

ENCLOSURE 1

SOP Updates

Included In This Submittal

SOP III.01

SOP III.02

SOP III.08

SOP III. 23

1785d/0024K

8412280462 841129
PDR ADOCK 05000275
F PDR

ENCLOSURE 2

Location of Bracketed Privacy/Proprietary Information

Procedure:

III.01 -- pp. 15-18, 25, 31, 37, 39, 41.

III.02 -- pp. 7, 13, 21-25, 30, 55.

III.08 -- pp. 19, 22-26, 28, 29, 42, 44.

III.23 -- pp. 5, 6, 7, 15

ENCLOSURE 3

Updates to San Luis Obispo County Standard Operating Procedures

SAN LUIS OBISPO COUNTY NUCLEAR POWER PLANT

EMERGENCY RESPONSE PLAN

III.01

SAN LUIS OBISPO COUNTY
OFFICE OF EMERGENCY SERVICES

STANDARD OPERATING PROCEDURES
EMERGENCY SERVICES DIRECTOR

APPROVED JUNE 28, 1982

REVISED MAY, 1983

REVISED FEBRUARY, 1984

REVISED OCTOBER, 1984

~~8412040071 841129~~
~~CE ADDCK 05000275~~
~~CE~~

AUTHENTICATION

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

Signed and Accepted:

x Wm Buam
Name

COUNTY ADMINISTRATOR
Title

x 2/29/84
Date

TABLE OF CONTENTS

	<u>Page</u>
A. PREEMERGENCY PREPAREDNESS	1
1. OVERVIEW	1
2. AUTHORITY AND RESPONSIBILITIES	1
3. OTHER INVOLVED AGENCIES	2
4. EMERGENCY ORGANIZATION	3
5. ASSIGNMENTS	3
6. EOC STAFF	5
7. FACILITIES	6
8. EMERGENCY WORKER PROTECTIVE GEAR	6
9. PLAN UPDATE	6
B. NOTIFICATION AND MOBILIZATION	7
1. OVERVIEW	7
2. ALERTING INFORMATION	7
3. BACKUP SHIFTS	8
4. STAFF AUGMENTATION	8
 <u>CHARTS AND FIGURES</u>	
ESD-01 County Emergency Organization	9
ESD-02 Interagency Emergency Organization	10
ESD-03 Emergency Operations Center (County)	11
ESD-04 Emergency Operations Facility (PG&E)	12
ESD-05 Media Center/Press Phone Center	13
 <u>EMERGENCY PROCEDURES/CHECKLIST</u>	
A. Nuclear Emergency Notification List	14
B. EOC Duties, Board Chairman Checklist.	19
C. EOC Duties, Emergency Services Director Checklist	20
- Radiological Emergency Status Form	22
D. EWS/EBS Activation, Emergency Services Director Checklist	25
E. EOC Duties, Emergency Services Coordinator A Checklist	27
- EOC Equipment and Supplies	29
F. EOC Duties, Emergency Services Coordinator B Checklist	30
G. Access Control Procedures, County Sheriff and EOC Support Personnel Checklist	32
H. EOC Message Handling, EOC Support Staff Checklist	34
I. Cities Liaison Policy and Procedure	37

A. PREEMERGENCY PREPAREDNESS

1. OVERVIEW

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

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

2. AUTHORITY AND RESPONSIBILITIES

a. Legal Authority

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

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

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

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

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

b. Delegation of Authority

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

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

The Direction and Control Group is formally designated to include:

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

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

3. OTHER INVOLVED AGENCIES

Federal, state and local government, as well as private organizations directly involved in conducting emergency operations are included in the

EOC and UDAC rosters. As time permits, additional agency liaison personnel are expected to arrive. Specific agencies include:

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

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

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

4. EMERGENCY ORGANIZATION

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

5. ASSIGNMENTS

KEY RESPONSIBLE INDIVIDUALS BY FUNCTION

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

Function	Job Title
Communications	County Director of Technical Services
Transportation	County Engineer
Supply and Procurement	County Auditor/Controller
Legal Support	County Counsel
Screening of the General Public	Caltrans District 05 Deputy District Director, Maintenance and Operations
Emergency Medical and Public Health Support	County Health Officer
Ingestion Pathway Sample Collection	Field Team Coordinator, California Radiologic Health Section
Ingestion Pathway Assessment and Direction of Response	Chief, California Radiologic Health Branch
Decontamination and Authorizing Reentry into Contaminated Areas	Chief, California Radiologic Health Branch
Reentry and Recovery	Emergency Services Director
Medical and Public Health Long-term Follow-up	Chief, California Director Medical Services
Operation of Existing Structures as Shelters	City Fire Chief ¹
Perimeter Control Around Restricted Areas	San Luis Obispo Area Commander, California Highway Patrol
Law Enforcement	County Sheriff/Area Law Enforcement Coordinator
Traffic Control in an Evacuation	San Luis Obispo Area Commander, California Highway Patrol
Evacuation of Institutions and Carless Population	County Engineer/County Fire
Confirmation of Evacuation/ Sheltering	Emergency Services Director
Operation of Congregate Care and Mass Feeding Facilities	Red Cross Disaster Coordinator

Arroyo Grande, Grover City, Morro Bay, Pismo Beach, San Luis Obispo.

6. EOC STAFF

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

DIRECTION AND CONTROL GROUP

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

County Sheriff (Law Enforcement and Alerting and Notification)

County Fire Chief (Fire and Rescue)

County Engineer (Transportation)

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

UNIFIED DOSE ASSESSMENT CENTER

Environmental Health Director (Accident Assessment)

Air Pollution Control Officer (Support for Accident Assessment)

Agricultural Commissioner (Support for Ingestion Pathway Assessment)

TECHNICAL SUPPORT GROUP

Emergency Services Assistant Director

Emergency Services Coordinators

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

Public Information Officer (PIO, Public Information)

Legal Counsel (Support for Direction and Control)

General Services (Support for Direction and Control)

Technical Services (Communications)

Auditor/Controller (Support for Direction and Control)

RESPONSE GROUP

County Sheriff (In Direction and Control Group)

County Fire Chief (In Direction and Control Group)

County Public Works (Engineer in D & C Group)

County Social Services (Shelter/Welfare)

California Parks and Recreation (Support for Alerting and Notification)

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

CHP (Traffic Control)

County Supt. of Schools (Support for Transportation)

Red Cross (Shelter/Welfare)

City Liaison

7. FACILITIES

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

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

8. EMERGENCY WORKER PROTECTIVE GEAR

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

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

Pocket Ionization Dosimeters

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

Potassium iodide

9. PLAN UPDATE

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

B. NOTIFICATION AND MOBILIZATION

1. OVERVIEW

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

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

Initial notification of a nuclear power plant emergency is provided by PGandE to the 24-hour dispatcher at the County Sheriff's Office. This officer notifies the Emergency Services Director (ESD) who is the County Administrative Officer or alternate, and informs this official of the emergency status level (notification of UNUSUAL EVENT, ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY). If the status level changes, the Sheriff's Office and the ESD will perform notifications according to the call list.

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

2. ALERTING INFORMATION

a. Initial Notification

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

b. Notification Cascade

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

c. Alternative Notification System

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

SYSTEM USERS

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

USES OF TONE ALERT SYSTEM

Redundant Communication System for alerting personnel.

Redundant communication system for alerting personnel.

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

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

d. Additional Notifications

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

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

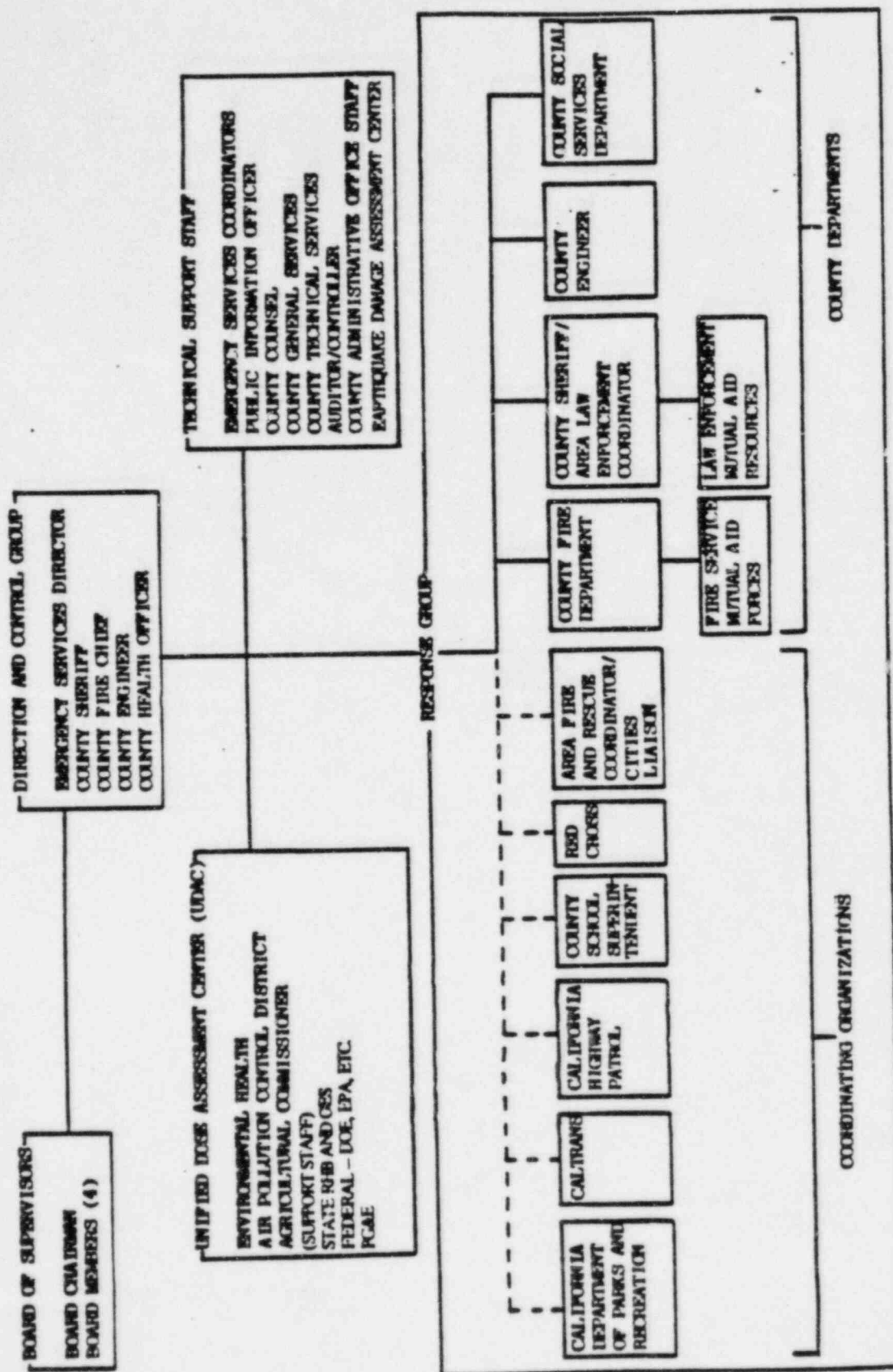
3. BACKUP SHIFTS

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

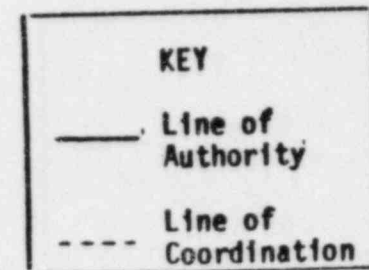
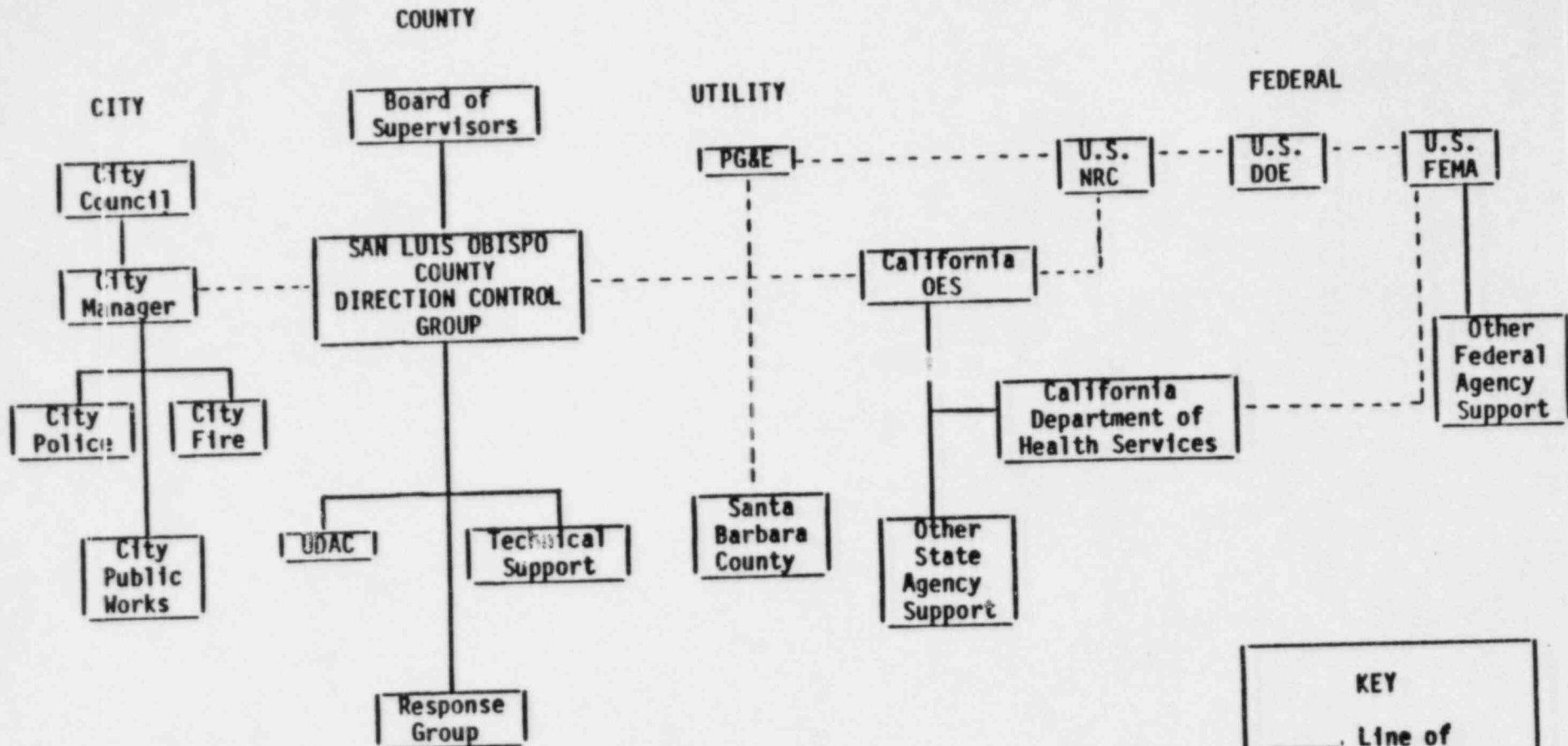
4. STAFF AUGMENTATION

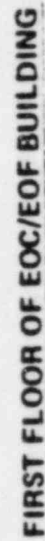
During an ALERT and more severe status, augmentation of EOC or UDAC staff may be required. Due to limitations on the space available at the EOC, such additions to staff will be assigned to other facilities, such as Camp San Luis Obispo or the County Administrative Office in San Luis Obispo. No additional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

COUNTY EMERGENCY ORGANIZATION

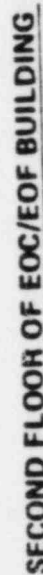


INTERAGENCY EMERGENCY ORGANIZATION

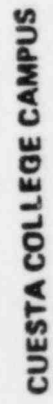




Index



MEDIA CENTER AND PRESS PHONE CENTER



Emergency Procedure A
Nuclear Emergency Notification List

Initial Emergency Notification Message - By Phone

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

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

SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

COUNTY OES: Director (ESD) NOTIFICATION LIST

Current: 10/84

Emergency Action Level: Unusual Event ☒ Alert ☒ Site Area Emergency ☒ General Emergency Page 1 of 4

C-f o i n f o r m e d	Agency	Job Title	Name	Office Phone	R-d i o n w g n	P a g e r	T o l e r a n c e	A l e r t	R e s p o n s e	C L E T S	Home Phone	Comments
	County OES	Asst. Dir. of Emerg. Svcs.	T. Ness*			X	X					ESD Alternate
	County OES	Coordinators	J. Grant J. Paullus			X X	X X					
	County Board of Supervisors	Chairperson	J. Diefenderfer									
	County Board of Supervisors	Supervisors	K. Kupper R. Brackett J. Jorgensen B. Coy									Call only at ALERT Call only at ALERT Call only at ALERT Call only at ALERT

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

SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

COUNTY OES LIST "A" NOTIFICATION LIST

Current: 10/84

Page 2 of 4

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

C-f o i n f o r m e d	Agency	Job Title	Name	Office Phone	R-d i o n g n	P a g e r	T o l n e r	A d i o	C L E T S	Home Phone	Comments
	County Environ- mental Health	Director	Tim Mazzacano			X	X	UHF			UDAC Coordinator
	County General Services	Director Dep. Director	Duane Leib G. Rosenberger								Public Info Ofcr Gen Svcs Rep
	County Technical Services	Director	Dan Hayward				X	VHS LG			
	County Engineer	County Engineer (Alternate)	George Protopapas Clint Milne*			X X		VHS LG VHS			Eng. & Transport. Coordinator
	County Social Services	Director (Alternate)	Tom Gano D. Moore*				X				Shelter/Welfare
	County Personnel	Director	Steve Keil								Backup Public Info Officer
	County Admin.	EOC Support Staff Superv.	Bonita McGonagill								
	A.R.E.S.		Van Lyons Dale Auth Brad Horac								

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

SAU LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

COUNTY OES LIST "B" NOTIFICATION LIST

Emergency Action Level: Unusual Event X Alert X Site Area Emergency X General Emergency X General Emergency Page 3 of 3

Current: 10/84

C-f o n m e d	Agency	Job Title	Name	Office Phone	R-d i n g n e r	P a g e	T o t a l n e e r	A l e r t	C o n t a c t	Home Phone	Comments
		Cities Liaison	S Bosch D. Hossli								Alternate Cities Liaison
	Red Cross	Director	Jeannie Nix V. Bowser								24-hour phone number
	County Counsel	(Alternate)	James Lindholm Jac Crawford*								Legal Advisor
	Air Pollution Control District	Assist. APCD (Alternate)	Bob Carr A. Ronyecz*		X	X					
	PIO	(Alternate)	Paul Hood P. Crawford*								EOC Public Info Officer
	County Agric.	Commissioner (Alternate)	E. Kalar R. Greek*					X	X		Ingestion Pathway

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

SAN LUIS OBISPO COUNTY NUCLEAR EMERGENCY RESPONSE PLAN

STAFF SUPPORT SUPERVISOR NOTIFICATION LIST

Current: 2/84

Emergency Action Level: Unusual Event X Alert X Site Area Emergency X General Emergency Page 4 of 4

C-f o i n f o r m e d	Agency	Job Title	Name	Office Phone	R-d i o n g n	P a g e r	T o l e r a n c e	A l e r t	R a d i o	C L E T S	Home Phone	Comments
	County Admin.	Access Control Media Center	Pia Lausen Mary York									
	General Services	EOC Runner EOC Runner EOC Runner Situation Board Media Center	Jack Krege John Price Wm. Larondelle Cindy Sherfey Janet Wallravin									
	Planning	PIO Secretary	Mary Swedlund									
	Personnel	EOC Runner Sit. Bd. Aid	Vera Philbin Dori Duke									
	Technical Services	Message Center Phone Supt.	Roger Larson Louise Roza									

*Contact alternates ONLY if the primary contact cannot be reached.
1007v

Chairman, Board of Supervisors' Checklist

Emergency Operations Center Duties

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

Actions:

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

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

Emergency Services Director Checklist

Emergency Operations Center Duties

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

Actions:

- ___ 1. Received initial notification
 - a. From: _____
 - b. Office: _____
 - c. Message: _____
- ___ 2. Make notifications (see notification list).
 - a. Assistant Dir. Emer. Services
 - b. Coordinators
 - c. Board Chairman
 - d. Other Board members
- ___ 3. Special action taken:

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

Emergency Services Director Checklist

EMERGENCY PROCEDURE C
Continued

Emergency Operations Center Duties

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

RADIOLOGICAL EMERGENCY STATUS FORM

Message # _____

Time _____

Date of classification _____

UTILITY INFORMATION

At _____ (a.m.) (p.m.)

