analysis.
4. State/County Communicators regarding information to be transmitted to States and Counties.

D. MECHANICAL SYSTEMS ENGINEER

Reports To: Systems Analysis Coordinator

Primary Responsibilities:

Provide engineering input regarding the design bases and capabilities of the mechanical systems to assist with accident assessment and determination of accident mitigation strategies.

Principal Working Relationships:

Systems Analysis Coordinator for providing engineering input regarding mechanical systems.

E. RISK ANALYSIS COORDINATOR

Reports To: Systems Analysis Coordinator

Primary Responsibilities:

Provide input to the Systems Analysis Coordinator regarding probabilistic risk assessments. Identify the most probable systems or equipment failures and their consequences.

Principal Working Relationship:

Systems Analysis Coordinator for providing technical input.

F. NUCLEAR FUEL COORDINATOR

Reports To: Plant Assessment Manager

Primary Responsibilities:

1. Analyze core parameters to determine current conditions of the core.

2. Review proposed plant operations with respect to the effect on core conditions.
3. Develop recommendations for plant operations that would affect safer core conditions.
4. Analyze failed fuel.

Principal Working Relationships:

1. Systems Analysis Coordinator regarding proposed plant operations to affect safer core conditions.
2. Performance Engineer or designee in the Technical Support Center regarding core conditions.

G. SAFETY ANALYSIS SUPPORT

Reports To: System Analysis Coordinator

Primary Responsibilities:

1. Provide technical support as directed by the System Analysis Coordinator.
2. Assist with accident assessment and determination of accident mitigation strategies.

Principle Working Relationship:

1. Systems Analysis Coordinator for providing technical support.

H. CONTAINMENT/SOURCE TERM ANALYSIS COORDINATOR

Reports To: System Analysis Coordinator

Primary Responsibilities:

1. Provide input regarding the response of the containment to various degraded core scenarios.
2. Assist in determining best estimate source term for input to dose projection calculations.
3. Assist with accident assessment and determination of accident mitigation strategies.
4. Acts as point contact interface between CMC Plant Assessment and Radiological Assessment Groups.

Principal Working Relationship:

1. Systems Analysis Coordinator for providing technical input.

2. Dose Assessment Coordinator
3. HPN Communicator for providing source term information and plant conditions as they relate to source term.

I. REGULATORY COMPLIANCE COORDINATOR

Reports To: Plant Assessment Manager

Primary Responsibilities:

1. Serve as a contact for NRC emergency response personnel located at the Crisis Management Center.
2. Arrange for a detailed briefing for the NRC site team when they arrive at the CMC.
3. Serve as an advisor to the Plant Assessment Manager and the Recovery Manager on matters of regulatory interest.

Principal Working Relationships:

1. NRC representatives regarding the status of licensee activities.
2. Recovery Manager for status of NRC activities.

J. OPERATIONS SUPPORT COORDINATOR

Reports To: Plant Assessment Manager

Supervises: Operations Consultant

Primary Responsibilities:

1. Acts as the point contact interface between the TSC operations group and the CMC Plant Assessment Group. Maintains close contact with the TSC regarding plant status and mitigating actions being taken or considered.
2. Provides support to plant operations group as needed.
3. Assembles a procedure writing team to develop out-of-normal and emergency procedures in support of plant operations as required by the nature of the emergency.
4. Locates and schedules qualified manpower support for operations based upon needs specified by the plant.

Principal Working Relationships:

1. Operations group contact in the Technical Support Center (TSC) regarding plant status and implementation of accident mitigation plans.

2. Systems Analysis Coordinator of the Plant Assessment Group regarding accident assessment and mitigation strategies being taken or considered.

K. OPERATIONS CONSULTANT

Reports To: Operations Support Coordinator

Primary Responsibilities:

To act as an advisor to the Plant Assessment Group regarding station layout and operating procedures.

Principal Working Relationships:

1. Plant Assessment group personnel as an advisor on information concerning station layout and operating procedures.

L. EQUIPMENT ANALYSIS COORDINATOR

Reports To: Plant Assessment Manager

Supervises:

Instrumentation

Primary Responsibilities:

1. Support the Systems Analysis Coordinator by providing input regarding possible accident mitigation strategies involving repair and restoration to service of plant equipment.
2. Advise the Technical Support Center (TSC) regarding troubleshooting, repair and restoration to service of plant equipment.

Principal Working Relationships:

1. Systems Analysis Coordinator regarding accident mitigation strategies.
2. Maintenance superintendent or his designee in the Technical Support Center regarding troubleshooting, repair, and restoration to service of plant equipment.

M. INSTRUMENTATION AND ELECTRICAL EQUIPMENT COORDINATOR

Reports To: Equipment Analysis Coordinator

Primary Responsibilities:

Provide technical input and advice regarding troubleshooting, repair, and restoration to service of instrumentation and electrical equipment.

Principal Working Relationships:

1. Equipment Analysis Coordinator regarding possible accident mitigation strategies involving instrumentation and electrical equipment.
2. Instrumentation and Electrical Maintenance Group in the Technical Support Center for providing technical assistance and for determining the status of troubleshooting, repair, and restoration efforts.

N. ELECTRICAL CONTROLS SYSTEMS COORDINATOR

Reports To: Systems Analysis Coordinator

Primary Responsibilities:

1. Provide engineering input regarding the design bases and capabilities of electrical controls systems to assist with accident assessment and determination of accident mitigation strategies.

Principal Working Relationships:

1. Systems Analysis Coordinator for providing engineering input.

O. ELECTRICAL POWER SYSTEMS COORDINATOR

Reports To: Systems Analysis Coordinator

Primary Responsibilities:

1. Provide engineering input regarding the design bases and capabilities of electrical power systems to assist with accident assessment and determination of accident mitigation strategies.

Principal Working Relationships:

1. Systems Analysis Coordinator for providing engineering input.

IV. INITIAL ACTIONS - GROUP ACTIVATION

- A. Whenever a decision has been made to establish the Crisis Management Center, the Nuclear Production Duty Engineer will contact the Plant

Assessment Manager (or an alternate). He will be given information according to the CMC activation message form, Figure 1.

- B. The Plant Assessment Manager will relay the information on Figure 1 and any additional instructions to the Administrative Supervisor. (See Figure 2 for home and office telephone numbers.)
- C. The Administrative Supervisor will contact one person for each position in the group using the telephone numbers in Figure 2. The information on Figure 1 will be provided to each person contacted.
- D. If the emergency involves Catawba or McGuire, the Plant Assessment Manager will report to the Manager's Area of the McGuire/Catawba CMC. All other group personnel will report to the Plant Assessment Area of the CMC.
- E. If the emergency involves Oconee, the Plant Assessment Manager will report to the Manager's Area of the Oconee CMC. All other group personnel will report to the Plant Assessment Area of the Oconee CMC. (See Figures 5 and 6 for directions).
- F. The Administrative Supervisor will be responsible for preparing the Plant Assessment Area for emergency operations. (See Figure 4.)
- G. The Plant Assessment Manager should notify the Recovery Manager that the group is ready for CMC activation when he/she is staffed and capable of performing his/her duties. (The CMC may be activated prior to arrival of other Plant Assessment Group personnel.)

V. EMERGENCY FACILITIES, EQUIPMENT, AND RESOURCES

A. Facilities

Figures 3-6 show the layouts for the CMC facilities used by the Plant Assessment Group.

B. Communications

Standard telephones are available using the commercial telephone networks or the Duke Power microwave. If any of these systems are out-of-service, notify the Administration and Logistics Group.

Emergency telephone directories are found in the Crisis Management Implementing Plans, CMIP-8 for Oconee and CMIP-9 for Catawba and McGuire. Copies of these directories are kept in all CMC locations.

C. Equipment and Supplies

The Administrative Supervisor will have access to the following equipment and supplies:

1. Word Processing equipment, copiers, telecopiers, etc.
2. System descriptions
3. FSAR and Technical Specifications
4. Procedures
5. Drawings

D. Human Resources

The Administrative Supervisor will arrange for support personnel such as secretaries and office assistants as needed. The Administration and Logistics Group can help arrange for support personnel.

E. Crisis Management Center (CMC) Drawings

Catawba Drawings

Vital to Operations (VTO) drawings for the Catawba CMC are stored and updated in the drawing file room at ECI-701. Access to the area after regular working hours is obtained through building security or with a door key stored in ECII-8A1. The Plant Assessment Administrative Supervisor is responsible for obtaining access.

The VTO drawings are identified by red highlighted labels on the drawing stick. The VTO's for Catawba include Flow Diagrams, One line Electrical, and Electrical Elementaries.

McGuire Drawings

Drawings for McGuire are maintained on the fifth floor in ECI-501.

Oconee Drawings

Drawings for Oconee are stored in the Plant Assessment Room at the Oconee CMC. These include flow diagrams and one-line electrical drawings.

VI. EMERGENCY CLASSIFICATIONS

The Plant Assessment Group is responsible for advising the Recovery Manager regarding which emergency classification is appropriate for the situation. Procedures to be used in classifying an emergency are found in CMIP-10, CMIP-11 and RP/O/B/1000/01 for Oconee. Copies of these procedures are available in the CMC.

VII. PROTECTIVE ACTION RECOMMENDATIONS

In a Site Area Emergency or General Emergency, the Recovery Manager may need to make protective action recommendations to the states or counties. Figure 9, Protective Action Recommendations, should be used by the Plant Assessment Group in developing recommendations to be provided to the Recovery Manager. These recommendations should be discussed with the Radiological Assessment Manager in order to provide a consolidated recommendation to the Recovery Manager which considers both plant conditions and off-site radiological conditions.

VIII. TRANSMISSION DEPARTMENT SUPPORT

Figure 10 contains telephone numbers for obtaining support from the Transmission Department if needed during an emergency.

Figure 1

CMC EMERGENCY ACTIVATION MESSAGE

If the CMC is to be activated, the Duty Engineer uses this format to contact at least one person from each Crisis Management Center group. Each group in the CMC uses this format to alert its members according to the group's Crisis Management Implementing Procedure.

Message

1. I am notifying you of a drill/actual emergency at _____ Nuclear Station.
2. Have you consumed alcohol within the past 5 hours?
(If "No," skip to Item 3. If "Yes," ask the following questions, and use judgement to determine whether the person is fit for duty.)
 - (a) What did you consume?
 - (b) How much did you consume?
 - (c) Can you perform your duties unimpaired?
 - (d) Can you drive safely?
3. You should use the procedure for your CMC group to notify your portion of the Crisis Management Center Organization and report to:
_____ the Catawba/McGuire CMC (Power Building)
_____ the Oconee CMC

Figure 2
Plant Assessment Group Personnel
Call List


		<u>Home</u>	<u>Office</u>
Manager	K. S. Canady		704/373-4712
	P. M. Abraham		704/373-4520
	H. D. Brewer		704/373-7409
	G. B. Swindlehurst		704/373-5176
	M. J. Barrett		704/373-2934
	S. A. Deskevich		704/373-7128
	H. J. Lee		704/373-7565
	J. E. Burchfield		704/373-3238
	L. J. Azzarello		704/373-5006
	B. E. Busby		704/373-6249
R. H. Clark	704/373-5823		
R. G. Snipes	704/373-8704		
Systems Analysis Coordinator	B. J. Dolan		803/885-3314
	G. B. Swindlehurst		704/373-5176
Safety Analysis Support	H. J. Lee (MNS & CNS)		704/373-7565
	J. M. Boone (ONS)		704/373-8868
	M. E. Henshaw (MNS & CNS)		704/373-7420
	J. E. Burchfield, Jr. (ONS)		704/373-3238
	G. J. Byers (ONS)		704/373-2279
	J. A. Perry (ONS)		704/373-2938
	T. R. Niggel (CNS & MNS)		704/373-5339
T. M. George (MNS & CNS)		704/382-1407	
Mechanical Systems Engineer	R. C. Gamberg (ONS)		704/373-8585
	S. L. Nader (ONS)		704/373-7783
	E. L. Hyland (ONS)		704/373-5929
	R. W. Revels (MNS)		704/373-8163
	E. W. Fritz (CNS)		803/831-3775
	R. Menichelli (CNS)		704/373-8609
	R. C. Bucy (CNS)		704/373-7911
	C. D. Painter (MNS)		704/373-5989
	K. L. Evans (CNS)		704/382-1359
	J. M. Hawkins (MNS)		704/373-8120
	R. S. Lytton (ONS)		704/382-0962
Risk Analysis Coordinator	L. J. Azzarello (ONS)		704/373-5006
	B. E. Busby		704/373-6249
	J. A. Nash		704/373-5003
Nuclear Fuel	J. L. Eller (ONS)		704/373-8729
	D. E. Bortz (MNS)		704/373-2423
	R. R. St. Clair (CNS)		704/373-5404
	K. P. Waldrop (MNS & CNS)		704/373-7999

Figure 2 (cont'd)

Plant Assessment Group Personnel
Call List

		<u>Home</u>	<u>Office</u>
Operations Support Coordinator	C. W. Graves, Jr. (Pri-ONS)		704/825-0280
	L. A. Reed (Primary-CNS)		704/373-8285
	D. R. Bradshaw		704/373-7018
	J. H. Rowe (Primary-MNS)		704/373-8248
Operations Consultant	Steve Helms (MNS)		704/875-5030
	Dave Arndt (MNS)		704/875-5511
	Tommy Kiker (CNS)		803/831-3119
	J. A. Whitener (ONS)		803/885-3456
	W. H. Caudill (ONS)		803/885-3451
	T. S. Ramseur (CNS)		803/831-3138
Regulatory Compliance Coordinator	R. L. Gill		704/373-5826
	P. F. Guill		704/373-2844
	Steve Benesole		704/373-2101
	P. J. North		704/373-7456
Equipment Analysis Coordinator	D. H. Gabriel		704/373-4729
	S. D. Hart		704/373-8538
	D. B. Mayes		704/373-4211
	D. R. Keck		704/373-7701
Instrumentation Coordinator	W. H. Messer		704/373-7702
	E. E. Hite		704/875-4000
	R. D. Gillespie		704/373-7625
Electrical Power Systems Coordinator	Aldean Benge		704/373-4243
	J. E. Stoner		704/373-4760
Electrical Control Systems Coordinator	J. E. Thomas (CNS)		704/373-4612
	R. E. Hardin (CNS)		704/373-8942
	T. A. Ledford (ONS)		704/373-8168
	R. L. Dobson (ONS)		704/373-8162
	M. E. Efird (MNS)		704/373-8340
	W. N. Matthews (MNS)		704/373-8436
Administrative Supervisor	J. W. Simmons		704/373-5781
	J. A. Reavis		704/875-4689
Containment/Source Term Analysis Coordinator	H. D. Brewer		704/373-7409
	S. A. Deskevich		704/373-7128
	M. J. Barrett		704/373-2934

FIGURE 3

MCGUIRE/CATAWBA CMC GENERAL ARRANGEMENT

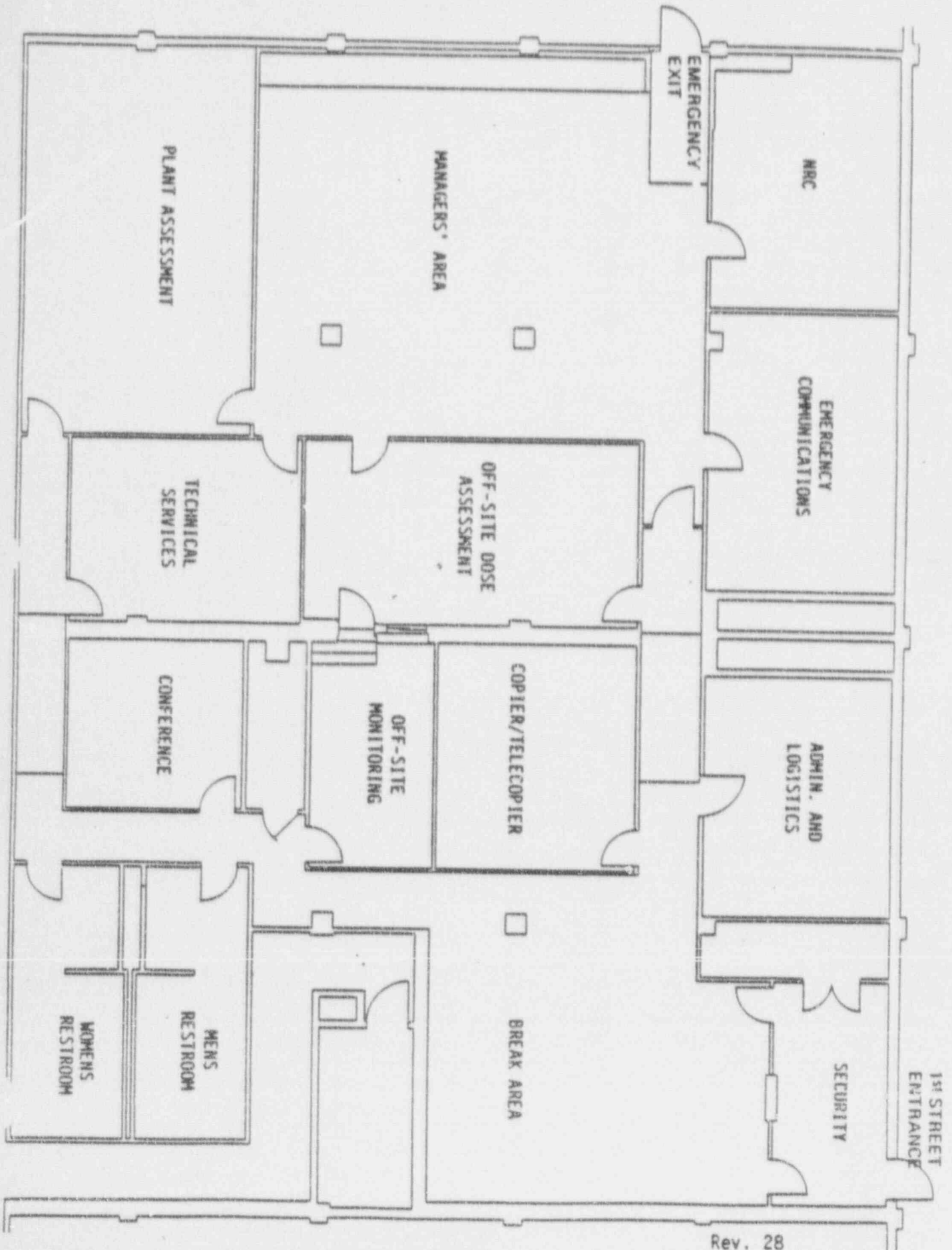


FIGURE 4
MCGUIRE/CATAMBA CMC
PLANT ASSESSMENT

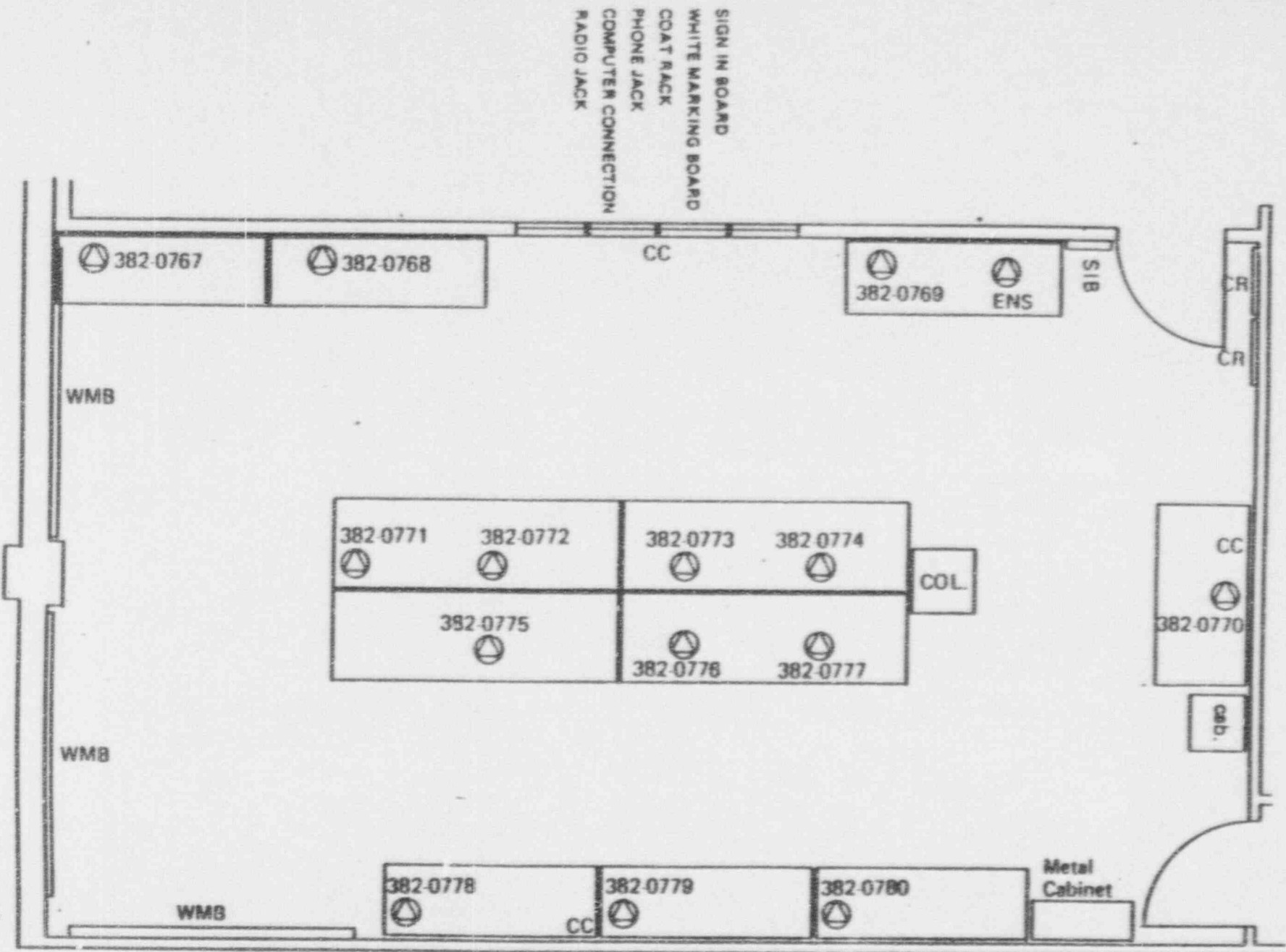
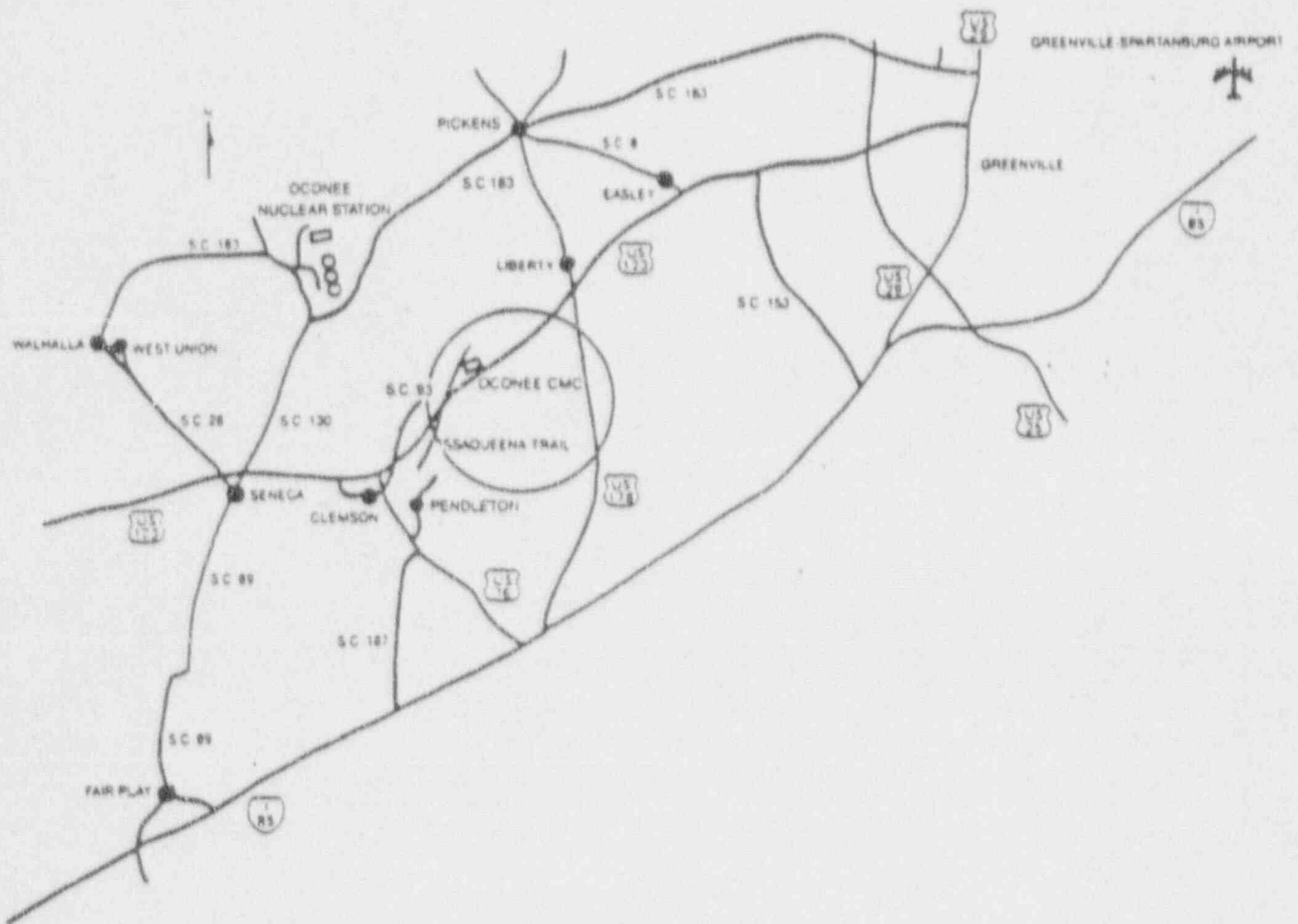


Figure 5
 OCONEE CMC
 GENERAL LOCATION



From Charlotte:

Take I-85 South to exit 40 (S.C. 153). Go right (toward Easley) about 8 miles to U.S. 123. Go through Easley and continue to the Issaqueena Trail exit. Then go right about 1/4 mile to the CMC.