☐ an Unusual Event

☐ Alert

☐ Site Area Emergency

☐ General Emergency

was declared at the Diablo Canyon Nuclear Power Plant

(Note: Have agencies notify all agencies on their call list of escalation in emergency status.)

Incident involves:

UDAC/CO. HEALTH OFFICER INFORMATION

At this time, the situation involves: ☐ No radiological release

☐ A potential release

☐ A radiological release

☐ A release that has occurred but stopped

The dose rates to the whole body have been ☐ projected ☐ confirmed at
_____ rems _____ miles from the plant. The duration of the release has
been estimated to last _____ hours.

METEOROLOGICAL DATA

Current wind direction at _____ (a.m.) (p.m.) is _____ mph
from _____ to _____

Projected wind direction at _____ (a.m.) (p.m.) is _____ mph
from _____ to _____

Additional weather information: _____

PRECAUTIONARY/PROTECTIVE ACTIONS

At _____ (a.m.) (p.m.), the following

☐ precautionary

☐ protective actions are being recommended:

Type

Zones Affected/Description

☐ Precautionary actions

☐ Evacuation

☐ Sheltering

☐ Other

Precautionary/Protective Actions involve:

The following ☐ precautionary ☐ protective actions have already been taken:

☐ Precautionary actions

☐ Evacuation

☐ Sheltering

☐ Other

Precautionary/Protective Actions involved:

The sirens will be sounded and the E.B.S. activated at _____ (a.m.) (p.m.)

PUBLIC INFORMATION

The following types of information have been released:

- ___ E.B.S. messages (see attached)
- ___ Tone alert radio messages (see attached)
- ___ Press releases (see attached)

Other comments/information:

Declaration of local emergency: _____

Reception centers: _____

KI distribution: _____

Ingestion pathway/dairy herds: _____

Agency polling: _____

4568u

Emergency Services Director's ChecklistEWS/EBS ActivationResponse Actions for: Site Area Emergency, General EmergencyDESCRIPTION:

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

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

PROCEDURE:

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

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

Instruct Watch Commander or FEMA (if in the EOC) to call the U.S. Coast Guard at [REDACTED] to place emergency instructions on marine band radio following activation of the EWS system and EBS messages.

- ___ 8. Make decision to sound EWS system and issue EBS message.

Emergency Services Director's Checklist

EMERGENCY PROCEDURE D
(Continued)

EWS/EBS Activation

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

Emergency Services Coordinator A Checklist

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

Actions:

- ___ 1. Receive initial notification from Sheriff's Watch Commander, including classification; time of classification; circumstances causing classification; request escalation/termination call.
- ___ 2. If ALERT or greater accident classification, request Sheriff's Watch Commander to activate EOC and assign deputy to handle access control and EOC/parking lot security.
- ___ 3. Complete notifications on call list.
- ___ 4. Notify EOC Support Staff Supervisor to active and assign all Support Staff personnel.
- ___ 5.
 - a. Arrive at EOC.
 - ___ b. Complete notifications as necessary. Confirm all other agencies have completed notifications.
 - ___ c. Distribute essential materials to EOC rooms as needed (per Attachment G).
 - ___ d. Confirm arrival of all required EOC personnel and arrange augmentation as required, including EOC support staff personnel.
- ___ 6. Contact General Services Rep in EOC to coordinate acquisition of vehicles needed for emergency.
- ___ 7. Monitor message handling procedure and master situation board.
- ___ 8.
 - a. Confer frequently with all EOC personnel to assure communication and coordination.
 - ___ b. Assure that all situation boards and maps are being utilized by all EOC personnel.
 - ___ c. Assure all critical information from outer EOC rooms is communicated to D&C room and Message Center via phone and hard copy message Form 2340u.
 - ___ d. Act as face-to-face liaison for personnel in outer rooms of EOC with D&C room (update, answer questions, etc.).
 - ___ e. Poll status of critical response agencies every hour or as directed.

Emergency Services Coordinator A Checklist

- ___ 9. Coordinate distribution of Emergency Worker Protective gear with Sheriff as required for EOC personnel.
- ___ 10. Assist ESD in management of EOC.
- ___ 11. Confirm access to people not on Restricted Access List.
- ___ 12. Receive notification that emergency is de-escalated or terminated.
- ___ 13. Assist ESD in Recovery and Reentry operation.
- ___ 14. Deactivate the EOC upon the direction of ESD.

EOC EQUIPMENT AND SUPPLIES

Equipment and Supplies Needed

- Message forms
- Routing baskets
- Copier machine
- Name placards at tables for participants
- Identification badges
- Pencils
- Pens
- Tablets
- Typing paper
- Correction liquid paper
- Paper clips
- Stapler and staples
- Stapler removers
- Rubber bands
- Scotch tape holder and refill
- Masking tape
- Scissors
- Erasers for pencils and pens
- Erasers for blackboard
- Clipboards
- Two-hole punch
- Three-hole punch
- Erasable board markers
- Fluorescent lamps and batteries (for emergency lighting)

- Typewriters (2)
 (Obtained from Administration or General Services)

- Serial numbering machine (proposed only)

- County phone memo call record book
- EOC telephone directories

EMERGENCY PROCEDURE F

Emergency Services Coordinator B Checklist

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

Actions:

- ___ 1. Receive initial notification from Sheriff's Watch Commander, including classification; time of classification; circumstances causing classification; request escalation/termination call.
- ___ 2. If ALERT or greater accident classification, request Sheriff's Watch Commander to activate EOC and assign deputy to handle access control and EOC/parking lot security.
- ___ 3. Complete notifications on call list.
- ___ 4. a. Arrive at EOC.
b. Complete notifications as necessary.
c. Pick up "Emergency Notification Form" from Watch Commander, make two copies, keep one and give one to Assistant ESD for initial Rad. Emerg. Status (Form 705u) briefing.
- ___ 5. Assume role as Cities Liaison Coordinator.
 - ___ a. Contact and activate "Cities Liaison Phone Operator".
 - ___ b. Get briefing and gather initial information from "Emergency Notification Form".
 - ___ c. Develop written Cities Liaison message using Form 4336u
 - ___ d. Verify accuracy of information and assign message number and confer with phone operator.
 - ___ e. Give to phone operator to transmit message over cities ring down phone.
 - ___ f. Answer questions from cities as necessary.
 - ___ g. Insure hard copy of message sent via CLETS.
 - ___ h. Insure hard copy of message is made and attached to Cities Liaison Master Message Log.
 - ___ i. Gather updated information and repeat (c) through (h) until exercise/emergency termination.
 - ___ j. Coordinate response to incoming questions/requests from cities.
 - ___ k. Review messages received by Situation Board Clerk for coordination with PIO/State.

Revised 10-84

Emergency Services Coordinator B Checklist

- ___ 6. Prior to State OES representative's arrival at EOC, call:
or [REDACTED] (24-hour warning control number)
or [REDACTED] (Jack Kearns, Deputy Director)
or [REDACTED] (Anne Vasquez, County Liaison)
and notify representative that EOC is operational and provide updated info on emergency as available.
- ___ 7. Call Santa Barbara County Office of Emergency Services at [REDACTED] and provide updated info on emergency until representative arrives at the EOC.
- ___ 8. Act as fixed liaison point for outer EOC personnel (questions, updates, etc.).
- ___ 9. Receive notification that emergency is de-escalated or terminated.
- ___ 10. Assist ESD in Recovery and Reentry operation.
- ___ 11. Deactivate the EOC upon the direction of ESD.

County Sheriff, EOC Support Personnel ChecklistAccess Control Procedures

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

Actions/Duty Checklist

- ___ 1. Emergency Operations Center to be activated at Alert or greater classification or when requested by County OES.
- ___ 2. One Sheriff's Deputy to be stationed at EOC lobby door to control access and provide security.
 - ___ a. Deputy also acts as county and visitor access clerks until assigned clerks arrive.
 - ___ b. County OES to assign two people to fill positions of "County Access Clerk" and "Visitor Access Clerk."
 - ___ c. PG&E to assign two people to fill "PG&E Access Clerk" positions as needed.
- ___ 3. Deputy/Clerks to set up following equipment and supplies in EOC lobby:
 - ___ a. Two tables and four chairs (one table for County and Visitor Access Clerk and the other for PG&E Access Clerks).
 - ___ b. Two red Access Control notebooks containing procedures, Master EOC/EOF Restricted Access List, Visitors' Access List, and PG&E EOF Restricted Access List.
 - ___ c. Two boxes of Visitor ID cards and ID card clips.

Note: All equipment and supplies stored in EOC lobby closet.
- ___ 4. As personnel arrive to gain access to EOC, Deputy to have each person give name, agency and to display their EOC/EOF staff I.D. Card.
- ___ 5. If person is from local Agency and has EOC staff I.D. Card, Deputy will direct person to County Access Clerk.
 - ___ a. Clerk to verify last name on Master List.
 - ___ b. Clerk to record check-in time.
 - ___ c. Clerk to give person card clip and instruct him/her to wear ID Card at all times while inside EOC.
 - ___ d. Clerk to allow person to proceed to EOC Duty Station.
- ___ 6. If person is from PG&E, Deputy will direct person to PG&E Access Clerk.

Revised 10-84

a. Clerk will follow internal PG&E procedures including check-in and issuing an EOF Card to wear at all times while inside the EOC/EOF.

b. Person will then proceed to their designated EOF duty station.

7. If person is an authorized visitor, or cannot find his/or EOC Staff ID Card, or is from a state or federal agency outside the county, Deputy will direct person to Visitor Access Clerk.

a. Clerk will request person's last name and verify on Master or Visitor List.

b. If name is on either list, Clerk records check-in time, issues visitor card instructing person to wear at all times inside EOC, and allows person to proceed to EOC duty station.

c. If person is not on either list, but is from a state or federal agency outside the county (i.e., FEMA, NRC, State OES, State DHS, etc.), Clerk will request person display agency ID card, record name/agency/check-in time on visitors' list, issue a visitor's card, instructing person to wear it at all times inside EOC, and allow person to proceed to EOC duty station.

d. If name is not on either list and person cannot confirm they are from state or federal agency, Clerk will have person wait in lobby while transmitting name, agency and function to Emergency Services Director/Coordinator via runner for final access approval or denial. If Emergency Services Director/Coordinator approves access, follow procedure "b" above.

8. Deputies/Access Clerks to continue monitoring EOC/EOF access control and security through duration of exercise/emergency.

a. Continually remind all personnel inside the EOC/EOF to wear their ID or Visitor Cards at all times.

9. All personnel leaving EOC must check out with the appropriate Access Clerk and return all Visitor Cards and card clips.

10. All controversies regarding access to the County EOC can be resolved by contacting the Emergency Services Director/Coordinator. Sheriff Deputies have authority to restrict access or remove any unauthorized person from the County EOC.

Revised 10-84

EOC SUPPORT STAFF CHECKLIST

Emergency Operations Center Support Staff Checklist

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

Emergency Services Coordinator A:

- ___ 1. Notify Support Staff Supervisor to contact and mobilize all support staff personnel at EOC.
- ___ 2. Provide assistance to Support Staff Supervisor, monitor support staff procedures and resolve problems as needed.

Support Staff Supervisor:

- ___ 1. Upon notification by Emergency Services Coordinator, contact and assign support staff to following positions at EOC:
 - * one person for "Message Center Clerk"
 - * one person for "Situation Board Clerk"
 - * one person for "Situation Board Aid/Runner"
 - * two persons for "EOC Runners"
 - * one person for "EOC P.I.O. Secretary"
 - * one person for "County Access Clerk"
 - * one person for "Visitors Access Clerk/External Runner"
 - * two persons for "Media Center Staff"
- ___ 2. Coordinate overall Support Staff operations and keep Message Center flowing.
- ___ 3. Read and review all EOC messages received from Message Center Clerk for importance and distribution.
 - a. Check priority as INFO or URGENT
 - b. Check ATTN "SBC" if appropriate and highlight message for Situation Board entry
 - c. List cc's and total copies as necessary
- ___ 4. Give canary copy to runner for immediate face to face delivery to primary recipient.
- ___ 5. If "SBC" is checked, give pink copy to "Situation Board Aid/Runner" for delivery to "Situation Board Clerk"
- ___ 6. Place white copy on message clip board
 - a. If additional cc's are needed, give white copy to runner to make copies, distribute and return white copy to message clip board

Revised 10-84

EOC SUPPORT STAFF CHECKLIST

Emergency Operations Center Support Staff Checklist

- ___ 7. Assist SBC and MCC as necessary.
- ___ 8. When D&C updates/intercom announcements/decisions are made, record as message (Form 234011) and give to MCC for processing.

Message Center Clerk:

- ___ 1. Process all incoming messages at Message Center by stamping time, assigning serial message number and logging on "Master EOC Message Log."
- ___ 2. Give to Support Staff Supervisor for action.
- ___ 3. Keep white copies of all messages in numerical order on message clip board.
- ___ 4. Assist as directed by Support Staff Supervisor.

Situation Board Aid/Runner:

- ___ 1. As directed by Support Staff Supervisor, take pink copies of message and give to Situation Board Clerk.
- ___ 2. As Situation Board Clerk records entry on Master Situation Board, Aid should record entry on "Master Situation Board Log."
- ___ 3. Take "Master Situation Board Log" and update all three outer Situation Boards by recording latest entries.
- ___ 4. While updating outer Situation Boards, pick up all messages from out-baskets in each room and deliver to Message Center Clerk's in-basket.

Situation Board Clerk:

- ___ 1. Record as entry on Master Situation Board all highlighted areas of message checked ATTN: "SBC" (pink copy).
- ___ 2. Remind Situation Board Aid/Runner to record all entries on "Master Situation Board Log" and update three outer situation Boards.
- ___ 3. After message is entered on Master Situation Board and logged, give pink copy of message to "Cities Liaison Coordinator."
 - a. Cities Liaison Coordinator will review message with EOC P.I.O. and State as necessary.

EOC Runners:

- ___ 1. Perform tasks as directed by Support Staff Supervisor.
- ___ 2. Deliver canary copy of message to primary recipient as directed by Support Staff Supervisor.

EOC SUPPORT STAFF CHECKLIST

Emergency Operations Center Support Staff Checklist

- ___ 3. Complete making necessary copies of messages and distribute per listings on "cc's" as directed by Support Staff Supervisor.
- ___ 4. Routinely pick up all messages from out-baskets in outer rooms and deliver to Message Center Clerk's in-basket.
- ___ 5. Pick up any out-going messages from D&C staff and deliver to Message Center Clerk's in-basket.

EOC P.I.O. Secretary:

- ___ 1. Assist the EOC P.I.O. in developing, typing, and logging all press releases, tone alert messages and EBS messages as directed.
- ___ 2. Perform other tasks as directed by EOC P.I.O.

EOC Phone Support Supervisor:

- ___ 1. Monitor and maintain the EOC phone system.
- ___ 2. Answer all incoming calls when directed by the D&C staff.

County Access Clerk: See Procedure G.

Visitors Access Clerk: See Procedure G AND

- ___ 1. Perform tasks as directed by Support Staff Supervisor.
- ___ 2. If needed, deliver all hard copy press releases and EBS messages to Media Center as directed by the EOC P.I.O.

Media Center Staff: Report to the Media Center AND

- ___ 1. Perform tasks as directed by the Media Center P.I.O.

CITIES LIAISON POLICY AND PROCEDURE

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


- I. Policy: It shall be the policy of San Luis Obispo County to assign a county person as the "Cities Liaison Coordinator" whenever the County EOC is activated because of an accident at the Diablo Canyon Nuclear Power Plant. The "Cities Liaison Coordinator" will be responsible for relaying "official" information disseminating from the County EOC to the cities and Cal Poly. This information will be relayed as quickly as possible without compromise to its accuracy or official nature.
- II. Background: Upon activation of the County EOC, the "Cities Liaison Coordinator" will report to the County EOC's Direction and Control Room. If manpower permits, a "Cities Liaison Phone Operator" will be contacted to assist the Cities Liaison Coordinator.

Generally, the Coordinator will gather official and confirmed information from the Direction and Control Room that may be of importance to the Cities/Cal Poly. Official information may include:

- Accident Classification
- Plant Status
- Weather Conditions
- Radiological Projections or Measurements
- Precautionary or Protective Actions
- Siren Activation for E.B.S.
- Emergency Worker Information
- Situation Board Entries
- Direction and Control Status Updates
- Significant Events

This information will be verified and put in written message form by the Coordinator. It will then be transmitted over the Cities Ring Down Phone to all City/Cal Poly Police Departments by the Phone Operator. Alternative means for transmitting the message (should the ring down phone fail) are: 1) regular telephone; 2) Sheriff's Radio "Red" Net; and 3) A.R.E.S. radio operators. Shortly after the message has been transmitted over the ring down phone, a hard copy of the message will be sent to all City/Cal Poly Police Departments via the California Law Enforcement Teletype System (CLETS). An additional copy of all messages will be logged and kept by the Cities Liaison Phone Operator.

To further verify or request information at the County EOC, Cities/Cal Poly may use the following phone numbers as appropriate:



- Cities Liaison Verification Phone
- Fire and Law Operations Phone
- Weather Information Phone
- Transportation Coordination Phone
- Emergency Worker Control Desk Phone
- Public Information Phone

Should cities find this method of communication unsatisfactory during an exercise/emergency, they should contact the Cities Liaison Coordinator to request authorization to send one representative, with own means of communication, to the County EOC. Once at the County EOC, the representative will work within the Cities Liaison Unit on a face-to-face basis, and transmit authorized information to their city by means of their own communication equipment.

III. PROCEDURES

Cities Liaison Coordinator

- ___ 1. Upon arrival at EOC, checks in with ESD and activates Cities Liaison Unit.
 - ___ a. Contacts and activates "Cities Liaison Phone Operator."
 - ___ b. Sets up needed forms and equipment.
- ___ 2. Gets briefing and gathers initial information in form of written message.
 - ___ a. Uses form (4336u) as appropriate.
- ___ 3. Verifies accuracy of information and assigns message number.
- ___ 4. Reviews content of message with "Cities Liaison Phone Operator."
- ___ 5. Has "Cities Liaison Phone Operator" transmit message over cities ring down phone.
- ___ 6. Answers questions from cities generated by message as necessary.
- ___ 7. Insures Hard Copy of message is sent via C.L.E.T.S.
- ___ 8. Insures original Hard Copy of message attached to master log.
- ___ 9. Continues gathering updated and confirmed information in written message format (following procedures 3 through 8) until exercise/emergency terminated.
- ___ 10. Coordinates getting accurate answers to incoming questions/requests from cities as necessary.
 - ___ a. Uses runners as necessary.
- ___ 11. Reviews all messages received by Situation Board Clerk.
 - ___ a. Develops cities liaison messages as needed.
 - ___ b. Coordinates with EOC PIO/State as needed.

Cities Liaison Phone Operator

1. Upon arrival at EOC, checks in with "Cities Liaison Coordinator" for briefing and assignments.
2. Reads phone operating instructions as follows:
 - a. Upon pickup of telephone handset there will be no dial tone.
 - b. If a busy signal is heard, press "privacy release" button which allows interruption and override of any conversations taking place.
 - c. To reach Cities/Cal Poly dial [redacted] and then a two digit number as desired:

[redacted] Conference Calls (all stations)
EOC/Sheriff's Dispatch Center
San Luis Obispo City Police
Cal Poly Public Safety
Morro Bay Police
Paso Robles Police
Atascadero Police
Arroyo Grande Police
Grover City Police
Pismo Beach Police
 - d. Note: Ignore buzzing and ringing sounds after dialing [redacted] as it will terminate after all cities answer or after 90 seconds.
 - e. Note: Since EOC ring down phone is an extension of the Sheriff's Dispatch center phone, [redacted] will not ring on the [redacted] Code. To contact Sheriff Dispatch Center, individually dial [redacted]
 - f. Note: To report problems on the cities ring down phone, call the PG&E "Wire Chief" at [redacted] (24 hrs.). Give lease line number [redacted] and a description of the problem. Wire Chief will contact Pacific Telephone to get the problem fixed as soon as possible.
3. Reads and strictly follows phone protocol as follows:
 - a. Conference call [redacted] all stations unless directed otherwise.
 - b. Allow 20 seconds for all stations to pick up the receiver system.
 - c. If cities check in prematurely, tell them to standby.
 - d. After 20 seconds, initiate a formal check in "Roll Call" and log on message.

- e. Give message slowly and accurately - repeat as necessary.
- f. After message is given, answer any questions as necessary.
- g. End message and initiate a formal acknowledgment "Roll Call" and log on message.
- 4. When given numbered message by "Cities Liaison Coordinator," reads message verbatim over Cities Ringdown Phone following strict phone protocol.
 - a. Directs any questions that cannot be answered by content of message to "Cities Liaison Coordinator."
- 5. After message has been given over phone, logs message on "Cities Liaison Master Message Log."
- 6. Through runner, makes copy of message and gives to CLETS Operator via Sheriff's Department.
- 7. Keeps original copy of message and attaches to "Cities Liaison Master Message Log" in numerical order.
- 8. Answers incoming calls on either Cities ring down or Cities Liaison Verification Phone.
 - a. Directs questions that cannot be answered by content of past messages to "Cities Liaison Coordinator."

CITIES LIAISON MASTER MESSAGE LOG

[illegible]

ATTACH HARD COPY OF EACH MESSAGE SENT IN NUMERICAL ORDER

CITIES LIAISON MESSAGE # _____

ROLL CALL TO: SLPD; UCCP; MBPD; PRPD; ATPD; AGPD; GCPD; PBPD

STANDBY FOR CITIES LIAISON MESSAGE # _____ @ _____ HOURS. HARD COPY OF MESSAGE TO BE SENT VIA C.L.E.T.S. ASAP.

AT _____ HOURS, A _____ CLASSIFICATION WAS DECLARED/ EXISTS AT THE DIABLO CANYON NUCLEAR POWER PLANT DUE TO _____.

AT THIS TIME, A RADIOLOGICAL RELEASE HAS NOT OCCURRED/ MAY OCCUR/ IS OCCURRING/ HAS OCCURRED AND STOPPED.

THE DOSE RATES TO THE WHOLE BODY HAVE BEEN PROJECTED TO BE/MONITORED AT:

_____ REMS, _____ MILES FROM PLANT IN PAZ _____ FOR _____ HOURS

CURRENT WIND DIRECTION AT _____ HRS IS _____ MPH FROM _____ TO _____

PROJECTED WIND DIRECTION AT _____ HRS IS _____ MPH FROM _____ TO _____

ADDITIONAL CURRENT/PROJECTED WEATHER INFORMATION: _____

AT _____ HRS, THE FOLLOWING PRECAUTIONARY/PROTECTIVE ACTIONS HAVE BEEN TAKEN/ARE RECOMMENDED/ARE ORDERED BY _____:

PAZ _____ -

END OF MESSAGE - MORE INFO TO FOLLOW

Q/ACK

Revised 10-84

CITIES LIAISON MESSAGE # _____

ROLL CALL TO: SLPD; UCCP; MBPD; PRPD; ATPD; AGPD; GCPD; PBPD

STANDBY FOR CITIES LIAISON MESSAGE # _____ @ _____ HOURS. HARD COPY OF
MESSAGE TO BE SENT VIA C.L.E.T.S. ASAP.

END OF MESSAGE - MORE INFO TO FOLLOW

Revised 10-84

SAN LUIS OBISPO COUNTY
NUCLEAR POWER PLANT
EMERGENCY RESPONSE PLAN

STANDARD OPERATING PROCEDURES
SAN LUIS OBISPO COUNTY SHERIFF'S DEPARTMENT

III.02

December 1982

Revised June 1984

Revised October 1984

Sheriff's Department Procedures
Nuclear Power Plant Emergency Response Plan
San Luis Obispo County

Table of Contents

<u>Section</u>	<u>Page</u>
A. PRE-EMERGENCY PREPAREDNESS	1
1. Overview	1
2. Tasks	1
3. Emergency Organization	4
4. Assignments	4
5. Staff	4
6. Facilities	7
7. Communications	7
8. Vehicles	9
9. Emergency Worker Gear	10
10. Training	10
11. Drills and Exercises	11
12. Equipment Testing	11
13. Plan Update	12
 <u>EMERGENCY PROCEDURES</u>	
SO-1 INITIAL RESPONSE - NOTIFICATION BY PG&E	13
SO-2 INITIAL RESPONSE - NOTIFICATION BY STATE OES	15
SO-3 EMERGENCY NOTIFICATION FORM	16
SO-4 NOTIFICATION OF EMERGENCY WORKERS	18
SO-5 ACTIVATION OF EMERGENCY BROADCAST SYSTEM	25
SO-6 SELECTIVE EVACUATION - PAZ 1 AND/OR 2	29
SO-7 ACCESS CONTROL PROCEDURES	48
SO-8 GENERAL SHELTERING	50
SO-9 RELOCATION	51
SO-10 GENERAL EVACUATION	52
SO-11 EXPOSURE CONTROL OF EMERGENCY WORKERS	53
SO-12 EMERGENCY MEDICAL AND PUBLIC HEALTH	59
SO-13 REENTRY AND RECOVERY	60

SAN LUIS OBISPO COUNTY
NUCLEAR POWER PLANT EMERGENCY RESPONSE PLAN
SHERIFF'S DEPARTMENT PROCEDURES

A. PRE-EMERGENCY PREPAREDNESS AND DEPARTMENTAL RESPONSE MANAGEMENT

1. OVERVIEW

- a. Purpose: To designate the procedures to be used to respond to the duties assigned to the Sheriff's Department in the event of a Nuclear Power Plant emergency.
- b. Objectives:
 - (1) Delineate responsibilities and tasks of Sheriff's personnel.
 - (2) Establish lines of authority and coordination when the plan is in effect.
 - (3) Provide for notification of response personnel.
 - (4) Provide for notification of the public in the event of a nuclear power plant emergency.
 - (5) Set up procedures for orderly access to, progress along, and exit from evacuation routes.
 - (6) Provide for security of the evacuated area.

2. TASKS

The following is a summary of the tasks assigned to this organization. These tasks are taken from Part II, Implementing Instructions, of the Plan. The number in parenthesis after each title is the number of the Implementing Instructions from which the set of tasks is drawn.

- a. Direction and Control of the Emergency Response Effort (I.7). The County Sheriff is a member of the Direction and Control Group, which directly supports the County Emergency Services Director in managing the emergency.
- b. Emergency Response (II.1). Receive notification by the utility of an abnormal condition at the plant.
 - (1) Obtain initial classification of condition (NOTIFICATION OF UNUSUAL EVENT, ALERT, SITE EMERGENCY, GENERAL EMERGENCY).
 - (2) Obtain information and complete the Watch Commander checklist and the appropriate part of the PGandE Emergency Notification Form.

OR: Receive notification by the California Office of Emergency Services (COES) of an abnormal indication on the remote reading monitoring system or alarm panel.

- (1) Open communications to the Diablo Canyon Nuclear Power Plant.
 - (2) Obtain an initial classification of the condition of the plant (NOTIFICATION OF UNUSUAL EVENT, ALERT, SITE EMERGENCY, GENERAL EMERGENCY).
 - (3) Obtain information and complete the initial Watch Commander checklist (SO-1) and the appropriate part of the PGandE Emergency Notification Form (SO-3).
- c. Notification of Emergency Workers (II.2). Make initial and subsequent notifications based on classification of condition as determined in (b) Emergency Response.
- (1) Other agencies and individuals.
 - (2) Sheriff's Department staff.
- d. Accident Assessment (II.3). The Sheriff's Department Watch Commander assumes responsibility for accident assessment until response centers are operational. Duties include receiving, verifying and recording information from the plant until the Emergency Operations Facility (ECF) is activated, and approving and initiating an evacuation of the Low Population zone prior to activation of the Emergency Operations Center (ECC).
- e. Notification of the Public (II.5). Activate the Early Warning System (EWS) siren upon request by the Emergency Services Director.
- Activate tone-alert radios in schools, medical facilities, or other institutions upon request by the Emergency Services Director.
- Provide alerts and instructions by mobile PA systems and other identified means to:
- (1) Isolated areas.
 - (2) Hard to reach population.
 - (3) Extended Planning Zone.
- f. Protective Response - Initial Precautionary Actions (II.7.1). Upon request of Emergency Services Director, support any actions called for; e.g., support may be provided to the State Department of Parks and Recreation in closing Montana de Oro State Park.
- g. Protective Response - Selective Evacuation (II.7.2). Upon request of Emergency Services Director, and in conjunction with State Department of Parks and Recreation, notify appropriate emergency workers and populations, supervise and verify evacuation of selected areas, as appropriate.
- (1) Low Population Zone (LPZ).
 - (2) State Parks and Beaches.
 - (3) County Beaches and Recreation Areas.

h. Protective Response - General Sheltering (II.7.3).

- (1) Make notifications to appropriate emergency workers and population groups.
- (2) Assume responsibility for coordination of law enforcement and security, making request for mutual aid if necessary.
- (3) Support the CHP in their role as coordinator of area-wide perimeter actions.
- (4) Provide confirmation of sheltering through field survey.

i. Protective Response - Relocation (II.7.4).

- (1) Make notifications to appropriate emergency workers and population groups.
- (2) Assume responsibility for coordination of law enforcement and security, making request for mutual aid if necessary.
- (3) Assist in evacuation of carless population and institutions.
- (4) Support the CHP in their role as coordinator of area-wide perimeter actions.
- (5) Direct traffic to screening locations.

j. Protective Response - General Evacuation (II.7.5).

- (1) Make notifications to appropriate emergency workers and population groups.
- (2) Assume responsibility for coordination of law enforcement and security, making request for mutual aid if necessary.
- (3) Assist in evacuation of carless population and institutions.
- (4) Support the CHP in their role as coordinator of area-wide perimeter actions.
- (5) Direct traffic to screening locations.
- (6) Provide field survey for confirmation of evacuation.

k. Exposure Control of Emergency Workers (II.8).

- (1) Distribute personnel radiation monitoring equipment (dosimeters), protective equipment, and forms for recording readings to Sheriff's office personnel.
- (2) The Sheriff's Department dispatch desk will be responsible for monitoring exposure levels of emergency workers and be a link in the chain of authorization for exposures exceeding the Protective Action Guidelines (PAGs).

- (3) All field units will obtain worker monitoring and protective equipment upon mobilization and will use such devices in accordance with procedures and directions from the dispatch center.

1. Emergency Medical and Public Health Support (II.9).

- (1) At direction of County Health Officer, keep ambulance companies informed as to potential for receiving contaminated and injured individuals.
- (2) Dispatch ambulances in case of medical emergency.

m. Reentry and Recovery (II.11).

- (1) In conjunction with CHP and city police departments, relax perimeter control measures during the reoccupancy.
- (2) Coordinate law enforcement and security actions until danger of looting and burglaries of vacated houses has passed.

n. Evacuation of On-Site Personnel (II.13). As requested by the County Emergency Services Director, provide assistance to the PGandE Site Emergency Coordinator in evacuating nonessential on-site workers

o. Earthquake Response (II.14). The County Sheriff will participate in the Earthquake Damage Assessment Center (EDAC), which will coordinate multi-jurisdictional damage reconnaissance, assessment and repair activities.

p. Fire and Rescue (I.7). The Sheriff will maintain usual support responsibilities in fire and rescue.

q. Communications (I.7). The Sheriff will provide communications support through the use of the Sheriff's radio network and other communications gear.

r. Supply and Procurement (I.7). The Sheriff will provide space for and assist in providing supplies for the County Emergency Operations Center and related County response center facilities.

3. EMERGENCY ORGANIZATION. The emergency organization shall be as indicated on Exhibit I.

4. ASSIGNMENTS. Exhibit II indicates assignments of department personnel based on tasks in Paragraph A.5.

5. STAFF. The number of on-duty personnel varies, depending on time of day. Following is a list of Sheriff's staff.

In Case of an Emergency

Personnel is divided into shifts, and work 12 hours on, 12 hours off.

2	Chief Deputies	4	Clerks
7	Lieutenants	1	Senior Accountant Clerk
9	Sergeants	2	Accountant Clerks
74	Deputies	1	Senior Clerk I
10	Dispatchers	1	Senior Clerk II
3	Senior Dispatchers	3	Senior Clerks
2	Senior Correctional Officers	11	Intermediate Typist Clerks
29	Correctional Officers	3	Cooks
1	Food Services Supervisor	1	Administrative Analyst
1	ID Technician	1	Storeroom Keeper

EXHIBIT I

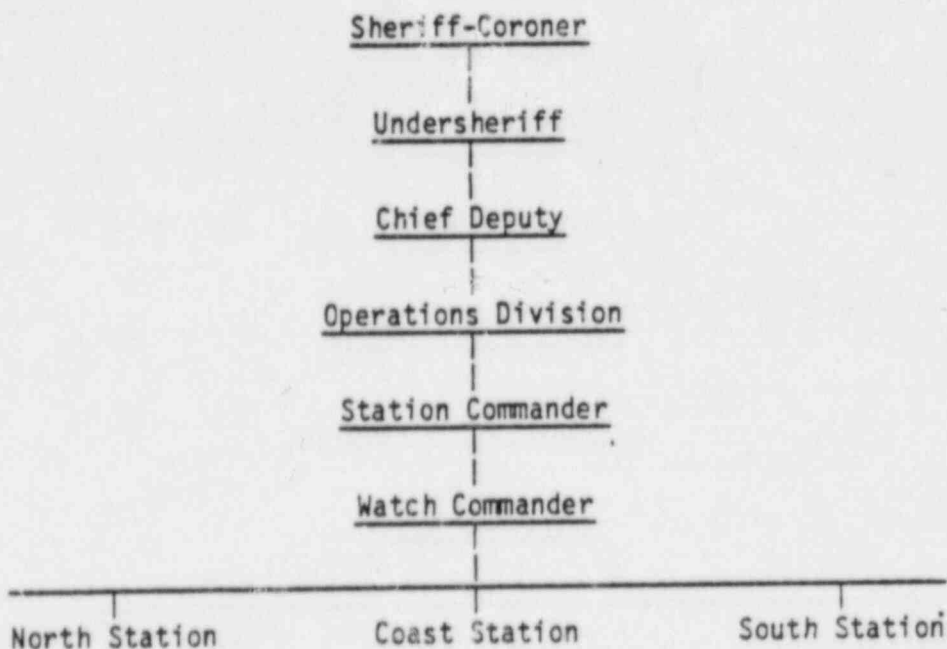


EXHIBIT II
TASK ASSIGNMENT

	Emergency Response	Notification of Emergency Workers	Accident Assessment	Notification of Public	Law Enforcement Security	Exposure Control	Perimeter Control	EOC Liaison	Direct Emergency Response
Sheriff								0	0
Station Commander, Coast						0		0	X
Watch Commander, Coast	0	0	0	0			0		X
Station Commander, South					0		0		
Dispatcher, Coast	X	X		X		0			
Dispatcher, South				X	X	X			
Detectives				X		X			
Patrol Deputies				X	X	X	X		

Primary 0

Secondary X

6. FACILITIES.

a. Coast Station: San Luis Obispo central headquarters.