NOTE: NOT TO SCALE

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July 1, 1989

Figure 6
OCONEE CMC GENERAL LAYOUT

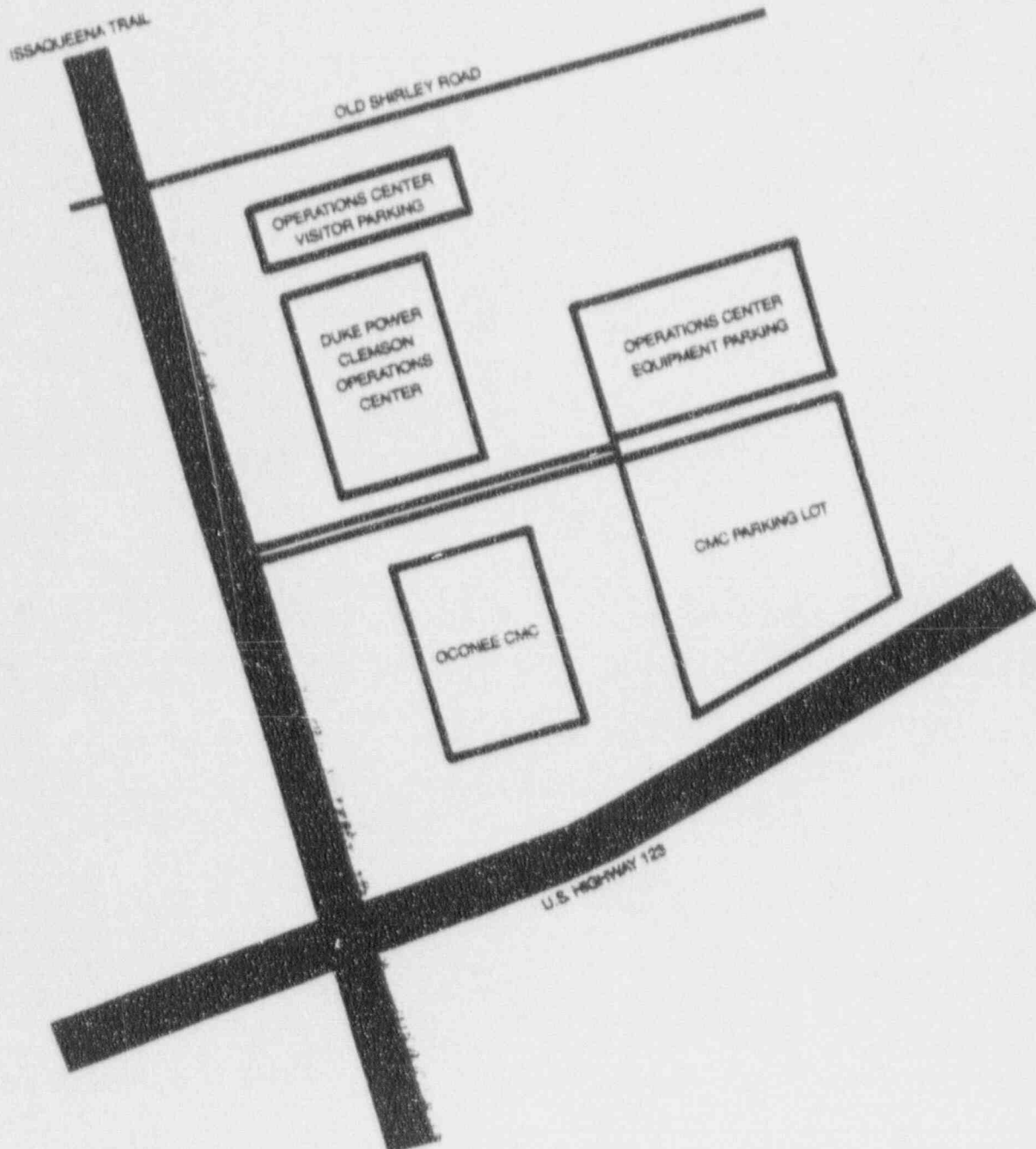


Figure 7
 OCONEE CRISIS MANAGEMENT CENTER
 GENERAL ARRANGEMENT

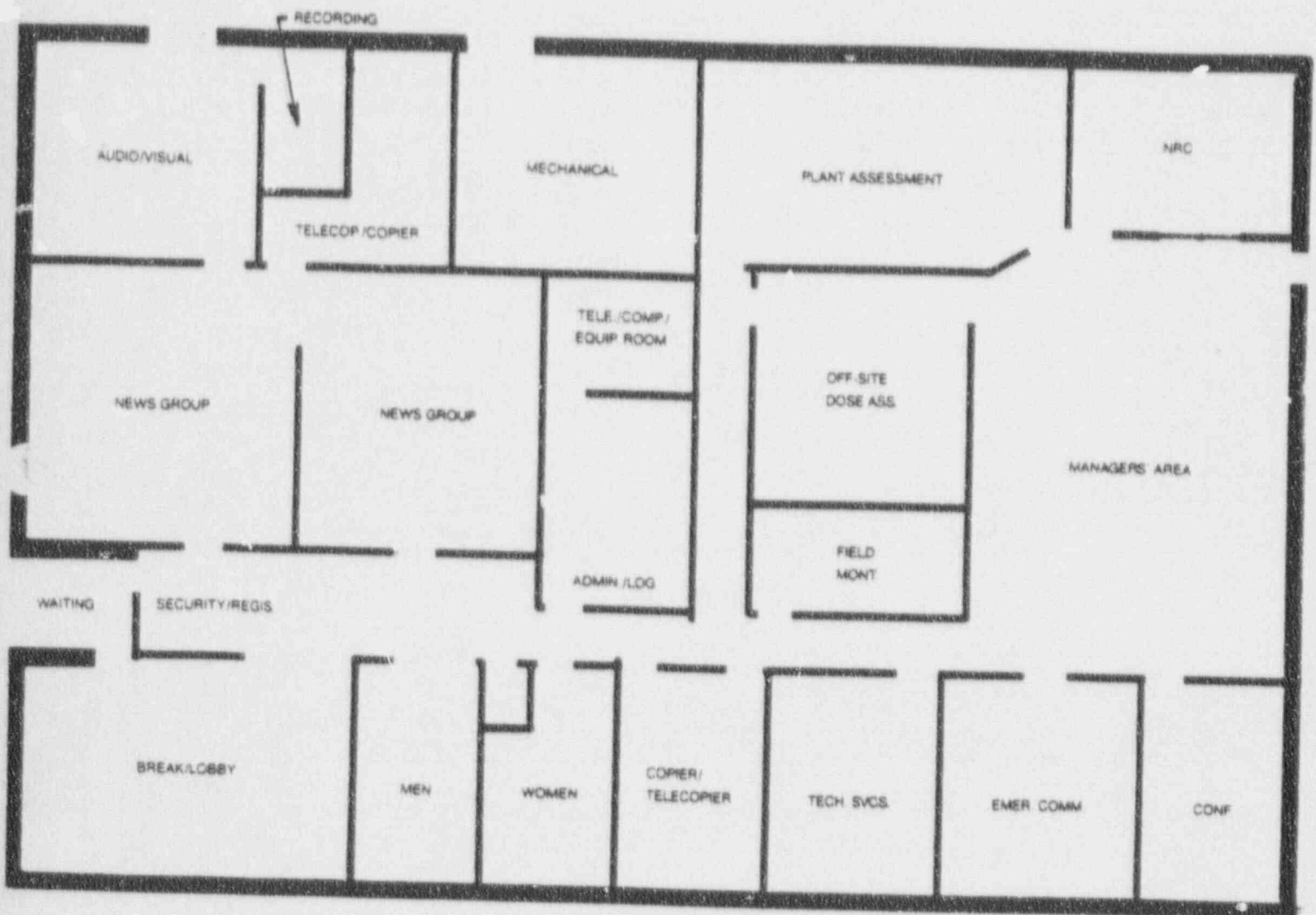
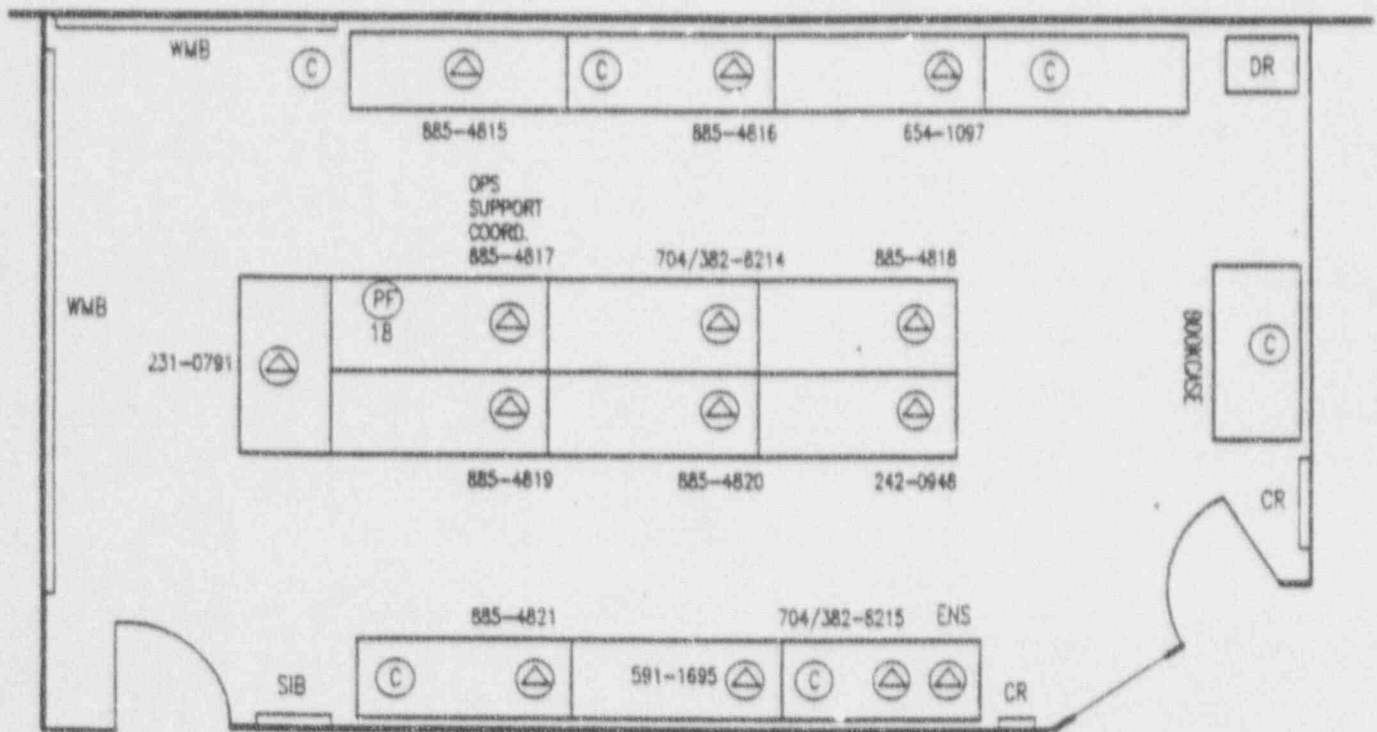


FIGURE 8
OCONEE CMC
PLANT ASSESSMENT



ENS EMERGENCY NOTIFICATION SYSTEM

SIB SIGN IN BOARD

WMB WHITE MARKER BOARD

DR DRAWING RACK

CR COAT RACK

(☎) PHONE

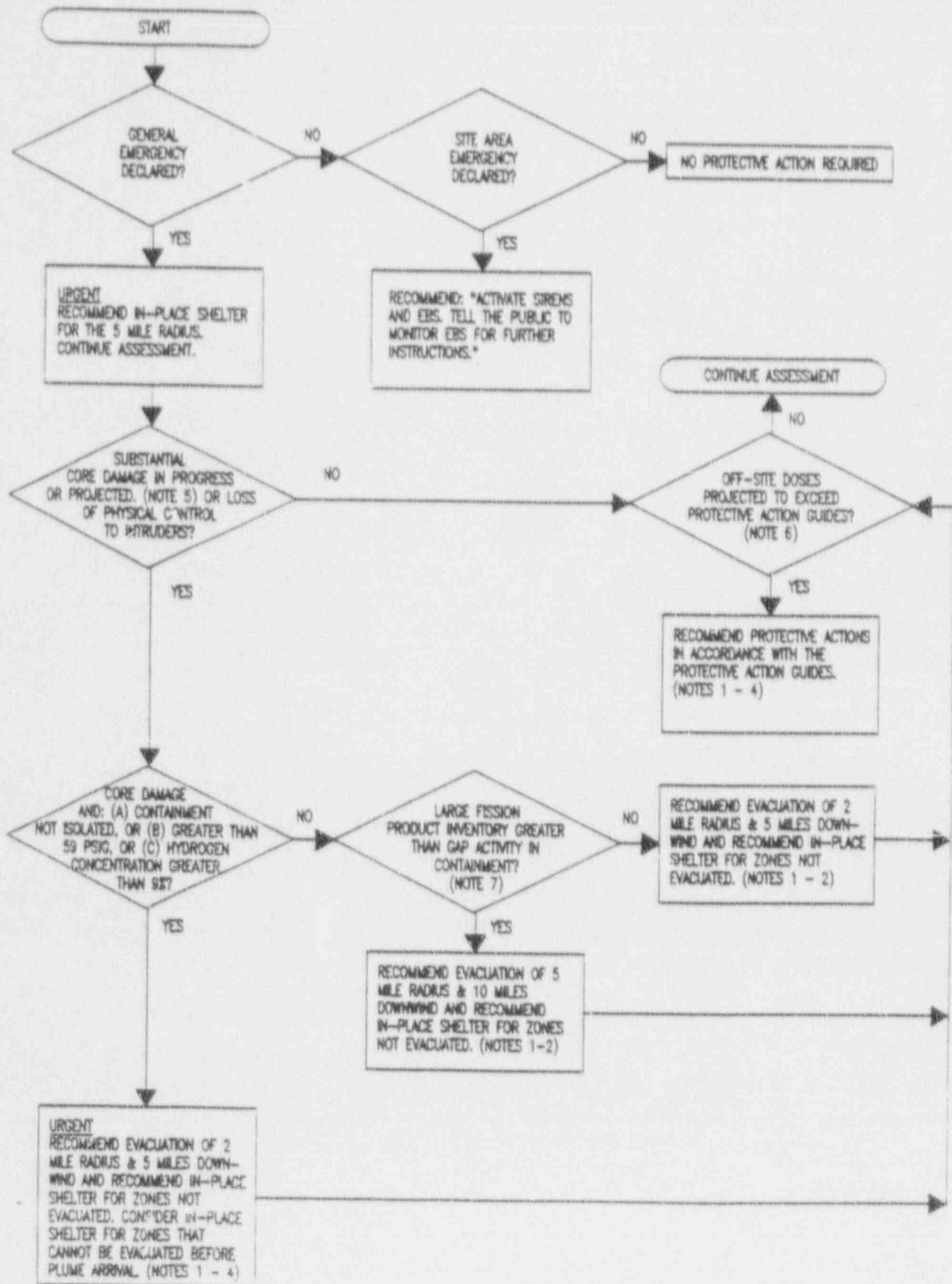
(C) COMPUTER CONNECTION

(PF) POWER FAIL TRUNK PHONE

NOTE: ALL PHONE NUMBERS ARE
FOR AREA CODE 803 UNLESS
OTHERWISE NOTED.

Rev. 38
January 2, 1990

GUIDANCE FOR OFF-SITE PROTECTIVE ACTIONS



GUIDANCE FOR OFF-SITE PROTECTIVE ACTIONS

NOTE:

1. Whenever possible, consult the CMC meteorologist to determine the potentially affected areas. Otherwise, "downwind" should be assumed 90 degrees wide, except assume all directions to be downwind if wind speed is less than 5 mph. For Oconee after 4:00 p.m. and before 10:00 a.m., assume all directions to be downwind.
2. Promptly relocate the population affected by any ground contamination after plume passage.
3. See Crisis Management Plan, Section J.8 for evacuation time estimates.
4. If in-place shelter is indicated and a release is expected to continue more than 2 hours, evacuation may result in lower doses. Increasing the distance from the plant and reducing the time of exposure would be more effective than in-place shelter.
5. "Substantial core damage" is defined as release of 20% of the gap activity from the core.
6. Determine from dose projections and/or off-site monitoring data. See Page 3 for protective action guides.
7. Fission product inventory inside containment is greater than gap activity if the containment radiation level exceeds the levels in the table below:

For McGuire or Catawba:

<u>TIME AFTER SHUTDOWN (HOURS)</u>	<u>CONTAINMENT MONITOR READING (R/HR)</u>
0	2,340
0 - 2	864
2 - 4	624
4 - 8	450
> 8	265

For Oconee:

<u>TIME AFTER SHUTDOWN (HOURS)</u>	<u>CONTAINMENT MONITOR READING (R/HR)</u>	
	<u>RIA-57</u>	<u>RIA-58</u>
0	9,090	4,100
0 - 2	2,060	923
2 - 4	1,400	626
4 - 8	788	350
> 8	269	118

PROTECTIVE ACTION GUIDES

Recommended protective actions to avoid whole body and thyroid dose from exposure to a gaseous plume.

Projected Dose (Rem) to the Population	Recommended Actions	Comments
Whole Body <1 Thyroid <5	<ul style="list-style-type: none">• No protective action required.• State may issue an advisory to seek shelter and await further instructions or to voluntarily evacuate.• Monitor environmental radiation levels.	Previously recommended protective actions may be reconsidered or terminated.
Whole Body 1 to <5 Thyroid 5 to <25	<ul style="list-style-type: none">• Seek shelter and await further instructions.• Consider evacuation particularly for children and pregnant women.• Monitor environmental radiation levels.	Refer to Notes 1-5.
Whole body 5 and above Thyroid 25 and above	<ul style="list-style-type: none">• Conduct mandatory evacuation of populations in the affected zones and recommend in-place shelter for the zones not evacuated.• Monitor environmental radiation levels and adjust area for mandatory evacuation based on these levels.	Refer to Notes 1-5. Seeking shelter would be an alternative if evacuation were not immediately possible.

TRANSMISSION DEPARTMENT

ELECTRICAL MAINTENANCE & CONSTRUCTION DIVISION

PERSONNEL TO CONTACT IN CASE OF TROUBLE AT
CATAWBA NUCLEAR STATIONPLANT MAINTENANCE

First, Call	Office	Home	Profs ID
First - George McCulbertson	831-3307 @ Catawba		GMC3825
Second - Carolyn G. McDaniel	831-4443 @ Catawba		N/A

For trouble on any equipment for which the EMC Division is responsible, if they are not available, then call:

Generators, Motors, Generator Bus, Exciters, Switchgear

M. T. Marcum (Mark)-Generator, Exciter, Testing	373-3075		MTM6101
J. S. Lynn (Jimmy)-Motor, Bus, Switchgear	373-7730		JSL2259
L. H. Fowler (Larry)-Generators	373-4487		LHF2184
R. K. Wilkinson (Keith)-Motors	373-4135		RKW6121
J. B. Ashe (Jeff)	373-6469		JBA6290

If unable to contact persons listed above, call:

First - F. L. Tatum	373-8073		FLT6400
Second - C. W. Wilkins	373-4686		CWW6380

ELECTRICAL MAINTENANCE & CONSTRUCTION - CHARLOTTE

Breakers, Cable/Auxiliary Systems and Capacitors

First - Gene Brannock	373-4184		SGB2009
Second - Tim Stroupe	373-4897		TL56380
Third - Buddy Rogers	373-4193		FWR6310

Controls and Relaying

First - Bill Brown	373-4082		WHB1935
Second - Gene Brannock	373-4184		SGB2009
Third - Doug Clutz	373-4855		RDC6321

Meters, Computer Maintenance and Supervisory Control

First - Bill Brown	373-4082		WHB1935
Second - Doug Clutz	373-4855		RDC6321
Third - Gene Brannock	373-4184		SGB2009

Batteries, Transformers and Doble Testing

First - Buddy Rogers	373-4193		FWR6310
Second - Tim Stroupe	373-4897		TL56380
Third - Gene Brannock	373-4184		SGB2009

Structures, Power Circuits (Bus, Wiring, Insulators, Disconnect Switches, Gang Switches, Circuit Switchers)

First - Tim Stroupe	373-4897		TL56380
Second - Ty Trull	373-7773		TCT6380
Third - Buddy Rogers	373-4193		FWR6310

Materials	Office	Home	Profs ID
First - Harold Smith	373-4648		HNS6504
Second - Doug Clutz	373-4855		RDC6321
Third - Ty Trull	373-7773		TCT6380

Rigging/Hauling

First - Ty Trull	373-7773		TCT6380
Second - Buddy Rogers	373-4193		FWR6310
Third - Harold Smith	373-4648		HNS6504

If unable to contact persons listed above, call:

First - C. W. Wilkins (Windell)	373-4686		CWW6380
Second - F. L. Tatum (Lee)	373-8073		FLT6400

TRANSMISSION DEPARTMENT
ELECTRICAL MAINTENANCE & CONSTRUCTION DIVISION

PERSONNEL TO BE CALLED IN CASE OF TROUBLE AT
MCGUIRE NUCLEAR STATION

PLANT MAINTENANCE SECTION

First, Call	Office	Home	Profs ID
First - K. D. Leuschner	875-4178		N/A
Second - Keith Singletary	875-4070 @ McGuire		N/A

For trouble on any equipment for which the EMC Division is responsible, if they are not available, then call:

<u>Generators, Motors, Generator Bus, Exciters, Switchgear</u>			
M. T. Marcum (Mark)-Generators, Exciters, Testing	373-3075		MTM6101
J. S. Lynn (Jimmy)-Motor, Bus, Switchgear	373-7730		JSL2259
L. H. Fowler (Larry)-Generators	373-4487		LHF2184
R. K. Wilkinson (Keeth)-Motors	373-4135		RKW6121
J. B. Ashe (Jeff)	373-6469		JBA6290

If unable to contact persons listed above, call

First - F. L. Tatum (Lee)	373-8073		FLT6400
Second - C. W. Wilkins (Windell)	373-4686		CWW6380

ELECTRICAL MAINTENANCE & CONSTRUCTION - CHARLOTTE

Breakers, Cable/Auxiliary Systems and Capacitors

First - Gene Brannock	373-4184		SGB2009
Second - Tim Stroupe	373-4897		TLS6380
Third - Buddy Rogers	373-4193		FWR6310

Controls and Relaying

First - Bill Brown	373-4082		WHB1935
Second - Gene Brannock	373-4184		SGB2009
Third - Doug Clutz	373-4855		RDC6321

Meters, Computer Maintenance and Supervisory Control

First - Bill Brown	373-4082		WHB1935
Second - Doug Clutz	373-4855		RDC6321
Third - Gene Brannock	373-4184		SGB2009

Batteries, Transformers and Doble Testing

First - Buddy Rogers	373-4193		FWR6310
Second - Tim Stroupe	373-4897		TLS6380
Third - Gene Brannock	373-4184		SGB2009

Structures, Power Circuits (Bus, Wiring, Insulators, Disconnect Switches, Gang Switches, Circuit Switchers)

First - Tim Stroupe	373-4897		TLS6380
Second - Ty Trull	373-7773		TCT6380
Third - Buddy Rogers	373-4193		FWR6310

Materials	Office	Home	Profs ID
First - Harold Smith	373-4648		HNS6504
Second - Doug Clutz	373-4855		RDC6321
Third - Ty Trull	373-7773		TCT6380

Rigging/Hauling	Office	Home	Profs ID
First - Ty Trull	373-7773		TCT6380
Second - Buddy Rogers	373-4193		FWR6310
Third - Harold Smith	373-4648		HNS6504

If unable to contact persons listed above, call:

First - C. W. Wilkins (Windell)	373-4686		CWW6380
Second - F. L. Tatum (Lee)	373-8073		FLT6400

TRANSMISSION DEPARTMENT

ELECTRICAL MAINTENANCE & CONSTRUCTION DIVISION

PERSONNEL TO BE CALLED IN CASE OF TROUBLE AT
OCONEE NUCLEAR STATIONPLANT MAINTENANCE SECTION

First, Call	Office	Home	Profs ID
First - Gary Edens (Gary)	885-3022 @ Oconee		GPE6120
Second - V. A. Sheets (Victor)	885-3023 @ Oconee		N/A

For trouble on any equipment for which the EMC Division is responsible, if they are not available, then call the appropriate person listed below:

Generators, Motors, Generator Bus, Exciters

M. T. Marcum (Mark)-Generators, Exciters, Testing	373-3075		MTM6101
J. S. Lynn (Jimmy)-Motors, Bus	373-7730		JSL2259
L. H. Fowler (Larry)-Generators	373-4487		LHF2184
R. K. Wilkinson (Keeth)-Motors	373-4135		RKW6121
J. B. Ashe (Jeff)	373-6469		JBA6290

If unable to contact persons listed above, call

First - F. L. Tatum (Lee)	373-8073		FLT6400
Second - C. W. Wilkins (Windell)	373-4686		CWW6380

ELECTRICAL MAINTENANCE AND CONSTRUCTION - GREENVILLERelay and Controls

First - H. D. (Doug)	234-4150		HDF2639
Second - C. D. Wilson (Donnie)	234-4149		CDW6460
Third - C. D. Groce (Carol)	234-4151		CDG7361
Fourth - A. R. Mumpower (Roger)	234-4145		ARM6104
Fifth - W. L. Shirley (Bill)	234-4304		WLS0936

Metering, Supervisory Control, Batteries, Chargers

First - C. D. Wilson (Donnie)	234-4149		CDW6460
Second - H. D. Fields (Doug)	234-4150		HDF2639
Third - C. D. Groce (Carol)	234-4151		CDG7361
Fourth - A. R. Mumpower (Roger)	234-4145		ARM6104
Fifth - W. L. Shirley (Bill)	234-4304		WLS0936

Circuit Breakers, Cable Auxiliary Equipment, Capacitors/Switchgear

First - A. R. Mumpower (Roger)	234-4145		ARM6104
Second - C. D. Groce (Carol)	234-4151		CDG7361
Third - H. D. Fields (Doug)	234-4150		HDF2639
Fourth - W. L. Shirley (Bill)	234-4304		WLS0936
Fifth - C. D. Wilson (Donnie)	234-4149		CDW6460

Transformers, Double Ground Testing

First - C. D. Groce (Carol)	234-4151		CDG7361
Second - A. R. Mumpower (Roger)	234-4145		ARM6104
Third - H. D. Fields (Doug)	234-4150		HDF2639
Fourth - W. L. Shirley (Bill)	234-4304		WLS0936
Fifth - C. D. Wilson (Donnie)	234-4149		CDW6460

Structures, Power Circuits (Bus, Wiring, Insulators, Disconnect Switches,
Gang Switches, Circuit Switchers)

	Office	Home	Profs ID
First - W. L. Shirley (Bill)	234-4304		WLS0936
Second - C. D. Groce (Carol)	234-4151		CDG7361
Third - A. R. Mumpower (Roger)	234-4145		ARM6104
Fourth - H. D. Fields (Doug)	234-4150		HDF2639
Fifth - C. D. Wilson (Donnie)	234-4149		CDW6460
If unable to contact persons listed above, call			
C. J. Petty, Jr. (Jenks)	234-4148		CJP6104

Figure 11

WESTINGHOUSE EMERGENCY RESPONSE PROGRAM HEADQUARTERS TEAM

Emergency Response Team Director	Steve Tritch	
	Office	412/374-4868
	Home	[REDACTED]
1st Alternate	Bob Beer	
	Office	412/374-5115
	Home	[REDACTED]
2nd Alternate	Rick Muench	
	Office	412/374-3235
	Hc	[REDACTED]
	Home Hot Line	[REDACTED]
Deputy Director	Ron Lehr	
	Office	412/722-5867
	Home	[REDACTED]
	Home Hot Line	[REDACTED]

For local Westinghouse representatives, see Figure E-4 of the Crisis Management Plan.

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CMIP-9	McGuire/Catawba Crisis Phone Directory (Rev. 41)
CMIP-10	Reserved For Future Use
CMIP-11	Reserved For Future Use
CMIP-12	Reserved for Future Use
CMIP-13	Notifications to States and Counties from the Crisis Management Center (Rev. 25)
CMIP-14	Crisis Management Data Transmittal System Access for Offsite Agencies - (Rev. 3)
CMIP-15	Oconee CMC Initial Activation - (Rev. 1)
CMIP-16	Crisis Management Data Transmittal System Access from the Crisis Management Center - (Rev. 11)
CMIP-17	Reserved for future use
CMIP-18	Maintaining Emergency Preparedness (Rev. 6)
CMIP-19	Communications Test for McGuire/Catawba CMC (Rev. 17)
CMIP-20	Communications Test for Oconee CMC (Rev. 11)
CMIP-21	Quarterly Inventory Equipment Check (Rev. 38)
CMIP-22	Telephone Number Updates (Rev. 4)

February 1, 1992

DUKE POWER COMPANY
CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP-8

OCONEE

CRISIS TELEPHONE DIRECTORY

R E Harris

Approved By

1/20/92

Date

To report problems with any Duke Power communications systems during an emergency, notify the CMC Administration and Logistics Group, or call (803) 234-4172. If no answer, call 1-800-777-8888 to page the Communications Supervisor on call.

A failure of either the ENS or the HPN phones is to be reported to the NRC operations center in Bethesda, Maryland. For ENS failures, the NRC will make arrangements for repair of the ENS. For failures of the HPN phones, call the local telephone service office for repairs. Once the repairs have been completed, notify the NRC Operations Center when the telephone has been returned to service.

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OPERATING CRISIS MANAGEMENT CENTER TELEPHONES

ANDERSON LINES
803-231-XXXX

TO PLACE CALLS

TO DIAL BETWEEN ALL PERSONNEL WITHIN THE OCONEE CMC

Dial the four digit intercom number.

TO DIAL LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. BELTON, HONEA PATH, IVA, PELZER, PENDLETON, WILLIAMSTON, ANDERSON)

Dial the seven digit number.

TO DIAL OTHER LOCATIONS WITHIN AREA CODE (803)

Dial 1 (pause) + the seven digit number.

TO DIAL LOCATIONS OUTSIDE AREA CODE (803)

Dial 1 (pause) + area code + the seven digit number.

TO RECEIVE CALLS

FROM ALL PERSONNEL LOCATED WITHIN THE OCONEE CMC

Callers should dial your four digit intercom number.

NOTE: This number is located on the second button from the bottom on your telephone.

FROM LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. BELTON, HONEA PATH, IVA, PELZER, PENDLETON, WILLIAMSTON, ANDERSON)

Callers should dial your seven digit number.

NOTE: This number is located on your bottom button.

FROM OTHER LOCATIONS WITHIN AREA CODE (803)

Callers should dial 1 + your seven digit number.

FROM LOCATIONS OUTSIDE AREA CODE (803)

Callers should dial 1 + 803 + your seven digit number.

CHARLOTTE LINES
704-382-XXXX

TO PLACE CALLS

TO DIAL BETWEEN ALL PERSONNEL WITHIN THE OCONEE CMC

Dial the four digit intercom number.

TO DIAL LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. BELMONT, CORNELIUS, DAVIDSON, HARRISBURG, HEMBY BRIDGE, HUNTERSVILLE, INDIAN TRAIL, LAKE WYLIE, S.C., LOCUST, MATTHEWS, MOORESVILLE, MT. HOLLY, PINEVILLE, WAXHAW, CHARLOTTE)

Dial 8 (pause) + 704 + the seven digit number.

TO DIAL DUKE POWER LOCATIONS

Dial 8 (pause) + the seven digit number.

TO DIAL LOCATIONS OUTSIDE OF DUKE POWER

Dial 8 (pause) + area code + the seven digit number.

TO RECEIVE CALLS

FROM ALL PERSONNEL LOCATED WITHIN THE OCONEE CMC

Callers should dial your four digit intercom number.

NOTE: This number is located on the second button from the bottom on your telephone.

FROM LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. BELMONT, CORNELIUS, DAVIDSON, HARRISBURG, HEMBY BRIDGE, HUNTERSVILLE, INDIAN TRAIL, LAKE WYLIE, S.C., LOCUST, MATTHEWS, MOORESVILLE, MT. HOLLY, PINEVILLE, WAXHAW, CHARLOTTE)

Callers should dial your seven digit number.

NOTE: This number is located on your bottom button.

FROM OTHER LOCATIONS WITHIN AREA CODE (704)

Callers should dial 1 + your seven digit number.

FROM LOCATIONS OUTSIDE AREA CODE (704)

Callers should dial 1 + 704 + your seven digit number.

CLEMSON LINES
803-654-XXXX

TO PLACE CALLS

TO DIAL BETWEEN ALL PERSONNEL WITHIN THE OCONEE CMC

Dial the four digit intercom number.

TO DIAL LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. CENTRAL, PENDLETON, SENECA, SIX-MILE, CLEMSON)

Dial the seven digit number.

TO DIAL OTHER LOCATIONS WITHIN AREA CODE (803)

Dial 1 (pause) + the seven digit number.

TO DIAL LOCATIONS OUTSIDE AREA CODE (803)

Dial 1 (pause) + area code + the seven digit number.

TO RECEIVE CALLS

FROM ALL PERSONNEL LOCATED WITHIN THE OCONEE CMC

Callers should dial your four digit intercom number.