Functions: As receiving point for all initial notifications by PGandE and/or State OES. Dispatch center serves as central point for initiating notification of emergency workers and notification of public through the Early Warning System. They also serve as primary point for direction and control of departmental emergency response. Repository for equipment, supplies, radiological monitoring equipment, and radiological protective drugs and gear.

Location: In County Operational Center, south of Highway 1, 4 miles west of San Luis Obispo.

Phone: [REDACTED]

b. South Station

Functions: Command post for emergency operations in the south portion of the County.

Location: 1750 Beach Street, Oceano.

Phone: [REDACTED]

c. North Station

Functions: Command post for emergency operations in the north portion of the County.

Location: 5610 West Mall, Atascadero.

Phone: [REDACTED]

d. Civil Division

Functions: No emergency functions. However, personnel and equipment may be assigned as needed.

Location: Room 239, San Luis Obispo County Government Center.

Phone: [REDACTED]

7. COMMUNICATIONS

a. Base Stations

	<u>Coast</u>	<u>South</u>	<u>North</u>	<u>Civil</u>
Blue, yellow, red, white	1			
Medcom	1			
PGandE UHF System	1			

All Nets - automatic satellite voter/transmitter simulcast operations command/control logic located at Sheriff's microwave terminal.

Blue Net - Sheriff's Routine Patrol Operations

Transmitter/receiver sites utilized Cuesta Peak, Rocky Butte, Lookout, Black Mountain, Davis Peak.

Yellow Net - Sheriff's tactic operations, Civil Division, cities co-use as needed for emergency backup or special operations.

Transmitter/receiver sites utilized Cuesta Peak, Rocky Butte, Lookout, Black Mountain, Davis Peak.

Red Net - Region P emergency channel shared by San Luis Obispo, Santa Barbara Sheriff's Departments, Cities of Carpinteria, Santa Barbara, Santa Maria, Lompoc, Guadalupe, Arroyo Grande, Pismo Beach, Grover City, San Luis Obispo, Morro Bay, Atascadero and Paso Robles. Additionally, State University Police Departments, F.B.I. and other selected agencies can utilize Region Red channel. Control points on Red Net include San Luis Obispo and Santa Barbara Sheriff and the CHP, San Luis Obispo.

White Net - State CLEMARS - simplex operations, car-to-car, portable radio only all police agencies.

CLER Nets - Sheriff's Department. Access via control station.

VHF - CLEMARS - Utilized in Corrections Department. Portable Radios only.

Search and Rescue - Any temporary location.

MED-COM System - Countywide UHF medical communications system. Dispatching/coordination provided by the Sheriff's Department. The system utilizes four high level base station/mobile repeaters operating on Med-One through Med-Four at the county microwave sites. All county contract ambulances and selected fire rescue units are equipped with eight frequency mobile radios. Five San Luis Obispo hospitals and Marian Hospital in Santa Maria are equipped with duplex control stations. The ambulances may select any of four frequencies for communication with the appropriate hospital, depending on location within the county.

MED-COM also utilizes the services of M.A.S.T. for Army helicopter evacuation of severe trauma cases.

b. Direct Telephone Lines

To CHP - SLO Dispatch
To CDF - SLO Dispatch
To PGandE - SLO Dispatch
To All San Luis Obispo County Cities - SLO Dispatch
To Cal Poly - SLO Dispatch
To KSLY, KVEC (EBS Stations) - SLO Dispatch

c. Auto scanning radio monitor - Coast Station

8 channels receive

- (1) Sheriff (blue)
- (2) Sheriff (yellow)
- (3) Sheriff (red)
- (4) Sheriff (white)
- (5) Med-Com 1
- (6) Med-Com 2
- (7) Med-Com 3
- (8) SLO PD

d. Mobile Units

	Coast	South	North	Civil	Total
Sedans	12	5	7	4	28
Passenger Van	3				3
4-Wheel Drive Vehicles				3	3
	15	5	10	4	34

e. Portable radios and assigned location

	Coast	South	North	Civil	Total
	7	5	4	0	16

f. Pagers and assigned location

Detectives 3

g. Portable P.A. Systems

	Coast	South	North	Civil	Detect.
	1	0	0	0	1

8. VEHICLES

a. <u>Vehicle</u>	Coast	South	North	Civil	Detect.
1. With radio, no P.A. or Code 3 equipment	3	1	1	6	12
2. With Radio, P.A., Code 3 Equipment	9	4	4	0	0

9. EMERGENCY WORKER GEAR:

a. Kit Contents (each worker)

- (1) Pocket ionization dosimeters:
 - (a) 0-200 mR range (1)
 - (b) 0-200 R range (1)
- (2) Integrating radiation dosimeter "TLD" (1)
- (3) Respirator (1)*
- (4) Anti-contamination clothing (1)*
- (5) Potassium Iodine tablets (1-vial)

b. Assigned to mobilization posts

- (1) Dosimeter charger (1) total = 4.
- (2) Kits for workers (as specified below).

100	Coast Station
12	South Station
12	North Station
12	Civil Division
136	TOTAL

10. TRAINING PROGRAM - Training will follow the state's Radiological Emergency Worker Program and encompass the following topics:

a. General Briefing

- (1) Content:
 - (a) Briefing of overall plan concept of operation.
 - (b) Assignments of personnel.
 - (c) Evacuation routes.
 - (d) Plan procedures.

b. Initial Response Briefing

- (1) Content:
 - (a) Plant condition classifications.
 - (b) Use of Watch Commander's checklist.
 - (c) Notification procedure.

c. Alerting and Warning Briefing

d. Accident assessment

*Assigned only to workers who volunteer for operations in a known contaminated area.

e. Introduction to Nuclear Power

f. Biological Effect of Ionizing Radiation

g. Traffic Control

(1) Part of normal training program for all field personnel annually.

h. Emergency Worker Exposure Control Briefing and Demonstration

j. Perimeter Control

(1) Part of normal training program for all field personnel annually.

k. Annual Exercise

The Sheriff's Department will participate in an annual exercise to be coordinated by the County Office of Emergency Services.

11. DRILLS AND EXERCISES

On a monthly basis the Sheriff's Department will drill communications with PGandE and all agencies on the Sheriff's notification list. The drill will establish the capability of the Sheriff to make the notifications and verify the operation of the applicable communications equipment. The drill will include instruction on possible radiological content of the messages to assure comprehensive understanding of subject matter.

12. EQUIPMENT TESTING/CALIBRATION

a. Daily Gear

Communications gear used on a daily basis, such as radios will not need testing.

b. Emergency Gear

Communications gear used in emergency or other unusual situation shall be tested as follows:

(1) Tone alert monitor radios will be tested monthly.

(2) Portable radios not in regular use will be tested quarterly in conjunction with the month's communications drill.

(3) Communications with Diablo Canyon are tested daily.

c. Portable Public Address (P.A.) Units

(1) P.A. units not in routine use will be tested quarterly.

d. Maintenance of Emergency Worker Gear

(1) The County Office of Emergency Services shall inspect, inventory, and operationally check the kits and its contents annually.

- (2) The State Office of Emergency Services will provide routine maintenance and an annual calibration of pocket dosimeters.

13. PLAN UPDATE

- a. The Sheriff's Department will update their Standard Operating Procedure annually.
- b. The Sheriff's Department will review and update emergency telephone numbers and listed personnel quarterly. Date of update will be posted in the lower right hand corner of each page of telephone numbers.
- c. In conjunction with the annual exercise, recommendations for plan modification, if any, will be forwarded in writing to the County Office of Emergency Services.
- d. Responsibilities for implementing corrective actions will be assigned by the Coast Station Commander.
- e. Coast Station Commander will ensure that corrective actions are implemented.

Sheriff's Department Procedures

Procedure SO-1: NOTIFICATION FROM UTILITY

Duty Checklist:

_____ Authenticate message; call back to plant using alternative means:

_____ Direct line
_____ PGandE radio _____ (Unit 1 control room).
_____ Telephone _____

_____ Obtain initial classification of the plant condition and initial protective action, if any, utilizing the Emergency Notification Form, Procedure SO-3.

If the County EOC is NOT operational and the classification is:

UNUSUAL EVENT

_____ Provide assistance, if requested.

_____ Follow Notification Procedure SO-4.

_____ Repeat notification when event terminates or escalates.

ALERT

_____ Follow Notification Procedure SO-4. Utilize sample messages in SO-4.

_____ Implement EOC Access Control Procedure SO-7.

_____ After EOC is operational, assemble Emergency Worker Kits Procedure SC-11.

_____ When EOC/EOF is operational the Watch Commander is relieved of receiving messages from the plant and implementing protective actions.

SITE AREA EMERGENCY

_____ Delegate Notification Procedure SO-4 to dispatch.

_____ If the utility recommends evacuation of Zones 1 and/or 2, follow Selective Evacuation Procedure SO-6.

_____ Implement EOC Access Control Procedure SC-7.

_____ Assemble Emergency Worker Kits, Procedure SC-11 and distribute if needed.

_____ When the EOC/EOF is operational, the Watch Commander is relieved of receiving messages from the plant and implementing protective actions.

SC-1

GENERAL EMERGENCY

_____ Delegate Notification Procedure SO-4 to dispatch.

_____ If evacuation is recommended, attempt to notify:

- 1) County Emergency Services Director William Briam or alternate Tim Ness.
- 2) Sheriff Whiting or alternate Chief Deputies Goble or Wood.

for authorization to implement Selective Evacuation Procedure SO-6, Emergency Broadcast System Procedure SO-5 and Early Warning Siren System Procedure.

_____ If the Watch Commander cannot contact one of the above within five minutes, he will activate the above responsibilities.

_____ Implement EOC Access Control Procedure SO-7.

_____ Assemble Emergency Worker Kits, Procedure SO-11 and distribute if needed.

_____ When the EOC/EOF is operational, the Watch Commander is relieved of receiving messages from the plant and implementing protective actions.

Dated: June, 1984

SO-1

Sheriff's Department Procedures

Procedure SO-2: NOTIFICATION FROM STATE OFFICE OF EMERGENCY SERVICES (OES)

Duty Checklist:

- ___ Receive initial contact from State OES and authenticate message.
- ___ Open direct line to the Diablo Canyon Nuclear Power Plant.
- ___ Attempt to obtain an initial classification of condition from State OES and/or utility utilizing Emergency Notification Form SO-3.
- ___ Go back to SO-1 and follow procedures for the emergency classification declared.

Sheriff's Department Procedures

Procedure SO-3: EMERGENCY NOTIFICATION FORM

Date / / Time AM/PM Status #
(Form Completed) (Number Sequentially)

Person authorizing report at DCPD (Site Emergency Coordinator)

Data Sheet completed by

1. Describe what happened:

2. Unit involved [A] 1 [B] 2

3. Time incident started AM/PM

4. Situation involves:

- | | | |
|----------------------|-------------------------|--|
| A. No release | C. Imminent release | E. Release has occurred,
but is stopped |
| B. Potential release | D. Release is occurring | |

5. Off-site assistance:

<u>Fire</u>	(Cal. Dept. of Forestry)	() Yes	() No
<u>Medical</u>	(SLO Ambulance/French Hospital)	() Yes	() No
<u>Law enforcement</u>	SLO County Sheriff	() Yes	() No

6. Emergency Classification - Provide standard message or modify as required by the situation. Note any modification made.

<u>Classification</u>	<u>Message</u>
A. Unusual Event	Notification of key emergency organization personnel is required at this level, but no further response is necessary.
B. Alert	Notification of all emergency response organizations and activation of the EOC and other response centers is required. PGandE is activating the EOF.
C. Site Area Emergency	Immediate mobilization of emergency response personnel is required. PGandE is activating the EOF.
D. General Emergency	Immediate mobilization of emergency response personnel is required. PGandE is activating the EOF.

SO-3

7. Affected sector (check one) - Wind Speed _____ m/s (x2.2) = _____ mph

	WIND FROM DEGREES	DIRECTION	WIND TOWARD AFFECTED SECTOR	PAZs POTENTIALLY AFFECTED (Basic EPZ)
(A).....	349-11	-----N-----	-----S	
(B).....	12-33	-----NNE-----	-----SSW	
(C).....	34-56	-----NE-----	-----SW	
(D).....	57-78	-----ENE-----	-----WSW	
(E).....	79-101	-----E-----	-----W	
(F).....	102-123	-----ESE-----	-----WNW-----	1, 2
(G).....	124-146	-----SE-----	-----NW	1, 2
(H).....	147-158	-----SSE-----	-----NNW-----	1, 2, 5, 9
(I).....	169-191	-----S-----	-----N-----	1, 2, 5, 9
(J).....	192-213	-----SSW-----	-----NNE-----	1, 2, 5, 9
(K).....	214-236	-----SW-----	-----NE-----	1, 2, 4, 8
(L).....	237-258	-----WSW-----	-----ENE-----	1, 2, 3, 4, 8
(M).....	259-281	-----W-----	-----E-----	1, 2, 3, 4, 7, 8, 11
(N).....	282-303	-----WNW-----	-----ESE-----	1, 2, 3, 6, 7, 10, 11, 12
(O).....	304-326	-----NW-----	-----SE-----	1, 2, 12
(P).....	327-348	-----NNW-----	-----SSE	

8. Recommended general public protective actions:

- A. None
- B. Evacuation of the site, and PAZ 1.
- C. Evacuate transients (Montana de Oro visitors, agriculture workers, etc.) in the low population zones (PAZs 1 and 2), starting with the affected sector and two adjacent sectors.
- D. Evacuate the low population zones (PAZs 1 and 2), starting with the affected sector and two adjacent sectors. Alert the public in the basic emergency planning zone using the Early Warning System Sirens and EBS broadcasts.
- E. Take actions specified in D, and shelter personnel in the affected sector and two adjacent sectors in the basic EPZ.

RETAIN THIS FORM FOR EVENT EVALUATION

SC-3

Sheriff's Department Procedures

Procedure SO-4: NOTIFICATION OF EMERGENCY WORKERS

Duty Checklist

- Form A is to be followed between 8 a.m. (0800) and 5 p.m. (1700). Form B is to be followed between 5 p.m. (1700) and 8 a.m. (0800).
- Primary individuals are identified by bold face type. Alternates are identified by regular type. Exhaust attempts to reach primary individual directly before contacting alternates.
- Give message as indicated on sample message forms depending upon accident classification.
- After every phone call, record time of contact in the first column in Form A or Form B.
- Report status of notifications to Watch Commander after all notifications are completed.
- Subsequent notifications will be made, using the same procedure as above, at any time when there is a change in (1) plant condition classification; (2) need for protective actions; or (3) to make major announcements. NOTE: If the County Emergency Services Operations Center is activated, the Emergency Services Coordinator will contact the Watch Commander to determine which people on the call list have been reached. Notifications can then be limited to those who are not already at the EOC.

Dated: June, 1984

SO-4

Sample Messages

UNUSUAL EVENT

— This is _____ from the Sheriff's Office. An Unusual Event has been declared at the Diablo Canyon Nuclear Power Plant.

— The situation involves the following: (Read from Emergency Notification Form, items 1, 3, 4, 5 and 8, Procedure SO-3) Include the following:

— Brief description of what happened.

— Time incident started.

— Off-site assistance required.

— Recommended protective actions.

— Please repeat this message back to me.

Dated: June 1984

SO-4

-19-

Sample Messages

ALERT, SITE AREA EMERGENCY, GENERAL EMERGENCY

____ This is _____ from the Sheriff's Office.

____ An Alert / Site Area Emergency / General Emergency has been declared at

(Choose one)

the Diablo Canyon Nuclear Power Plant. At this time you should immediately commence notification and mobilization as specified in your Standard Operating Procedure.

____ The situation involves the following: (read from Emergency Notification Form, items 1, 3, 4, 5, 6 and 8; Procedure SO-3.) Include the following:

____ Brief description of what happened.

____ Time incident started.

____ Situation involves:

____ Off-site assistance required.

____ Recommended protective actions.

____ Please repeat this message back to me. Confirm that the person notified understood the message and knows the emergency classification.

FORM A BETWEEN 8:00 A.M. (0800) AND 5:00 P.M. (1700)

<u>TIME CONFIRMED</u>	<u>AGENCY</u>	<u>JOB TITLE</u>	<u>NAME</u>	<u>PROCEDURE</u>	<u>COMMENTS</u>
	COUNTY SHERIFF	SHERIFF	G. WHITING	1. Dial [REDACTED] IF CONTACT NOT REACHED 2. FOLLOW UP WITH CALL TO FORWARDING NUMBER OR PAGER NUMBER	IF CONTACT IS OUT, OFFICE WILL HAVE FOR- WARDING NUMBER OR PAGER NUMBER.
	Alt. #1	Chief Deputy	A. Gobie	1. Dial [REDACTED] if contact not reached 2. follow up with call to forwarding number or pager number	Same as above.
	Alt. #2	Chief Deputy	T. Wood	1. Dial [REDACTED] if contact not reached 2. follow up with call to forwarding number or pager number	Same as above.
	CO. OES	DIRECTOR	W. BRIAM	1. Dial [REDACTED] IF CONTACT NOT REACHED 2. FOLLOW UP WITH CALL TO FORWARDING NUMBER OR PAGER NUMBER [REDACTED]	
	CO. OES	COORDINATORS	J. GRANT J. PAULLUS	1. Dial [REDACTED] IF CONTACT NOT REACHED 2. FOLLOW UP WITH CALL TO FORWARDING NUMBER OR PAGER NUMBER [REDACTED]	
	Alt. #1 CO. OES	Coordinator	T. Ness	1. Dial [REDACTED] if contact not reached 2. follow up with call to forwarding number or pager number [REDACTED]	
	Alt. #2	Director of General Services	D. Leib	1. Dial [REDACTED] if contact not reached 2. follow up with call to forwarding number or pager number [REDACTED]	
	Alt. #3	County Engineer	G. Protopapas	1. Dial [REDACTED] if contact not reached 2. follow up with call to forwarding number or pager number [REDACTED]	
	Alt. #4	Planning Director	P. Crawford	1. Dial [REDACTED] if contact not reached 2. follow up with call to forwarding number	

-21-

FORM A BETWEEN 8:00 A.M. (0800) AND 5:00 P.M. (1700)

TIME CONFIRMED	AGENCY	JOB TITLE	NAME	PROCEDURE	COMMENTS
	CITIES/ CAL POLY	DISPATCH DESKS	N/A	CITIES RING DOWN PHONE	GIVE MESSAGE TO <u>WATCH COMMANDER</u>
<u>STOP HERE, IF NOTIFICATION OF UNUSUAL EVENT: PROCEED IF MORE SERIOUS CLASSIFICATION.</u>					
	CA HWY PATROL	DISPATCH DESK	N/A	DIRECT LINE OR DIAL	GIVE MESSAGE TO <u>WATCH COMMANDER.</u>
	CO FIRE DEPT	DISPATCH	N/A	DIRECT LINE OR DIAL	EMERGENCY NUMBER.
	COUNTY SCHOOLS	SUPERINT (Alternate)	S. CANALE N. MILLER M. MOSES	DIAL	CONTACT ALTERNATE ONLY IF PRIMARY CANNOT BE REACHED
	SANTA BARBARA COUNTY SHERIFF	DISPATCH DESK	N/A	DIAL	GIVE MESSAGE TO <u>WATCH COMMANDER.</u>
	U.S. COAST GUARD	DISPATCH DESK	OPERATIONS DIVISION	DIAL	MARINE SAFETY OFFICE - ALAMEDA
	MONTEREY COUNTY SHERIFF	DISPATCH DESK	N/A	DIAL (ALT)	GIVE MESSAGE TO <u>WATCH COMMANDER.</u>

Dated: May, 1984

FORM B BETWEEN 5:00 P.M. (1700) AND 8:00 A.M. (0800)

TIME CONFIRMED	AGENCY	JOB TITLE	NAME	PROCEDURE	COMMENTS
	COUNTY SHERIFF	SHERIFF	G. WHITING	1. CHECK WITH DISPATCH TO SEE IF SHERIFF LEFT A NUMBER WHERE REACHABLE; IF NOT 2. USE PAGER - SEE PAGER NUMBER LIST POSTED BY DISPATCH; IF NO ANSWER 3. DIAL	
		Alt. #1 Chief Deputy	A. Goble	1. Check with dispatch to see if Captain Goble left a number; if not 2. use pager - see pager number list posted by dispatch; if no answer 3. dial	
		Alt. #2 Chief Deputy	T. Wood	1. Check with dispatch to see if Captain Wood left a number; if not 2. use pager - see pager number list posted by dispatch; if no answer 3. dial	
	CO. OES	DIRECTOR	W. BRIAM	1. DIAL [REDACTED] IF NO ANSWER 2. USE PAGER [REDACTED]	
	CO. OES	COORDINATOR	J. GRANT	1. DIAL [REDACTED] IF NO ANSWER 2. USE PAGER [REDACTED]	
	CO. OES	COORDINATOR	J. PAULLUS	1. DIAL [REDACTED] IF NO ANSWER 2. USE PAGER [REDACTED]	
		Alt. #1 Coordinator	T. Ness	1. Dial [REDACTED] if no answer 2. use pager [REDACTED]	
		Alt. #2 Director of General	D. Leib	1. Dial [REDACTED] if no answer 2. use pager [REDACTED]	

Dated: May, 1984

FORM B BETWEEN 5:00 P.M. (1700) AND 8:00 A.M. (0800)(Continued)

TIME CONFIRMED	AGENCY	JOB TITLE	NAME	PROCEDURE	COMMENTS
	Alt. #3	County Engineer	G. Protopapas	1. Dial [REDACTED] If no answer 2. use [REDACTED]	
	Alt. #4	Planning Director	P. Crawford	1. Dial [REDACTED]	
	CITIES/ CAL POLY	DISPATCH DESKS	N/A	CITIES RING DOWN PHONE	ASK FOR WATCH COMMANDER: GIVE INFORMATION TO HIM.
<u>STOP HERE. IF NOTIFICATION OF UNUSUAL EVENT: PROCEED IF MORE SERIOUS CLASSIFICATION.</u>					
	CALIF HWY PATROL	DISPATCH DESK	N/A	DIRECT LINE OR DIAL [REDACTED]	ASK FOR WATCH COMMANDER: GIVE INFORMATION TO HIM.
	CO. FIRE DEPT.	DISPATCH DESK	N/A	DIRECT LINE OR DIAL [REDACTED]	EMERGENCY NUMBER
	COUNTY SCHOOLS	SUPERINT. (Alternate)	S. CANALE N. MILLER M. MOSES	DIAL [REDACTED] DIAL [REDACTED] DIAL [REDACTED]	CONTACT ALTERNATE ONLY IF PRIMARY CANNOT BE REACHED
	SANTA BARBARA CO SHERIFF	DISPATCH DESK	N/A	DIAL [REDACTED]	ASK FOR WATCH COMMANDER: GIVE INFORMATION TO HIM.
	U.S. COAST GUARD	DISPATCH DESK	OPERATIONS DIVISION	DIAL [REDACTED]	MARINE SAFETY OFFICE - ALAMEDA
	MONTEREY COUNTY SHERIFF	DISPATCH DESK	N/A	DIAL [REDACTED] (ALT)	ASK FOR THE WATCH COMMANDER: GIVE INFORMATION TO HIM.

Dated: May, 1984

Sheriff's Department Procedures

Procedure SC-5: ACTIVATION OF EMERGENCY BROADCAST SYSTEM

Duty Checklist:

Procedure used by Watch Commander only when:

- ___ County EOC not operational; plant status is GENERAL EMERGENCY and instructions from plant or Emergency Services Director are to recommend sheltering or evacuation.
- ___ Utilize prepared messages attached:
 - Use A SHELTER or
 - B EVACUATION
- ___ If between hours of 0500 to 2400 - contact KVEC 920 AM via ring down (1st), radio (2nd), or telephone [REDACTED] (3rd).
- ___ If between hours of 2400 to 0500 - contact KUNA 1400 AM via ring down (1st), radio (2nd), or telephone [REDACTED] (3rd).
- ___ State "This is the Watch Commander of the County Sheriff's Office. I request activation of the Emergency Broadcast System".
- ___ Provide authentication as needed (last four digits of social security number).
 - ___ If telephone used, the radio station may call back via [REDACTED] to verify.
- ___ When broadcaster is ready, read full text of EBS message into their tape recorder.
- ___ Remind the radio station to repeat message every 15 minutes if no updated or termination EBS message is provided.
- ___ Keep all copies of EBS messages given to the radio station.
- ___ Contact the radio station for formal termination EBS message when appropriate.
- ___ Activate Early Warning System (sirens). Coordinate sirens and release of EBS message for simultaneous action with EBS station.
- ___ Activate Tone Alert Monitor Receivers. Read items 1-6 on EBS message form. Repeat message. Repeat activation when updated EBS messages are released.

Dated: June 1984

SC-5

Form A

SHELTERING

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

(List zones by number and description. See map #1 in the map section of this plan.)

Your instructions are:

Go inside a building and close all doors and windows.

Turn off air conditioning systems, outside air ventilation systems.

Turn off clothes dryer.

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

Keep pets and livestock inside a building if possible.

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

(Use only if appropriate: School officials are taking appropriate protective actions for school children.)

6. Personnel at the Diablo Canyon Nuclear Power Plant are working to return the plant to a normal condition. County, State and Federal Government officials are closely monitoring the situation. Stay tuned to this station for further information/instructions.

EBS Message Identification

Message No. _____

Time of receipt by radio station _____

Form B

EVACUATION

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

(List zones by number and description. See map #1 in the map section of this plan.)

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

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

Evacuation instructions include the following:

Close drapes, turn off lights and water.

Bring prescribed medications and baby formulas, food as appropriate.

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

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

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

S0-5

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

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

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

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

6. Personnel at the Diablo Canyon Nuclear Power Plant are working to return the plant to a normal condition. County, State and Federal Government officials are closely monitoring the situation. Stay tuned to this station for further information/instructions.

Sheriff's Department Procedures

Procedure SO-6: SELECTIVE EVACUATION

A. EVACUATE PAZ 1 (2 MILES) ONLY

This area includes the Diablo Canyon Nuclear Power Plant and three residences about 1-1/2 miles NNW of the plant (the Field's property).

Duty Checklist:

- Recommendation to evacuate the plant and PAZ 1 received from plant emergency coordinator.
- Attempt to contact Emergency Services Director or Sheriff for authorization. If contact cannot be made within five minutes, the Watch Commander will initiate an evacuation of PAZ 1.
- Instruct dispatch to telephone residence 22A on Attachment SO-6.a, Route 3. Explain evacuation recommendation and ask if he will inform residences 22B, 21 and 21A since they have no phone.

If unable to contact the residences by phone, contact the Diablo Canyon Power Plant and request that plant security physically contact the three residences.

B. EVACUATE PAZ 1 AND 2 (6 MILES)

- Recommendation to evacuate PAZs 1 and 2 received from plant emergency coordinator.
- Attempt to contact Emergency Services Director or Sheriff for authorization. If contact cannot be made within five minutes, the Watch Commander will initiate an evacuation of PAZs 1 and 2.
- At General Emergency only activate Emergency Broadcast System Procedure SO-5 and Siren System.
- Notify California Highway Patrol that LPZ is being evacuated and request assistance in blocking traffic on roads leading into the LPZ.
 - See Canyon Road
 - Perfumo Canyon Road
 - Montana de Oro entrance Road
- Clerical personnel at the Sheriff's Office will be designated to contact, by phone, all residents of the LPZ using the call list attached to this procedure (Attachment SO-6.a. Routes 1, 2 & 3). The names of all persons contacted and the time of each contact shall be recorded. Each resident shall be informed of the classification of conditions at the plant and the fact that evacuation of the LPZ has been ordered.

Dated: June 1984
Revised: October 1984

SO-6

— The first three available Sheriff's deputies will be designated to physically contact residents of the six-mile radius area using lists of names of residents not contacted by phone, and maps showing locations of these residents (Attachment SO-6.a.). The deputies designated to make these contacts will be briefed on the classification of the condition at the plant and will be informed on the instructions to be given to the residents for evacuating the area. Updated information may be relayed to the deputies by radio. Deputies will arrange for transportation for individuals who are in need of assistance. Deputies are responsible for maintaining an accurate record of names of all persons contacted and time of contact.

— Sheriff's Department deputies assigned to notify residents of the LPZ will be responsible for monitoring the evacuation and providing area security.

State Parks and Beaches.

— Notify the California Department of Parks and Recreation at [REDACTED] or [REDACTED] that the LPZ is being evacuated and that they should commence the evacuation of Montana de Oro State Park in accordance with their procedures.

— If daylight hours (park closed at night), request helicopter assistance (with external public address system) to fly over Montana de Oro State Park to notify park visitors.

Contact #1: Rodger's Helicopter Service, [REDACTED] (24-hours)

Contact #2: California Highway Patrol Office (direct line). Request helicopter or fixed wing aircraft.

— Notify State Parks and Beaches that aerial support has been secured.

— If evacuation of other State Parks and Beaches is deemed necessary, request State Parks and Recreation to initiate the evacuation.

County Beaches and Recreation Areas.

— The Sheriff's Department has responsibility for coordination of evacuation from County Beaches and Recreation areas. These areas, listed by Protective Action Zone number, are as follows:

Protective Action Zone 3

Avila Beach

Protective Action Zone 5

South Bay Park - Baywood Park

Morro Bay Golf Course (in conjunction with State Parks and Recreation)

Protective Action Zone 8

El Chorro Regional Park (helicopter surveillance desirable in remote areas)
Cuesta Park

Dated: June 1984
Revised: October 1984

Protective Action Zone 9

Third Street Park and Beach Access
Cayucos Beach
Hardie Park

Protective Action Zone 10

Oceano Campground (in conjunction with State Parks and Recreation)

Protective Action Zone 11

Biddle Park

Lopez (outside Planning Zone boundary; however, only means of access/egress is through Protective Action Zone 11. Therefore, in the event protective actions are taken in Zone 11, the Lopez Lake area should be evacuated. Helicopter surveillance is desirable in remote areas.)

Protective Action Zone 13

Nipomo Park
Oso Flaco

The following are the overall steps involved in evacuation of the beach and recreation areas:

- If assistance will be required for traffic control, notify the California Highway Patrol that evacuation has been ordered and request their assistance.
- Dispatch deputies to direct the evacuation of the area in question. The deputies will be responsible for directing the evacuation, arranging for transportation for nonambulatory or carless persons as necessary, and barricading entrances to beaches and recreation areas.
- No long-term security will be provided for beaches and recreation areas. When the evacuation has been completed, barricades will remain in place until reentry is authorized.

Dated: June 1984
Revised: October 1984

May 18, 1984

Page 1 of 12

ATTACHMENT SO-6.a

LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 1 - SEE CANYON RD. BLACK WALNUT RD.

Contact ade ime Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-32-	26	1				3.9 miles on See Canyon Road from San Luis Bay Drive	
	26	2				.1 mile on Black Walnut Road from See Canyon Road	
	26	3 3A				.4 mile on Black Walnut Road from See Canyon Road .4 mile on Black Walnut Road from See Canyon Road	

ATTACHMENT SO-6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 1 - SEE CANYON RD. BLACK WALNUT RD.

III.02

Contact Made Time & Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer: Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-33-	26	4				.4 mile on Black Walnut Road from See Canyon Road	
		4A				.4 mile on Black Walnut Road from See Canyon Road	
	26	5				.5 mile on Black Walnut Road from See Canyon Road	3 residences on left side of road past cattle guard
		5A					
		5B					
					Verify other residents are notified by whomever answers the call		

ATTACHMENT SO-6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 1 - SEE CANYON RD.
BLACK WALNUT RD.

Contact Late ime Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
- 34 -	26	6				.5 mile on Black Walnut Road from See Canyon Road	2 residences on right side of road past cattle guard. Home is past barn.
		6A				.5 mile on Black Walnut Road from See Canyon Road	Redwood home with white trim
	26	7				.6 mile on Black Walnut Road from See Canyon Road	Home, shop and trailers located beyond George property

May 16, 1984

Page 4 of 12

ATTACHMENT SO-6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 1 - SEE CANYON RD. BLACK WALNUT RD.

contact last time Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-35-	26	8				.05 mile on See Canyon Road from Black Walnut Blvd.	
	26	9				.7 on See Canyon Road from Black Walnut Road	
	26	10				.8 on See Canyon Road from Black Walnut Road	
	26 26A	11				1.1 on See Canyon Road from Black Walnut Road	May have more than 1 residence on property

ATTACHMENT SO-6.a

LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 1 - SEE CANYON RD. BLACK WALNUT RD.

Intact ade me Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
- 95 -	25A	12				5.8 miles from intersection of See Canyon Road and San Luis Bay Drive	
	27E	13				Barn, studio, and office .9 mile from Davis and See Canyon Drive	
		13A				House 1.6 miles from Davis and See Canyon Drive	
		13B				House 3.3 miles from Davis and See Canyon Drive	

May 18, 1984

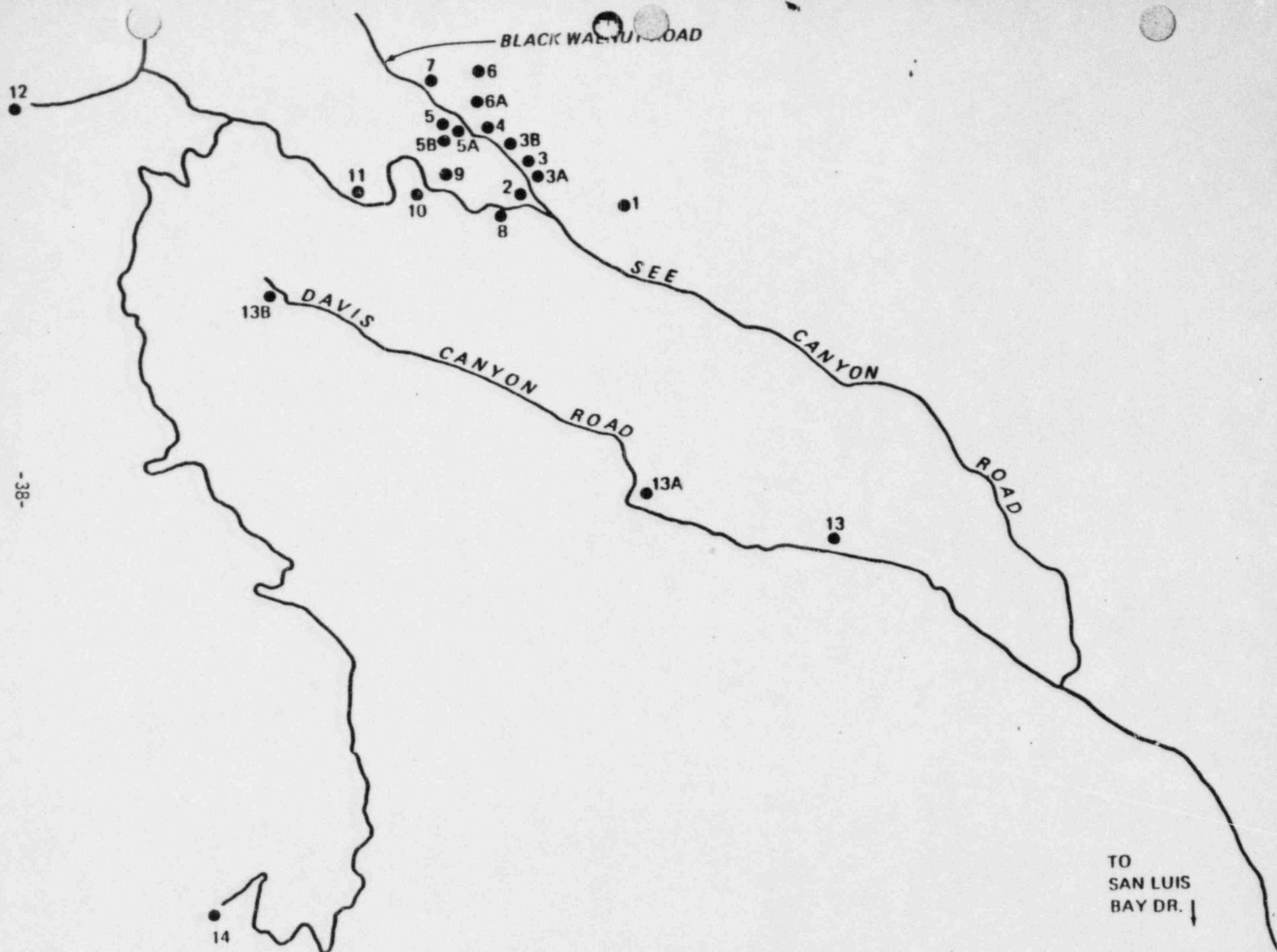
Page 6 of 12

ATTACHMENT SO-6.a

LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 1 -- SEE CANYON RD.
BLACK WALNUT RD.