NOTE: This number is located on the second button from the bottom on your telephone.

FROM LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. CENTRAL, PENDLETON, SENECA, SIX-MILE, CLEMSON)

Callers should dial your seven digit number.

NOTE: This number is located on your bottom button.

FROM OTHER LOCATIONS WITHIN AREA CODE (803)

Callers should dial 1 + your seven digit number.

FROM LOCATIONS OUTSIDE AREA CODE (803)

Callers should dial 1 + 803 + your seven digit number.

GREENVILLE LINES
803-271/242-XXXX

TO PLACE CALLS

TO DIAL BETWEEN ALL PERSONNEL WITHIN THE OCONEE CMC

Dial the four digit intercom number.

TO DIAL LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. BLUE RIDGE, EASLEY, FOUNTAIN INN, GREER, PIEDMONT, SIMPSONVILLE, TRAVELERS REST, GREENVILLE)

Dial the seven digit number.

TO DIAL OTHER LOCATIONS WITHIN AREA CODE (803)

Dial 1 (pause) + the seven digit number.

TO DIAL LOCATIONS OUTSIDE AREA CODE (803)

Dial 1 (pause) + area code + the seven digit number.

TO RECEIVE CALLS

FROM ALL PERSONNEL LOCATED WITHIN THE OCONEE CMC

Dial the four digit intercom number.

NOTE: This number is located on the second button from the bottom on your telephone.

FROM LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. BLUE RIDGE, EASLEY, FOUNTAIN INN, GREER, PIEDMONT, SIMPSONVILLE, TRAVELERS REST, GREENVILLE)

Callers should dial your seven digit number.

NOTE: This number is located on your bottom button.

FROM OTHER LOCATIONS WITHIN AREA CODE (803)

Callers should dial 1 + your seven digit number.

FROM LOCATIONS OUTSIDE AREA CODE (803)

Callers should dial 1 + 803 + your seven digit number.

OCONEE LINES
803-885-XXXX

TO PLACE CALLS

TO DIAL BETWEEN ALL PERSONNEL WITHIN THE OCONEE CMC

Dial the four digit intercom number.

TO DIAL BACK TO OCONEE NUCLEAR STATION

Dial 6 (pause) + the four digit extension number to reach any person located at the station.

TO DIAL LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. CLEMSON, SALEM, WALHALLA, WESTMINSTER, SENECA)

Dial 6 (pause) + 9 + the seven digit number.

TO DIAL DUKE POWER LOCATIONS OTHER THAN OCONEE NUCLEAR STATION

Dial 6 (pause) + 8 + the seven digit number.

TO DIAL LOCATIONS OUTSIDE AREA CODE (803)

Dial 6 (pause) + 1 + area code + the seven digit number.

TO RECEIVE CALLS

FROM ALL PERSONNEL LOCATED WITHIN THE OCONEE CMC

Callers should dial your four digit intercom number.

NOTE: This number is located on the second button from the bottom on your telephone.

FROM OCONEE NUCLEAR STATION TO THE OCONEE CMC

Callers should dial 66 (pause) + your four digit extension number.

FROM OTHER DUKE POWER LOCATIONS

Callers should dial their Duke Power network access code + 885 + your four digit extension number.

FROM LOCATIONS IN YOUR CALLING AREA (e.g. CLEMSON, SALEM, WALHALLA, WESTMINSTER, SENECA)

Callers should dial your seven digit number.

NOTE: This number is located on your bottom button.

FROM OTHER LOCATIONS WITHIN AREA CODE (803)

Callers should dial 1 + your seven digit number.

FROM LOCATIONS OUTSIDE AREA CODE (803)

Callers should dial 1 + 803 + your seven digit number.

SPARTANBURG LINES
803-591-XXXX

TO PLACE CALLS

TO DIAL BETWEEN ALL PERSONNEL WITHIN THE OCONEE CMC

Dial the four digit intercom number.

TO DIAL LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. CHESNEE, COWPENS, INMAN, LYMAN, PACOLET, WOODRUFF, SPARTANBURG)

Dial the seven digit number.

TO DIAL OTHER LOCATIONS WITHIN AREA CODE (803)

Dial 1 (pause) + the seven digit number.

TO DIAL LOCATIONS OUTSIDE AREA CODE (803)

Dial 1 (pause) + area code + the seven digit number.

TO RECEIVE CALLS

FROM ALL PERSONNEL LOCATED WITHIN THE OCONEE CMC

Callers should dial your four digit intercom number.

NOTE: This number is located on the second button from the bottom on your telephone.

FROM LOCATIONS IN YOUR LOCAL CALLING AREA (e.g. CHESNEE, COWPENS, INMAN, LYMAN, PACOLET, WOODRUFF, SPARTANBURG)

Callers should dial your seven digit number.

NOTE: This number is located on your bottom button.

FROM OTHER LOCATIONS WITHIN AREA CODE (803)

Callers should dial 1 + your seven digit number.

FROM LOCATIONS OUTSIDE AREA CODE (803)

Callers should dial 1 + 803 + your seven digit number.

POWER FAIL TELEPHONES

TO PLACE CALLS

TO DIAL TO DUKE POWER LOCATIONS

Dial the seven digit number

TO DIAL LOCATIONS OUTSIDE OF DUKE POWER

Dial the area code + the seven digit number

TO RECEIVE CALLS

FROM ALL LOCATIONS

Incoming calls will ring on the first open telephone of the group

TELEPHONE FEATURES

RELEASE (RLS)

The top button on your set is the release key. By depressing the RLS button, you will disconnect the present caller. This procedure can be used instead of placing the handset back in the cradle.

VOLUME

This button can be used to regulate the audio level for both the voice conversations as well as ringing. Simply depress the VOLUME bar while the telephone is ringing, e.g. right to increase the level and left to decrease the level.

HOLD

Use this feature to place a caller in an idle position, so you may answer another incoming call on another line, without hanging up on the present call. Simply depress the HOLD button, and you may press into the other incoming line. To return to the held call, simply press into the flashing line key.

CALL PICK-UP

Use this feature to answer other ringing telephone within your group. When their telephone rings, lift the handset, depress the CALL-PICKUP key and the call will be directed to your telephone.

CONFERENCE

Use this feature to communicate with more than one caller at a time. While you have the first caller on the line, press the CONFERENCE button, then dial the number of the other party, then press the conference button again, all parties are connected.

TRANSFER

Use this feature to send the present call to another telephone. Simply ask the caller to hold, depress the TRANSFER key, dial the desired number, announce the caller, then press the TRANSFER key again and hang up.

SPEED CALL

Use this feature to program commonly called numbers. Instructions will be provided during training. Once numbers are programmed, ... lift the handset ..., press your SPEED CALL key, and then dial the one digit code associated with the number you want to dial.

CALL PICKUP GROUPS BY ROOM

Admin. and Log. Room

- All phones are on one call pickup group.

Audio-visual Room

- All phones are on one call pickup group.

Conference Room

- Not Applicable

Copier/Telecopier (Admin. & Log.) Room

- There is no call pickup group.

News Center

- The Duke Power people are on one call pickup group:
- Rumor Control (CN09 CN16) numbers roll over to the next number if busy.
- The Non-Duke people are a second call pickup group.

Emergency Communications Room

- All telephones except the Telecopier and the Modems are one call pickup group.

Field Monitoring

- Telephones for the Meteorologist and Field Monitoring Coordinator are one call pickup group.

Manager's Area

- All NRC telephones are one call pickup group.
- The News Group Representative -- News Monitor, News Coordinator and Public Spokesman are a second pickup group.
- The remaining Duke Personnel -- Recovery Manager, Emergency Planner, Emergency Communications Manager, Plant Assessment Manager and Rad. Assessment Manager makeup a third call pickup group.
- The SC Rep. is not in any call pickup group.

Nuclear Regulatory Commission Room

- All telephones which are not assigned to computer modems or telecopiers are one call pickup group.

Offsite Dose Assessment Room

- The Duke personnel -- HPN Communicator, Offsite Dose Ass. Dir. Staff, and Dose Ass. Coord. are one call pickup group.

Plant Assessment Room

- All telephones are on one call pickup group.

Security/Registration

- There is no call pickup group.

Technical Services Room

- All telephones are on one call pickup group.

Telecopier/Copier/Recording (News Center)

- None of these phones is in a call pickup group.

SELECTIVE SIGNALING

To operate the system:

1. Pick up the receiver. You will not hear a dial tone. The line is already active.
2. Dial the number for the party you wish to reach. If you wish to reach more than one party, dial each number you wish to reach to tie them in.
3. If there is no answer after 15 seconds, the ring will cancel automatically.

OPERATING CRISIS MANAGEMENT RADIOS

FIELD MONITORING RADIO

To contact the field teams:

1. Turn the Power On
2. Depress the "P.T.T." button and say, "KAB2139 Identifier Team, this is WQC699 -- Oconee CMC, Over," where Identifier is the name of the team.
3. They will respond, "WQC699, this is KAB2139 Identifier Team, Over"
4. Depress the "P.T.T." button again and give instructions.
5. When finished for the day, say "WQC699 Out".

To contact the Counties:

1. Turn the Power On.
2. Key in the code on the encoder pad for the individual agency or the group code for all tone activated squelch radios and allow time for it to transmit.
3. Depress the "P.T.T." button and say, "Agency Call Sign, this is WQC699 -- Oconee CMC, Over," where Agency Call Sign is the call sign of the agency desired.
4. They will respond, "WQC699, this is Agency Call Sign, Over."
5. Depress the "P.T.T." button again and send the message.
6. When finished for the day, say "WQC699 Out."

To contact the TSC or Control Room:

1. Turn the Power On.
2. Depress the "INTERCOM" button on the radio unit and say "CMC to TSC." Release the button.
3. They will respond "TSC to CMC."
4. Depress the "INTERCOM" again to send a message.
5. Release the button to receive a response.

SOUTH CAROLINA LOCAL GOVERNMENT RADIO

To operate the radio:

1. Turn the Power Switch to "ON"
2. Select the appropriate frequency
 - a. Frequency 1 is preferred for local transmissions (e.g. Oconee County).
 - b. Frequency 2 makes use of the repeater. Use this frequency if contact with the SEOC in Columbia is needed.

3. Depress the bar on the microphone and say, "(Agency Call Sign), this is WNLU432 -- CMC Oconee, Over" to initiate a call, where (Agency Call Sign) represents the call sign and agency name of the party desired (for example, WBS264 -- EOC Columbia). Release the bar.
4. Once initial contact has been made with all needed South Carolina off-site agencies, depress the bar again and send the message.
5. When finished, say "WNLU432 Out" and release the bar.

OCONEE CRISIS MANAGEMENT CENTER

<u>MANAGER'S AREA</u>	<u>Outside Line</u>	<u>Intercom Extension</u>
Emergency Communications Manager	(803)271-3647	3077
Emergency Planner	(803)654-1082	3085
News Coordinator	(803)885-4808	3056
News Monitor	(803)885-4806	3054
Nuclear Regulatory Commission		
Director of Site Operations	(803)591-1394	3014
Emergency Response Coordinator	(803)591-1392	3012
Government Liaison Coordinator	(803)591-1591	3015
Protective Measures Coordinator	(803)591-1393	3013
Reactor Safety Coordinator	(803)885-4805	3053
Plant Assessment Manager	(704)382-8211	3130
Public Spokesperson	(803)885-4808	3056
Radiological Assessment Manager	(803)885-4813	3060
Recovery Manager		
Dedicated Line to State Emergency Preparedness Division Director	(704)382-8212	3131
Dedicated Line to TSC Emergency Coordinator	(803)885-4807	3055
SC Representative	(803)654-1083	3086
<u>ADMINISTRATION AND LOGISTICS</u>		
Administration and Logistics Manager	(704)382-8200	3119
Copier/Telecopier Room	(704)382-8203	3138
Access Control	(803)654-1099 (803)885-4822	3092 3070

O'CONNELL CRISIS MANAGEMENT CENTER

<u>ADMINISTRATION AND LOGISTICS (Cont'd)</u>	<u>Outside Line</u>	<u>Intercom Extension</u>
Staff	(603)591-1290	3000
	(803)231-0770	3095
	(803)271-0871	3024
	(803)654-1011	3072
	(803)885-4800	3048
<u>CONFERENCE ROOM</u>	(704)382-8202	3121
<u>EMERGENCY COMMUNICATIONS</u>		
Company Officer Communicator	(704)382-8210	3129
Data Coordinator Telephone	(803)885-4802	3050
Emergency Communications Manager	(803)271-3647	3037
Industry Communicator: Modem		3139
Telephone	(803)654-1076	3140
Staff	(803)271-2995	3051
State/County Communicators:	(704)382-8208	3127
	(803)591-1391	3011
Telecopier (Emergency Notifications only)	(704)382-8218	3034
Selective Signaling	613	
<u>NEWS CENTER (JOINT INFORMATION CENTER)</u>		
Assistant News Director	(704)382-8204	3123
	(704)382-8205	
News Staff	(803)271-1231	3026
	(803)231-0779	3104
	(803)231-0780	3105
	(803)231-0781	3106
	(803)231-0782	3107
	(803)231-0783	3108
	(803)231-0784	3109
	(803)654-1023	3074
	(803)654-1024	3075
	(803)654-1052	3076
	(803)654-1053	3077
	(803)654-1068	3078
	(803)231-0787	3126
	(803)231-0792	3117
	(803)591-1291	3001

OCONEE CRISIS MANAGEMENT CENTER

	<u>Outside Line</u>	<u>Intercom Extension</u>
NEWS CENTER (Cont'd)		
News Staff (cont'd)	(803)591-1292	3002
	(803)591-1293	3003
	(803)591-1296	3004
	(803)591-1297	3005
	(803)591-1298	3006
	(803)591-1299	3007
	(803)591-1300	3008
Audio-Visual	(803)271-1019	3120
	(803)231-0771	3096
	(803)654-1013	3073
Rumor Control	(803)654-1072	3080
	(803)654-1073	3081
	(803)654-1074	3082
	(803)654-1075	3083
	(803)654-1142	3125
Public Information Officers:		
FEMA	(803)591-1301	3009
	(803)591-1390	3010
Oconee County	(803)271-1473	3027
	(803)271-1517	3028
Pickens County	(803)271-1853	3029
	(803)271-2093	3030
State of South Carolina	(803)271-2168	3031
	(803)271-2616	3032
	(803)271-2630	3033
Recording Room	(704)382-8219	3047
	(803)231-0793	3118
State/County Liaison PIO	(803)231-0773	3098
Setup Coordinator	(803)231-0774	3099
Secretarial Team	(803)231-0775	3100
	(803)231-0776	3101
	(803)231-0777	3102
Support Coordinator	(803)231-0778	3103
Technical Briefer Section Head	(803)654-1069	3079
Telecopiers:		
Active	(704)382-8217	3136
	(803)885-4803	3137

OCONEE CRISIS MANAGEMENT CENTER

NEWS CENTER (Cont'd)

	<u>Outside Line</u>	<u>Intercom Extension</u>
Telecopiers:		
Reserve (not in use)	(803)654-8541	3047
	(803)654-8547	3118
	(803)654-8548	
	(803)654-8628	

NUCLEAR REGULATORY COMMISSION (NRC)

Director of Site Operations	(803)591-1394	3014
Dose Assessment Computer		3144
Dose Assessment Coordinator	(803)885-4810	3058
E-mail Computer		3143
Emergency Notification System (ENS)		
Emergency Response Coordinator	(803)591-1392	3012
Emergency Response Assistant	(803)231-0788	3113
Environmental Coordinator	(803)271-3187	3035
Environmental Dose Assessment Coordinator	(803)885-4811	3059
Environmental Van	(803)654-1087	3087
FRMAC Communicator	(803)591-1593	3017
Government Liaison Assistant	(803)654-1091	3088
Government Liaison Communicator	(803)591-1594	3018
Government Liaison Coordinator	(803)591-1591	3015
Health Physics Network (HPN)	(803)653-5202	
Media Center Line	(803)271-4341	3039
Messenger	(803)654-1092	3089
Protective Measures Coordinator	(803)591-1393	3013
Protective Measures Technical Assistant	(803)271-4173	3038
Protective Measures Counterpart Communicator	(803)591-1592	3016
Public Affairs Communicator	(803)591-1693	3021
Public Affairs Coordinator	(803)591-1596	3020
Public Affairs E-mail Computer		3142
Public Affairs Port-a-bubble		3141
Reactor Safety Coordinator	(803)885-4805	3053
Reactor Safety Counterpart Communicator	(803)591-1595	3019
Reactor Safety Technical Assistant	(803)271-4345	3040
Safeguards Coordinator	(803)885-4809	3057
Telecopier	(704)382-8207	

PLANT ASSESSMENT

Regulatory Compliance Coordinator	(704)382-8215	3134
NRC Emergency Notification System (Red Phone)		
Operations Support Coordinator	(803)885-4817	3065

OCONEE CRISIS MANAGEMENT CENTER

<u>PLANT ASSESSMENT (Cont'd)</u>	<u>Outside Line</u>	<u>Intercom Extension</u>
Plant Assessment Staff Telephones	(803)885-4815 (803)885-4816 (803)654-1097 (803)231-0791 (704)382-8214 (803)885-4818 (803)885-4819 (803)885-4820 (803)242-0948 (803)885-4821 (803)591-1695	3063 3064 3091 3116 3133 3066 3067 3068 3044 3069 3023
<u>RADIOLOGICAL ASSESSMENT</u>		
Dose Assessment Coordinator Dedicated Line to TSC Health Physics	(803)885-4814	3062
Field Monitoring Coordinator	(803)885-4804	3052
HPN Communicator HPN	(803)885-4812 (803)653-5202	3060
Meteorologist	(803)271-3643	3036
Off-site Dose Assessment Director	(803)231-0786 (803)242-0809	3111 3043
Staff	(704)382-8213 (803)271-4802	
Telecopier	(704)382-8209	
<u>TECHNICAL SERVICES</u>		
Staff	(803)885-4823 (704)382-8216 (803)885-4801 (803)242-1202	3071 3135 3049 3045
<u>STATE</u>		
State Representative in Manager's Area	(803)654-1083	3086
State Representatives in Off-site Dose Assessment Area	(803)231-0789 (803)654-1096	3114 3090

OCONEE CRISIS MANAGEMENT CENTER

<u>TELECOPIERS</u>	<u>Outside Line</u>	<u>Intercom Extension</u>
Copier/Telecopier Room - Active	(704)382-8201	3025
- Reserve	(704)382-8206	3095
Emergency Communications Room (For emergency notifications only)	(704)382-8218	3034
News Center - Active	(704)382-8217	3136
	(803)885-4803	3137
- Reserve	(803)654-8541	3047
	(803)654-8547	3118
	(803)654-8548	
	(803)654-8628	
Off-site Dose Assessment Room	(704)382-8209	

CRISIS MANAGEMENT CENTER
Charlotte
(Numbers Operating in an Emergency at Oconee)

NEWS CENTER

News Staff

382-0603
-0604
-0610
-0611
-0612
-0613
-0614
-0615
-0616
-0621
-0622
-0623
-0624
-0625
-0626
-0671
-0674

MEDIA CENTER
Clemson Operations Center

News Media Telephones

654-6019
654-6104
654-6201
654-6330
654-6506
654-6514
654-6521
654-6607
654-6632
654-1206

TECHNICAL SUPPORT CENTER -- OCONEE
Control Rooms 1 and 2

*To dial an Ocone extension via a Duke microwave, dial 8-885 + extension.

	<u>Outside Line</u>	<u>Ocone Extension*</u>
<u>EMERGENCY COORDINATOR</u>	882-7076	3704
 <u>MAINTENANCE</u>		
Superintendent		3719
 <u>OPERATIONS</u>		
Superintendent		3715
 <u>STATION SERVICES</u>		
Superintendent		3709
Admin. Support		3714
Telecopier	(704) 373-4386	
 <u>TECHNICAL SERVICES</u>		
Superintendent		3713
Compliance		3712
Off-site Communicator		3706
Selective Signaling	412	
Data Coordinator		3718
Off-site Dose Assessment:		
Dedicated Line to CMC		3721
Dose Assessment Coordinator		3705
Emergency Count Room (Visitor's Center)		2763, 2764
Field Monitoring Coordinator		3708
NRC HPN Phone System	882-7260	
 <u>TSC NEWS GROUP LIAISON (Corporate Communications)</u>		 3711
 <u>NRC RESIDENT INSPECTOR</u>	 882-6927	 3008

OPERATIONAL SUPPORT CENTER -- OCONEE
Control Room 3

*To dial an Oconee extension from Charlotte via Duke microwave, dial 8-885 + extension.

<u>OSC COORDINATION</u>	<u>Oconee Extension*</u>
Operational Support Center Coordinator	3276
Safety Support	3176
OSC Communicator	3276
OSC Status Clerk	3176
Telecopier	2777
 <u>MAINTENANCE</u>	
Instrument and Electrical Manager	3313
Supervisor	3101
Mechanical Maintenance Manager	3302
Supervisor	3135
Transmission	3471
 <u>TECHNICAL SERVICES</u>	
Chemistry	
Chemistry Manager	3495
Chemistry Supervisor	3234
Radiation Protection	
Radiation Protection Manager	3490
Dose Control	3491
Status Assistant	3494
S&C General Supervisor	3492
RP Shift General Supervisor	3493

ALTERNATE TECHNICAL SUPPORT CENTER -- OCONEE
Ocone Office Building - Room 316

*To dial an Ocone extension via Duke microwave, dial 8-885 + extension.

	<u>Outside Line</u>	<u>Ocone Extension*</u>
<u>EMERGENCY COORDINATOR</u>	882-9028	3704
 <u>MAINTENANCE</u>		
Superintendent		379
 <u>OPERATIONS</u>		
Superintendent		3715
 <u>STATION SERVICES</u>		
Superintendent		3709
Clerical Support		3716
Telecopiers		
TSC Telecopier		3720
 <u>TECHNICAL SERVICES</u>		
Superintendent		3713
Compliance		3712
Off-site Communicator	882-8650	3706
Selective Signaling	413	
Data Coordinator	882-9598	3718
Off-site Dose Assessment		
Dedicated Line to CMC	882-9801	3721
Dose Assessment Coordinator		3705
Emergency Count Room (Visitor's Center)		2763, 2764
Field Monitoring Coordinator		3708
<u>TSC NEWS GROUP LIAISON</u> (Corporate Communications)		3711
 <u>NRC RESIDENT INSPECTOR</u>		 3710

ALTERNATE OPERATIONAL SUPPORT CENTER -- OCONEE
Administration Building A-121

*To dial an Ocone extension via Duke microwave, dial 8-885 + extension.

	<u>Ocone</u> <u>Extension*</u>
<u>OSC COORDINATION</u>	
Operational Support Center Coordinator	3276
Safety Support	3146
Telecopier/ONS Mailroom	(704)373-5222
<u>MAINTENANCE</u>	
Instrument and Electrical Manager	3313
Supervisor	3101
Mechanical Maintenance Manager	3302
Supervisor	3135
CMD	3422
Transmission	3471
<u>TECHNICAL SERVICES</u>	
Chemistry	
Chemistry Manager	3495
Chemistry Supervisor	3234
Radiation Protection	
Radiation Protection Manager	3490
Dose Control	3491
Status Assistant	3494
S&C General Supervisor	3492
RP Shift General Supervisor	3493

STATES AND COUNTIES TO BE NOTIFIED -- OCONEE

Agency Name	Selective Signaling Code	Telephone Number	SC LG Radio Call Sign	Field Monitoring Radio Call Sign	Field Monitoring Radio Code
<u>South Carolina:</u>					
- Warning Point (Hwy. Patrol)	516	(803)737-1030			
- SEOC (Columbia)	518	(803)734-8020	WBS264		
- SEOC (Dose Assessment Only)		(803)734-8096			
- FEOC (Clemson Armory)	418	(803)654-9363			
		(803)654-9367			
		(803)654-9371			
		(803)654-0445			
- Telecopiers:					
(SEOC - Emergency Notification Only)		(803)734-8853			
(SC Warning Point)		(803)737-1758			
Administration		(803)734-8062			
30 activates all counties					
<u>Oconee County:</u>					
- Law Enforcement Agency	416	(803)638-4111		KNBE488	32
- Emergency Preparedness Agency	417	(803)638-4200	WNBV878		
		(803)638-4111			
- Telecopier		(803)638-7046			
- Telecopier (Emergency Notification Only)		(803)638-4216			
<u>Pickens County:</u>					
- Law Enforcement Center	410	(803)898-5500		KNBZ965	31
		(803)855-1666			
- Emergency Preparedness Agency	419	(803)898-5945	KNIS667	KNBE487	35
- Telecopier		(803)898-5947			
- Telecopier (Emergency Notification Only)		(803)898-5797			

OTHER OFF-SITE AGENCIES -- OCONEE

	Primary	Backup
<u>States</u>		
North Carolina		
- Warning Point (Hwy. Patrol)	(919)733-3861	
- EOC Raleigh	(919)733-3867	(919)733-3868
- Telecopier	(919)733-7554	(919)733-3869
Georgia		
- Warning Point	(404)624-7000	(404)624-7222
- Telecopier	(404)624-7205	
<u>Federal</u>		
DOE		
- Savannah River	(803)725-3333	
- Radiation Emergency Assistance Center/Training Site (REACTS)	(615)576-3131	
NRC Operations Centers		
- Headquarters		
Bethesda, MD	ENS (Red Phone)	(301)951-0550
Silver Spring, MD	(301)427-4056	(301)427-4259
		(301)492-8893
- Region II	(404)331-5238	(404)331-4503
Atlanta, GA		
- HPN	(301)951-1212	
Bethesda, MD		
NRC Resident Inspector	(803)885-3008	(803)885-3009
<u>Other</u>		
American Nuclear Insurers	(203)677-7305	
INPO	(404)953-0904	(404)953-0922
		(404)953-3600

SELECTIVE SIGNALING DIRECTORY -- OCONEE

<u>LOCATION</u>	<u>CODE</u>
South Carolina:	
- Warning Point (Hwy. Dept.)	516
- SEOC (Columbia)	518
- FEOC (Clemson Armory)	418
Oconee County:	
- Law Enforcement Agency	416
- Emergency Preparedness Agency	417
Pickens County:	
- Law Enforcement Center	410
- Emergency Preparedness Agency	419
Oconee Unit 1 & 2 Control Room	411
Oconee Unit 3 Control Room	415
Oconee TSC	412
- Primary (Control Rooms 1 & 2)	412
- Backup (Training Center)	414
Crisis Management Center	613
Station Emergency Planner	413

Decision Line Network --- Oconee

Note: This network is for use by states and counties to coordinate protective action decisions, siren and EBS activation, etc. It may be used to communicate with the CMC to discuss Duke's protective action recommendations.

Group Call	4*
South Carolina SEOC (Columbia)	58
South Carolina Forward EOC (Clemson Armory)	48
Pickens County Emergency Preparedness Agency	49
Oconee County Emergency Preparedness Agency	46
Oconee CMC	43

Note: To cancel group calls or individual calls press 4#.

OTHER

WFBC Radio --- to call	42* 420
--- to deactivate	42#

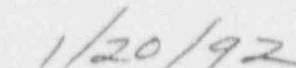
Distribution List

<u>Location</u>	<u>No. of Copies</u>
Emergency Communications - Oconee CMC	3
Admin. and Logistics - Oconee CMC	3
Managers' Area - Oconee CMC	10
Field Monitoring - Oconee CMC	2
Off-site Dose Assessment - Oconee CMC	8
NRC Room - Oconee CMC	3
Plant Assessment - Oconee CMC	10
Technical Services - Oconee CMC	3
Conference Room - Oconee CMC	1
Copier/Telecopier Room - Oconee CMC	1
Security Area - Oconee CMC	1
News Group Area - Oconee CMC	10
State and Counties	
Procedure Cabinet - General Office CMC	3
News Group (Diane Savage)	1
Procedure Cabinet - Oconee CMC	3

DUKE POWER COMPANY
CRISIS MANAGEMENT IMPLEMENTING PROCEDURE
CMIP-9

MCGUIRE/CATAWBA
CRISIS TELEPHONE DIRECTORY


Approved


Date

To report problems with any Duke Power communications systems during an emergency, notify the CMC Administration and Logistics Group, or call (704) 373-4339. If no answer, call 1-800-777-0500 to page the Communications Supervisor on call.

A failure of either the ENS or the HPN phones is to be reported to the NRC Operations Center in Bethesda, Maryland. For ENS failures, the NRC will make arrangements for repair of the ENS. For failures of the HPN phone, call the local telephone service office for repairs. Once the repairs have been completed, notify the NRC Operations Center when the telephone has been returned to service.

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OPERATING CRISIS MANAGEMENT CENTER TELEPHONES

DUKE POWER TELEPHONES

To access another extension in the CMC:

1. dial 2 + the four digit extension

To access another Duke General Office extension:

1. For numbers with the 373 exchange, dial 3 + the four digit extension
2. For numbers with the 382 exchange, dial 2 + the four digit extension

To access an outside line:

1. For a local call, dial 9 + the phone number
2. For a long distance call, dial 9 + 1 + the phone number

To access Duke Microwave:

1. Dial 8 + the seven digit phone number

SELECTIVE SIGNALING

To operate the system:

1. Pick up the receiver. You will not hear a dial tone. The line is already active.
2. Dial the number for the party you wish to reach. If you wish to reach more than one party, dial each number you wish to reach to tie them in.
3. If there is no answer after 15 seconds, the ring will cancel automatically.

OPERATING CRISIS MANAGEMENT RADIOS

NORTH CAROLINA EMERGENCY MANAGEMENT RADIO

To operate the radio:

1. Turn the Power Switch to "ON".
2. Select the appropriate frequency:
 - a. Frequency 1 is the Radiation Protection Frequency
 - b. Frequency 2 is the Emergency Management Frequency. Use this frequency for sending Emergency Notifications to North Carolina and North Carolina counties.
3. Depress the bar labelled "TRANSMIT" on the microphone and say, "(Agency Call Sign), this is WNLK241 -- CMC Charlotte, Over" to initiate a call. (Agency Call Sign) represents the call sign and agency name of the party desired (for example, KGC256 -- Gaston County. See pages 15-16 for agency call signs). Release the bar.
4. The agency should respond "WNLK241, this is (Agency Call Sign), Over".
5. Once initial contact has been made with all needed North Carolina off-site agencies, depress the "TRANSMIT" bar again and send the message.
6. When the conversation is completed, conclude by saying "WNLK241 Out" and release the bar.

SOUTH CAROLINA LOCAL GOVERNMENT RADIO

To operate the radio:

1. Turn the Power Switch to "ON".
2. Select the appropriate frequency:
 - a. Frequency 1 is preferred for local transmissions (e.g. York County).
 - b. Frequency 2 makes use of the Rock Hill Repeater. Use this frequency if contact with the SEOC in Columbia is needed.
3. Depress the bar labelled "TRANSMIT" on the microphone and say, "(Agency Call Sign), this is WNLU432 -- CMC Charlotte, Over" to initiate a call. (Agency Call Sign) represents the call sign and agency name of the party desired (for example, WBS264 -- EOC Columbia. See page 14 for agency call signs). Release the bar.
4. The agency should respond "WNLU432, this is (Agency Call Sign), Over".
5. Once initial contact has been made with all needed South Carolina off-site agencies, depress the "TRANSMIT" bar again and send the message.
6. When the conversation is completed, conclude by saying "WNLU432 Out" and release the bar.

FIELD MONITORING RADIO

To contact the field teams:

1. Turn the Power Switch to "ON".

2. Select the appropriate station using the "Black Box" switch, as follows:
 - a. McGuire - Position "A"
 - b. Catawba - Position "D"
3. Depress the bar labelled "TRANSMIT" on the microphone and say, "(Identifier) Team, this is (CMC Call Sign) -- CMC Charlotte, Over" (Identifier) is the name of the team (for example, Alpha Team) (CMC Call Sign) is the appropriate call sign for the affected station, as follows:
 - a. Catawba -- KNHB778
 - b. McGuire -- WQC700
 - c. Oconee -- WQC699
4. The field team should respond, "(CMC Call Sign) this is (Identifier) Team, Over".
5. Depress the "TRANSMIT" bar again and give instructions.
6. When the conversation is completed, conclude by saying "(CMC Call Sign) Out", giving the appropriate call sign for the station affected.

To contact the Counties:

1. Turn the Power Switch to "ON".
2. Select the appropriate station using the "Black Box" switch, as follows:
 - a. McGuire - Position "A"
 - b. Catawba - Position "D"
3. Using the Zetron Communications Encoder:
 - a. Push CLEAR if display does not show "all zeros".
 - b. Push numbers for the two-digit code of the desired agency or the group call code to contact every agency serviced by the base station (see pages 14-16 for agency codes - no code is required for the North Carolina EOC).
 - c. The encoder should automatically begin transmitting the tones on the radio as evidenced by the "PAGE" light. If it does not do this automatically, press the PAGE button.
 - d. Wait for the PAGE light to go out and the TALK light to go on and you are then clear to transmit your message as described in Step 4.
4. Depress the bar labelled "TRANSMIT" on the microphone and say, "(Agency Call Sign), this is (CMC Call Sign) -- CMC Charlotte, Over" (Agency Call Sign) represents the call sign and agency name of the party desired (for example, KNIS666 -- York County. See pages 14-16 for agency call signs). (CMC Call Sign) is the appropriate call sign for the affected station, as follows:
 - a. McGuire -- WQC700
 - b. Catawba -- KNHB778
5. The agency should respond, "(CMC Call Sign), this is (Agency Call Sign), Over."
6. Depress the "TRANSMIT" bar again and send the message.
7. When the conversation is completed, conclude by saying "(CMC Call Sign) Out" and release the bar.

To contact the TSC:

1. Turn the Power Switch to "ON".
2. Select the appropriate station using the "Black Box" switch, as follows:
 - a. McGuire - Position "A"
 - b. Catawba - Position "D"
3. Depress the "INTERCOM" button on the radio unit and say "CMC to TSC." Release the button.
4. TSC should respond "TSC to CMC"
5. Continue to press intercom to talk and release to receive.
6. No sign-offs or call signs are needed since communication does not occur over radio.

CATAWBA/MCGUIRE CRISIS MANAGEMENT CENTER

MANAGER'S AREA

News Coordinator -----	382-0758
News Monitor -----	382-0782
Nuclear Regulatory Commission Director of Site Operations -----	382-0759
Nuclear Regulatory Commission State Liaison -----	382-0766
Plant Assessment Manager -----	382-0762
Radiological Assessment Manager -----	382-0763
Recovery Manager	
Dedicated Line to TSC Emergency Coordinator -----	382-0760
Dedicated Line to State Emergency Director -----	-0761
Ringdown Line to TSC Emergency Coordinator	
State Representative	
North Carolina -----	382-0765
South Carolina -----	382-0764

ADMINISTRATION AND LOGISTICS

Copier/Telecopier Room -----	382-0731
Access Control -----	382-0729
	-0730
Staff -----	382-0726
	-0727
	-0728
Telecopier (in Copier Room) -----	382-0732

<u>CONFERENCE ROOM</u> -----	382-0737
------------------------------	----------

EMERGENCY COMMUNICATIONS

Company Officer Communicator -----	382-0719
Data Coordinator	
Telephone -----	382-0720
Terminal -----	-0721
Emergency Communications Manager -----	382-0718
Industry Communicator	
Telephone -----	382-0781

Terminal -----	382-0725
State/County Communicators	
Telephones -----	382-0724
-----	382-0723
Telecopier (For Emergency Notifications Only) -----	382-0722
Selective Signaling -----	111

NEWS CENTER

News Media Telephones (O. J. Miller Auditorium) -----	373-7946
	-7947
	-7948
	-2620
	-2628
	-2629
	-2630
	-2631
	-2632
	-2633
	-2634
	-2635
	-2636
	-2637
	-2638
	-2639
	-2641
	-2642

News Staff -----	382-0603
	-0604
	-0610
	-0611
	-0612
	-0613
	-0614
	-0615
	-0616
	-0621
	-0622
	-0623
	-0624
	-0625
	-0626
	-0671
	-0674

Rumor Control ----- 382-0644
-0645
-0646
-0647
-0648
-0649
-0650
-0651

State News Staff ----- 382-0600
-0601
-0617
-0629
-0630
-0631
-0632
-0633
-0634
-0639
-0640
-0654
-0655
-0656
-0657
-0658
-0659
-0660
-0661
-0662
-0666
-0669
-0670
-0672
-0676
-0678
-0679

NUCLEAR REGULATORY COMMISSION (NRC)

NRC Emergency Notification System (ENS) -----	Ringdown
NRC Health Physics Network (HPN) -----	335-5427
NRC Representatives	
in Manager's Area -----	382-0709
	-0715
	-0759
in Off-site Dose Assessment Room -----	382-0752
	-0753
	-0754
	-0755
NRC Room -----	382-0700

-0701
 -0702
 -0703
 -0704
 -0705
 -0706
 -0707
 -0708
 -0709
 -0710
 -0711
 -0712
 -0713
 -0714
 -0715
 -0716
 -0717

PLANT ASSESSMENT

Plant Assessment Staff

Dedicated Line to TSC -----	382-0771
NRC Emergency Notification System (Red Phone) -----	Ringdown
Telephones -----	382-0767
	-0768
	-0769
	-0770
	-0772
	-0773
	-0774
	-0775
	-0776
	-0777
	-0778
	-0779
	-0780

RADIOLOGICAL ASSESSMENT

Dose Assessment Coordinator

Dedicated Line to TSC Health Physics -----	382-0746
--	----------

Field Monitoring Coordinator -----	382-0735
	-0736

Health Physics Network (HPN) Communicator -----	382-0743
---	----------

Off-site Dose Assessment

Director -----	382-0744
	-0745
Staff -----	382-0748
	-0749
	-0750

Telecopier (In Off-Site Dose Assessment Room) -----	382-0747
---	----------

STATES

-0751

State Representatives (in Manager's Area)

North Carolina ----- 382-0765

South Carolina ----- 382-0764

State Representatives (in Off-site Dose Assessment Area) ----- 382-0741

-0742

-0756

-0757

TECHNICAL SERVICES

Staff ----- 382-0738

-0739

-0740

TECHNICAL SUPPORT CENTER - CATAWBA

To access Duke Microwave from CMC, dial 8 + number below.
To access Outside Lines from CMC, dial 9 + number below.

	Duke Microwave	Outside Lines
<u>STATION MANAGER</u>	831-5870	831-2922
<u>MAINTENANCE</u>		
Superintendent	831-5871	
<u>OPERATIONS</u>		
Superintendent	831-5896	831-8040
Operating Manager	831-5872	
Assistant Operating Engineers	831-5877 831-5898	831-2674
<u>STATION SERVICES</u>		
Superintendent	831-5886	831-2922
Administrative Area	831-5892	831-8106
Westinghouse	831-5894	
Design Engineer	831-793	
Security (CAS)	831-3253	
<u>TECHNICAL SERVICES</u>		
Superintendent		831-8040
Compliance		
Compliance Manager	831-5890	831-8969
Station Emergency Planner	831-3429	
Data Coordinator	831-5876 831-5885	831-8184
Radiation Protection		
Radiation Protection Manager	831-5880	

TECHNICAL SUPPORT CENTER - CATAWBA (Cont'd)

	<u>Duke Microwave</u>	<u>Outside Lines</u>
Dose Assessment Coordinator	831-5881	831-8970 831-8042
Field Monitoring Coordinator	831-5882	831-8182
RP Support Coordinator	831-5879	
Surveillance and Control Coordinator	831-5878	
Off-site Communicator	831-3438	831-7410
Performance		
Performance Manager and Test Engineer	831-5875	831-2755
Reactor Engineer	831-5873 831-5874	831-8183
Project Services		
Projects Manager	831-3438	
<u>MISCELLANEOUS</u>		
News Group Liaison	831-5888	
Nuclear Regulatory Commission	831-5895 831-5887	831-8209 831-8181
Telecopier (Administration)	831-3401	
Telecopier (Emergency Notification Only)	831-3532	

OPERATIONAL SUPPORT CENTER --- CATAWBA

To access Duke Microwave from CMC, dial 8 + number below.

	<u>Duke Microwave</u>
OSC Coordinator	831-5934 831-5457
OPS Supervisor	831-5458 831-5935
Radiation Protection Supervisor	831-5452 831-5938
Radiation Protection DRC	831-5939
Chemistry Manager	831-5454
Mechanical Maintenance Manager	831-5453
Planning/Materials Manager	831-5969
IAE Manager	831-5456
Transmission	831-5968
Safety	831-5936
OSC Fax	831-5518

TECHNICAL SUPPORT CENTER - MCGUIRE

To access Duke Microwave from CMC, dial 8 + number below.
To access Outside Lines from CMC, dial 9 + number below.

<u>STATION MANAGER</u>	875-4950
<u>MAINTENANCE</u>	
Superintendent	875-4953
<u>OPERATIONS</u>	
Superintendent	875-4951
<u>STATION SERVICES</u>	
Superintendent	875-4955
<u>TECHNICAL SERVICES</u>	
Superintendent	875-4954
Compliance	
Compliance Manager	875-4970
Radiation Protection Manager	875-4959
Dose Assessment Coordinator --	875-4969
Dose Assessment Personnel	875-4976
Field Monitoring Coordinator	875-4977
Off-site Communicator	Select Signaling 312
Performance	
Reactor Engineer	875-4968
<u>MISCELLANEOUS</u>	
Nuclear Regulatory Commission	875-4519 875-4520
Corporate Communications	875-4961
Outside Lines*	
Communicator Area	875-1951
Managers Area	875-1952
	or 875-1957
NRC Area	875-1953
	or 875-1955
Field Monitoring Area	875-1956
Static Switchboard	875-4000
Telecopier in Off-site Communicator Area	875-1954
Telecopier in Corp. Communications Area	875-1959

*to access these numbers, dial 9+ number shown

OPERATIONAL SUPPORT CENTER - MCGUIRE

To access Duke Microwave from CMC, dial 8+ number below.

	Duke Microwave
OSC Coordinator	875-4952
OPS Supervisor (SRO/RO)	875-4975
RP General Supervisor	875-4966
RP ALARA Supervisor	875-4965
RP Supervisor	875-4974
Performance Manager	875-4956
Chemistry Manager	875-4960
Instrument and Electrical Manager	875-4957
Mechanical Maintenance Manager	875-4958
Maintenance Engineering Services Manager	875-4971
Safety Health Services Manager	875-4967
Transmission Superintendent	875-4964

STATES AND COUNTIES TO BE NOTIFIED -- CATAWBA

Agenc, Name	Selective Signaling Code	Telephone Number	NC/SC Radio Call Sign	Field Monitoring Radio. Code
<u>States</u>				
North Carolina				
- Warning Point	117	(919)733-3861	KNBU729	
- EOC Raleigh - Switchboard	314	(919)733-3867		
		(919)733-3868		
		(919)733-3869		
- Direct Dial		(919)733-3942		
		(919)733-3943		
		(919)733-7553		
		(919)733-3204		
		(919)733-3920		
		(919)733-6766		
-Director, Div. of Emer. Mgmt.		(919)733-3800		
-Telecopier (NC EOC)		(919)733-7554		
(NC Warning Point)		(919)733-8134		
South Carolina				
- Warning Point (Hwy. Patrol)	516	(803)737-1030	WBS264	
- SEOC (Columbia)	518	(803)734-8020		
- SEOC (Dose Assessment Only)		(803)734-8096		
- Director, Emer. Preparedness Div.		(803)734-8044		
- FEOC (Clover Armory)	514			42
Telecopier (Emergency Notification Only)		(803)222-4847		
SC State Rad. Health		(803)222-4082		
SC PIO		(803)222-7198		
- Department of Health and Environmental Control:				
Primary		(803)734-4700		
Backup		(803)253-6488		
- Telecopiers				
(SEOC - Emergency Notification Only)		(803)734-8853		
(SC Warning Point)		(803)737-1758		
Administration		(803)734-8062		
<u>Counties</u>				
Gaston				
- Warning Point	112	(704)866-3300	KGC256	20 Activates All Counties 26
- EOC	112	(704)866-3243		
- Telecopier (Emergency Notification Only)		(704)866-7623		
- Telecopier (EOC)		(704)868-4150		
Mecklenburg				
- Warning Point	116	(704)336-3333	KCE671	21
- EOC	116	(704)336-3333*		
- Telecopier (Warning Point)		(704)336-2729		
(EOC)		(704)336-4460		

*Warning point number. EOC numbers will be assigned when EOC is activated.

STATES AND COUNTIES TO BE NOTIFIED -- CATAWBA

Agency Name	Selective Signaling Code	Telephone Number	NC/SC Radio Call Sign	Field Monitoring Radio Code
York County				
- Warning Point (Use for all emergency notifications)	513	(803)324-7421	KNIS666	41
- EOC	515	(803)329-1116		
		or (803)329-7270		
- Telecopier		(803)324-7420		

STATES AND COUNTIES TO BE NOTIFIED -- MCGUIRE

Agency Name	Selective Signaling Code	Telephone Number	NC/SC Radio Call Sign	Field Monitoring Radio Code
<u>States</u>				
North Carolina				
- Warning Point	117	(919)733-3861	KNBU729	
- EOC Raleigh - Switchboard	314	(919)733-3867		
		(919)733-3868		
		(919)733-3869		
- Direct Dial		(919)733-3942		
		(919)733-3943		
		(919)733-7553		
		(919)733-3204		
		(919)733-3920		
		(919)733-6766		
-Director, Div. of Emer. Mgmt.		(919)733-3800		
-Telecopier (NC EOC)		(919)733-7554		
(NC Warning Point)		(919)733-8134		
<u>Counties</u>				
Cabarrus				
- Warning Point	119	(704)782-2123	KDX398	20 activates all counties 28
- EOC	213	(704)788-6121		
- Telecopier (Emergency Notifications Only)		(704)784-1919		
(Other Information)		(704)788-8831		
Catawba				
- Warning Point	118	(704)464-3112	WZX528	27
- EOC	118	(704)464-3112		
- Telecopier (Emergency Notifications Only)		(704)465-1220		
(Emergency Management Office)		(704)465-8392		
Gaston				
- Warning Point	112	(704)866-3300	KGC256	26
- EOC	112	(704)866-3243		
- Telecopier (Emergency Notifications Only)		(704)866-7623		
- Telecopier (EOC)		(704)868-4150		
Iredell				
- Warning Point	114	(704)878-3039	KIG902	23
- EOC	114	(704)878-3039		
- Telecopier (Emergency Nctifications Only)		(704)878-5354		

STATES AND COUNTIES TO BE NOTIFIED -- MCGUIRE (Cont'd)

Agency Name	Selective Signaling Code	Telephone Number	NC/SC Radio Call Sign	Field Monitoring Radio Code
<u>States</u>				
<u>Lincoln</u>				
- Warning Point	113	(704)735-8202	KEG746	25
- EOC	113	(704)732-3786		
- Telecopier (Emergency Notifications Only)		(704)732-9035		
- Telecopier (EOC)		(704)732-9036		
<u>Mecklenburg</u>				
- Warning Point	116	(704)336-3333	KCE671	21
- EOC	116	(704)336-3333*		
- Telecopier (Warning Point)		(704)336-2729		
(EOC)		(704)336-4460		

*Warning point number. EOC numbers will be assigned when EOC activated.

OTHER OFF-SITE AGENCIES

	<u>Primary</u>	<u>Backup</u>
<u>Federal</u>		
DOE		
- Savannah River	(803)725-3333	
- Radiation Emergency Assistance Center/Training Site (REAC/TS)	(615)576-3131	
NRC Operations Centers		
- Headquarters Bethesda, MD	ENS (Red Phone)	(301)951-0550 (301)427-4259 (301)492-8893 (301)427-4056
- Region II Atlanta, GA	(404)331-5238	(404)331-4703
- Health Physics Network (HPN) Bethesda, MD	(301)951-1212	
INPO	(404)953-0904	(404)953-0922 (404)953-3600
American Nuclear Insurers	(203)677-7305	
NC Area E Office	(704)466-5555	
Telecopier	(704)466-5578	

SELECTIVE SIGNALING DIRECTOR' -- CATAWBA

<u>LOCATION</u>	<u>CODE</u>
<u>States</u>	
North Carolina	
- Warning Point, Raleigh	117
- EOC, Raleigh	314
- Area E Office, Conover, N.C.	211
South Carolina	
- Warning Point, Columbia	516
- EOC, Columbia	518
- FEEO, Clover Armory	514
<u>Counties</u>	
Gaston	
- Warning Point	112
- EOC	112
Mecklenburg	
- Warning Point	116
- EOC	116
York	
- Warning Point	513
- EOC	515
<u>Duke</u>	
Catawba Control Room	511
Catawba TSC	512
Catawba Training Center	517
Crisis Management Center	111
<u>Other</u>	
Carowinds Theme Park -- to call	61*610
-- to deactivate	61#
WSPA Radio -- to call	43*430
-- to deactivate	43#

DECISION LINE NETWORK -- CATAWBA

NOTE: This network is for use by states and counties to coordinate protective action decisions, siren and EBS activation, etc. It may be used to communicate with the CMC to discuss Duke's protective action recommendations.

Group Call	5*
South Carolina EOC (Columbia)	58
South Carolina Forward EOC (Clover Armory)	54
North Carolina EOC (Raleigh)	35
North Carolina Area E Office (Conover)	37
Gaston County EOC	52
Mecklenburg County EOC	36
York County EOC	55
Catawba CMC	11

NOTE: to cancel Groups calls or Individual calls press 5#.

SELECTIVE SIGNALING DIRECTORY -- MCGUIRE

<u>LOCATION</u>	<u>CODE</u>
<u>States</u>	
North Carolina	
- Warning Point, Raleigh	117
- EOC, Raleigh	314
- Area E Office, Conover, N.C.	211
<u>Counties</u>	
Cabarrus	
- Warning Point	119
- EOC	213
Catawba	
- Warning Point	118
- EOC	118
Gaston	
- Warning Point	112
- EOC	112
Iredell	
- Warning Point	114
- EOC	114
Lincoln	
- Warning Point	113
- EOC	113
Mecklenburg	
- Warning Point	116
- EOC	116
<u>Duke</u>	
McGuire Control Room	311
McGuire TSC	312
Crisis Management Center	111

Decision Line Network --- McGuire

Note: This network is for use by states and counties to coordinate protective action decisions, siren and EBS activation, etc. It may be used to communicate with the CMC to discuss Duke's protective action recommendations.

Group Call	3*
North Carolina EOC (Raleigh)	35
North Carolina Area E Office (Conover)	37
Gaston County EOC	52
Mecklenburg County EOC	36
Lincoln County EOC	33
Iredell County EOC	34
Catawba County EOC	32
McGuire CMC	11

Note: To cancel group calls or individual calls press 3#.

Distribution List

<u>Location</u>	<u>No. of Copies</u>
Emergency Communications - CMC	3
Admin. and Logistics - CMC	3
Managers' Area - CMC	10
Off-site Monitoring - CMC	2
Off-site Dose Assessment - CMC	8
NRC Room - CMC	3
Plant Assessment - CMC	10
Technical Services - CMC	3
Conference Room - CMC	1
Copier/Telecopier Room - CMC	1
Security Area - CMC	1
News Group (Diane Savage)	10
States and Counties	
Cheryl Lanning (MNS)	1
Procedures Cabinet	3

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP-13

Notifications to States and Counties from the
Crisis Management Center

R E Harris

(Approved By)

02/20/92

(Date)

CMIP-13
NOTIFICATIONS TO STATES AND COUNTIES FROM THE
CRISIS MANAGEMENT CENTER

1.0 SYMPTOMS

- 1.1 An emergency has been declared and the State/County Communicators have been called to staff the CMC.

2.0 IMMEDIATE ACTIONS

NOTE: For Oconee, see CMIP-15 for immediate actions. The following steps apply for Catawba and McGuire only.

- 2.1 Upon arriving at the CMC, get the authentication code word list and a working copy of CMIP-13 from the procedures cabinet in the Managers Area. Get a copy of the emergency telephone directory which is kept in the Emergency Communications Room. (Telephone numbers are shown in CMIP-8, Oconee Crisis Telephone Directory or CMIP-9, Catawba/McGuire Crisis Telephone Directory.)
- 2.2 Tell the off-site communicator in the Technical Support Center (TSC) that you will be checking communications to the states and counties. Complete items 1 and 2 of Enclosure 4.1, Turnover Checklist (for the applicable station). Tell the TSC that you are not taking over responsibility for notifications yet. (Conventional telephone is the preferred means for calling the TSC.)
- 2.3 Call the affected states and counties. Tell the states and counties that you are testing communications capability from the CMC but you are not yet taking over responsibility for notifications.
- 2.4 Notify the Emergency Communications Manager that you are ready to take over communications to the states and counties. Also, tell him when the next notification is due.
- 2.5 If time allows, test backup means of communications with states and counties. Also, verify fax numbers.
- 2.6 Immediately after the Recovery Manager declares that the CMC is activated, take turnover from the off-site communicator in the TSC by completing Enclosure 4.1, Turnover Checklist (for the applicable station). Tell the TSC that you are now responsible for notifications to states and counties.

NOTE: If the TSC is ready to provide a followup notification to states and counties, consider having the TSC transmit that notification before turning over this responsibility to the CMC.

- 2.7 Notify the states and counties that the CMC has been activated and that you are taking over responsibility for state/county communications.

3.0 SUBSEQUENT ACTIONS

- 3.1 If the emergency class is changed (e.g., from Site Area Emergency to General Emergency), states and counties must be notified as soon as possible and within 15 minutes after the change is declared by the Recovery Manager. See Step 3.4.
- 3.2 If protective action recommendations are changed, states and counties must be notified as soon as possible. If any information on the notification form is not readily available, mark it "not available" so that transmittal of the message will not be delayed. See Step 3.4.
- 3.3 Make follow-up notifications to county and state government officials according to the following schedule:

3.3.1 Alert:

- Every hour until the emergency is closed out.
or
- If there is any significant change to the situation.
or
- As agreed upon with each individual agency.

NOTE: Documentation shall be maintained for any agreed upon schedule change and the interval shall not be greater than every 4 hours to any agency.

3.3.2 Site Area Emergency and General Emergency

- Every half hour until the emergency is closed out.
or
- If there is any significant change to the situation.
or
- As agreed upon with each individual agency.

NOTE: Documentation shall be maintained for any agreed upon schedule change and the interval shall not be greater than every 2 hours to any agency.

- 3.4 Fill out the emergency notification form, Enclosure 4.2, as follows (extra copies are stored in the CMC):
- 3.4.1 Avoid using abbreviations or jargon likely to be unfamiliar to states and counties.
 - 3.4.2 If any information is not available or not applicable, write out "Not Available" or "Not Applicable" in the margin or other space as appropriate. Do not abbreviate "N.A." because this is ambiguous.
 - 3.4.3 In the top, right corner, write in the message number. Each message is numbered sequentially beginning with the initial message transmitted by the control room.
 - 3.4.4 In item 1, mark either (A) or (B) to indicate whether the event is a drill or an actual emergency. If this message involves a change in the emergency class as compared to the previous message, mark the box for "Initial." If not a change in the emergency class, mark the box for "Follow-up."
 - 3.4.5 In item 2, write down the site (e.g. McGuire) and the unit or units affected. Leave "Reported By" blank until the message is being transmitted.
 - 3.4.6 In item 3, write down a confirmation phone number that states and counties may use to call back with questions. Otherwise, leave item 3 blank until the message is being transmitted.
 - 3.4.7 Leave item 4 blank until the message is being transmitted.
 - 3.4.8 In item 5, mark the current emergency classification.
 - 3.4.9 In item 6, mark box (A) and write the time and date that the current emergency classification was declared. (If the emergency is terminated, mark box (B), write the time and date that the emergency was terminated, and then skip to item 16.)
 - 3.4.10 In item 7, write a concise description of the current emergency status (for initial notifications, provide the reason for declaring the current emergency classification.) If necessary, ask the Recovery Manager for help. Also, use the space in item 7 to provide any remarks such as "Crisis Management Center is activated".
 - 3.4.11 In item 8, mark whether the plant condition is improving, stable, or degrading. If necessary, ask the Recovery Manager, Plant Assessment Manager or Systems Analysis Coordinator what to mark.

- 3.4.12 In item 9, write (A) the time and date of reactor shutdown or (B) write the reactor power level, as applicable.
- 3.4.13 Ask the Off-site Dose Assessment Director what to mark in item 10. In item 10, mark whether the emergency involves (A) no release, (B) potential release, (C) a release is occurring, or (D) a release has occurred. If (A) or (B), go to item 14. (Procedure step 3.4.18)
- 3.4.14 If reporting a change in the emergency classification (initial notification), skip items 11-14 (steps 3.4.15, 3.4.16, 3.4.17, and 3.4.18).
- 3.4.15 In item 11, indicate the type of release and the times and dates of any releases using information provided by the Off-site Dose Assessment Director. Mark that the release is "Ground Level" for any airborne releases.
- 3.4.16 In item 12, indicate the release magnitude using information provided by the Off-site Dose Assessment Director. Mark whether the release magnitude is below or above normal operating limits. Mark the box for "curies per sec."
- 3.4.17 In item 13, write the estimate of projected offsite dose and the estimated duration using information provided by the Off-site Dose Assessment Director. Mark whether the information is "new" or "unchanged". (If unchanged from a previous notification, the information does not need to be repeated.)
- 3.4.18 In item 14, write the meteorological data including wind direction, wind speed, stability class, and type of precipitation using information provided by the Off-site Dose Assessment Director.
- 3.4.19 In item 15, use information provided by the Recovery Manager to mark either (A) No Recommended Protective Actions, (B) Evacuate, (C) Shelter In-Place, or (D) Other. If (B) or (C) are marked, write the zones to be sheltered or evacuated. (Whenever a Site Area Emergency is initially declared, the recommended protective actions will normally be "Activate sirens and EBS. Tell public to monitor EBS for further instructions". Write this in item 15.D, Other.)
- 3.4.20 In item 16, have the Recovery Manager approve the message. Write the time and date when the message is approved.

3.5 The following steps describe how to transmit the emergency message to states and counties:

- 3.5.1 Call the states and counties using the phone numbers (or radio call signs) listed in the crisis telephone directory (CMIP-8 or CMIP-9). Refer to Enclosure 4.3 regarding the use of communications systems.
- 3.5.2 Write down the time and date that calls are initiated in item 3 of the emergency notification form. (If calls are made at different times, write the time that the first call is initiated.)
- 3.5.3 When the states or counties answer, tell them you have an emergency notification from the Duke Power Crisis Management Center. Write the time and agencies (e.g. Gaston County) on the back page of the form. The time for each agency is the time contact is initiated with that agency. (You may leave the names blank until after the message has been communicated.)
- 3.5.4 Read the message aloud to the states and counties, allowing time for them to copy the information onto their form.
- 3.5.5 When you reach item 4 of the form, ask one state or county to provide a number from the authentication code word list. Then give them the code word corresponding with that number on the list. (The code word list is kept in the procedures cabinet in the CMC Managers Area.) Write the number and code word on the form.
- 3.5.6 After communicating the entire message, verify that all agencies are still on the line. Ask for the individual names and write the names on the back of the form.
- 3.5.7 Whenever practical after verbally transmitting the message, telecopy the form (front page only) to the states, counties, and the TSC. If possible, contact each agency to verify they received it. Instructions for use of the telecopiers are provided in Enclosure 4.4.