Contact Late ime Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-37-	634B	14				8.9 miles from See Canyon Road and San Luis Bay Drive	



ATTACHMENT SO 6.a
LIST OF RESIDENCES IN IPZ (Limited Distribution)

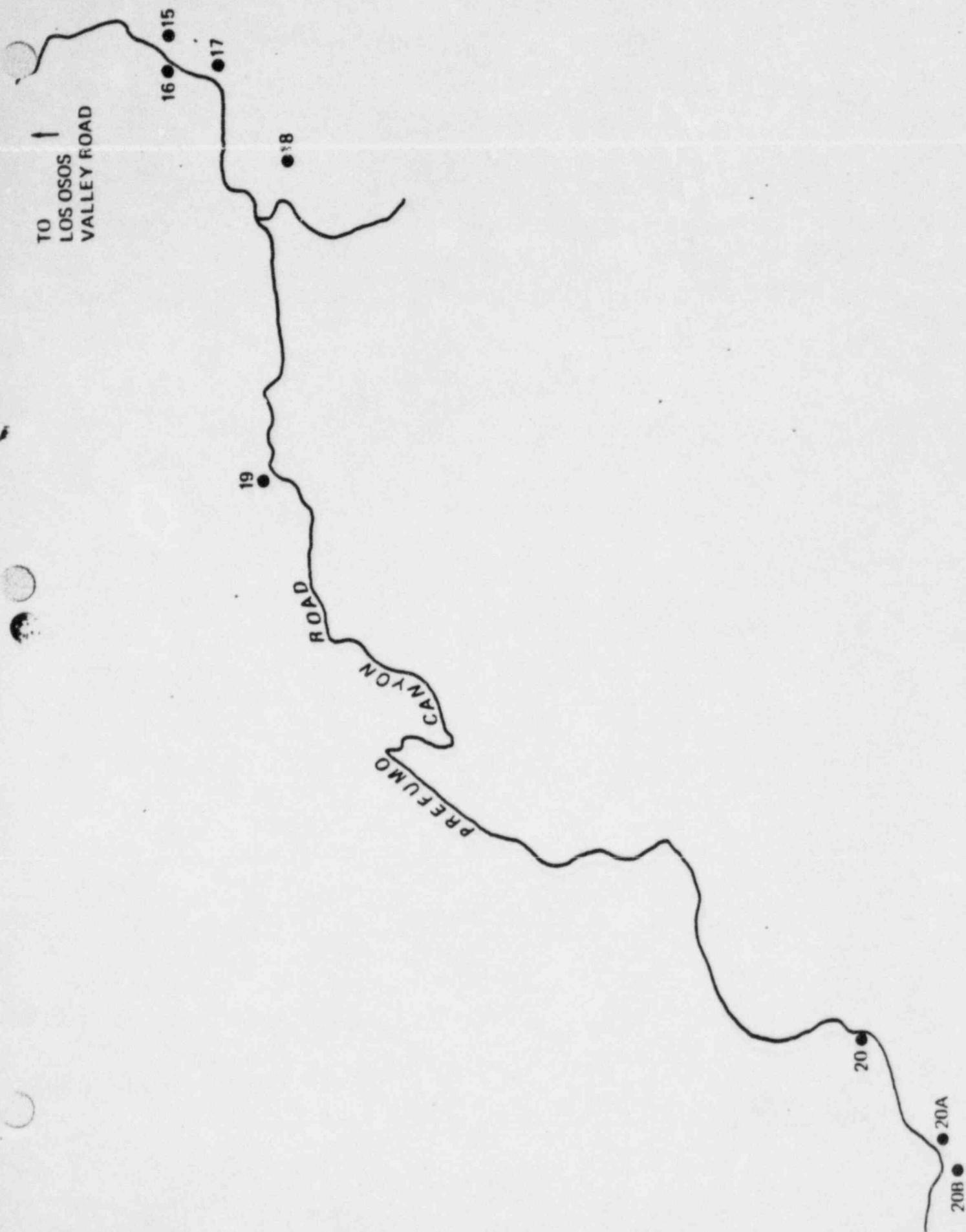
ROUTE 2 - PREFUMO CANYON RD.

contact made Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-39-	25	15				Approximately 4.5 miles from inter- section of Prefumo Canyon Road and Los Osos Valley Road	
	25	16				4.6 miles from intersection of Prefumo Canyon Road and Los Osos Valley Road	
	25	17				5.4 miles from intersection of Prefumo Canyon Road and Los Osos Valley Road	

ATTACHMENT SO-6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 2 - PREFUMO CANYON RD.

Contact Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-40-	25	18				5 miles from intersection of Los Osos Valley Road and Prefumo Canyon Road	
	25	19				Approximately 6 miles from intersection of Los Osos Valley Road and Prefumo Canyon Road	
		20 20A 20B				Approximately 9 miles from intersection of Los Osos Valley Road and Prefumo Canyon Road	Seasonal use only. Call first to see if cabins are in use.



ATTACHMENT SO-6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 3 - CLARK VALLEY RD. PECHO VALLEY RD.

Contact Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-42-	---	21				About 2.7 and 3.7 miles from Pecho Valley Road	Call first to see if residences are occupied. Try to find out if occupants have been notified by helicopter. If not, call ranger to notify residents.
		21A					
	8C	22				.5 mile from locked gate on Pecho Valley Road	

ATTACHMENT SO 6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 3 - CLARK VALLEY RD. PECHO VALLEY RD.

Contact ade me Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-43-	8D	22A				2.5 miles to locked gate at end of Pecho Valley Road	
	8D	22B				2.5 miles to locked gate at end of Pecho Valley Road	
	19A	23					

May 18, 1984

Page 11 of 12

ATTACHMENT SO-6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

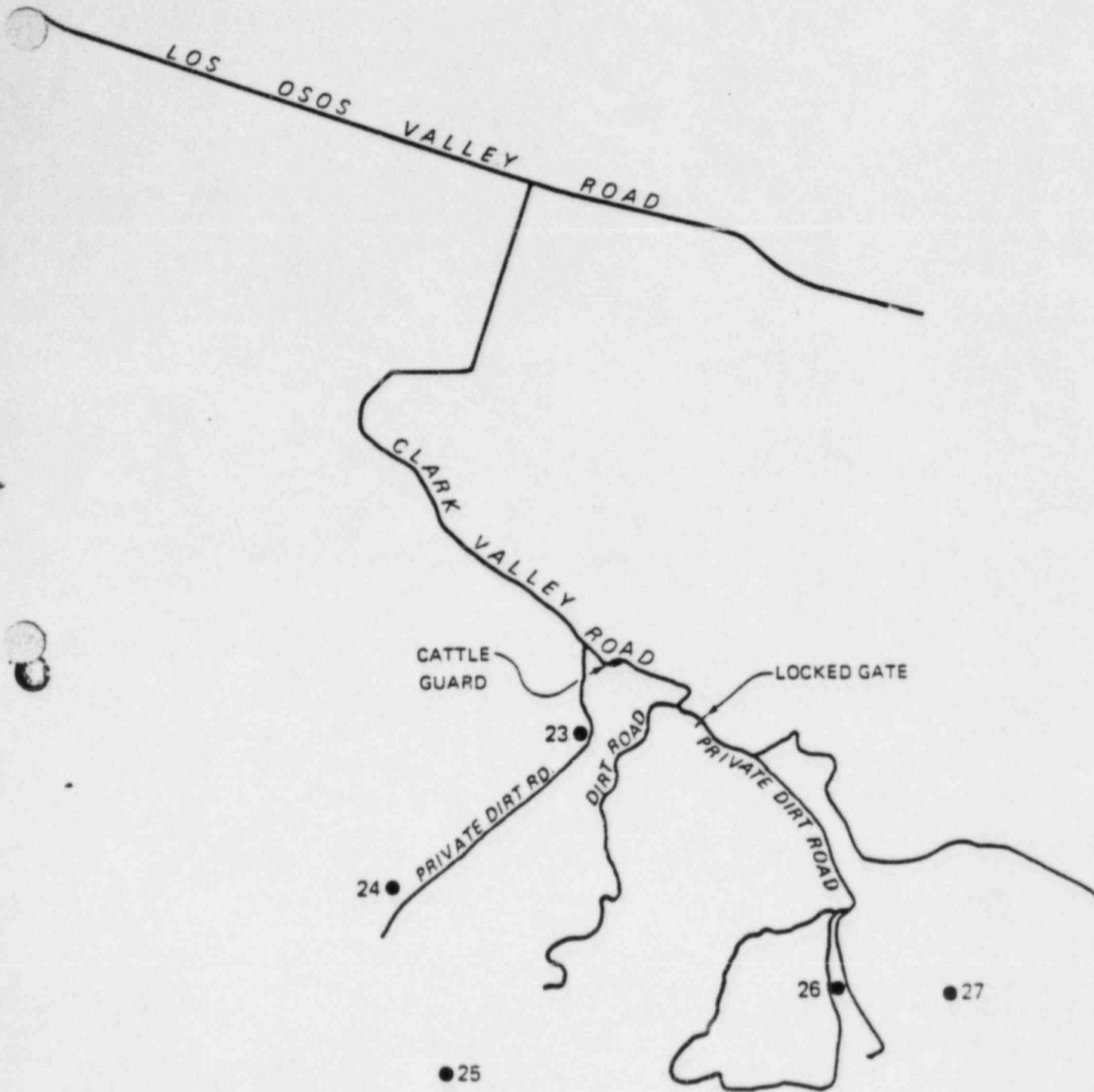
ROUTE 3 - CLARK VALLEY RD. PECHO VALLEY RD.

Contact Name & Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of of Residence on Public Road	Comments
-44-	19A	24				About 1 mile from Clark Canyon Road	
	19A	25				Use private dirt road about 1.4 miles from intersection of Clark Valley Road and Los Osos Valley Road	

ATTACHMENT SO-6.a
LIST OF RESIDENCES IN LPZ (Limited Distribution)

ROUTE 3 - CLARK VALLEY RD. PECHO VALLEY RD.

Contact Made Time & Date	Covered By Siren Number	Map No.	Resident or Owner	Address	Phone Number	Odometer Mileage From a Known Location to Driveway of Residence on Public Road	Comments
-45-	19A	26				Use private dirt road about 2.1 miles from intersection of Clark Valley Road and Los Osos Valley Road.	
	19A	27				Use private dirt road about 3 miles from intersection of Clark Valley Road and Los Osos Valley Road	



TO ↑
LOS OSOS

PRIVATE ROAD

21

21A

MONTANA DE ORO
STATE PARK

PECHO VALLEY ROAD

22

PRIVATE ROAD

22A

22B

Sheriff's Department Procedures

Procedure SO-7: ACCESS CONTROL PROCEDURES

ACTIONS/DUTY CHECKLIST:

- ___ 1. Emergency Operations Center to be activated at Alert or greater classification or when requested by County OES.
- ___ 2. Two Sheriff's Deputies to be stationed at EOC lobby door to control access and provide security.
 - ___ a. Deputies to also act as county and visitor access clerks until assigned clerks arrive.
 - ___ b. County OES to assign two people to fill positions of "County Access Clerk" and "Visitor Access Clerk."
 - ___ c. PG&E to assign two people to fill "PG&E Access Clerk" positions as needed.
- ___ 3. Deputies/Clerks to set up following equipment and supplies:
 - ___ a. Obtain from conference room and set up in lobby two tables and four chairs (one table for County and Visitor Access Clerk and the other for PG&E Access Clerks).
 - ___ b. Obtain from Watch Commander and place on appropriate table one Master EOC/EOF Restricted Access List, one Visitors' Access List, and one PG&E EOF Restricted Access List.
 - ___ c. Obtain from Watch Commander and place on county table, one box of Visitor ID cards and one box of ID card clips.
- ___ 4. As personnel arrive to gain access to EOC, Deputy to have each person give name, agency and to display their EOC staff I.D. Card.
- ___ 5. If person is from local Agency and has EOC staff I.D. Card, Deputy will direct person to County Access Clerk.
 - ___ a. Clerk to verify last name on Master List.
 - ___ b. Clerk to record check-in time.
 - ___ c. Clerk to give person card clip and instruct him/her to wear ID Card at all times while inside EOC.
 - ___ d. Clerk to allow person to proceed to EOC Duty Station.
- ___ 6. If person is from PG&E, Deputy will direct person to PG&E Access Clerk.

Dated: June 1984
Revised: October 1984

- a. Clerk will follow internal PG&E procedures including check-in and issuing an EOF Card to wear at all times while inside the EOC/EOF.
- b. Person will then proceed to their designated EOF duty station.
- 7. If person is from FEMA, NRC or State OES, Deputy will direct person to Visitor Access Clerk.
 - a. Clerk will request person's name, agency, function and verify with agency ID Card.
 - b. Clerk will record name, agency and function on Visitors' list.
 - c. Clerk will issue Card clip and instruct person to wear their agency card at all times while inside EOC.
 - d. Clerk will allow person to proceed to EOC Duty Station.
- 8. If person is an authorized visitor or cannot find his/or EOC Staff ID Card, Deputy will direct person to Visitor Access Clerk.
 - a. Clerk will request person's last name and verify on Master or Visitor List.
 - b. If name is on either list, Clerk records check-in time, issues visitor card instructing person to wear at all times inside EOC, and allows person to proceed to EOC duty station.
 - c. If name is not on either list, Clerk will have person wait in lobby while transmitting name, agency and function to Emergency Services Director/Coordinator via runner for final access approval or denial. If Emergency Services Director/Coordinator approves access, follow procedure "b" above.
- 9. Deputies/Access Clerks to continue monitoring EOC/EOF access control and security through duration of exercise/emergency.
 - a. Continually remind all personnel inside the EOC/EOF to wear their ID or Visitor Cards at all times.
- 10. All personnel leaving EOC must check out with the appropriate Access Clerk and return all Visitor Cards and card clips.
- 11. All controversies regarding access to the County EOC can be resolved by contacting the Emergency Services Director/Coordinator. Sheriff Deputies have authority to restrict access or remove any unauthorized person from the County EOC.

Dated: June 1984
Revised: October 1984

SO-7

Sheriff's Department Procedures

Procedure SO-8: PROTECTIVE RESPONSE, GENERAL SHELTERING

Duty Checklist:

In the event the Direction and Control Group calls for General Sheltering of the population, the Sheriff's Department will be responsible for the following actions:

- Determine from the Direction and Control Group the area where sheltering is to take place and the extent to which access to the area is to be controlled.
- Make notifications to appropriate emergency workers and population groups in accordance with Procedures SO-4 and SO-6.
- Coordinate with the California Highway Patrol and affected city police departments to determine which of the preselected perimeter control points will be closed (see map section).
- Evacuate and close County beaches and recreation areas located within the area where General Sheltering is being undertaken (see Sheriff's Department Procedure SO-6 - Protective action - Selective Evacuation).
- Assist the California Highway Patrol in providing perimeter control within the area of the Sheriff's Department jurisdiction:
 - a. Closing perimeter points, assisted by the County Engineer's Office, as necessary, for the placement of barricades.
 - b. Directing traffic around closed areas.
 - c. Providing screening at perimeter control points, allowing access as determined by the Direction and Control Group.
 - d. Maintain access to the controlled area for emergency personnel and resources.
- Direct law enforcement and security actions within the controlled area:
 - a. Patrol roads within the controlled area.
 - b. Coordinate, evaluate and make requests for mutual aid as necessary to handle the emergency.
 - c. Distribute dosimeter and protective gear to all departmental field personnel and maintain dose records in accordance with Sheriff's Department Procedure SO-11 - Exposure Control of Emergency Workers.

Dated: June 1984

SO-8

Sheriff's Department Procedures

Procedure SO-9: PROTECTIVE RESPONSE, RELOCATION

Duty Checklist:

Relocation of persons from contaminated sectors may be ordered by the Direction and Control Group, following a General Sheltering action. In the event relocation is ordered, the Sheriff's Department is responsible for the following actions:

- _____ Determine from the Direction and Control Group the area(s) from which relocation will take place.
- _____ Make notifications to appropriate emergency workers and population groups in accordance with Sheriff's Department Nuclear Power Plant Emergency Response Plan Procedures SO-4 and SO-6.
- _____ In coordination with the California Highway Patrol and affected city police departments, establish perimeter control around the area, using preselected perimeter control points (see map section for preselected perimeter control points). Access to the area should be limited to emergency personnel and resources.
- _____ Assist in directing traffic to screening and decontamination centers.
- _____ Assist in evacuating institutional, nonambulatory and carless population to screening and decontamination centers, using call lists of institutions and preregistered persons.
- _____ Dispatch ambulances, as necessary, for medical emergencies.
- _____ Provide law enforcement and security for the evacuated area, requesting mutual aid forces if necessary.
- _____ Distribute dosimeters and protective gear to all departmental field personnel and maintain dose records in accordance with Sheriff's Department Procedure SO-11 - Exposure Control of Emergency Workers.

Dated: June 1984

SO-9

Sheriff's Department Procedures

Procedure SO-10: PROTECTIVE RESPONSE, GENERAL EVACUATION

Duty Checklist:

In the event a General Evacuation of all or part of the emergency planning zone is ordered by the Direction and Control Group, the Sheriff's Department is responsible for the following actions:

- ___ Determine from the Direction and Control Group, the area(s) to be evacuated.
- ___ Make notifications to appropriate emergency workers and population groups in accordance with Sheriff's Department Nuclear Power Plant Emergency Response Plan Procedures SO-4 and SO-6.
- ___ Provide assistance to the California Highway Patrol, in coordination with the affected city police departments, to establish perimeter control around the area to be evacuated, using preselected perimeter control points. Assistance may be recruited, as necessary, from the population at large. Access to the evacuation area shall be in accordance with instructions from the Direction and Control Group.
- ___ Assist in evacuating institutional, nonambulatory and carless population, using call lists of institutions and preregistered individuals.
- ___ Dispatch ambulances, as necessary, for medical emergencies.
- ___ Provide law enforcement and security for the evacuated area, requesting mutual aid forces if necessary.
- ___ Distribute dosimeters and protective gear to all departmental field personnel and maintain dose records in accordance with Sheriff's Department Procedure SO-11 - Exposure Control of Emergency Workers.

Dated: June 1964

SO-10

Sheriff's Department Procedures

Procedure SO-11: EXPOSURE CONTROL OF EMERGENCY WORKERS

Duty Checklist:

- Activation of kits - Emergency Worker Kits will be assembled at the Alert Stage. Kits will be issued if a release has occurred or is eminent.
- Distribute personnel radiation monitoring equipment, protective equipment, Standard Operating Procedures and data forms to record dosimeter reading as indicated on Standard Operating Procedures attached.

Dated: June 1984

SC-11

DISPATCHER/COMMAND CENTER

ACTIVATION OF THE EMERGENCY WORKER SELF-PROTECTION KIT STANDARD OPERATING PROCEDURES

ACTIVATION OF KITS

In the event of a radiological incident at the Diablo Canyon Nuclear Power Plant, the emergency worker kits shall be assembled at the Alert Stage or second stage of the incident. Emergency workers (e.g. Police, Firemen, etc.) will assemble at their command center and the kits issued if a release has occurred or is eminent.