For routine, follow-up notifications, you may telecopy the notification form instead of verbally transmitting the message. This applies only if the message does not involve a change in the emergency classification or the protective action recommendations or a termination of the emergency. Call each agency to verify they received the message.

- 3.6 Immediately after the message has been communicated to states and counties, provide a copy of the Emergency Notification form to the Company Officer Communicator. (He/she will distribute the information to others, as appropriate.)

- 3.7 Whenever time allows, test the backup means of communications with each state and county. If primary communications systems fail, refer to Enclosure 4.3 regarding the use of backup communications systems. Report any failures to the Administration and Logistics Group.
- 3.8 If any calls are received requesting information about the emergency which does not fit on the notification form, first authenticate the request to ensure the person is a state or county official. Second, have the Recovery Manager approve transmittal of the information. Third, keep a log of the question, answer, and the time the answer was transmitted. A bound logbook is kept at the CMC for this purpose.
- 3.9 If the Recovery Manager makes the decision to turn over lead responsibility for the emergency to the TSC, use Enclosure 4.1 to provide turnover to the TSC off-site communicator.

4.0 ENCLOSURES

- 4.1 Turnover Checklist
- 4.2 Emergency Notification Form
- 4.3 Communications Systems
- 4.4 Operating Instructions for Canon FAX-850 Telecopier
- 4.5 Operating Instructions for radios
- 4.6 Distribution List

TURNOVER CHECKLIST - CATAWBA

1. Check the appropriate column (i.e., warning point or EOC) to indicate where the notifications are being made:

<u>State or County</u>	(Check One)	
	<u>Warning Point</u>	<u>EOC</u>
State of North Carolina	_____	_____
State of South Carolina	_____	_____
Mecklenburg County	_____	_____
Gaston Cty.	_____	_____
York Cty.	_____	_____

2. The next followup notification is due at: _____
3. Find out the content of the last notification message provided by the station. (Either have the TSC telecopy the message or have them read it to you while you copy it. Tell the TSC which telecopier number to use.)
4. Responsibility for state/county communications is turned over to the CMC at:

Time/Date: _____/_____.

Signature: _____

Enclosure 4.1, Page 2 of 2
TURNOVER CHECKLIST - MCGUIRE

1

1. Check the appropriate column (i.e., warning point or EOC) to indicate where the notifications are being made:

<u>State or County</u>	<u>(Check One)</u>	
	<u>Warning Point</u>	<u>EOC</u>
State of North Carolina	_____	_____
Mecklenburg County	_____	_____
Gaston Cty.	_____	_____
Lincoln Cty.	_____	_____
Iredell Cty.	_____	_____
Catawba Cty.	_____	_____
Cabarrus Cty.	_____	_____

2. The next followup notification is due at: _____
3. Find out the content of the last notification message provided by the station. (Either have the TSC telecopy the message or have them read it to you while you copy it. Tell the TSC which telecopier number to use.)
4. Responsibility for state/county communications is turned over to the CMC at:

Time/Date: _____/_____.

Signature: _____

EMERGENCY NOTIFICATION

1. ☐ THIS IS A DRILL ☐ ACTUAL EMERGENCY ☐ INITIAL ☐ FOLLOW-UP* MESSAGE NUMBER _____

2. SITE: _____ UNIT: _____ REPORTED BY: _____

3. TRANSMITTAL TIME/DATE: _____ (Eastern) mm / dd / yy CONFIRMATION PHONE NUMBER: _____

4. AUTHENTICATION (If Required): _____ (Number) _____ (Code word)

5. EMERGENCY CLASSIFICATION:

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

6. ☐ Emergency Declaration At: ☐ Termination At: TIME/DATE: _____ (Eastern) mm / dd / yy (If B. go to item 16.)

7. EMERGENCY DESCRIPTION/REMARKS: _____

8. PLANT CONDITION: ☐ IMPROVING ☐ STABLE ☐ DEGRADING

9. REACTOR STATUS: ☐ SHUTDOWN TIME/DATE: _____ (Eastern) mm / dd / yy ☐ _____ % POWER

10. EMERGENCY RELEASE(S):

☐ NONE (Go to item 14.) ☐ POTENTIAL (Go to item 14.) ☐ IS OCCURRING ☐ HAS OCCURRED

**11. TYPE OF RELEASE: ☐ ELEVATED ☐ GROUND LEVEL

☐ AIRBORNE: Started _____ / _____ / _____ Stopped: _____ / _____ / _____
Time (Eastern) Date Time (Eastern) Date

☐ LIQUID: Started _____ / _____ / _____ Stopped: _____ / _____ / _____
Time (Eastern) Date Time (Eastern) Date

**12. RELEASE MAGNITUDE: ☐ CURIES PER SEC ☐ CURIES NORMAL OPERATING LIMITS: ☐ BELOW ☐ ABOVE

☐ NOBLE GASES _____ ☐ IODINES _____

☐ IODINE/NOBLE GAS RATIO (If available) _____ ☐ OTHER _____

**13. ESTIMATE OF PROJECTED OFFSITE DOSE: ☐ NEW ☐ UNCHANGED ESTIMATED DURATION: _____ HRS.

	Wholebody DOSE RATE (mrem/hr)	Child Thyroid DOSE RATE (mrem/hr)	Wholebody DOSE (mrem)	Child Thyroid DOSE (mrem)
SITE BOUNDARY	_____	_____	_____	_____
2 MILES	_____	_____	_____	_____
5 MILES	_____	_____	_____	_____
10 MILES	_____	_____	_____	_____

**14. METEOROLOGICAL DATA: ☐ WIND DIRECTION (from) _____ ° ☐ SPEED (mph) _____

☐ STABILITY CLASS _____ ☐ PRECIPITATION (type) _____

15. RECOMMENDED PROTECTIVE ACTIONS:

☐ NO RECOMMENDED PROTECTIVE ACTIONS

☐ EVACUATE _____

☐ SHELTER IN-PLACE _____

☐ OTHER _____

16. APPROVED BY: _____ (Name) _____ (Title) TIME/DATE: _____ (Eastern) mm / dd / yy

* If items 8-14 have not changed, only items 1-7 and 15-16 are required to be completed.

**Information may not be available on initial notifications.

Form 34888 (R7-90)

GOVERNMENT AGENCIES NOTIFIED

Record the name, date, time and agencies notified.

(name)

(date)

(time)

(agency)

2

(name)

(date)

(time)

(agency)

3

(name)

(date)

(time)

(agency)

4

(name)

(date)

(time)

(agency)

5

(name)

(date)

(time)

(agency)

6

(name)

(date)

(time)

(agency)

7

(name)

(date)

(time)

(agency)

Enclosure 4.3

COMMUNICATIONS SYSTEMS

The following is the suggested priority for the communications systems used to notify states and counties:

1. Selective Signaling System
2. Commercial Telephone
3. South Carolina Local Government Radio or North Carolina Emergency Management radio
4. Duke Power Crisis Management radio network (normally used for field monitoring)

Note: The Decision Line phone located in the Managers Area can be an effective alternative to the selective signaling for calling the state/county EOCs, but not the warning points (law enforcement centers).

Use of the group call feature on the Selective Signalling System is not recommended, because it automatically rings at each state and county warning point. In most cases, the CMC will notify the emergency operations centers instead of the warning points.

The Duke Power radio can be used to notify the county warning points, but the state cannot be directly notified. Have one of the counties relay the message to the state. The Duke Power radio is normally used to communicate with the field monitoring teams. Therefore, before beginning communications with the counties, ask the Field Monitoring Radio Operator to instruct the field monitoring teams to maintain radio silence while notifications are being made.

Instructions for operating the communications systems are included in the Crisis Telephone Directory (CMIP-8 for Oconee or CMIP-9 for Catawba/McGuire). Enclosure 4.5 contains instructions for operating radios.

OPERATING INSTRUCTIONS FOR CANON FAX-850 TELECOPIER

A. PRINT A LIST OF PHONE NUMBERS ALREADY REGISTERED (PROGRAMMED):

1. Open the one-touch speed dial panels.
2. Press "Tel. Registration".
3. Press "Report".

B. TRANSMIT TO ALL STATES/COUNTIES:

Note: Use this feature after all EOC's are activated. Otherwise, you may need to fax to the warning point for any state or county whose EOC is not yet activated.

1. Adjust the paper guides according to the width of the document. (Otherwise, the image will be automatically reduced.)
2. Insert the document face down.
3. Press the one-touch speed dial key that corresponds to the "MNS Call Group" or "CNS Call Group" as applicable.
4. The fax will read the document into memory in about 3 seconds. Then, it will send to each number in sequence. If it encounters a problem, it will proceed to the next number and try again later up to 3 times.
5. When finished, the fax will print a report indicating each number dialed and whether the transaction was successful. If not, an error code on the report will indicate the reason for failure. Error codes are defined on page 168 of the instruction book.

Note: While the fax sends documents from the memory you can also (1) load other documents in the memory, (2) copy documents, (3) print reports, and (4) register information.

C. TRANSMIT TO A SINGLE PARTY USING ONE-TOUCH SPEED DIAL:

Note: The number must be registered (programmed) into memory already.

1. Adjust the paper guides according to the width of the document.
2. Insert the document face down.
3. Press the one-touch speed dial key corresponding to the desired fax number.

OPERATING INSTRUCTIONS FOR CANON FAX-B50 TELECOPIER

4. The fax will read the document into memory in about 3 seconds. Then, it will call the number and transmit.
 5. When finished, a report will be printed indicating whether the transmission was successful. If not, an error code on the report indicates the reason for failure.
- D. TRANSMIT TO A PHONE NUMBER NOT REGISTERED (PROGRAMMED):
1. Adjust the paper guides according to the width of the document.
 2. Insert the document face down.
 3. Open the one-touch panels and enter the fax number using the keypad.
 4. Press the Start button (green button).
- E. MONITOR THE STATUS OF A TRANSACTION IN PROGRESS:
1. Press "Monitor" and hold it down. The display will show the status.
- F. REGISTER A FAX NUMBER FOR ONE-TOUCH SPEED DIAL:
- Note: For more details, see Page 47 of the instruction book.
1. Switch the "Registration" switch to "On". (A reminder will flash in the display to switch it off. Ignore this reminder while registering a number.)
 2. Open the panels and press "Tel. Registration". (The display will indicate "One-Touch Speed Dial.")
 3. Press "Set".
 4. Close the panels and press the one-touch speed dial key under which you want to register the number.
 5. If changing an existing number, open the panels and press "clear".
 6. Open the panels and enter the fax number using the keypad.
 7. Press "Set".

OPERATING INSTRUCTIONS FOR CANON FAX-850 TELECOPIER

8. Enter the other party's name.
(See page 28 of the instruction book for details. If you are in a hurry or if there is no change to the existing name, skip this step.)
9. Press "Set".
10. If you want to register additional fax numbers, press "Set" again and go back to step 4 above.
11. If you are finished registering, press "Standby". Then, close the panels.
12. Switch the "Registration" switch to the "Off" position.
13. To verify that the numbers are registered correctly, print a report as described in Section A.

G. REGISTERING GROUP DIALING:

Note: See page 55 of the instruction book for more details.

1. Switch the "Registration" switch to "On". (Ignore the flashing reminder while registering.)
2. Open the panels and press "Tel. Registration".
3. Use the search keys (up or down arrow keys) to display "Group Dial". Then, press "Set".
4. Close the panels and press the one-touch key under which you want to register the group.
5. Open the panels and press "Set".
6. Close the panels and press the one-touch keys for the numbers you want included in the group. (Note: If adding numbers to an existing group, press the one-touch keys for the new numbers. If erasing a number from an existing group, locate the number with the search keys and press "Clear".)
7. Press "Set".
8. Enter the name of the group. (See page 28 of the instruction book for details. If you are in a hurry or if there is no change to the existing name, skip this step.)

OPERATING INSTRUCTIONS FOR CANON FAX-850 TELECOPIER

9. Press "Set".
10. Press "Standby".
11. Switch the "Registration" switch to the "Off" position.
12. To verify that the numbers are registered properly, print out a report as described in Section A.

H. URGENT DOCUMENTS:

If there is a long line of documents in the memory waiting to be sent and you need to send an urgent document:

1. Insert the urgent document face down.
2. Dial the fax number (using one-touch speed dial only.)
3. Press the Start (green) button.
4. After the current document is sent, the fax will send the urgent document. The fax will then resume sending from the memory.

I. STOP SENDING A DOCUMENT ALREADY IN PROGRESS:

1. Press and hold "Monitor".
2. After the date and time display is replaced by something else, press "Stop" (red button).

Note: If the above steps do not work, do the following:

1. Make sure the "Registration" switch is in the "Off" position.
2. Switch off the machine using the "On/Off" switch on the back (just above the plug).

J. PRINT AN ACTIVITY MANAGEMENT REPORT SHOWING THE TIME OF EACH TRANSACTION:

1. Open the one-touch panels and press "Report". The report will show the last 40 transactions.

OPERATING INSTRUCTIONS FOR CANON FAX-850 TELECOPIER

K. ERASING DOCUMENTS FROM THE MEMORY:

Note: A green light (under the Start button) indicates information is stored in the document memory. If a transaction fails due to an error, the document memory will continue to store the document information until it is cleared. To erase the document from the memory, see page 82 of the instruction book.

L. COPY A DOCUMENT:

1. Insert the document face down.
2. Press Start (green button).

OPERATING INSTRUCTIONS FOR RADIOS

NORTH CAROLINA EMERGENCY MANAGEMENT RADIO

To operate radio:

1. Turn the Power Switch to "ON".
2. Select the appropriate frequency:
 - a. Frequency 1 is the Radiation Protection Frequency
 - b. Frequency 2 is the Emergency Management Frequency. Use this frequency for sending Emergency Notifications to North Carolina and North Carolina counties.
3. Depress the bar labelled "TRANSMIT" on the microphone and say, "(Agency Call Sign), this is WNLK241 -- CMC Charlotte, Over" to initiate a call. (Agency Call Sign) represents the call sign and agency name of the party desired (for example, KGC256 -- Gaston County. See pages 15-16 for agency call signs). Release the bar.
4. The agency should respond "WNLK241, this is (Agency Call Sign), Over".
5. Once initial contact has been made with all needed North Carolina off-site agencies, depress the "TRANSMIT" bar again and send the message.
6. When the conversation is completed, conclude by saying "WNLK241 Out" and release the bar.

SOUTH CAROLINA LOCAL GOVERNMENT RADIO

To operate the radio:

1. Turn the Power Switch to "ON".
2. Select the appropriate frequency:
 - a. Frequency 1 is preferred for local transmissions (e.g. York County).
 - b. Frequency 2 makes use of the Rock Hill Repeater. Use this frequency if contact with the SEOC in Columbia is needed.
3. Depress the bar labelled "TRANSMIT" on the microphone and say, "(Agency Call Sign), this is WNLU432 -- CMC Charlotte, Over" to initiate a call. (Agency Call Sign) represents the call sign and agency name of the party desired (for example, WBS264 -- EOC Columbia. See page 14 for agency call signs). Release the bar.
4. The agency should respond "WNLU432, this is (Agency Call Sign), Over".
5. Once initial contact has been made with all needed South Carolina off-site agencies, depress the "TRANSMIT" bar again and send the message.
6. When the conversation is completed, conclude by saying "WNLU432 Out" and release the bar.

FIELD MONITORING RADIO

To contact the field teams:

1. Turn the Power Switch to "ON".

2. Select the appropriate station using the "Black Box" switch, as follows:
 - a. McGuire - Position "A"
 - b. Catawba - Position "D"
3. Depress the bar labelled "TRANSMIT" on the microphone and say, (Identifier) Team, this is (CMC Call Sign) -- CMC Charlotte, Over "Identifier" is the name of the team (for example, Alpha Team) (CMC Call Sign) is the appropriate call sign for the affected station, as follows:
 - a. Catawba -- KNHB778
 - b. McGuire -- WQC700
 - c. Oconee -- WQC699
4. The field should respond, "(CMC Call Sign) this is (Identifier) Team, Over".
Depress the "TRANSMIT" bar again and give instructions.
6. When the conversation is completed, conclude by saying "(CMC Call Sign) Out", giving the appropriate call sign for the station affected.

To contact the Counties:

1. Turn the Power Switch to "ON".
2. Select the appropriate station using the "Black Box" switch, as follows:
 - a. McGuire - Position "A"
 - b. Catawba - Position "D"
3. Using the Zetron Communications Encoder:
 - a. Push CLEAR if display does not show "all zeros".
 - b. Push numbers for the two-digit code of the desired agency or the group call code to contact every agency serviced by the base station (see pages 14-16 for agency codes - no code is required for the North Carolina EOC).
 - c. The encoder should automatically begin transmitting the tones on the radio as evidenced by the "PAGE" light. If it does not do this automatically, press the PAGE button.
 - d. Wait for the PAGE light to go out and the TALK light to go on and you are then clear to transmit your message as described in Step 4.
4. Depress the bar labelled "TRANSMIT" on the microphone and say, "(Agency Call Sign), this is (CMC Call Sign) -- CMC Charlotte, Over" Agency Call Sign represents the call sign and agency name of the party desired (for example, KNIS666 -- York County. See pages 14-16 for agency call signs). (CMC Call Sign) is the appropriate call sign for the affected station, as follows:
 - a. McGuire -- WQC700
 - b. Catawba -- KNHB778
5. The agency should respond, "(CMC Call Sign), this is (Agency Call Sign), Over".
6. Depress the "TRANSMIT" bar again and send the message.
7. When the conversation is completed, conclude by saying "(CMC Call Sign) Out" and release the bar.

To contact the TSC:

1. Turn the Power Switch to "ON".
2. Select the appropriate station using the "Black Box" switch, as follows:
 - a. McGuire - Position "A"
 - b. Catawba - Position "D"
3. Depress the "INTERCOM" button on the radio unit and say "CMC to TSC." Release the button.
4. TSC should respond "TSC to CMC"
5. Continue to press intercom to talk and release to receive.
6. No sign-offs or call signs are needed since communication does not occur over radio.

Enclosure 4.6

PROCEDURE CONTROLLED DISTRIBUTION LIST

Control copies and working copies of this procedure are placed in the CMC facilities according to CMIP-21. In addition, a copy will be sent to each state/county communicator listed in CMIP-5 for their information.

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP-15

OCONEE CMC INITIAL ACTIVATION

REV. 1
February 1, 1992

K. L. Harris

Approved By

01/27/92

Date

OCONEE CMC INITIAL ACTIVATION

1.0 SYMPTOMS

- 1.1 An emergency has occurred that warrants staffing and activating the CMC.

2.0 IMMEDIATE ACTIONS

- 2.1 Oconee Station switchboard activates CMC pagers. The message will be "Blue Echo" (Oconee Emergency) or "Blue Delta" (Oconee Drill).
- 2.2 Additional personnel may be called-in using Enclosure 4.1, as necessary.
- 2.3 Nuclear Production Duty Engineer will begin telephone notifications per the applicable Duty Engineer procedure.
- 2.4 Any person who has consumed alcohol within the past 5 hours will notify the Recovery Manager. The Recovery Manager or his designee will determine whether the person is fit to perform his/her duties. (This step is not required whenever this determination was already made via telephone.)
- 2.5 CMD-Security shall:
 - 2.5.1 Dispatch two persons to the CMC to unlock the facility and establish access control.
 - 2.5.2 Disarm the burglar alarm by pressing 11246 on the keypad and verifying that the "ARMED" light goes out. If not, press * and re-enter the code.
 - 2.5.3 Unlock the janitor storage closet.
 - 2.5.4 Unlock the procedure cabinet in the Managers Area.
 - 2.5.5 Set the thermostat to the "Continuously Occupied" Mode. (Press the "Continuously Unoccupied" button and make sure the light goes out.)
 - 2.5.6 Switch on the PA system amplifier in the telephone equipment room.
 - 2.5.7 Establish access control per CMIP-4, Section C.
- 2.6 The state/county communicator shall:
 - 2.6.1 Call the off-site communicator at the TSC and obtain the applicable information for Enclosure 4.3, TSC/CMC Turnover Checklist. Give this information to the Recovery Manager.
 - 2.6.2 Notify the state and counties when the CMC is activated.

- 2.7 The Plant Assessment Manager shall call the CMC Liaison at the TSC and obtain the applicable information for Enclosure 4.3, TSC/CMC Turnover Checklist. Give this information to the Recovery Manager.
- 2.8 The Radiological Assessment Manager shall call the Dose Assessment Coordinator at the TSC and obtain the applicable information for Enclosure 4.3, TSC/CMC Turnover Checklist. Give this information to the Recovery Manager.
- 2.9 The Recovery Manager shall:
 - 2.9.1 Notify the Emergency Coordinator of your arrival and establish an open phone line.
 - 2.9.2 Determine fitness-for-duty for any persons who have consumed alcohol within 5 hours. (This may be delegated to the appropriate CMC group manager.)
 - 2.9.3 Use Enclosure 4.2, CMC Readiness Checklist, to determine when the CMC is staffed and ready to receive turnover from the TSC.
 - 2.9.4 Call the Emergency Coordinator and receive turnover by completing Enclosure 4.3, TSC/CMC Turnover Checklist.
 - 2.9.5 Announce to all CMC personnel that the CMC is activated. See Enclosure 4.4, Sample Announcement of CMC Activation.
 - 2.9.6 Ensure that the state and counties are notified of CMC activation by the state/county communicator.
 - 2.9.7 Ensure that the TSC will notify the NRC of CMC activation.

3.0 SUBSEQUENT ACTIONS

- 3.1 The Recovery Manager shall:
 - 3.1.1 Discuss plant status periodically with the Emergency Coordinator at the TSC.
 - 3.1.2 Provide frequent (about every 30 minutes) status updates to CMC personnel.
 - 3.1.3 Contact the state periodically to discuss overall emergency status, explain the basis for protective action recommendations, etc. Key contacts are as follows:

South Carolina

Paul Lunsford - Director, Emergency Preparedness Division
 George Schneider - Operations Officer

- 3.1.4 Determine the appropriate emergency classification per RP/O/B/1000/01. If a change is made to the emergency class:
 - 3.1.4.1 Announce the emergency class and the time of classification to CMC personnel,
 - 3.1.4.2 Notify the Emergency Coordinator of the change,
 - 3.1.4.3 Ensure that the state and counties are notified within 15 minutes, and
 - 3.1.4.4 Ensure that the TSC will notify the NRC within 1 hour.
 - 3.1.4.5 If a Site Area Emergency is declared, recommend that the counties sound the sirens and EBS to notify the public.
 - 3.1.4.6 Refer to CMIP-1 for criteria regarding terminating an emergency and initiating the Recovery phase.
- 3.1.5 Determine the appropriate protective action recommendations using RP/O/B/1000/06, Determination of Protective Action. Decisions to notify and recommend protective actions to states and counties may not be delegated.
- 3.1.6 Maintain a log of major activities and decisions (or designate someone to do this).
- 3.1.7 Review and approve news releases.
- 3.2 The initial response team personnel shall perform their duties as described in Enclosures 4.5 through 4.11, as applicable. As additional CMC personnel arrive to augment the initial response team, duties may be performed using CMIP-1, 2, 4, 5, 6, or 7 as these procedures become applicable.
- 3.3 If a loss of power occurs, verify proper operation of the emergency generator. If problems occur, go to the control panel in the Mechanical Room and assess the situation. If assistance is needed, contact the supervisor on call at the Clemson Operations Center by calling 803-654-7128.

4.0 ENCLOSURES

- 4.1 Oconee CMC Initial Response Team
- 4.2 CMC Readiness Checklist
- 4.3 Recovery Manager Turnover Checklist
- 4.4 Sample Announcement of CMC Activation
- 4.5 Recovery Manager Position Description
- 4.6 Radiological Assessment Manager Position Description

- 4.7 Plant Assessment Manager Position Description
- 4.8 Emergency Communications Manager Position Description
- 4.9 State/County Communicator Position Description
- 4.10 Access Control Director Position Description
- 4.11 Administration and Logistics Manager Position Description

OCONEE CMC INITIAL RESPONSE TEAM

<u>Position/Name</u>	<u>Work No.</u>	<u>Home No.</u>
<u>Recovery Manager:</u>		
Lanny Wilkie	885-3017	
Paul Stovall	885-3307	
Bryan Dolan	885-3314	
<u>Radiological Assessment Manager:</u>		
Lamar E. Garrett	885-3503	
Mitch Frye	885-3610	
Don Davis	885-3502	
Dixie Kelly	885-3504	
<u>Plant Assessment Manager:</u>		
Larry Hindman	885-3347	
William H. Caudill	885-3441	
John Alan Whitener	885-3456	
Camden H. Eflin	885-3450	
<u>Emergency Communications Manager:</u>		
Eddie L. Anderson	885-3380	
Jim Byko	885-3461	
Charles B. Matheson	885-3505	
Gabriel Washburn	885-3453	
<u>State/County Communicator:</u>		
Olson K. Mercado	885-3613	
Cindy D. Stabler	885-3475	
James M. Diss	885-3375	
James R. Kiser	885-3376	
<u>Access Control Director:</u>		
CMD-South Security	885-4000	
<u>Administration and Logistics Manager:</u>		
Grady Allen	373-4691	
	or 944-4084	
Ted W. Roach	885-4073	

Note: See CMIP-4, Section B, for other names and numbers.

News Group:

World of Energy duty person

Note: See CMIP-2 for other names and numbers.

CMC READINESS CHECKLIST

1. The following positions are staffed with personnel capable of performing their duties:

_____ Recovery Manager
_____ Radiological Assessment Manager
_____ Plant Assessment Manager
_____ Emergency Communications Manager
_____ State/County Communicator
_____ Access Control

TSC/CMC TURNOVER CHECKLIST

CMIP-15
Enclosure 4.3
Page 1 of 2

PLANT ASSESSMENT MANAGER

1. ☐ THIS IS A DRILL ☐ ACTUAL EMERGENCY
2. SITE: _____ UNIT: _____
3. TIME/DATE: _____ (Eastern) mm / dd / yy
4. _____ (Number) _____ (Codeword)
5. EMERGENCY CLASSIFICATION:
☐ NOTIFICATION OF UNUSUAL EVENT ☐ ALERT ☐ SITE AREA EMERGENCY ☐ GENERAL EMERGENCY
6. ☐ Emergency Declaration At: _____ TIME/DATE: _____ (Eastern) mm / dd / yy
7. EMERGENCY DESCRIPTION/REMARKS: See page 2 of 2

8. PLANT CONDITION: ☐ IMPROVING ☐ STABLE ☐ DEGRADING9. REACTOR STATUS: ☐ SHUTDOWN TIME/DATE: _____ (Eastern) mm / dd / yy ☐ % POWER

10. EMERGENCY RELEASE(S):

☐ NONE (Go to item 14.) ☐ POTENTIAL (Go to item 14.) ☐ IS OCCURRING ☐ HAS OCCURRED**11. TYPE OF RELEASE: ☐ ELEVATED ☐ GROUND LEVEL☐ AIRBORNE: Started: _____ / _____ / _____ Stopped: _____ / _____ / _____
Time (Eastern) Date Time (Eastern) Date☐ LIQUID: Started: _____ / _____ / _____ Stopped: _____ / _____ / _____
Time (Eastern) Date Time (Eastern) Date**12. RELEASE MAGNITUDE: ☐ CURIES PER SEC. ☐ CURIES NORMAL OPERATING LIMITS: ☐ BELOW ☐ ABOVE☐ NOBLE GASES _____ ☐ IODINES _____☐ IODINE/NOBLE GAS RATIO (If available) _____ ☐ OTHER _____**13. ESTIMATE OF PROJECTED OFFSITE DOSE: ☐ NEW ☐ UNCHANGED ESTIMATED DURATION _____ HRS.

	Wholebody DOSE RATE (mrem/hr)	Child Thyroid DOSE RATE (mrem/hr)	Wholebody DOSE (mrem)	Child Thyroid DOSE (mrem)
SITE BOUNDARY				
2 MILES				
5 MILES				
10 MILES				

**14. METEOROLOGICAL DATA: ☐ WIND DIRECTION (from) _____ ° ☐ SPEED (mph) _____
☐ STABILITY CLASS _____ ☐ PRECIPITATION (type) _____

15. RECOMMENDED PROTECTIVE ACTIONS:

- ☐ NO RECOMMENDED PROTECTIVE ACTIONS
- ☐ EVACUATE _____
- ☐ SHELTER IN-PLACE _____
- ☐ OTHER _____

RAD. ASSESSMENT MANAGER

(Name)

(Title)

(Eastern)

mm

dd

yy

**Information may not be available on initial notifications.

EMERGENCY DESCRIPTION/REMARKS

Initiating Condition: _____

On-going problems: _____

OTHER UNITS' STATUS _____

COMMUNICATIONS STATUS

Last message (number) _____ sent _____

Time

Next message due _____

Time

To be transmitted by: CMC _____ TSC _____

Agencies who are being contacted:

System Used

Pickens Emergency Preparedness Agency _____

Pickens Law Enforcement Center _____

Oconee Emergency Preparedness Agency _____

Oconee Law Enforcement Agency _____

State Warning Point (SC Highway Dept.) _____

State Emergency Operations Center (SEOC) _____

Forward Emergency Operations Center (FEOC) _____

Bureau of Rad Health _____

Communication problems experienced: _____

Telecopy all messages sent by Control Room and TSC to CMC if possible. As a minimum, read the most recent message.

SITE EVACUATION Yes ____ No ____ Time of Evacuation _____

Evacuation Location: Daniel High School ____ Keowee Elementary ____

CMC ACTIVATED AT _____ Recovery Manager _____

Note: Synchronize Clocks with TSC

SAMPLE ANNOUNCEMENT OF CMC ACTIVATION

Recovery Manager: "May I have your attention please."

The CMC is being activated as of _____ hours. I, _____ (name) _____, am the Recovery Manager and I have taken over emergency management responsibilities from the Emergency Coordinator at the Technical Support Center. Each CMC group manager should make sure everyone in his or her group is made aware of this.

I would like to provide you a brief status update at this time"

RECOVERY MANAGER
POSITION DESCRIPTION

Primary Responsibilities:

1. Provide management direction and control of Duke Power's emergency response activities.
2. Determine the appropriate emergency classification.
3. Decide regarding recommendations to off-site agencies for public protective actions.
4. Coordination with federal, state, and local agencies.
5. Review and approve news releases before dissemination to the news media.
6. Maintain a logbook (or designate someone to this).

Principal Interfaces:

1. TSC Emergency Coordinator
2. S. C. Emergency Preparedness Division (EPD) Director
3. NRC Director of Site Operations
4. CMC State/County Communicator
5. CMC Group Managers

RADIOLOGICAL ASSESSMENT MANAGER
POSITION DESCRIPTION

Primary Responsibilities:

1. Coordinate radiological and environmental assessments. Communicate with the state and the NRC, as appropriate, regarding radiological conditions. (Off-site dose projections and field monitoring will be performed by the TSC until the Oconee CMC staff is augmented by personnel from the Charlotte area.)
2. Advise the Recovery Manager regarding emergency classifications and off-site protective actions, based on radiological conditions. (These recommendations should be coordinated with the Plant Assessment Manager.)
3. Provide information to the State/County Communicator for the Emergency Notification form, items 10-14.
4. Monitor radiological conditions, as necessary, if a radiological release could potentially affect persons within the CMC. Advise the Recovery Manager of any necessary protective actions. (See Crisis Management Plan, Section K for emergency worker exposure limits.) The radiological emergency kit containing survey instruments, etc. is in the Audio/Visual Room adjacent to the Joint Information Center.

Principal Interfaces:

1. Dose Assessment Coordinator at the TSC.
2. S. C. Department of Health and Environmental Control (DHEC) representatives of the State ECOC.
3. NRC Protective Measures Coordinator or other appropriate NRC representatives.
4. Plant Assessment Manager
5. State/County Communicator
6. Recovery Manager

PLANT ASSESSMENT MANAGER
POSITION DESCRIPTION

Primary Responsibilities:

1. Advise the Recovery Manager regarding emergency classifications and off-site protective actions, based upon assessment of plant conditions, e.g., core, containment, safety systems.
2. Discuss plant conditions with the Radiological Assessment Manager and coordinate any recommendations.
3. Provide information to the State/County Communicator, as needed.
4. Assist the Technical Support Center with accident assessment and development of strategies for accident mitigation.
5. After arrival of the NRC site team, coordinate closely with the NRC Reactor Safety Team personnel.

Note: Refer to CMIP-6 for additional information about the Plant Assessment Group functions.

Principal Interfaces:

1. TSC Operations Group (CMC Liaison)
2. NRC Reactor Safety Team
3. Radiological Assessment Manager
4. State/County Communicator
5. Recovery Manager

EMERGENCY COMMUNICATIONS MANAGER
POSITION DESCRIPTION

Primary Responsibilities:

1. Provide direction and assistance to the State/County Communicator, as needed, to ensure that notifications to the state and counties are timely and accurate.
2. Provide support, as needed, to ensure plant data is available to other CMC personnel.
3. Update status boards in the Manager's Area as time allows. Post copies of the emergency notification form used for notifying the state and counties.
4. Coordinate with the News Group to help ensure news releases are consistent with state/county notifications.
5. As time is available, provide status updates to the Senior Company Officer and to INPO.

Note: Refer to CMIP-5 for additional information about the Emergency Communications Group's functions.

Principal Interfaces:

1. State/County Communicator
2. News Coordinator
3. Senior Company Officer
4. INPO
5. Recovery Manager

STATE/COUNTY COMMUNICATOR
POSITION DESCRIPTION

Primary Responsibilities:

1. Periodically fill out the emergency notifications form, have it approved by the Recovery Manager, and communicate the approved message. (See CMIP-13.)
2. Notify the state and counties within 15 minutes of any change in the emergency classification.
3. Provide a copy of the emergency notifications form to the Emergency Communications Manager after each message is transmitted.

Principal Interfaces:

1. TSC Off-Site Communicator
2. State and County Communications Personnel
3. Recovery Manager
4. Emergency Communications Manager

ACCESS CONTROL DIRECTOR
POSITION DESCRIPTION

1. Prepare the CMC facility as described in step 2.5.
2. Set up access control per CMIP-4, Section C, using the computer listing of CMC personnel (two copies located in the grey cabinet in the hallway).

Principal Interface:

Recovery Manager

ADMINISTRATION AND LOGISTICS MANAGER
POSITION DESCRIPTION

Primary Responsibilities:

1. Provide administrative, logistics, and communications services to support emergency activities.

Principal Interfaces:

1. Recovery Manager
2. Access Control Director
3. Other CMC personnel.

CMIP-18

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE
MAINTAINING EMERGENCY PREPAREDNESS

R E Harris
Approved By

1/21/92
Date

CMIP-18
CRISIS MANAGEMENT IMPLEMENTING PROCEDURE
MAINTAINING EMERGENCY PREPAREDNESS

1.0 PURPOSE

This procedure identifies the major activities which are necessary to maintain a state of readiness for the Crisis Management Center and identifies who is responsible for ensuring each major activity is performed. In addition, the responsibilities of the Nuclear Emergency Planning (NEP) Section are clarified regarding their overall responsibility for ensuring adequate emergency preparedness.

2.0 INTRODUCTION

The Crisis Management Center (CMC) is part of a coordinated emergency response effort which also includes the station emergency organizations and federal, state, and local government emergency organizations. The activities and capabilities of the CMC are described in the Crisis Management Plan, the Crisis Management Implementing Procedures, and other supporting documents. The Nuclear Emergency Planning section of Nuclear Safety Assurance Group has the lead responsibility for the emergency preparedness of the CMC. This section, led by the Manager, Nuclear Safety Assurance, also is responsible for overall coordination of emergency response plans for all Duke Power nuclear stations. This procedure identifies the major activities involved in maintaining the preparedness of the CMC and identifies the supporting organizations responsible for performing these activities.

3.0 EMERGENCY PLANS AND PROCEDURES

The Nuclear Emergency Planning (NEP) Section is responsible for the following documents:

- a. Crisis Management Plan
- b. Crisis Management Implementing Procedures
- c. Emergency Dose Assessment Manual

The NEP Section is responsible for preparing updates to these documents and controlling their distribution. The Manager, Nuclear Safety Assurance or his designee will approve all revisions to these documents except revisions to the Crisis Management Plan which must be approved by the Manager, Nuclear Safety Assurance or the General Manager, Nuclear Services.

The NEP Section is responsible for initiating reviews of the telephone numbers contained in the procedures on a quarterly basis.

4.0 CRISIS MANAGEMENT CENTER ORGANIZATION

The primary manager for each CMC group is responsible for selecting appropriate personnel for the emergency response roles in his/her group. The NEP section may advise the CMC group managers regarding the selection of personnel. The CMC group managers will notify the NEP Section whenever changes are needed in the CMC organization for their group.

The NEP Section is responsible for ensuring the required training for CMC personnel is conducted prior to their being included in the CMC organization. The NEP Section will also coordinate with Human Resources to ensure Fitness for Duty requirements have been met before authorizing CMC access for any new members.

5.0 TRAINING

The Nuclear Emergency Planning (NEP) Section is responsible for ensuring that CMC personnel receive initial training and annual retraining according to the requirements in the Crisis Management Plan, Section 0.4. this includes establishing training objectives and maintaining documentation of the training. The NEP Section either conducts the training or arranges for other subject matter experts to conduct the training.

The NEP Section has the lead responsibility for training conducted for state and local government emergency preparedness officials according to the Crisis Management Plan, Section 0.1.a.

6.0 EXERCISES AND DRILLS

The Station Emergency Planner has the lead responsibility for planning and conducting the exercises and drills. This includes establishing exercise objectives, developing the scenarios, training controllers and evaluators, directing the conduct of the exercises, conducting the required critiques, ensuring follow-up on action items, and documenting corrective actions taken.

7.0 EMERGENCY RESPONSE FACILITIES

The CMC group managers are responsible for identifying to the NEP Section any equipment or supplies needed for their respective groups to carry out their emergency roles.

The NEP Section has the lead responsibility for ensuring Catawba and McGuire CMC facilities, including equipment and supplies, are adequately tested and maintained. Equipment and supplies inventories and operational tests are performed quarterly according to CMIP-21. The Oconee Station Emergency Planner has the lead responsibility for CMC facilities for Oconee.

8.0 ALERT AND NOTIFICATION

8.0.1 Sirens:

The Nuclear Emergency Planning Section has the lead responsibility for coordinating with the stations regarding the requirements for the design, configuration, and testing of fixed siren systems located off-site. The Station Emergency Planners have the lead responsibility for ensuring sirens are adequately tested and maintained.

8.0.2 Tone Alert Radios:

The Safety Assurance Manager, Nuclear Services is responsible for determining the types of special facilities (e.g. schools) which may receive tone alert radios.

9.0 PUBLIC EDUCATION INFORMATION

9.0.1 Annual Brochure

Corporate Communications is responsible for the annual publication and distribution of the emergency planning information booklet for each station. Before publication of each booklet, a draft copy is provided to the Nuclear Emergency Planning Section who transmits it for review to the appropriate state and county government agencies and to the Station Emergency Planner. The NEP Section ensures resolution of any comments received.

9.0.2 Information for Transients

Corporate Communications is responsible for publishing and distributing signs or stickers and brochures to inform the transient population (RE: Crisis Management Plan, Section G.1/G.2).

9.0.3 News Media Training

Corporate Communications is responsible for scheduling, conducting, and documenting the annual news media training sessions (RE: Crisis Management Plan, Section G.5).

10.0 INDEPENDENT REVIEW/AUDIT

The Nuclear Safety Review Board (NSRB) is responsible for ensuring that an independent review/audit is conducted annually per 10CFR50.54(t) and the station Technical Specifications. This involves an evaluation of all Duke Power emergency plans and implementing procedures and the adequacy of interfaces with state and local governments. The Quality Assurance Department Audit Division performs this review/audit under the cognizance of the NSRB.

The Safety Assurance Manager or his designee is responsible for notifying states and countries of any findings relating to the adequacy of interfaces. The Quality Assurance Department is responsible for retaining appropriate records for at least five years as required by 10CFR50.54(t).

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP - 21

QUARTERLY INVENTORY/EQUIPMENT TESTS

Rev. 38

February 1, 1992

K E Harris
Approved

1/20/92
Date

QUARTERLY INVENTORY/EQUIPMENT TESTS

1.0 Purpose

- 1.1 To ensure that Crisis Management Center emergency supplies are in-place, operational and available for use, if needed.

2.0 References

- 2.1 Crisis Management Plan Section H
- 2.2 NUREG-0654, Rev. 1, Section 2.H.10

3.0 Limits and Precautions

- 3.1 None

4.0 Procedure

- 4.1 At least once per quarter the System Emergency Planner or his/her designee will conduct an inventory of each of the kits or stored supplies listed in the attachments.
- 4.2 All inventories performed will be attached to a copy of this procedure indicating a completion date and stored in the System Emergency Planner's files.

5.0 Attachments

- 5.1 Radiological Assessment Emergency Kits
- 5.2 Communications Equipment Catawba/McGuire CMC
- 5.3 Communications Equipment Oconee CMC
- 5.4 Communications Equipment Oconee CMC Media Center
- 5.5 Equipment/Supplies Oconee CMC Manager's Area
- 5.6 Administration and Logistics Emergency Supplies - McGuire/Catawba - Wooden Cabinet
- 5.7 Administration and Logistics Emergency Supplies - McGuire/Catawba - Copier Room
- 5.8 Administration and Logistics Emergency Supplies - Oconee - Metal Cabinet/Copier Room
- 5.9 Equipment/Supplies McGuire/Catawba CMC Managers Area
- 5.10 Equipment/Supplies McGuire/Catawba CMC Emergency Communications
- 5.11 Equipment/Supplies Oconee CMC Emergency Communications
- 5.12 Furniture and Equipment Oconee CMC
- 5.13 Off-site Dose Assessment - Dose Assessment Room Overhead Storage Bins
- 5.14 Off-site Dose Assessment Equipment/Supplies Oconee CMC
- 5.15 Plant Assessment Supplies Oconee CMC
- 5.16 Procedures Cabinet Oconee CMC
- 5.17 Procedures Cabinet - McGuire/Catawba CMC
- 5.18 Equipment Inventory - Catawba/McGuire News Center
- 5.19 Furniture and Equipment - Catawba/McGuire CMC

COMMUNICATIONS EQUIPMENT

CATAWBA/MCGUIRE CMC

<u>Room</u>	<u>Telephone/ Radio/Headphones</u>	<u>Inplace?</u>	<u>Operational?*</u>
<u>Recovery Manager</u>	382-0758	_____	_____
	0759	_____	_____
	0760	_____	_____
	0761	_____	_____
	0762	_____	_____
	0763	_____	_____
	0764	_____	_____
	0765	_____	_____
	0766	_____	_____
	0782	_____	_____
	Ringdown to MNS TSC	_____	_____
	Ringdown to CNS TSC	_____	_____
<u>Off-site Dose Assessment</u>	382-0741	_____	_____
	0742	_____	_____
	0743	_____	_____
	0744	_____	_____
	0745	_____	_____
	0746	_____	_____
	0747	_____	_____
	0748	_____	_____
	0749	_____	_____
	0750	_____	_____
	0751	_____	_____
	0752	_____	_____
	0753	_____	_____
	0754	_____	_____
	0755	_____	_____
	0756	_____	_____
	0757	_____	_____
	HPN	_____	_____
<u>Off-site Monitoring</u>	382-0735	_____	_____
	0736	_____	_____
	382-0784	_____	_____
	Radio System	_____	_____
<u>Administration & Logistics</u>	382-0726	_____	_____
	0727	_____	_____
	0728	_____	_____

COMMUNICATIONS EQUIPMENT

CATAWBA/MCGUIRE CMC

<u>Room</u>	<u>Telephone/ Radio/Headphones</u>	<u>Inplace?</u>	<u>Operational?*</u>
<u>Technical Services</u>	382-0738	_____	_____
	0739	_____	_____
	0740	_____	_____
<u>Plant Assessment</u>	382-0767	_____	_____
	0768	_____	_____
	0769	_____	_____
	0770	_____	_____
	0771	_____	_____
	0772	_____	_____
	0773	_____	_____
	0774	_____	_____
	0775	_____	_____
	0776	_____	_____
	0777	_____	_____
	0778	_____	_____
	0779	_____	_____
	0780	_____	_____
	NRC Red Phone	_____	_____
<u>Conference Room</u>	382-0737	_____	_____
<u>Copier/Telecopier</u>	382-0731	_____	_____
	0732	_____	_____
	0733	_____	_____
	0734	_____	_____
<u>Emergency Communications</u>	382-0718	_____	_____
	0719	_____	_____
	0720	_____	_____
	0721	_____	_____
	0722	_____	_____
	0723	_____	_____
	0724	_____	_____
	0725	_____	_____
	0781	_____	_____
	Selective Signaling	_____	_____
	North Carolina Emergency Radio	_____	_____
	South Carolina Local Government Radio	_____	_____

COMMUNICATIONS EQUIPMENT

CATAWBA/MCGUIRE CMC

<u>Room</u>	<u>Telephone/ Radio/Headphones</u>	<u>Inplace?</u>	<u>Operational?*</u>
<u>NRC</u>	382-0700	_____	_____
	0701	_____	_____
	0702	_____	_____
	0703	_____	_____
	0704	_____	_____
	0705	_____	_____
	0706	_____	_____
	0707	_____	_____
	0708	_____	_____
	0709	_____	_____
	0710	_____	_____
	0711	_____	_____
	0712	_____	_____
	0713	_____	_____
	0714	_____	_____
	0715	_____	_____
	0716	_____	_____
0717	_____	_____	
	NRC Red Phone	_____	_____
	HPN	_____	_____
<u>Security</u>	382-0729	_____	_____
<u>Lobby</u>	382-0730	_____	_____

*Operationally check one phone in each room.

Inventory Performed By: _____
Date: _____

COMMUNICATIONS EQUIPMENT

OCONEE CMC

<u>Room</u>	<u>Telephone/ Radio/Headset</u>	<u>Ext.</u>	<u>Inplace?</u>	<u>Operational?*</u>
ADMIN. & LOG.				
Staff	803-591-1290	3000	_____	_____
	803-231-0770	3095	_____	_____
	803-271-0871	3024	_____	_____
	803-654-1011	3072	_____	_____
	803-885-4800	3048	_____	_____
	704-382-8200	3119	_____	_____
	(Speaker Phone)			
AUDIO-VISUAL				
Primary Line	803-271-1019	3120	_____	_____
	803-231-0771	3096	_____	_____
	803-654-1013	3073	_____	_____
CONFERENCE				
Conference	704-382-8202	3121	_____	_____
	(Speaker Phone)			
COPIER/TELECOPIER				
	(Admin. & Log.)			
Reserve	704-382-8203	3138	_____	_____
	(Cordless Phone)			
Telecopier	704-382-8201	N/A	_____	_____
	704-382-8206	N/A	_____	_____
NEWS GROUP				
Assistant News Director	704-382-8204	3123	_____	_____
	704-382-3205		_____	_____
State County Liaison PIO	803-231-0773	3098	_____	_____
Setup Coordinator	803-231-0774	3099	_____	_____
Secretarial Team	803-231-0775	3100	_____	_____
	803-231-0776	3101	_____	_____
	803-231-0777	3102	_____	_____
Support Coordinator	803-231-0778	3103	_____	_____
Rumor Control	803-591-1291	3001	_____	_____
	803-591-1292	3002	_____	_____
	803-591-1293	3003	_____	_____
	803-591-1296	3004	_____	_____

COMMUNICATIONS EQUIPMENT

OCONEE CMC

<u>Room</u>	<u>Telephone/ Radio/Headset</u>	<u>Ext.</u>	<u>Inplace?</u>	<u>Operational?*</u>
NEWS GROUP				
Rumor Control	803-591-1297	3005	_____	_____
	803-591-1298	3006	_____	_____
	803-591-1299	3007	_____	_____
	803-591-1300	3008	_____	_____
Other Crisis News	803-271-1231	3026	_____	_____
	803-231-0779	3104	_____	_____
	803-231-0780	3105	_____	_____
	803-231-0781	3106	_____	_____
	803-231-0782	3107	_____	_____
	803-231-0783	3108	_____	_____
	803-231-0784	3109	_____	_____
	803-654-1023	3074	_____	_____
	803-654-1024	3075	_____	_____
	803-654-1052	3076	_____	_____
	803-654-1053	3077	_____	_____
	803-654-1068	3078	_____	_____
	803-654-1069	3079	_____	_____
	803-654-1072	3080	_____	_____
	803-654-1073	3081	_____	_____
	803-654-1074	3082	_____	_____
	803-654-1075	3083	_____	_____
	803-654-1142	3125	_____	_____
	803-231-0787	3126	_____	_____
	803-231-0792	3117	_____	_____
FEMA	803-591-1301	3009	_____	_____
	803-591-1390	3010	_____	_____
Oconee County	803-271-1473	3027	_____	_____
	803-271-1517	3028	_____	_____
Pickens County	803-271-1853	3029	_____	_____
	803-271-2093	3030	_____	_____
South Carolina	803-271-2168	3031	_____	_____
	803-271-2616	3032	_____	_____
	803-271-2630	3033	_____	_____
EMERGENCY COMMUNICATIONS				
Industry Comm. Modem		3139	_____	_____
Industry Comm. Phone	803-654-1076	3140	_____	_____

COMMUNICATIONS EQUIPMENT

OCONEE CMC

<u>Room</u>	<u>Telephone/ Radio/Headset</u>	<u>Ext.</u>	<u>Inplace?</u>	<u>Operational?*</u>
EMERGENCY COMMUNICATIONS				
Telecopier	704-382-8218	3034	_____	_____
State/County Comm.	704-382-8208	3127	_____	_____
	(Speaker Phone)		_____	_____
	803-591-1391	3011	_____	_____
	(Speaker Phone)		_____	_____
Data Coordinator Phone	803-885-4802	3050	_____	_____
Staff	803-271-2995	3051	_____	_____
Emergency Com. Manager	803-271-3647	3037	_____	_____
Co. Officer Communicator	704-382-8210	3129	_____	_____
SC Local Gov't Radio	WNLU432		_____	_____
Selective Signaling	613		_____	_____
FIELD MONITORING				
NRC Environmental Coord.	803-271-3187	3035	_____	_____
Meteorologist	803-271-3643	3036	_____	_____
Field Monitoring Coord.	803-885-4804	3052	_____	_____
	803-885-4804	3052	_____	_____
	(Speaker Phone)		_____	_____
Field Monitoring Radio	WQC699		_____	_____
MANAGER'S AREA				
NRC Emer. Resp. Coord.	803-591-1392	3012	_____	_____
NRC Rx. Safety Coord.	803-885-4805	3053	_____	_____
NRC Protective Measures	803-591-1393	3013	_____	_____
Emergency Planner	803-654-1082	3085	_____	_____
	(Speaker Phone)		_____	_____
NRC Dir. of Site Ops.	803-591-1394	3014	_____	_____
	(Speaker Phone)		_____	_____
Emerg. Comm. Mgr.	803-271-3647	3037	_____	_____
	(Speaker Phone)		_____	_____
News Monitor	803-885-4806	3054	_____	_____
Plant Assessment Mgr.	704-382-8211	3130	_____	_____
	(Speaker Phone)		_____	_____
Rad Assessment Mgr.	803-885-4813	3061	_____	_____
	(Speaker Phone)		_____	_____
Recovery Manager to TSC	803-885-4807	3055	_____	_____
	(Speaker Phone)		_____	_____

COMMUNICATIONS EQUIPMENT

OCONEE CMC

<u>Room</u>	<u>Telephone/ Radio/Headset</u>	<u>Ext.</u>	<u>Inplace?</u>	<u>Operational?*</u>
MANAGER'S AREA				
Recovery Manager to SC	704-382-8212 (Speaker Phone)	3131	_____	_____
News Group Director	803-885-4808	3056	_____	_____
Public Spokesman	803-885-4808	3056	_____	_____
NRC Gov't Liaison Coord.	803-591-1591	3015	_____	_____
SC Representative	803-654-1083	3086	_____	_____
	Decision Line #43		_____	_____
NUCLEAR REGULATORY COMM.				
Environmental Van	803-654-1087	3087	_____	_____
Prot. Meas. Tech. Asst.	803-271-4173	3038	_____	_____
Prot. Meas. Count. Comm.	803-591-1592	3016	_____	_____
FRMAC Communicator	803-591-1593	3017	_____	_____
Gov't. Liaison Comm.	803-591-1594	3018	_____	_____
Media Center Line	803-271-4341	3039	_____	_____
Gov't Liaison Asst.	803-654-1091	3088	_____	_____
Rx. Safety Count. Comm.	803-591-1595	3019	_____	_____
Rx. Safety Tech. Asst.	803-271-4345	3040	_____	_____
Safeguards Coord.	803-885-4809	3057	_____	_____
Messenger	803-654-1092	3089	_____	_____
Public Affairs Coord.	803-591-1596	3020	_____	_____
Public Affairs Comm.	803-591-1693	3021	_____	_____
Pub. Aff. Port-a-bubble		3141	_____	_____
	(Modem Line)		_____	_____
Pub. Aff. E-Mail Computer		3142	_____	_____
	(Modem Line)		_____	_____
Telecopier	704-382-8207	N/A	_____	_____
	(Telecopier Line)		_____	_____
E-Mail Computer		3143	_____	_____
	(Modem Line)		_____	_____
Emerg. Resp. Asst.	803-231-0788	3113	_____	_____
Emer. Not. Sys. (ENS)	Red Phone		_____	_____
Health Physics Network	HPN		_____	_____
OFFSITE DOSE ASSESSMENT				
State Representatives	803-231-0789	3114	_____	_____
	803-654-1096	3090	_____	_____
NRC Dose Ass. Coord.	803-885-4810	3058	_____	_____
NRC Env. Dose Ass. Coord.	803-885-4811	3059	_____	_____

COMMUNICATIONS EQUIPMENT

OCONEE CMC

Room	Telephone/ Radio/Headset	Ext.	Inplace?	Operational?*
OFFSITE DOSE ASSESSMENT				
NRC Dose Ass. Computer	(Modem Line)	3144	_____	_____
HPN Communicator	803-885-4812	3060	_____	_____
Offsite Dose Ass. Dir.	803-231-0786	3111	_____	_____
Staff	704-382-8213	N/A	_____	_____
	(Modem Line)			
Dose Ass. Coord. to TSC	803-885-4814	3062	_____	_____
	(Speaker Phone)			
Offsite Dose Ass. Dir.	803-242-0809	3043	_____	_____
Health Physics Network	HPN		_____	_____
	803-271-4802	3140	_____	_____
Telecopier	704-382-8209		_____	_____
PLANT ASSESSMENT				
Staff	803-885-4815	3063	_____	_____
	803-885-4816	3064	_____	_____
	803-654-1097	3091	_____	_____
	803-231-0791	3116	_____	_____
Ops. Support Coord.	803-885-4817	3065	_____	_____
	(Speaker Phone)			
Staff	704-382-8214	3133	_____	_____
	803-885-4818	3066	_____	_____
	803-885-4819	3067	_____	_____
	803-885-4820	3068	_____	_____
	803-242-0948	3044	_____	_____
	803-885-4821	3069	_____	_____
	803-591-1695	3023	_____	_____
NRC Communicator	704-382-8215	3134	_____	_____
Emer. Not. Sys. (ENS)	Red Phone		_____	_____
SECURITY/REGISTRATION				
Security	803-654-1099	3092	_____	_____
	803-885-4822	3070	_____	_____

COMMUNICATIONS EQUIPMENT

OCONEE CMC

<u>Room</u>	<u>Telephone/ Radio/Headset</u>	<u>Ext.</u>	<u>Inplace?</u>	<u>Operational?*</u>
TECHNICAL SERVICES				
Staff	803-885-4823	3071	_____	_____
	704-382-8210	3135	_____	_____
	(Speaker Phone)		_____	_____
	803-885-4801	3049	_____	_____
	803-242-1202	3045	_____	_____
TELECOPIER/COPIER/REC.				
Active	704-382-8217	N/A	_____	_____
	(Telecopier Line)		_____	_____
Reserve	704-885-4803	N/A	_____	_____
	(Telecopier Line)		_____	_____
	803-654-8541		_____	_____
	(Telecopier Line)		_____	_____
	704-382-8219	3047	_____	_____
	(Cordless Phone)		_____	_____
	803-231-0793	N/A	_____	_____
	(Telecopier Line)		_____	_____
	803-654-8547		_____	_____
	(Telecopier Line)		_____	_____
	803-654-8548		_____	_____
	(Telecopier Line)		_____	_____
	803-654-8628		_____	_____
	(Telecopier Line)		_____	_____

Inventory Performed By: _____
 Date: _____
 Deficiency Corrected: _____

CMIP-21, Attachment 5.3

COMMUNICATIONS EQUIPMENT

OCONEE MEDIA CENTER (Clemson Operations Center)

<u>Media Lines</u>	<u>Telephone</u>	<u>Inplace?</u>	<u>Operational?</u>
	654-6019	_____	_____
	654-6104	_____	_____
	654-6201	_____	_____
	654-6330	_____	_____
	654-6506	_____	_____
	654-6514	_____	_____
	654-6521	_____	_____
	654-6607	_____	_____
	654-6632	_____	_____
	654-1206	_____	_____

*Note: Telephone sets are stored in News Group Area of Oconee CMC.