A. Charging and Zeroing Dosimeters

- ☐ Place battery in the CDV-750 Charger.
- ☐ Place dosimeter on the charger and calibrate to zero or as close to zero as possible. Do not calibrate below zero.
- ☐ Discharge static electricity after charging by touching a metal object, such as a key or paper clip, to the charging pin of the dosimeter.

B. Pre-Packaging Kits

After charging and calibrating the dosimeters pre-package the following articles in the plastic bags provided:

- ☐ - 1 high range dosimeter (CDV-730), 0-20 Roentgen
- ☐ - 1 low range dosimeter (CDV-138), 0-200 Milliroentgen
- ☐ - 1 TLD (Thermoluminescent Dosimeter)
- ☐ - Three (3) tablets of KI (Potassium Iodide)
- ☐ - Personal Field Log for Emergency Workers

C. Logging Procedures

- ☐ Log all personnel by name and social security number who are issued emergency worker self-protection kits on the Emergency Personnel Roster provided. "Check-off" on the roster that high and low dosimeters, KI, and the Radiation Exposure Record have been provided. Record the serial number of the TLD given to each individual on the roster.
- ☐ Log values registered on the dosimeters even if these are at zero.

NOTE:

1. TLDs are used as a permanent record. They measure the amount of exposure for the entire duration of exposure for a single individual. They are to be retained by the individual the entire time an incident is occurring from one shift to the next. At the termination of the incident they should be turned in for laboratory analysis and reprocessing.

2. Dosimeters (high and low range) are to be turned in at the end of a shift by personnel after the readings have been recorded on both the Emergency Personnel Roster and the Radiation Exposure Record. The dosimeters should then be charged, recalibrated and repackaged for distribution.

- ☐ Log all values from dosimeter reading in Milliroentgens (mR). If Roentgens are read to you by emergency workers in the field, simply convert them by multiplying by 1000.

D. Notification Procedures

- ☐ All Dispatchers or Duty Officers are to notify the Emergency Worker Control Desk at the County Emergency Operations Center (ECC) (telephone number to be provided) and provide all "Emergency Personnel Roster" information. The Emergency Worker Control Desk operators will have an identical "Emergency Personnel Roster" for each emergency worker operation i.e. Sheriff's Department, police, and fire agencies.

NOTE: The Emergency Worker Control Desk operator will provide each agency with radiological information which may adversely impact emergency workers in the field as well as information to relocate field personnel and/or instructions to take KI or other appropriate action.

- ☐ If an emergency worker reaches a value of 40 mR on a low range dosimeter, they are instructed to immediately report this information to the Dispatch/Command Center with updates every 15 minutes. In turn, dispatch shall notify the Emergency Worker Control Desk operator.

NOTE: Every effort will be made to keep all emergency workers exposure levels as close to zero as possible. The maximum level of exposure to emergency workers is 1.25 R or 1250 mR. Any level of exposure above this level requires Health Officer approval and must be on a volunteer basis.

E. Emergency Worker Self-Protection Kit Maintenance and Care

- ☐ All dosimeters, TLDs, chargers and KI are to be checked, charged and inspected for damage on an annual basis.
- ☐ If any equipment is damaged or inoperative, notify the County Office of Emergency Services, [REDACTED]
- ☐ Store all equipment in a cool dry place. After charging dosimeters and when storing, remove batteries from the dosimeter chargers.

NOTE: All dosimeters, chargers, TLDs and KI will be serviced or exchanged on a prescribed basis by the County Office of Emergency Services or the County Health Department.

EMERGENCY PERSONNEL ROSTER
DOSIMETRY CONTROL LOG

Organization _____
Date Issued _____

Duty Officer (Name) _____

NAME AND SOCIAL SECURITY NUMBER	KI (X)	RAD EXPO RECORD ISSUED (X)	DOSIMETER (X)		TLD SERIAL NUMBER	SIGNATURE OF RECIPIENT	DATE TURNED IN	EXPOSURE RECORD											
			HI	LOW				TIME	READ	TIME	READ	TIME	READ	TIME	READ	TIME	READ	TOTAL	

EMERGENCY WORKER SELF-PROTECTION KIT

STANDARD OPERATING PROCEDURES

A. Kits are to be issued at an Alert or greater emergency action level classification

B. Contents of Emergency Worker Self-Protection Kits

- ☐ 1 - High range dosimeter (CDV-730), 0-20 Roentgen
- ☐ 1 - Low range dosimeter (CDV-138), 0-200 Milliroentgen

NOTE: 1 R (Roentgen) = 1000 mR (Milliroentgen)

- ☐ 1 - TLD (Thermoluminescent Dosimeter)

NOTE: TLDs are used as a permanent record. They measure the amount of exposure for the entire duration of exposure for a single individual. TLDs are not to be reissued at the end of a shift or returned. They are to be retained by the individual during the entire time an incident is occurring from one shift to the next until the termination of the emergency. TLDs will then be collected for laboratory analysis and reprocessing.

- ☐ Three (3) tablets of KI (Potassium Iodide)
- ☐ Personal field log for emergency workers

C. Pre-Field Check List

- ☐ Prior to entering the field, you will be issued a self protection kit which consists of the components listed above. Check to see if these items are present.
- ☐ Fill out the Personal Field Log for emergency workers. Be sure to include the serial number of the TLD and denote time of issuance.
- ☐ Check to see if high and low dosimeters are "zeroed"; note on your log the readings that are registered on the dosimeters before entering the field. Note time of this reading.
- ☐ Verify that these values and times have been recorded by your Dispatcher/Command Center on their "Emergency Personnel Roster".
- ☐ Clip all dosimeters to belt or put in chest pocket.

D. Field Check List and Procedures

- ☐ After entering the field, check high and low dosimeter exposure readings hourly and report only if there is an increase in readings.

- ☐ Do not take the KI tablets unless instructed by your Dispatch/Command Center.
- ☐ If your low range dosimeter reaches an exposure level of 40 mR notify your dispatcher at fifteen (15) minute intervals if it continues to increase.

NOTE: The Emergency Worker Control Desk Operator in the County Emergency Operations Center (ECC) will be notified by County radiation field monitors of any conditions which may impact adversely on emergency workers in the field.

The County EOC will notify your Dispatcher/Command Center so appropriate action can be taken to eliminate or minimize exposures to radiation i.e. be moved from the area and/or take KI. Every effort will be made to keep exposure levels to zero, at no time will exposures to emergency workers be allowed to exceed 1.25 R or 1250 mR. All exposures above this level must have prior Health Officer approval. Exposures above the 5 R must be for extraordinary or life saving purposes only and on a volunteer basis.

- ☐ If your dosimeters are registering values above 100 mR and you are unable to communicate with your Dispatcher, move in a direction away from Diablo Canyon to a location where communications can be resumed.
- ☐ At the end of your shift, report to your Command Center for further instructions and turn in your high and low dosimeters, logs and KI. Keep your TLD until directed by the Dispatcher to turn it in for analysis.

Sheriff's Department Procedures

Procedure SO-12: EMERGENCY MEDICAL AND PUBLIC HEALTH SUPPORT

Duty Checklist:

The provision of emergency medical and public health support is principally the responsibility of the County Health Officers. The Sheriff's Department's responsibilities are to provide communications assistance in support of the County Health Department's activities. These duties are:

Keep ambulance companies informed as to the potential for receiving contaminated and injured individuals, based upon information provided by the County Health Officer, using normal MED-COM procedures.

Dispatch ambulances using normal MED-COM procedures in case of a medical emergency.

Dated: June 1984

SO-12

SAN LUIS OBISPO COUNTY NUCLEAR POWER PLANT

EMERGENCY RESPONSE PLAN

III.08

STANDARD OPERATING PROCEDURE
PUBLIC INFORMATION OFFICER

SAN LUIS OBISPO COUNTY
OFFICE OF EMERGENCY SERVICES

Approved June 23, 1982

Revised May 1983

Revised October 1983

Revised October 1984

AUTHENTICATION

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

Signed and Accepted:

Name _____

Title _____

Date _____

PREFACE

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

TABLE OF CONTENTS

	<u>Page</u>
A. PRE-EMERGENCY PREPAREDNESS	
1. Overview	1
2. Responsibility	1
3. Desirable Qualifications	2
4. References	2
5. Tasks	2
6. Other Involved Agencies	3
7. Emergency Organization.	3
8. Assignments	3
9. Staff	4
10. Facilities	4
11. Communications	4
12. Operational Equipment	5
13. Emergency Worker Protective Gear	5
14. Training Program	5
15. Drills/Exercises	5
16. Equipment Testing/Calibration	5
17. Plan Update	5
B. NOTIFICATION AND MOBILIZATION	
1. Response by Emergency Classification	5a
2. Alerting Procedures	6
3. Shift Changes/Staff Augmentation	6
C. EMERGENCY PROCEDURES	
1. Public Information Office Activation	7
EOC PIO Checklist - Attachment 1	
2. Media Center Activation	7
Lead PIO Checklist - Attachment 2	
3. Phone Assistance Center Activation	7
Lead PIO Checklist - Attachment 3	
4. Public Information Office and Media Center Materials	7
PIO Resource Person's Checklist - Attachment 4	

5.	EOC PIO	7
	PIO EOC Checklist - Attachment 5	
6.	EBS Broadcasts.	7
	PIO EOC Checklist - Attachment 6	
7.	Tone Alert Monitor Radio Broadcasts	7
	PIO EOC Checklist - Attachment 7	
8.	Public Information Releases	7
	PIO EOC Checklist - Attachment 8	
9.	Public Information Office PIO Procedures	7
	Lead EOC Checklist - Attachment 9	
10.	Media Center Procedures	8
	Media Center Staff Checklist - Attachment 10	
11.	PIO Phone Numbers/PIO Liaison Notification List	8
	PIO Checklist - Attachment 11	
12.	Media Contacts/Alerting Procedures.	8
	PIO Call List - Attachment 12	
D.	RECOVERY/REENTRY.	9
E.	DEMOBILIZATION PROCEDURES	10
ATTACHMENTS		
A.	Sample EBS Messages	30
B.	Forms for Emergency Information	47
C.	Emergency Zones	52

A. PRE-EMERGENCY PREPAREDNESS

1. Overview

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

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

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

This material will be updated annually.

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

2. Responsibility

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

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

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

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

3. Desirable Qualifications

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

4. References

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

5. Tasks

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

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

6. Other Involved Agencies

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

7. Emergency Organization

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

Media Center: Lead Public Information Officer
Alternate

EOC: Public Information Officer
Alternate

Note: Alternates may act as PIOs.

8. Assignments

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

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

9. Staff

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

10. Facilities

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

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

11. Communications

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

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

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

12. Operational Equipment

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

13. Emergency Worker Protective Gear

None assigned, but available at the EOC on request.

14. Training Program

See Section V.1 of the Plan.

15. Drills/Exercises

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

16. Equipment Testing/Calibration

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

17. Plan Update

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

B. NOTIFICATION AND MOBILIZATION

1. Response by Emergency Classification

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

b. Alert.

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

The lead PIO at the Media Center:

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

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

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

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

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

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

2. Alerting Procedures

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

3. Shift Changes/Staff Augmentation

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

PROCEDURES

Procedures for the public information officers have been assembled into checklists which are identified below.

1. Information Office Activation (see Attachment 1)

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

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

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

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

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

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

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

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

5. EOC PIO Procedures (see Attachment 5)

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

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

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

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

8. Public Information Releases (see Attachment 8)

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

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

10. Media Center Procedures (see attachment 10)

- It is the responsibility of the county staff person assigned to the media center to follow those procedures.

11. PIO Phone Numbers and PIO Liaison Notification List (see Attachment 11)

- Attachment 11 identifies critical in-house phone numbers needed by the County Public Information Officers.
- Identifies PIO liaisons required to be notified.

12. Alerting Procedures/Media Contacts List (see Attachment 12)

- The lead PIO is responsible for notifying the media when a press release or media briefing is scheduled to occur.

D. RECOVERY/REENTRY

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

E. DEMOBILIZATION PROCEDURES

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

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

EOC PIO Checklist

Attachment 1

EOC PIO Office Activation

Revision: 2
9-84

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

Responsible Party: EOC PIO

Actions:

_____ Request Secretary to report to the EOC

Name: Mary Swedlund

Work:

Home:

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

Primary: Michael Measures

Work:

Home:

Backup: Brian Davis

Work:

Home:

_____ Report to the EOC

Lead PIO Checklist

Attachment 2

Media Center PIO Office Activation

Revision: 2
9-84

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

Responsible Party: Lead PIO

Actions:

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

Primary: Barbara George
Backup: Bill Warner

Work:
Work:
Home:

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

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

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

Primary: Chuck Richmond
Backup: Missie Hobson

Work:
Work:

Request Media Center staff to report to the Media Center

Staff: _____
Staff: Robert Moss

Work:
Work:

Home:
Home:

Request clerical staff to report to the Media Center

Staff: Janet Wallravin
Staff: Mary York

Work:
Work:

Home:
Home:

Request a runner to report to the Media Center

Primary: Bill Larondelle
Backup: Jack Krege

Work:
Work:

Home:
Home:

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

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

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

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

Lead PIO Checklist

Attachment 3

Media Center
Phone Assistance Center (PAC) Activation

Revision: 2
9-84

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

Responsible Party: Lead PIO

Actions:

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

Director: Tom Ganoë

Work:

Alternate: Dean Moore

Work:

—— Request the Director of Social Services report names of PAC staff, when known, to the Lead PIO.

PIO Resource Person's Checklist

Attachment 4

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

Revision: 1

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

Responsible Party: PIO Resource Personnel

Actions:

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

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

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

*Stored in the forms handling area of Technical Services

EOC PIO Checklist

Attachment 5

EOC PIO Procedures

Revision: 1

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

Responsible Party: EOC PIO

Actions:

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

EOC PIO Checklist

Attachment 6

EBS Broadcast Procedures

Revision: 2
9-84

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

Responsible Party: EOC PIO

Actions:

- _____ Draft all EBS messages (utilize pre-made forms whenever possible)."
- _____ Obtain approval from the Emergency Services Director or alternate before the message is broadcast.
- _____ Maintain number control of EBS messages by using 001, 002, etc.
- _____ COORDINATE WITH THE COUNTY SHERIFF TO ASSURE THE MESSAGE IS BROADCAST IMMEDIATELY FOLLOWING THE SOUNDING OF THE SIRENS.
- _____ Contact the EBS station over the ring-down phone. If inoperable, use the radio backup: Primary - KVEC; Secondary - KUNA.
- _____ If required, authentication is last name and last four digits of social security number.
- _____ Insure messages are repeated until updated (stations are required to maintain 15-minute update capability).
- _____ Provide copy of EBS message to Sheriff's dispatch.
- _____ Transmit copy of EBS message to PIO in Media Center with instructions to provide a copy to the Phone Assistance Center supervisor.
- _____ Direct PIO Secretary to post most current EBS message on bulletin board in Direction and Control Room and file others in chronological order on clipboard.

EOC PIO Checklist

Attachment 7

Tone Alert Monitor Radio (TAMR) Broadcasts

Revision: 2
9-84

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

Responsible Party: EOC PIO

Actions:

- _____ After consultation with the County Superintendent of School's representative and the County Health Officer or liaison, draft the TAMR message on the "San Luis Obispo County Tone Alert Monitor Radio Message Form."
- _____ Maintain number control of the TAMR broadcasts by using 001, 002, etc.
- _____ Assure absolute accuracy of information and obtain approval by the Director of Emergency Services or the Board Chairman before issuing message.
- _____ Activate the Tone Alert Monitor radio system and broadcast the message. See activation instructions on Tone Alert radios in PIO room.
- _____ Direct the PIO Secretary to transmit a copy of the TAMR message to the PIO in the Media Center.
- _____ Direct PIO Secretary to post current TAMR message on bulletin board in Direction and Control room; file others in chronological order on the clipboard.

EOC PIO Checklist

Attachment 8

Press Releases

Revision: 2
9-84

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

Responsible Party: EOC PIO

Actions:

- _____ Draft all press releases on "San Luis Obispo County Emergency Press Release Information Form."
- _____ Maintain number control of the press releases by using 001, 002, etc.
- _____ Assure absolute accuracy of information and obtain approval by the Director of Emergency Services or the Board Chairman before issuing message.
- _____ Direct PIO Secretary to transmit draft press release to Lead PIO in the Media Center.
- _____ Have Lead PIO in the Media Center send final press release to PIO Secretary.
- _____ Direct PIO Secretary to post current press release on bulletin board in Direction and Control room; file others in chronological order on the clipboard.
- _____ Press release information originating from another PIO maintains the same number control and filing system following approval by the Director of Emergency Services or the Board Chairman.

Lead PIO Checklist

Attachment 9

Media Center

Public Information Office Procedures

Revision: 2
9-84

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

Responsible Party: Lead PIO

Actions:

- _____ Keep log of all communications and events.
- _____ Direct and coordinate production of all press releases.
- _____ Request assistance from EOC PIO as necessary.
- _____ Direct Secretary to send final press release to EOC PIO.
- _____ Call press conferences as necessary or scheduled.
- _____ Assemble appropriate PIOs and other personnel for each press conference.
- _____ Direct each press conference.
- _____ Provide guidance to the press as to the format and timing of press conferences.
- _____ Ensure that a member of the Direction and Control group appears at the Media Center periodically following Media Center activation.
- _____ Introduce and identify all county officials to media at press conferences.
- _____ Provide clarification of all press release or emergency information as needed by the Phone Assistance Center supervisor.
- _____ Instruct Phone Assistance Center supervisor or Media Center staff receiving calls from the media to:
 - * Provide address and directions to Media Center, and press conference times.
 - * Explain that information on the emergency must be obtained (1) over national wire service, (2) in person at Media Center, or (3) by calling the San Francisco Media Center at [REDACTED]

Media Center Staff Checklist

Attachment 10

Media Center Procedures

Revision: 1

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

Responsible Party: Media Center Staff

Actions:

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

PHONE NUMBERS

Attachment 11

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

Lead Media Center PIO	D. Leib
Alternate Media Center PIO	S. Keil
EOC PIO	P. Hood
Alternate EOC PIO	P. Crawford

EOC PIO
DIC
Yellow Net

PIO Office

(reserved for EOC PIO to Lead PIO use)

Yellow Net

Media Center

(pay phone outside)

Rumor Control/Phone Assistance Center

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

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

- C. Media Information Hotline

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

415-

415-

415-

MEDIA CONTACTS LIST (PIO CALL LIST)

Attachment 12

1. National Media ContactsPhone Number

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

Primary:Alternate:

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

Primary:Alternate:

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

Primary:Boston:2. Local Media ContactsPhone Number

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

Media/AddressContactPhone NumberARROYO GRANDE

KKAL-Radio
Box 220
Arroyo Grande, CA 93420

Bill Penny

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

John Read

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

Stephanie Finacune

ATASCADERO

KIQQ-Radio
Drawer Q
Atascadero, CA 93423

Bruce Anson

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

*Long Allen, Editor

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

STOP NOTIFICATIONS HERE

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

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

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

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

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

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

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

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

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

Peter Laufer
KYUU
1700 Montgomery St
San Francisco, CA 94111

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

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

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

Julia Randall
KPFA
2207 Shattuck Ave
Berkeley, CA 94704

KNX News Radio
6121 Sunset Blvd
Los Angeles, CA 90028

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

News Desk
KFWB Radio
6419 Hollywood Blvd
Hollywood, CA 90028

News Desk
KNXT-TV
6121 W Sunset
Los Angeles, CA 90023

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

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

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

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

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

ATTACHMENT A

SAN LUIS OBISPO COUNTY
OFFICE OF EMERGENCY SERVICES
PUBLIC INFORMATION OFFICE

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

EMERGENCY BROADCAST SYSTEM MESSAGES

NUCLEAR POWER PLANT ACCIDENT

Table of Contents

Sample Messages

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

UNUSUAL EVENT

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

EBS Message

ALERT

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

EBS Message

ALERT - MESSAGE TO EVACUATE BEACHES

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

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

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

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

EBS Message

NO PROTECTIVE ACTION

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

EBS Message

STAND BY

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

stand by for further information:

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

EBS Message

SHELTERING

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

to shelter in accordance with the instructions in the Emergency Information Booklet.