Inventory Performed By _____
Date _____

EQUIPMENT/SUPPLIES

LOCATION: OCONEE CMC

MANAGERS AREA

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Crisis Management Plan	<u>1</u>	<u> </u>
Crisis Management Implementing Procedures	<u>1 (Vol. 1&2)</u>	<u> </u>
Oconee Emergency Plan	<u>1</u>	<u> </u>
Oconee Emergency Plan Implementing Procedures	<u>1 Set Vol. B&C</u>	<u> </u>
Emergency Dose Assessment Manual	<u>1</u>	<u> </u>
State of Georgia Radiological Emergency Plan	<u>1</u>	<u> </u>
Oconee 10 Mile EPZ Wall Map	<u>1</u>	<u> </u>
Oconee 50 Mile EPZ Wall Map	<u>1</u>	<u> </u>
INPO Emergency Resources Manual	<u>1</u>	<u> </u>
Legal Log for Oconee	<u>1</u>	<u> </u>
SC Radiological Emergency Response Plan	<u>1</u>	<u> </u>
Oconee CMC Telephone Directories	<u>10</u>	<u> </u>
GO Telephone Directories	<u>3</u>	<u> </u>
<u>Ambands:</u> (Located in gray metal cabinet in hallway)		
Recovery Manager	<u>2</u>	<u> </u>
Recovery Manager Staff	<u>3</u>	<u> </u>
Rad Assessment Manager	<u>1</u>	<u> </u>
Plant Assessment Manager	<u>1</u>	<u> </u>
News Director	<u>1</u>	<u> </u>
Public Spokesperson	<u>1</u>	<u> </u>

EQUIPMENT/SUPPLIES

LOCATION: OCONEE CMC

MANAGERS AREA

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
News Group Staff	<u>2</u>	<u> </u>
State Representative	<u>2</u>	<u> </u>

EQUIPMENT/SUPPLIES

LOCATION: OCONEE CMC

MANAGERS AREA

Public Address System Functional Test	<u>Operational ?</u> _____
Verify Clocks in all Rooms Correctly Set	_____

EMERGENCY GENERATOR

Verify Propane level in Propane Gas Tank for Emergency Generator is at least 70% full. If level is less than 70% contact Surburban Propane for re-filling.	<u>Level ?</u> _____
---	-------------------------

Performed By: _____
Date: _____
Deficiency Corrected: _____

ADMINISTRATION & LOGISTICS EMERGENCY SUPPLIES

Location: McGuire/Catawba CMC

WOODEN CABINET IN ADMINISTRATION & LOGISTICS ROOM

<u>Item</u>	<u>Number In Plan</u>	<u>No. In Inventory</u>
Updated Computer Checklist of CMC Members	<u>3 ea.</u>	_____
McGuire/Catawba Crisis Telephone Directories	<u>3</u>	_____
G.O. Telephone Directories	<u>3</u>	_____
5¼" Diskettes (2142-0083)	<u>1 bx.</u>	_____
3½" Diskettes (2142-0201)	<u>1 bx.</u>	_____
Ribbon for Proprinter	<u>1 ea.</u>	_____
Ribbon for IBMXL Printer (2142-0198)	<u>1 ea.</u>	_____
Spring Clips	<u>1 bx.</u>	_____
Neck Chains	<u>25 ea.</u>	_____
Hole Punch on chain	<u>1</u>	_____
Dois (packages)		
- Red	<u>1 bx.</u>	_____
- Tan	<u>1 bx.</u>	_____
- Navy	<u>1 bx.</u>	_____
- Green	<u>1 bx.</u>	_____
- Black	<u>1 bx.</u>	_____
- Orange	<u>1 bx.</u>	_____
- Gold	<u>1 bx.</u>	_____
- Coral	<u>1 bx.</u>	_____
- Light Blue	<u>1 bx.</u>	_____

ADMINISTRATION & LOGISTICS EMERGENCY SUPPLIES

Location: McGuire/Catawba CMC

WOODEN CABINET IN ADMINISTRATION & LOGISTICS ROOM

<u>Item</u>	<u>Number In Plan</u>	<u>No. In Inventory</u>
- White	<u>1 bx.</u>	<u> </u>
- Yellow	<u>1 bx.</u>	<u> </u>
- Silver	<u>1 bx.</u>	<u> </u>
Information for Emergency Purchases Manual	<u>1</u>	<u> </u>
Charlotte Telephone Directory	<u>1 ea.</u>	<u> </u>
Armbands		
- Staff	<u>10 ea.</u>	<u> </u>
- Visitor	<u>10 ea.</u>	<u> </u>

Inventory Performed By:
 Date:
 Deficiency Corrected:

ADMINISTRATION & LOGISTICS EMERGENCY SUPPLIES

LOCATION: MCGUIRE/CATAWBA CMC

COPIER ROOM

<u>Item</u>	<u>Number In Plan</u>	<u>No. In Inventory</u>
Stapler	<u>1 ea.</u>	_____
Standard Staples	<u>1 bx.</u>	_____
Staple Remover	<u>1 ea.</u>	_____
Scissors	<u>1 ea.</u>	_____
Black Pens	<u>6 ea.</u>	_____
Blue Pens	<u>6 ea.</u>	_____
Red Pens	<u>6 ea.</u>	_____
Steno Notebook	<u>1 ea.</u>	_____
8½ x 11 Ruled Pads	<u>6 ea.</u>	_____
Pencils	<u>6 ea.</u>	_____
Pencil Sharpener	<u>1 ea.</u>	_____
Dry Erase Markers	<u>2 sets</u>	_____
Erasers	<u>3 ea.</u>	_____
Tape	<u>2 ea.</u>	_____
Tape Dispensers	<u>2 ea.</u>	_____
Toner (0595 1554) for Xerox 1045	<u>1 bx.</u>	_____
Fax Paper (0595 1892) for Xerox 295	<u>2 rls.</u>	_____
Copier Paper (0565 1332) 8½ x 11	<u>10 pks.</u>	_____
For IBM Printer Model 3812:		
-Toner (No. 1348349)	<u>1 bx.</u>	_____
-Developer Unit (No. 1348330)	<u>1 ea.</u>	_____
-Photo Conductor Unit (No. 1348347)	<u>1 ea.</u>	_____
-Fuser Unit (No. 1348331)	<u>1 ea.</u>	_____
Fuser Lubricant (0595 1583)		
#8R111 for Xerox 1045	<u>1 tu.</u>	_____
Developer for Xerox 1045	<u>1 bx.</u>	_____

Inventory Performed By: _____
 Date: _____
 Deficiency Corrected: _____

ADMINISTRATION & LOGISTICS EMERGENCY SUPPLIES

LOCATION: OCONEE CMC (Metal Cabinet)

<u>Item</u>	<u>Number In Plan</u>	<u>No. In Inventory</u>
Updated Computer Checklist of CMC Members	<u>2 ea.</u>	_____
5¼ Diskettes (2142-0083)	<u>1 bx.</u>	_____
3¼ Diskettes (2142-0201)	<u>1 bx.</u>	_____
Ribbon for Proprinter	<u>2 ea.</u>	_____
Ribbon for IBM Quietwriter	<u>1 ea.</u>	_____
Spring Clips	<u>1 bx.</u>	_____
Dots (packages)		
- Red	<u>1 bx.</u>	_____
- Navy	<u>1 bx.</u>	_____
- Black	<u>1 bx.</u>	_____
- Gold	<u>1 bx.</u>	_____
- Light Blue	<u>1 bx.</u>	_____
- Yellow	<u>1 bx.</u>	_____
- Silver	<u>1 bx.</u>	_____
- Orange	<u>1 bx.</u>	_____
- Green	<u>1 bx.</u>	_____
- Coral	<u>1 bx.</u>	_____
- White	<u>1 bx.</u>	_____
- Tan	<u>1 bx.</u>	_____
Information for Emergency Purchases Manual	<u>1 ea.</u>	_____
Facility Maintenance Drawings	<u>1 ea.</u>	_____

Inventory Performed By: _____

Date: _____

Deficiency Corrected: _____

ADMINISTRATION & LOGISTICS EMERGENCY SUPPLIES

LOCATION: OCONEE CMC (Copier/Telecopier Room)

<u>Item</u>	<u>Number In Plan</u>	<u>No. In Inventory</u>
Staplers	<u>2 ea.</u>	_____
Standard Staples	<u>2 bxs.</u>	_____
Staple Removers	<u>2 ea.</u>	_____
Scissors	<u>2 ea.</u>	_____
Black Pens	<u>12 ea.</u>	_____
Blue Pens	<u>12 ea.</u>	_____
Red Pens	<u>12 ea.</u>	_____
Steno Notebooks	<u>2 ea.</u>	_____
8½ x 11 Ruled Pads	<u>12 ea.</u>	_____
Pencils	<u>12 ea.</u>	_____
Pencil Sharpener	<u>1 ea.</u>	_____
Oconee Crisis Phone Directories	<u>4 ea.</u>	_____
General Office Phone Directories	<u>3 ea.</u>	_____
Anderson Telephone Directories	<u>1 ea.</u>	_____
Clemson Telephone Directories	<u>1 ea.</u>	_____
Greenville Telephone Directories	<u>1 ea.</u>	_____
Spartanburg Telephone Directories	<u>1 ea.</u>	_____
Charlotte Telephone Directories	<u>1 ea.</u>	_____
Fax Paper for Xerox 295 (0595-1892)	<u>2 rls.</u>	_____
Fax Paper for Canon 270	<u>2 rls.</u>	_____
Fax Paper for Canon 245	<u>2 rls.</u>	_____
Fax Paper for Canon 850	<u>2 rls.</u>	_____
Toner for Xerox 1045 (0595-1554)	<u>1 bx.</u>	_____
Fuser Lubricant #8R111 for Xerox 1045 (0595-1583)	<u>1 tu.</u>	_____
Copier Paper 8½ x 11 (0565-1332)	<u>10 pks.</u>	_____
For IBM Printer Model 3812		
-Toner (No. 1348349)	<u>1 bx.</u>	_____
-Developer Unit (No. 1348330)	<u>1 ea.</u>	_____
-Photo Conductor Unit (No. 1348347)	<u>1 ea.</u>	_____
-Fuser Unit (No. 1348331)	<u>1 ea.</u>	_____

Inventory Performed By: _____

Date: _____

Deficiency Corrected: _____

EQUIPMENT/SUPPLIES

LOCATION: MCGUIRE/CATAWBA CMC

MANAGERS AREA

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Crisis Management Plan	<u>1</u>	<u> </u>
Crisis Management Implementing Procedures	<u>1 (Vol. 1&2)</u>	<u> </u>
Catawba Emergency Plan	<u>1</u>	<u> </u>
Catawba Implementing Procedures	<u>1</u>	<u> </u>
McGuire Emergency Plan	<u>1</u>	<u> </u>
McGuire Implementing Procedures	<u>1</u>	<u> </u>
Emergency Dose Assessment Manual	<u>1</u>	<u> </u>
McGuire 10 Mile EPZ Wall Map	<u>1</u>	<u> </u>
INPD Emergency Resources Manual	<u>1</u>	<u> </u>
Catawba 10 Mile EPZ Wall Map	<u>1</u>	<u> </u>
Legal Log for McGuire	<u>1</u>	<u> </u>
Legal Log for Catawba	<u>1</u>	<u> </u>
NC Emergency Response Plan-McGuire	<u>1</u>	<u> </u>
NC Emergency Response Plan-Catawba	<u>1</u>	<u> </u>
SC Radiological Emergency Response Plan	<u>1</u>	<u> </u>
<u>Armbands:</u>		
Recovery Manager	<u>2</u>	<u> </u>
Recovery Manager Staff	<u>3</u>	<u> </u>
Rad Assessment Manager	<u>1</u>	<u> </u>
Plant Assessment Manager	<u>1</u>	<u> </u>
News Director	<u>1</u>	<u> </u>
Public Spokesperson	<u>1</u>	<u> </u>
News Group Staff	<u>2</u>	<u> </u>
State Representative	<u>2</u>	<u> </u>
McGuire/Catawba Crisis Telephone Directories	<u>10</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>
Portable Recorder w/Adapter	<u>2</u>	<u> </u>

EQUIPMENT/SUPPLIES

LOCATION: MCGUIRE/CATAWBA CMC

MANAGERS AREA

Operational?

Public Address System Functional Test

Verify Clocks in all Rooms Agree

Performed By: _____

Date: _____

Deficiency Corrected: _____

EMERGENCY COMMUNICATIONS GROUP

EQUIPMENT/SUPPLIES

LOCATION: MCGUIRE/CATAWBA CMC

EMERGENCY COMMUNICATIONS ROOM

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Empty File Folders	10	—
Telephone Message Pads	6	—
5x7 Paper Pads	4	—
3x5 Paper Pads	4	—
Legal Paper Pads	6	—
Pens (Black)	18	—
Rubber Bands	1 box	—
Grease Pencils	1 set	—
Dry Erase Markers	2 sets	—
Transparent Tape	2 rolls	—
Transparent Tape Dispensers	2	—
Thumb Tacks	2 boxes	—
Paper Clips-Assorted	1 box	—
Dry-Erase Rags	3	—
Blank Data Summary Sheets	20	—
Notebook of Abbreviations	1	—
Nuclear Network User's Manual (INPO 84-013)	1	—
Catawba Unit 1 OAC Digital		
Input Point Summary - by Serial Number	1	—
- by Internal Point ID	1	—
Catawba Unit 1 OAC Analog		
Input Point Summary - by Serial Number	1	—
- by Internal Point ID	1	—
Catawba Unit 1 OAC Performance		
Point Summary - by Serial Number	1	—
- by Internal Point ID	1	—
McGuire Unit 1 OAC Digital		
Input Point Summary	1	—
McGuire Unit 1 OAC Analog		
Input Point Summary	1	—

EMERGENCY COMMUNICATIONS GROUP

EQUIPMENT/SUPPLIES

LOCATION: MCGUIRE/CATAWBA CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
McGuire/Catawba Crisis Telephone Directory	<u>3</u>	<u> </u>
G.O. Telephone Directory	<u>3</u>	<u> </u>
McGuire Unit 1 DAC Performance Point Summary	<u>1</u>	<u> </u>
Stapler	<u>2</u>	<u> </u>
Staples	<u>1 box</u>	<u> </u>
Scissors	<u>2</u>	<u> </u>
No. 2 Pencils	<u>1 box</u>	<u> </u>
Arm Bands	<u>1 set</u>	<u> </u>
Nuclear Systems Info. Manual	<u>3</u>	<u> </u>
Staple Remover	<u>1</u>	<u> </u>
Pencil Sharpener	<u>1</u>	<u> </u>
"Data Received" Stamp & Pad	<u>1</u>	<u> </u>
Message Sheets - Received	<u>25</u>	<u> </u>
Message Sheets - Transmitted	<u>25</u>	<u> </u>
LA-120 Manual	<u>1</u>	<u> </u>
Catawba Crisis Management Data Transmittal System	<u>1</u>	<u> </u>
McGuire Crisis Management Data Transmittal System Manual	<u>1</u>	<u> </u>

Operational?

Data Terminal (Functional Test)

Inventory Performed By: Date: Deficiency Corrected:

EMERGENCY COMMUNICATIONS GROUP

EQUIPMENT/SUPPLIES

LOCATION: OCONEE CRISIS MANAGEMENT CENTER

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Large Company Mailers	<u>6</u>	<u> </u>
Small Company Mailers	<u>6</u>	<u> </u>
Empty File Folders	<u>10</u>	<u> </u>
Masking Tape	<u>1 roll</u>	<u> </u>
Telephone Message Pads	<u>6</u>	<u> </u>
5x7 Paper Pads	<u>4</u>	<u> </u>
3x5 Paper Pads	<u>4</u>	<u> </u>
8½x11 Paper Pads	<u>6</u>	<u> </u>
Felt Tip Markers (Black)	<u>6</u>	<u> </u>
Rubber Bands	<u>2 bags</u>	<u> </u>
Grease Pencils	<u>1 set</u>	<u> </u>
Dry Erase Markers	<u>2 sets</u>	<u> </u>
Transparent Tape	<u>2 rolls</u>	<u> </u>
Transparent Tape Dispensers	<u>2</u>	<u> </u>
Thumb Tacks	<u>1 box</u>	<u> </u>
Paper Clips-No. 1	<u>1 box</u>	<u> </u>
Paper Clips-Large	<u>1 box</u>	<u> </u>
Water Color Markers	<u>1 set</u>	<u> </u>
Dry Erase Rags	<u>2</u>	<u> </u>
Stapler	<u>2</u>	<u> </u>
Staples	<u>2 boxes</u>	<u> </u>
Scissors	<u>2</u>	<u> </u>
No. 2 Pencils	<u>24</u>	<u> </u>
Pens	<u>12</u>	<u> </u>

EMERGENCY COMMUNICATIONS GROUP

EQUIPMENT/SUPPLIES

LOCATION: OCONEE CRISIS MANAGEMENT CENTER

<u>item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Oconee 2 1/2" Folding Maps	<u>3</u>	<u> </u>
Rixon R212A Modem with instruction manual	<u>1</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>3</u>	<u> </u>
Electrical Extension Cords	<u>4</u>	<u> </u>
Blank Oconee Data Sheets	<u>1 file</u>	<u> </u>
S.C. County Maps	<u>1 set</u>	<u> </u>
Clipboard/Pad	<u>1</u>	<u> </u>
Adhesive Note Pads	<u>1</u>	<u> </u>
Felt Tip Pen Set	<u>1</u>	<u> </u>
"Data Received" Stamp & Pad	<u>1</u>	<u> </u>
Message Sheets - Received	<u>25</u>	<u> </u>
Message Sheets - Transmitted	<u>25</u>	<u> </u>
Emergency Communications Group Armbands	<u>5</u>	<u> </u>
Nuclear Network User's Manual (INPO 84-014)	<u>1</u>	<u> </u>
Oconee Unit 1 OAC Digital		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 1 OAC Analog		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
G.O. Telephone Directories	<u>1</u>	<u> </u>

EMERGENCY COMMUNICATIONS GROUP

EQUIPMENT/SUPPLIES

LOCATION: OCONEE CRISIS MANAGEMENT CENTER

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Oconee Unit 1 OAC Performance		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 1 OAC Control		
Output Point Summary - by Serial Number	<u>1</u>	<u> </u>
Oconee Unit 2 OAC Digital		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 2 OAC Analog		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 2 OAC Performance		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 2 OAC Control		
Output Point Summary - by Serial Number	<u>1</u>	<u> </u>
Oconee Unit 3 OAC Digital		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 3 OAC Analog		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 3 OAC Performance		
Input Point Summary - by Serial Number	<u>1</u>	<u> </u>
- by Internal Point ID	<u>1</u>	<u> </u>
Oconee Unit 3 OAC Control		
Output Point Summary - by Serial Number	<u>1</u>	<u> </u>

Inventory Performed By: Date: Deficiency Corrected:

FURNITURE AND EQUIPMENT

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Manager's Area</u>		
Tables	<u>10</u>	<u> </u>
Rolling Chairs	<u>20</u>	<u> </u>
High Backed Stool	<u>1</u>	<u> </u>
Wastebaskets	<u>9</u>	<u> </u>
Screen	<u>1</u>	<u> </u>
Fire Extinguisher	<u>1</u>	<u> </u>
Bookcase	<u>1</u>	<u> </u>
2 Drawer File Cabinet	<u>1</u>	<u> </u>
PS2 Computer	<u>1</u>	<u> </u>
Laser Printer	<u>1</u>	<u> </u>
NEC Data Projection System	<u>1</u>	<u> </u>
Computer, 3270	<u>1</u>	<u> </u>
<u>Conference Room</u>		
Tables	<u>1</u>	<u> </u>
Side Chairs	<u>8</u>	<u> </u>
Small Enclosed Bookcase	<u>1</u>	<u> </u>
Wastebaskets	<u>1</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>1</u>	<u> </u>
G. O. Telephone Directories	<u>1</u>	<u> </u>
<u>Emergency Communications Room</u>		
Tables	<u>7</u>	<u> </u>
Side Chairs	<u>11</u>	<u> </u>
Computer Chairs	<u>1</u>	<u> </u>
Metal Cabinet	<u>1</u>	<u> </u>
PROFS (3178) Terminal	<u>1</u>	<u> </u>

FURNITURE AND EQUIPMENT

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Emergency Communications Room (cont'd)</u>		
SC LGR Radio Tone Remote	<u>1</u>	<u> </u>
SC LGR Radio Instructions	<u>1</u>	<u> </u>
Canon 850 Fax	<u>1</u>	<u> </u>
Industry Communication Workstation (3270 PC, Proprinter)	<u>1</u>	<u> </u>
ONSA/IM-4 Implementing Procedure for Nuclear Network	<u>1</u>	<u> </u>
Wastebaskets	<u>3</u>	<u> </u>
PS2 Computer	<u>2</u>	<u> </u>
Laser Printer	<u>1</u>	<u> </u>

Note: Test each fax machine by sending and receiving a facsimile transmission.

Technical Services Room

Tables	<u>6</u>	<u> </u>
Side Chairs	<u>12</u>	<u> </u>
Computer Chairs	<u>1</u>	<u> </u>
Wastebaskets	<u>2</u>	<u> </u>
Metal Cabinet	<u>1</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>3</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>
Oconee Dose Assessment Manual (Metal Cabinet)	<u>1</u>	<u> </u>
PS2 Computer	<u>1</u>	<u> </u>
Computer, 3270	<u>1</u>	<u> </u>
NEC Data Monitor	<u>1</u>	<u> </u>

Field Monitoring Room

Rolling Chairs	<u>1</u>	<u> </u>
Side Chairs	<u>3</u>	<u> </u>
High Backed Stool	<u>1</u>	<u> </u>

FURNITURE AND EQUIPMENT

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Field Monitoring Room (cont'd)</u>		
Computer Chair	<u>1</u>	<u> </u>
Radio Operator Desk	<u>1</u>	<u> </u>
Modular Furniture Overhead		
Bin & Table Set	<u>3</u>	<u> </u>
Fielding Monitoring Radio		
Tone Remote	<u>1</u>	<u> </u>
Wastebaskets	<u>4</u>	<u> </u>
Ocone Creek Telephone Directories	<u>2</u>	<u> </u>
G.O. Telephone Directories	<u>2</u>	<u> </u>
Computer, IBM System 2	<u>2</u>	<u> </u>
 <u>Offsite Dose Assessment Room</u>		
Tables (Freestanding)	<u>3</u>	<u> </u>
Side Chairs	<u>12</u>	<u> </u>
Computer Chairs	<u>1</u>	<u> </u>
Modular Bookcase Units	<u>4</u>	<u> </u>
Modular Overhead Bin and		
Desk Units	<u>2</u>	<u> </u>
Modular Bookcase & Table Units	<u>3</u>	<u> </u>
Modular Computer Table "Horseshoe"	<u>1</u>	<u> </u>
Wastebaskets	<u>11</u>	<u> </u>
Step Stool	<u>1</u>	<u> </u>
COMPAQ Computer	<u>1</u>	<u> </u>
COMPAQ Video Display Terminal	<u>1</u>	<u> </u>
IBM Color Printer	<u>1</u>	<u> </u>
PS2 Computer	<u>1</u>	<u> </u>
Canon 245 Fax	<u>1</u>	<u> </u>
NEC Data Monitor	<u>1</u>	<u> </u>

Note: Test the dose assessment compaq computer by turning on the power and verifying that the MESOREM initialization screen appears.

FURNITURE AND EQUIPMENT

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Plant Assessment Room</u>		
Tables	<u>14</u>	<u> </u>
Side Chairs	<u>26</u>	<u> </u>
Computer Chairs	<u>1</u>	<u> </u>
Bookcase	<u>1</u>	<u> </u>
Drawing Rack	<u>2</u>	<u> </u>
Wastebaskets	<u>10</u>	<u> </u>
Table Lamps	<u>6</u>	<u> </u>
PS2 Computer	<u>3</u>	<u> </u>
NEC Data Monitor	<u>3</u>	<u> </u>
 <u>NRC Room</u>		
Tables	<u>9</u>	<u> </u>
Side Chairs	<u>13</u>	<u> </u>
Computer Chairs	<u>4</u>	<u> </u>
Wastebaskets	<u>5</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>3</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>
 <u>Copier (A&L) Room</u>		
Tables	<u>5</u>	<u> </u>
Xerox 295 Telecopier	<u>1</u>	<u> </u>
Xerox 1045 Copier	<u>1</u>	<u> </u>
Xerox 5034 Copier	<u>1</u>	<u> </u>
Computer Chair	<u>1</u>	<u> </u>
3 Drawer Rolling Cabinet	<u>1</u>	<u> </u>
Steel Shelving Units	<u>3</u>	<u> </u>
Wastebaskets	<u>3</u>	<u> </u>
IBM 3812-2 Printer	<u>1</u>	<u> </u>

Note: Test each fax machine by sending and receiving a facsimile transmission.

Note: Test each copier by running at least 10 copies and verifying copy quality.

FURNITURE AND EQUIPMENT

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Admin. & Logistics Room</u>		
Easel	<u>1</u>	<u> </u>
Tables	<u>6</u>	<u> </u>
Side Chairs	<u>12</u>	<u> </u>
Wastebaskets	<u>2</u>	<u> </u>
 <u>Break Area/Secu.</u>		
Tables	<u>9</u>	<u> </u>
Side Chairs	<u>4</u>	<u> </u>
Stacking Chairs	<u>16</u>	<u> </u>
Wastebaskets	<u>5</u>	<u> </u>
7 Section Partition Unit	<u>1</u>	<u> </u>
Garbage Cans (30 Gallon)	<u>2</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>1</u>	<u> </u>
G.O. Telephone Directories	<u>1</u>	<u> </u>

Note: Test burglar alarm system per instructions in Section C.10 of CMIP-4.

<u>News Group Room</u>		
Tables	<u>23</u>	<u> </u>
Stacking Chairs	<u>52</u>	<u> </u>
Computer Chairs	<u>4</u>	<u> </u>
Coat Racks	<u>2</u>	<u> </u>
Bookcases	<u>1</u>	<u> </u>
Typing Stands	<u>2</u>	<u> </u>
Secretarial Workstations (3270 PC, Quietwriter Printer)	<u>2</u>	<u> </u>
Wastebaskets	<u>14</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>10</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>

FURNITURE AND EQUIPMENT

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Telecopier (News Group) Room</u>		
Tables	<u>4</u>	<u> </u>
Stacking Chair	<u>1</u>	<u> </u>
Steel Shelving	<u>4</u>	<u> </u>
Xerox 295 Telecopier	<u>1</u>	<u> </u>
Canon FAX-270	<u>1</u>	<u> </u>
Xerox 1045 Copier	<u>1</u>	<u> </u>
Wastebaskets	<u>3</u>	<u> </u>

Note: Test each fax machine by sending and receiving a facsimile transmission.

Note: Test each copier by running at least 10 copies and verifying copy quality.

<u>Audio/Visual Room</u>		
Tables	<u>3</u>	<u> </u>
Stacking Chairs	<u>7</u>	<u> </u>
Steel Shelving	<u>6</u>	<u> </u>
Coat Rack	<u>2</u>	<u> </u>
Wastebaskets	<u>3</u>	<u> </u>

1

FURNITURE AND EQUIPMENT

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Recording Room</u>		
Tables	<u>2</u>	<u> </u>
Stacking Chairs	<u>6</u>	<u> </u>
Steel Shelving	<u>2</u>	<u> </u>
Wastebaskets	<u>2</u>	<u> </u>
Panasonic Television	<u>1</u>	<u> </u>
VCR Recorder	<u>2</u>	<u> </u>
Automatic Editing Control Unit	<u>1</u>	<u> </u>
VCR Stand	<u>1</u>	<u> </u>
Overhead Projector Stand	<u>1</u>	<u> </u>

Inventory Performed By:
 Date:
 Deficiency Corrected:

CMIP-21, Attachment 5.12

LOCATION: MCGUIRE/CATAWBA CMC

DOSE ASSESSMENT ROOM OVERHEAD STORAGE BINS

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Off-site Dose Calculation Manual	<u>1</u>	<u> </u>
Reg. Guide 1.4 - Release Factors	<u>1</u>	<u> </u>
Catawba Folding Map	<u>2</u>	<u> </u>
McGuire Folding Map	<u>1</u>	<u> </u>
Pencils	<u>5</u>	<u> </u>
Pens	<u>5</u>	<u> </u>
Pads of Paper	<u>5</u>	<u> </u>
Paper Clips	<u>1 box</u>	<u> </u>
Stapler	<u>1</u>	<u> </u>
Staples	<u>1 box</u>	<u> </u>
Radiological Health Handbook	<u>1</u>	<u> </u>
Flashlight (check batteries)	<u>2</u>	<u> </u>
HP-15 Calculator	<u>1</u>	<u> </u>
HP-32 SII Calculator	<u>3</u>	<u> </u>
Bulldog Forms	<u>10</u>	<u> </u>
Protractor	<u>1</u>	<u> </u>
McGuire Dose Assessment Manual	<u>1 manual</u>	<u> </u>
Catawba Dose Assessment Manual	<u>1 manual</u>	<u> </u>
McGuire Class A Model Manual	<u>1 set</u>	<u> </u>
Catawba Class A Model Manual	<u>1 set</u>	<u> </u>
McGuire/Catawba Crisis Telephone Directories	<u>8</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>
TI-68 Calculator	<u>2</u>	<u> </u>

Inventory Performed By: Date: Deficiency Corrected:

OFF-SITE DOSE ASSESSMENT EQUIPMENT/SUPPLIES

LOCATION: OCONEE CMC

OFFSITE DOSE ASSESSMENT ROOM

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Site Specific	1	
R/A Correlations	1	
FSAR Diffusion Estimates	1	
Rad Health Handbook	1	
Speaker Phone Module	1	
Oconee Folding Maps	3	
Reg Guide 1.4	1	
Calculator & Charger	1 each	
8½ x 11 Pads of Paper	2	
Manila Folders	10	
Expanding File Folders	5	
Bulldog Forms	5	
Rubber Bands	1 box	
Pens	5	
Dry Erase Markers	2	
Felt Tip Pens	5	
Pencils	5	
Large Paper Clips	1 box	
Small Paper Clips	1 box	
Red Pens	10	
Erasers	2	
Pencil Sharpener	1	
Envelopes	10	
Phone Message Pads	2	
3-Hole Punch	1	
Oconee Crisis Telephone Directories	8	
G.O. Telephone Directories	3	

OFF-SITE DOSE ASSESSMENT EQUIPMENT/SUPPLIES

LOCATION: OCONEE CMC

OFFSITE DOSE ASSESSMENT ROOM

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Folder Labels	<u>1</u>	<u> </u>
White Out	<u>1</u>	<u> </u>
Tape Dispenser	<u>1</u>	<u> </u>
Stapler	<u>1</u>	<u> </u>
Staples	<u>1</u>	<u> </u>
Staple Remover	<u>1</u>	<u> </u>
Scissors	<u>2</u>	<u> </u>
Two-hole Punch	<u>1</u>	<u> </u>
Dose Assessment Manual (Oconee)	<u>1</u>	<u> </u>
Offsite Dose Calculation Manual	<u>1</u>	<u> </u>
TI-68 Calculator	<u>2</u>	<u> </u>
HP-32 SII Calculator	<u>2</u>	<u> </u>

Inventory Performed By:

Date:

Deficiency Corrected:

CMIP-21, Attachment 5.14

PLANT ASSESSMENT SUPPLIES

LOCATION: OCONEE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number In Inventory</u>
Oconee FSAR	<u>1 set</u>	<u> </u>
Oconee Tech. Specs.	<u>1 volume</u>	<u> </u>
Drawing Rack Containing:		
- Oconee Flow Diagrams		
- Oconee One-line Diagrams	<u>1 set</u>	<u> </u>
- Oconee Piping Diagrams		
- Oconee General Arrangement Diagrams		
Oconee Emergency Procedure		
Guidelines	<u>1</u>	<u> </u>
Oconee Emergency Procedure		
Reference Manual	<u>1</u>	<u> </u>
Oconee Emergency Procedures	<u>1 set</u>	<u> </u>
ASME Steam Tables	<u>1</u>	<u> </u>
Selected Licensee Commitments	<u>1</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>10</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>

Inventory Performed By:

Date:

Deficiency Corrected:

PROCEDURES CABINET

LOCATION: OCONEE CMC

<u>Procedure</u>	<u>*Number In Plan</u>	<u>Number In Inventory</u>
Table of Contents	<u>1</u>	—
-CMIP-1 Recovery Manager & Immediate Staff Procedure	<u>8</u>	—
-CMIP-2 News Group Plan	<u>3</u>	—
-CMIP-4 Administration & Logistics Plan	<u>3</u>	—
-CMIP-5 Emergency Communications Group Procedure	<u>8</u>	—
-CMIP-6 Plant Assessment Group Procedure	<u>8</u>	—
-CMIP-7 Radiological Assessment Group Procedure	<u>8</u>	—
-CMIP-8 Oconee Crisis Telephone Directory	<u>1</u>	—
-CMIP-13 Notifications to States & Counties from the Crisis Management Center	<u>8</u>	—
Authentication Codeword List	<u>1</u>	—
-CMIP-14 Crisis Management Data Transmittal System Access for Offsite Agencies	<u>3</u>	—
-CMIP-15 Oconee CMC Initial Activation	<u>8</u>	—
-CMIP-15 Crisis Management Data Transmittal System Access from the Crisis Management Center	<u>3</u>	—
Dial-in Procedure, Computer ID's and Passwords	<u>1</u>	—
-RP/O/B/1000/01 Emergency Classification	<u>16</u>	—
-RP/O/B/1000/06 Determination of Protective Action	<u>16</u>	—

PROCEDURES CABINET

LOCATION: OCONEE CMC

<u>Procedure</u>	<u>*Number In Plan</u>	<u>Number In Inventory</u>
<u>Emergency Dose Assessment Procedures:</u>		
EDA-1 Procedure for Estimating Food Chain Doses Under Post Accident Conditions (all stations)	<u>3</u>	<u> </u>
EDA-4 Off-Site Dose Projections for Oconee Nuc. Station	<u>3</u>	<u> </u>
Enclosure for EDA-4	<u>8</u>	<u> </u>
Mesorem Access Instructions	<u>3</u>	<u> </u>
EDA-7 Mesorem, Jr. Atmospheric Dispersion and Dose Assessment Model User's Manual, Version 4A Oconee	<u>3</u>	<u> </u>
EDA-10 Environmental Monitoring for Emergency Conditions Oconee Nuclear Station	<u>3</u>	<u> </u>
Enclosure for EDA-10	<u>8</u>	<u> </u>

*Note: Number in Plan represents 1(one) controlled copy and the remaining
 number are working copies.

Inventory Performed By: _____
 Date: _____
 Deficiency Corrected: _____

PROCEDURES CABINET

LOCATION: MCGUIRE/CATAWBA CMC

<u>Procedure</u>	<u>*Number In Plan</u>	<u>Number In Inventory</u>
Table of Contents	<u>1</u>	—
-CMIP-1 Recovery Manager & Immediate Staff Procedure	<u>8</u>	—
-CMIP-2 Crisis News Group Procedure	<u>3</u>	—
-CMIP-4 Administration & Logistics Group Procedure	<u>3</u>	—
-CMIP-5 Emergency Communications Group Procedure	<u>8</u>	—
-CMIP-6 Plant Assessment Group Procedure	<u>8</u>	—
-CMIP-7 Radiological Assessment Group Procedure	<u>8</u>	—
-CMIP-8 Oconee Crisis Telephone Directory	<u>3</u>	—
-CMIP-9 McGuire/Catawba Crisis Telephone Directory	<u>3</u>	—
-CMIP-10 Emergency Classification - Catawba	<u>16</u>	—
-CMIP-11 Emergency Classification - McGuire	<u>16</u>	—
-CMIP-13 Notifications to States & Counties from the Crisis Management Center	<u>8</u>	—
Authentication Codeword List	<u>1</u>	—
-CMIP-14 Crisis Management Data System Access for Offsite Agencies	<u>3</u>	—
-CMIP-16 Crisis Management Data Transmittal System Access from the Crisis Management Center	<u>3</u>	—

PROCEDURES CABINET

LOCATION: MCGUIRE/CATAWBA CMC

<u>Procedure</u>	<u>*Number In Plan</u>	<u>Number In Inventory</u>
<u>Emergency Dose Assessment Procedures:</u>		
EDA-1 Procedure for Estimating Food Chain Dose Under Post Accident Conditions (all stations)	<u>3</u>	---
EDA-2 Off-Site Dose Projections for Catawba Nuc. Station	<u>3</u>	---
Enclosure for EDA-2	<u>8</u>	---
EDA-3 Off-Site Dose Projections for McGuire Nuc. Station	<u>3</u>	---
Enclosure for EDA-3	<u>8</u>	---
Mesorem Access Instructions	<u>3</u>	---
EDA-5 Mesorem, Jr. Atmospheric Dispersion and Dose Assessment Model User's Manual, Version 4A - Catawba	<u>3</u>	---
EDA-6 Mesorem, Jr. Atmospheric Dispersion and Dose Assessment Model User's Manual, Version 4A - McGuire	<u>3</u>	---
EDA-8 Environmental Monitoring for Emergency Conditions Catawba Nuclear Station	<u>3</u>	---
Enclosure for EDA-8	<u>8</u>	---

PROCEDURES CABINET

LOCATION: MCGUIRE/CATAWBA CMC

<u>Procedure</u>	<u>*Number In Plan</u>	<u>Number In Inventory</u>
EDA-9 Environmental Monitoring for Emergency Conditions McGuire Nuclear Station	<u>3</u>	<u> </u>
Enclosure for EDA-9	<u>8</u>	<u> </u>

*Note: Number in Plan represents 1(one) controlled copy and the remaining number are working copies.

Inventory Performed By: _____
Date: _____
Deficiency Corrected: _____

EQUIPMENT INVENTORY

CATAWBA/MCGUIRE NEWS CENTER

<u>Room</u>	<u>Telephone</u>	<u>In Place</u>	<u>Operational?</u>
EC-230			
(DPC/State	382-0644	_____	_____
Rumor Control)	0645	_____	_____
	0646	_____	_____
	0647	_____	_____
	0648	_____	_____
	0649	_____	_____
	0650	_____	_____
	0651	_____	_____
(County Rumor			
Control-active)	382-2760	_____	_____
	2764	_____	_____
	2769	_____	_____
	2804	_____	_____
(County Rumor			
Control-inactive)	382-2761	_____	_____
	2762	_____	_____
	2763	_____	_____
	2767	_____	_____
	2768	_____	_____
(News Staff)			
	382-0603	_____	_____
	0604	_____	_____
	0610	_____	_____
	0611	_____	_____
	0612	_____	_____
	0613	_____	_____
	0614	_____	_____
	0615	_____	_____
	0616	_____	_____
	0618	_____	_____
	0619	_____	_____
	0620	_____	_____
	0621	_____	_____
	0622	_____	_____
	0624	_____	_____
	0625	_____	_____
	0626	_____	_____
	0674	_____	_____
	0675	_____	_____
(County News Staff)			
	382-0635	_____	_____
	0636	_____	_____
	0637	_____	_____
	0638	_____	_____
	0642	_____	_____
	0643	_____	_____

EQUIPMENT INVENTORY

CATAWBA/MCGUIRE NEWS CENTER

<u>Room</u>	<u>Telephone</u>	<u>In Place</u>	<u>Operational?</u>
<u>EC-230 (continued)</u>	0652	_____	_____
	0651	_____	_____
(State News Staff)	392-0600	_____	_____
	0601	_____	_____
	0629	_____	_____
	0630	_____	_____
	0631	_____	_____
	0632	_____	_____
	0633	_____	_____
	0634	_____	_____
	0639	_____	_____
	0640	_____	_____
	0641	_____	_____
	0653	_____	_____
	0654	_____	_____
	0655	_____	_____
	0656	_____	_____
	0657	_____	_____
	0658	_____	_____
	0659	_____	_____
	0660	_____	_____
	0661	_____	_____
	0662	_____	_____
	0663	_____	_____
	0664	_____	_____
(available for fax)	0666	_____	_____
(available for fax)	0667	_____	_____
(available for fax)	0668	_____	_____
	0670	_____	_____
	0672	_____	_____
	0673	_____	_____
	0676	_____	_____
	0678	_____	_____
	0679	_____	_____
(Conference room)	382-0671	_____	_____
(NRC News Staff)	382-0605	_____	_____
	0608	_____	_____
	0609	_____	_____
(FEMA News Staff)	382-0602	_____	_____
	0606	_____	_____
	0607	_____	_____
	0677	_____	_____

EQUIPMENT INVENTORY

CATAWBA/MCGUIRE NEWS CENTER

<u>Room</u>	<u>Telephone</u>	<u>In Place</u>	<u>Operational?</u>
-------------	------------------	-----------------	---------------------

EC-230 (continued)Telecopiers

Xerox Telecopier 295

4
382-0617
0623
0627
0669

Canon Fax 230

1
382-0628

Copy Machine

Royal 2502MR

1

Xerox 5034

1

O.J. Miller Auditorium
(Media Lines)

373-2620
2628
2629
2630
2631
2632
2633
2634
2635
2636
2637
2638
2639
2641
2642
7946
7947
7948

O.J. Miller Auditorium
(Kitchen Area)

382-1639

O.J. Miller Auditorium
(Projection booth)

Copy Machine -

Canon PC25

1

Inventory Performed By: _____

Date: _____

Deficiency Corrected: _____

FURNITURE AND EQUIPMENT

LOCATION: CATAWBA/MCGUIRE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Manager's Area</u>		
Tables	14	_____
Rolling Chairs	20	_____
High Backed Stool	1	_____
Wastebaskets	1	_____
Tone Alert Radio	1	_____
Fire Extinguisher	1	_____
Bookcase	1	_____
2 Drawer File Cabinet	1	_____
Wooden Cabinet	1	_____
Computer, IBM PS2 Model 70	1	_____
Laser Printer	1	_____
Data Projection System	1	_____
Computer, 3270	1	_____
<u>Conference Room</u>		
Tables	3	_____
Side Chairs	8	_____
Wastebaskets	1	_____
McGuire/Catawba Crisis Telephone Directories	1	_____
G.O. Telephone Directory	1	_____
Charlotte Telephone Directories	1	_____
<u>Emergency Communications Room</u>		
Tables	7	_____
Side Chairs	7	_____
Computer Chairs	2	_____
PROFS (3191) Terminal	1	_____
Data Coordinator Terminal (Decwrite III)	1	_____
SC LGR Radio Tone Remote	1	_____
Canon 850 Telecopier	1	_____

FURNITURE AND EQUIPMENT

LOCATION: CATAWBA/MCGUIRE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Emergency Communications Room (cont'd)</u>		
Industry Communication Workstation (3270 PC, Proprinter)	<u>1</u>	<u> </u>
ONSA/IM-4 Implementating Procedure for Nuclear Network	<u>1</u>	<u> </u>
Wastebaskets	<u>3</u>	<u> </u>
N.C. Dem Radio Tone Remote	<u>1</u>	<u> </u>
Desk Clock	<u>1</u>	<u> </u>
Coat Rack	<u>1</u>	<u> </u>
Metal Cabinet	<u>1</u>	<u> </u>
5 Section Partition Unit	<u>1</u>	<u> </u>
PS2 Computer	<u>2</u>	<u> </u>
Laser Printer	<u>1</u>	<u> </u>

Note: Test each fax machine by sending and receiving a facsimile transmission.

Technical Services Room

Tables	<u>6</u>	<u> </u>
Side Chairs	<u>15</u>	<u> </u>
Wastebaskets	<u>1</u>	<u> </u>
Metal Cabinet	<u>1</u>	<u> </u>
McGuire/Catawba Crisis Telephone Directories	<u>3</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>
CNS Dose Assessment Manual (in Metal Cabinet)	<u>1</u>	<u> </u>
MNS Dose Assessment Manual (in Metal Cabinet)	<u>1</u>	<u> </u>
Computer, IBM PS2 Model 70	<u>1</u>	<u> </u>
Computer, 3270 w/Expansion Unit	<u>1</u>	<u> </u>
NEC Data Monitor	<u>1</u>	<u> </u>

FURNITURE AND EQUIPMENT

LOCATION: CATAWBA/MCGUIRE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Off-Site Monitoring Room</u>		
Rolling Stand with Overhead Projector	<u>1</u>	<u> </u>
Side Chairs	<u>2</u>	<u> </u>
Screen	<u>1</u>	<u> </u>
Computer Chair	<u>2</u>	<u> </u>
Desk Clock	<u>1</u>	<u> </u>
Modular Furniture Overhead Bin & Desk Unit	<u>1</u>	<u> </u>
Field Monitoring Radio Tone Remote	<u>1</u>	<u> </u>
McGuire/Catawba Crisis Telephone Directories	<u>2</u>	<u> </u>
G.O. Telephone Directories	<u>2</u>	<u> </u>
Modular Bookcase and Desk Units	<u>2</u>	<u> </u>
Wastebaskets	<u>1</u>	<u> </u>
Computer, IBM System 2	<u>2</u>	<u> </u>
Modular Desk Unit	<u>1</u>	<u> </u>
<u>Offsite Dose Assessment Room</u>		
Tables (Freestanding)	<u>5</u>	<u> </u>
Side Chairs	<u>14</u>	<u> </u>
Computer Chairs	<u>1</u>	<u> </u>
Step Stool	<u>1</u>	<u> </u>
Modular Overhead Bin and Desk Units	<u>2</u>	<u> </u>
Modular Desk Units	<u>2</u>	<u> </u>
Modular Computer Table	<u>1</u>	<u> </u>
Wastebaskets	<u>2</u>	<u> </u>
3 Drawer Rolling Cabinet	<u>2</u>	<u> </u>
Compaq 386 Computer	<u>1</u>	<u> </u>
IBM Proprinter XL	<u>1</u>	<u> </u>
N.C. Dem Radio Tone Remote	<u>1</u>	<u> </u>

Note: Test each fax machine by sending and receiving a facsimile transmission.

Note: Test the dose assessment compaq computer by turning on the power and verifying that the MESOREM initialization screen appears.

FURNITURE AND EQUIPMENT

LOCATION: CATAWBA/MCGUIRE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Offsite Dose Assessment Room (cont'd)</u>		
Modular Overhead Bins	<u>2</u>	<u> </u>
Color Monitor	<u>1</u>	<u> </u>
Canon 245 Telecopier	<u>1</u>	<u> </u>
Computer, IBM PS2 Model 70	<u>1</u>	<u> </u>
NEC Data Monitor	<u>1</u>	<u> </u>
<u>Plant Assessment Room</u>		
Tables	<u>11</u>	<u> </u>
Side Chairs	<u>24</u>	<u> </u>
Computer Chairs	<u>2</u>	<u> </u>
Metal Cabinet	<u>1</u>	<u> </u>
Wooden Cabinet	<u>1</u>	<u> </u>
Wastebaskets	<u>4</u>	<u> </u>
McGuire/Catawba Crisis Telephone Directories	<u>10</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>
Oconee Crisis Telephone Directories	<u>1</u>	<u> </u>
PS2 Computer	<u>3</u>	<u> </u>
NEC Data Monitor	<u>3</u>	<u> </u>
<u>NRC Room</u>		
McGuire/Catawba Crisis Telephone Directories	<u>3</u>	<u> </u>
Tables	<u>10</u>	<u> </u>
G.O. Telephone Directories	<u>3</u>	<u> </u>
Charlotte Telephone Directory	<u>1</u>	<u> </u>
Side Chairs	<u>14</u>	<u> </u>
Computer Chairs	<u>2</u>	<u> </u>
Wastebaskets	<u>2</u>	<u> </u>
Wooden Cabinet	<u>1</u>	<u> </u>

FURNITURE AND EQUIPMENT

LOCATION: CATAWBA/MCGUIRE CMC

<u>Item</u>	<u>Number In Plan</u>	<u>Number Present</u>
<u>Copier/Telecopier Room</u>		
McGuire/Catawba Crisis Telephone Directories	<u>1</u>	<u> </u>
Tables	<u>3</u>	<u> </u>
G.O. Telephone Directories	<u>2</u>	<u> </u>
Xerox 295 Telecopier	<u>1</u>	<u> </u>
Xerox 1045 Copier	<u>1</u>	<u> </u>
Xerox 5034 Copier	<u>1</u>	<u> </u>
Computer Chair	<u>1</u>	<u> </u>
3 Drawer Rolling Cabinet	<u>1</u>	<u> </u>
Steel Shelving Units	<u>3</u>	<u> </u>
Wastebaskets	<u>2</u>	<u> </u>
IBM 3812-2 Printer	<u>1</u>	<u> </u>
Charlotte Telephone Directories	<u>2</u>	<u> </u>

Note: Test each fax machine by sending and receiving a facsimile transmission.

Note: Test each copier by running at least 10 copies and verifying copy quality.

Admin. & Logistics Room

Tables	<u>4</u>	<u> </u>
Side Chairs	<u>14</u>	<u> </u>
Wastebaskets	<u>1</u>	<u> </u>
Wooden Cabinets	<u>2</u>	<u> </u>
Coat Rack	<u>1</u>	<u> </u>
Easel	<u>1</u>	<u> </u>

Break Area/Secu.

McGuire/Catawba Crisis Telephone Directories	<u>1</u>	<u> </u>
Tables	<u>7</u>	<u> </u>
G.O. Telephone Directories	<u>2</u>	<u> </u>
Charlotte Telephone Directories	<u>1</u>	<u> </u>
Side Chairs	<u>2</u>	<u> </u>

LOCATION: CATAWBA/MCGUIRE CMC

Inventory Performed By: _____
Date: _____
Deficiency Corrected: _____

CRISIS MANAGEMENT IMPLEMENTING PROCEDURE

CMIP - 22

TELEPHONE NUMBER UPDATES

R E Harris

Approved By

1/20/92

Date

CMIP-22

TELEPHONE NUMBER UPDATES1.0 Purpose

- 1.1 To ensure that the telephone numbers provided for communications in an emergency are correct.
- 1.2 To comply with federal guidance regarding telephone number updates.

2.0 References

- 2.1 Crisis Management Plan, Section P.10
- 2.2 NUREG-0654, Section P.10
- 2.3 CMIP-18

3.0 Limits and Precautions

Not Applicable

4.0 Procedure

Note: All steps in Section 4.0 of this procedure shall be signed off when the appropriate step has been completed. A step has been completed when the telephone numbers included in that step have been verified to be correct, and changes have been marked up in the master markup copy of the appropriate procedure.

Completed
Initials/Date

- _____/_____ 4.1 On a quarterly basis update telephone numbers for Crisis Management Center personnel listed in the Crisis Management Implementing Procedures and the Duty Engineer Call List using Enclosure 5.1.
- _____/_____ 4.2 On a quarterly basis, update telephone numbers in CMIP-8 and CMIP-9 using Enclosure 5.3.

- _____/____ 4.3 On a quarterly basis, verify the telephone numbers of the offsite agencies and in-house 24 hour numbers in CMIP-1 Enclosure 4.16 and the Duty Engineer Call List (CMIP-1 Enclosure 4.3) by telephoning the agencies. These agencies are listed in Enclosure 5.9.
- _____/____ 4.4 On an annual basis, request that the Crisis Management Group Managers update the telephone numbers in their procedures which are not group member telephone numbers. Enclosure 5.10 gives a sample letter for requesting this update. Verify that replies are received within 30 days. Followup as appropriate to ensure completion.
- _____/____ 4.5 File the completed copy of this procedure in Crisis Management Section File #160.

5.0 Enclosures

- 5.1 Updating Telephone Numbers for Crisis Management Center (CMC) Personnel.
- 5.2 Sample Letter for CMC Member Telephone Update.
- 5.3 Updating Crisis Telephone Directories (CMIP-8 and CMIP-9).
- 5.4 Sample Letter for Updating Catawba and McGuire Technical Support Center Directories.
- 5.5 Sample Letter for Updating Oconee Technical Support Center and Operational Support Center Telephone Directories.
- 5.6 Offsite Agency Telephone Numbers Verified During Communications Tests.
- 5.7 Offsite Agency Telephone Numbers in CMIP-8 and CMIP-9 to be Updated Quarterly.
- 5.8 Offsite Agency Telephone Numbers and in-house 24 hour numbers in CMIP-1 and the Duty Engineer Call List to be Updated Quarterly.
- 5.9 Sample Letter for Annual Crisis Management Telephone Update.

Enclosure 5.1

Updating Telephone Numbers for Crisis Management
Center (CMC) PersonnelProcedure

1. Using dBaseIII, generate letters for the Crisis Management team member telephone update and distribute. (A sample letter is shown in Enclosure 5.2.)
2. When the letters are returned, track receipt against a list of CMC members.
3. If no response is received, follow-up as appropriate.
4. Make the necessary changes to:
 - (a) The CMC personnel database
 - (b) The Crisis Management Implementing Procedure for the individual's group
 - (c) The Duty Engineer Call List (as applicable), CMIP-1 Enclosure 4.3
5. File the signed letters in Crisis Management Section File #160.

Enclosure 5.2

Sample Letter for CMC Member Telephone Update

Date
Member Name
Department
Work Location

SUBJECT: CRISIS MANAGEMENT CENTER

PLEASE RESPOND BY (Date)

Please verify the following information for CMC records and return this letter to the address shown below:

Department:
Location:
Home Phone:
Work Phone:

J. J. Honeycutt

Verified By _____ Date _____

MAIL TO: J. J. Honeycutt
Nuclear Production
WC/23A

Enclosure 5.3

Updating Crisis Telephone Directories (CMIP-8 and CMIP-9)

Method

The Crisis Management Telephone Directories will be reviewed by either (1) sending out letters to require a written verification, (2) physical inventory, or (3) actually calling the listed number to get a telephone verification.

Procedure

1. Telephone numbers in the Catawba/McGuire Crisis Management Center are verified by physical inventory (CMIP-21, Enclosure 5.2).
2. Telephone numbers in the Oconee Crisis Management Center are verified by physical inventory (CMIP-21, Enclosure 5.3).
3. Telephone numbers in the Catawba/McGuire News Center are verified by physical inventory (CMIP-21, Enclosure 5.18).
4. Telephone numbers in the Oconee Media Center are verified by physical inventory (CMIP-21, Enclosure 5.4).
5. Telephone numbers for the Catawba and McGuire Technical Support Centers and Operational Support Centers (if applicable) are reviewed by the Station Emergency Planners. Enclosure 5.4 provides a sample letter for requesting this update. Verify that replies are received within 30 days. Follow up as appropriate to ensure completion.
6. Telephone numbers for the Oconee Technical Support Center and Operational Support Center are reviewed by the Station Emergency Planner. Enclosure 5.5 provides a sample letter for requesting this update. Verify that a reply is received within 30 days. Follow up as appropriate to ensure completion.
7. Telephone numbers for offsite agencies are to be verified by telephoning the agency. Some offsite agency telephone numbers are called during the Monthly or Quarterly Communications Tests (CMIP-19 and CMIP-20). A list of numbers verified in this manner is included for reference in Enclosure 5.6. The remaining agency telephone numbers shall be reviewed by telephoning the agencies. Telecopier telephone numbers should be verified verbally with the associated agency. These agencies are listed in Enclosure 5.7.
8. Incorporate any changes in the appropriate Crisis Telephone Directory.

Enclosure 5.4

Sample Letter for Updating Catawba and McGuire
Technical Support Center Directories

Date

D. P. Simpson
Catawba Nuclear Station

J. R. Leonard
McGuire Nuclear Station

Subject: Crisis Management Quarterly Phone Update

Please review the attached list of telephone numbers for the stations' Technical Support Centers found in CMIP-9, McGuire/Catawba Crisis Telephone Directory. If any changes need to be made, please mark them and return the list to J. J. Honeycutt, WC-2377 by (Date).

R. E. Harris
System Emergency Planner

REH:klc

Attachment

xc: Crisis Management Section File #160

Enclosure 5.5

Sample Letter for Updating Oconee Technical Support Center
and Operational Support Center Telephone Directories

Date

C. C. Jennings
Oconee Nuclear Station

Subject: Crisis Management Quarterly Phone Update

Please review the attached list of telephone numbers for Oconee's Technical Support Center and Operational Support Center. These numbers are a part of CMIP-8, Oconee Crisis Telephone Directory. If any changes need to be made, please mark them and return the list to J. J. Honeycutt, WC-2377 by (Date).

R. E. Harris
System Emergency Planner

REH:k1c

Attachment

xc: Crisis Management Section File #160

Enclosure 5.6

Offsite Agency Telephone Numbers Verified During Communications Tests

<u>Federal Agencies</u>	<u>Procedure</u>
Department Of Energy - Radiological Emergency Assistance Center/Training Site (REAC/TS)	CMIP-8, 9
Department of Energy - Savannah River	CMIP-8, 9
Nuclear Regulatory Commission - Operations Center (Bethesda, Maryland -- Primary Number)	CMIP-8, 9
Nuclear Regulatory Commission Region II (Atlanta, Georgia -- Primary Number)	CMIP-8, 9
 <u>State Agencies</u>	
North Carolina - Warning Point	CMIP-9
South Carolina - Warning Point	CMIP-8, 9
 <u>County Agencies</u>	
Cabarrus County - Warning Point	CMIP-9
Catawba County - Warning Point	CMIP-9
Gaston County - Warning Point	CMIP-9
Iredell County - Warning Point	CMIP-9
Lincoln County - Warning Point	CMIP-9
Mecklenburg County - Warning Point	CMIP-9
Oconee County - Warning Point	CMIP-8
Pickens County - Warning Point	CMIP-8
York County - Warning Point	CMIP-9

Enclosure 5.7

Offsite Agency Telephone Numbers in CMIP-8 and CMIP-9 To Be Updated Quarterly

<u>Verified ?</u>	<u>Agency</u>	<u>Procedure</u>
	<u>Federal Agencies</u>	
_____	Nuclear Regulatory Commission -- Health Physics Network Operations Center	CMIP-8, 9
_____	Nuclear Regulatory Commission -- Headquarters Operation Center (Backup)	CMIP-8, 9
_____	Nuclear Regulatory Commission -- Region II Operations Center, Atlanta, Georgia (Backup)	CMIP-8, 9
_____	Nuclear Regulatory Commission -- Resident Inspector	CMIP-8
	<u>State Agencies</u>	
_____	Georgia -- Warning Point (Primary, Backup, and Telecopier)	CMIP-8
_____	North Carolina -- Emergency Operations Center, Raleigh (Primary, Backups, and Telecopier)	CMIP-8, 9
_____	North Carolina -- Warning Point, Raleigh	CMIP-8
_____	South Carolina -- Department of Health and Environmental Services (Primary and Backup)	CMIP-9
_____	South Carolina -- Emergency Operations Center, Columbia	CMIP-8, 9
_____	South Carolina -- Forward Emergency Operations Center, Clemson Armory (Primary and Backups)*	CMIP-8
_____	South Carolina -- Forward Emergency Operations Center, Clover Armory (Primary and Backups)*	CMIP-9

* These telephone numbers should be verified by telephoning Emergency Management personnel for the appropriate state because these facilities are normally unoccupied.

Enclosure 5.7 (Cont'd)

Offsite Agency Telephone Numbers in CMIP-8 and CMIP-9 To Be Updated Quarterly

<u>Verified ?</u>	<u>Agency</u>	<u>Procedure</u>
	<u>County Agencies</u>	
_____	Cabarrus County Emergency Operations Center (EOC)	CMIP-9
_____	Catawba County Emergency Operations Center	CMIP-9
_____	Gaston County Emergency Operations Center	CMIP-9
_____	Iredell County Emergency Operations Center	CMIP-9
_____	Lincoln County Emergency Operations Center	CMIP-9
_____	Mecklenburg County Emergency Operations Center	CMIP-9
_____	Oconee County Emergency Operations Center	CMIP-8
_____	Pickens County Emergency Operations Center	CMIP-8
_____	Pickens County Warning Point (Backup Numbers)	CMIP-8
_____	York County Emergency Operations Center	CMIP-9
	<u>Other Agencies</u>	
_____	American Nuclear Insurers	CMIP-8, 9
_____	Institute of Nuclear Power Operations (INPO -- Primary and Backups)	CMIP-8, 9

Enclosure 5.8

Offsite Agency Telephone Numbers and In-house
24 hour Numbers in CMIP-1 and the Duty Engineer
Call List To Be Updated Quarterly

Verified ?

Agency

CMIP-5 (Enclosure 4.12)

_____ North Carolina Governor's Office

_____ South Carolina Governor's Office

Duty Engineer Call List (CMIP-1 Enclosure 4.3)Babcock and Wilcox

_____ -- Oconee Resident Engineer

_____ -- Headquarter's Representative

_____ Institute of Nuclear Power Operations (Primary and Backups)

Westinghouse

_____ -- McGuire Site Service Manager

_____ -- Catawba Site Service Manager

_____ -- Headquarter's Representatives

In-house 24 hour Numbers

_____ -- Corporate Security

_____ -- 24 Hour Customer Service

Enclosure 5.9

Sample Letter for Annual Crisis Management Telephone Update

Date

R. B. Bowman (CMIP-2)
R. F. Smith (CMIP-4)
K. S. Canady (CMIP-6)

Subject: Crisis Management Annual Telephone Update

The Crisis Management Plan, Section P.10 requires that we update phone numbers for CMC personnel and the emergency telephone directories on a quarterly basis. All other phone numbers in the CMIP's (e.g. motels, restaurants, news media, etc.) must be updated annually. The Crisis Management Section handles the quarterly update. However, we request your assistance on the annual updates.

Therefore, please verify the phone numbers in your CMC group procedure (other than phone numbers for CMC members) and identify any necessary changes by (Date).

Please let me know if you have any questions.

R. E. Harris
System Emergency Planner

xc: J. J. Honeycutt
Crisis Management Section File #160