Your instructions are:

Go inside a building and close all doors and windows.

Turn off air conditioning systems, outside air ventilation systems.

Turn off clothes dryer.

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

EBS Message

SHELTERING
Page 2

Keep pets and livestock inside a building if possible.

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

School officials are taking appropriate protective actions for school children.

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

EBS Message

EVACUATION

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

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

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

Evacuation instructions include the following:

Close drapes, turn off lights and water.

Bring prescribed medications and baby formulas, food as appropriate.

EBS Message

EVACUATION
Page two

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

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

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

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

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

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

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

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

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

EBS Message

EVACUATION AND SHELTERING

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

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

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

Evacuation instructions include the following:

Close drapes, turn off lights and water.

Bring prescribed medications and baby formulas, food as appropriate.

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

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

EBS Message

EVACUATION AND SHELTERING
Page two

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

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

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

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

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

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

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

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

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

Turn off air conditioning systems and outside air ventilation systems.

Turn off clothes dryer.

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

Keep pets and livestock inside a building if possible.

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

EBS Message

EVACUATION AND SHELTERING
Page three

School officials are taking appropriate protective actions for school children.

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____


EBS Message

DOWNGRADING

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

are advised to: (choose one)

- A. Continue as previously instructed.
- B. Terminate sheltering activities.
- C. Return to their homes and businesses in the Emergency Planning Zone.

7. The Public Inquiry phone number is: 

EBS Message

DOWNGRADING
Page two

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

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

EBS Message

SAN LUIS OBISPO COUNTY

EMERGENCY BROADCAST SYSTEM MESSAGE

Date: _____

ESD Approval: _____

EBS Message #: _____

Time Received by Radio Station: _____

Time Broadcast: _____

ATTACHMENT B

FORMS FOR EMERGENCY PUBLIC INFORMATION

1. San Luis Obispo County EOC Press Release
2. Tone Alert Monitor Radio Message Final
3. Plant Status
4. Emergency Response Status

SAN LUIS OBISPO COUNTY
EMERGENCY OPERATIONS CENTER

Date _____

Time _____

Draft ☐ _____

Final ☐ _____

ESD Approval _____

Press Release # _____

*** PRESS RELEASE ***

FOR OFFICIAL USE ONLY

Route to:

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

____ Cal Trans
____ California National Guard
____ F.E.M.A.
____ PGandE

SAN LUIS OBISPO COUNTY

TONE ALERT MONITOR

RADIO SYSTEM MESSAGE

Date _____

Time _____

ESD Approval _____

TAMR Release # _____

PLANT STATUS REPORT

P-Status

No. _____

Page _____ of _____

Information Source

Name _____

Position _____

Agency/Org. _____

Time Stamp

Plant status is: _____

Actions being taken: _____

Author _____

Distribution: D&CG _____
UDAC _____
PIO _____

Agency/Org. _____

Other(s) specify: _____

EMERGENCY RESPONSE STATUS REPORT

R-Status
No. _____
Page ____ of ____

Information Source

Name _____

Position _____

Agency/Org. _____

Time Stamp

Response Actions Initiated:

Response Actions Completed:

Author _____

Agency/Org. _____

Distribution: D&CG _____
UDAC _____
PIO _____

Other(s) specify: _____

ATTACHMENT C

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

EMERGENCY ZONES

SAN LUIS OBISPO COUNTY NUCLEAR POWER PLANT

EMERGENCY RESPONSE PLAN

III.23

STANDARD OPERATING PROCEDURE

AMERICAN RED CROSS (ARC)

OCTOBER, 1984

AUTHENTICATION

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

Signed and Accepted:

Jeanne A. HS
Name

Chapter Manager
Title

10/16/84
Date

TABLE OF CONTENTS

	<u>Page</u>
A. <u>PREEMERGENCY PREPAREDNESS</u>	1
1. Overview	1
2. References	1
3. Tasks	3
4. Other Involved Agencies	3
5. Facilities	5
6. Communications	7
7. Training	7
8. Drills and Exercises	7
9. Plan Update	8
B. <u>NOTIFICATION</u>	9
1. Overview	9
2. Response by Emergency Classification	9
C. <u>EMERGENCY PROCEDURES</u>	11
1. Unusual Event	11
2. Alert Check List	11
3. Site Area Emergency Check List	14
4. General Emergency Check List	17
<u>ATTACHMENTS</u>	
1. Congregate Care Facility at Camp Roberts	20
2. Congregate Care Facility at Allan Hancock College	31
<u>EXHIBITS</u>	
1. Organization During an Emergency	2
2. Task Assignments	4
3. Alerting Diagram	10

A. PREEMERGENCY PREPAREDNESS

1. OVERVIEW

a. Purpose

To designate procedures to be used by American Red Cross (ARC) volunteers and staff in providing assistance to persons affected by a nuclear power plant emergency in San Luis Obispo County.

b. Objectives

- 1) Delineate responsibilities and tasks of the American Red Cross.
- 2) Establish lines of authority and coordination when the Plan is in effect. The Organization During An Emergency is shown on Exhibit 1. (See SOP14-2)
- 3) Establish procedures for operating congregate care facilities for evacuated persons unwilling or unable to secure lodging for themselves.

c. Affected Chapters

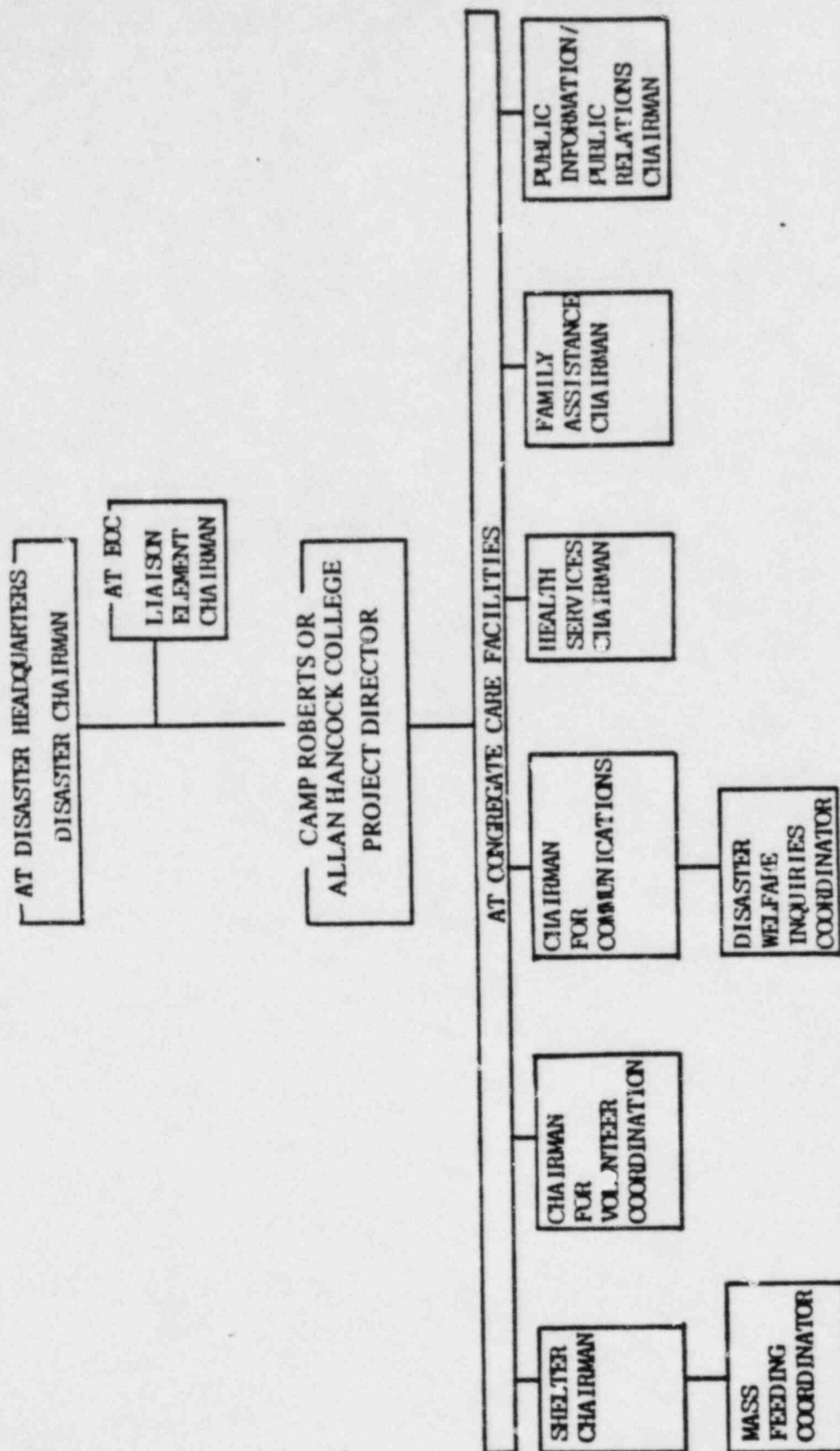
- 1) American Red Cross Chapters located within the 10-mile Federal Emergency Planning Zone for Diablo Canyon include the following:
 - a) San Luis Obispo Chapter
- 2) American Red Cross Chapters located within the approximate 20-mile State Office of Emergency Services (OES) Basic and/or Public Education Planning Zones for Diablo Canyon include the following:
 - a) Paso Robles Chapter
 - b) Santa Barbara County Chapter
- 3) Additional chapters in the Southern California Division or Western Region may also be called upon to provide mutual aid to the San Luis Obispo Chapter.

2. REFERENCES

- a. Disaster Plan, San Luis Obispo Chapter, American Red Cross.
- b. American Red Cross Disaster Services Guidelines and Procedures (known as ARC 3000 series).

Exhibit 1

ORGANIZATION DURING AN EMERGENCY



3. TASKS

The following tasks assigned to the ARC are taken from Part II, Implementing Instructions, of the San Luis Obispo Cities/Counties Nuclear Power Plant Emergency Response Plan, as indicated in parentheses after each task description. Task Assignments according to emergency positions are shown on Exhibit 2. (See SOP14-4)

a. Notification of Emergency Workers (II.2)

- 1) The San Luis Obispo Chapter of the American Red Cross will receive notification from the County Office of Emergency Services.
- 2) Upon designation of an Alert, Site Area Emergency or General Emergency, the Red Cross Liaison to the EOC will report to the Emergency Operations Center (EOC).
- 3) The San Luis Obispo Chapter of the American Red Cross maintains procedures to mobilize emergency workers on a 24-hour basis.

b. Relocation (11.7.4)

- 1) Open and operate congregate care facilities for evacuees from the relocation area who are unwilling or unable to secure lodging for themselves.

c. General Evacuation (11.7.5)

- 1) Open and operate congregate care facilities for evacuees from the evacuated Protective Action Zones who are unwilling or unable to secure lodging for themselves.

d. Public Information (II.6)

- 1) Assign one Public Information Officer to maintain communication link to the EOC and to provide public information at the congregate care facility.

4. OTHER INVOLVED AGENCIES



The following listed agencies have primary or support role involvement with the American Red Cross in executing this procedure:

a. Emergency Operations Center

The Director of the Department of Social Services (DSS) will work with the Red Cross Liaison at the EOC to ensure coordination of DSS personnel to assist the Red Cross in operating the congregate care facilities.

Exhibit 2
TASK ASSIGNMENTS

	ALERTING PERSONNEL	EC LIAISON	DIRECT EMERGENCY RESPONSE	OPERATE CONGREGATE CARE FACILITY
DISASTER CHAIRMAN	●	■	●	
LIAISON ELEMENT CHAIRMAN		●	■	
PROJECT DIRECTOR			■	●
MASS FEEDING COORDINATOR				■
CHAIRMAN FOR VOLUNTEER COORDINATION	●			■
CHAIRMAN FOR COMMUNICATIONS	■			■
DISASTER WELFARE INQUIRIES COORDINATOR				■
HEALTH SERVICES CHAIRMAN				■
FAMILY ASSISTANCE CHAIRMAN				■
PUBLIC INFORMATION/ PUBLIC RELATIONS CHAIRMAN	■			■
HOUSING OFFICER				■

 Primarily Responsible
 Secondarily Responsible

b. Congregate Care Facilities

Designated congregate care facilities are Camp Roberts and Allan Hancock College. Major tasks required to open and operate these congregate care facilities are described in Attachments 1 and 2. A listing of agencies with a brief summary of responsibilities are as follows:

- 1) The Department of Social Services will assist in the registration of evacuees and provide crisis counselors.
- 2) The California National Guard will make facilities at Camp Roberts available to the Red Cross to operate a congregate care center when required north of San Luis Obispo County.
- 3) Allan Hancock College will make their facilities available to the Red Cross to operate a congregate care center when required south of San Luis Obispo County.
- 4) Caltrans has primary responsibility for conducting the radiological screening of vehicles and evacuees at congregate care facilities.
- 5) The County Health Officer has responsibility for decontamination of evacuees exposed to radiation.
- 6) The County Sheriff will be responsible for security and traffic control at congregate care facilities. Assistance will be provided by the Monterey County Sheriff for Camp Roberts and the Santa Maria Police Department for Allan Hancock College.
- 7) The San Luis Obispo County Animal Control Unit has responsibility to remove and care for animals brought to the congregate care centers.


5. FACILITIES

a. American Red Cross Offices

- 1) San Luis Obispo Chapter Office:

Function: Primary receipt point for notification of ARC on a 24-hour basis. Primary point for direction and control of emergency response, in initial phases.

Location: 1216 Morro Street, San Luis Obispo, in downtown San Luis Obispo near the Main Post Office, approximately 1 mile southwest of Highway 101.

Phone: 

2) Field Service Manager:

Function: Alternate point for notification of Red Cross, if unable to make contact with San Luis Obispo Chapter. Primary point for allocation of support services to San Luis Obispo Chapter.

Location: Fort Ord, P.O. Box 88, Monterey, CA 93941.

Phone: [REDACTED]

3) Western Operation Headquarters:

Function: Alternate point for notification of Red Cross, if unable to make contact with San Luis Obispo Chapter. Primary point for allocation of support services to San Luis Obispo Chapter.

Location: P.O. Box 909, Burlingame, CA 94010

Phone: [REDACTED]

b. Congregate Care Facilities

1) Northern Zone - Camp Roberts:

Function: Provide temporary lodging and mass feeding for evacuees to the north who are unwilling or unable to secure lodging themselves.

Location: Camp Roberts Military Reservation, on Highway 101 at the north end of San Luis Obispo County with the Main Gate located approximately 3/4 mile north of the County line in Monterey County.

Phone: [REDACTED] 24 Hr. No.

2) Southern Zone - Allan Hancock College:

Function: Provide temporary lodging and mass feeding for evacuees to the south who are unwilling or unable to secure lodging themselves.

Location: Allan Hancock College, in Santa Barbara County, off Highway 101 in Santa Maria.

Phone: [REDACTED] (Disaster Preparedness Office)

c. County Emergency Operations Center (EOC)

Function: An ARC liaison is stationed here to coordinate ARC activities with the overall emergency response.

Location: County EOC on Kansas Avenue, off Highway 1, approximately 4 miles northwest of the City of San Luis Obispo and approximately 10-1/2-miles northeast of the plant.

Phone: [REDACTED] (ARC Liaison Desk)

6. COMMUNICATIONS

- a. ARES would provide communication support.
- b. 47.42 MHz Two-Way Radio System (if National ARC involved).

7. TRAINING

A working knowledge of the American Red Cross Disaster Services Guidelines and Procedures Series is required for persons assigned positions of responsibility (supervising volunteers) in this procedure.

8. DRILLS AND EXERCISES

a. Communications Drill

On a quarterly basis, the County Office of Emergency Services will drill communications with the San Luis Obispo Chapter Headquarters. The drill will establish the capability of the Office of Emergency Services to make the notification and verify the operation of applicable communications equipment. The drill will include instruction on possible radiological content of the messages to assure comprehensive understanding of subject matter.

b. Emergency Preparedness Exercise

The American Red Cross will participate in exercises to be coordinated by the County Office of Emergency Services. The involvement of the Red Cross will include the following:

- 1) Alerting of the San Luis Obispo Chapter of the Red Cross
- 2) Call-up of response staff and volunteers
- 3) Staffing of response center(s)
- 4) Demonstration of congregate care facility operation
- 5) Implementing corrective actions

9. PLAN UPDATE

- a. The American Red Cross will review and update emergency telephone numbers quarterly.
- b. In conjunction with the emergency preparedness exercise, a committee established by the Disaster Chairperson will evaluate observer and participant comments on areas needing improvement, including emergency plan procedural changes.
- c. Recommendations for procedure revisions will be forwarded in writing to the County Office of Emergency Services.
- d. Responsibilities for implementing corrective actions to improve local Red Cross response capabilities will be assigned by the San Luis Obispo Chapter Chairperson.
- e. The San Luis Obispo Chapter Chairperson will ensure that corrective actions are implemented.

B. NOTIFICATION AND MOBILIZATION

1. OVERVIEW

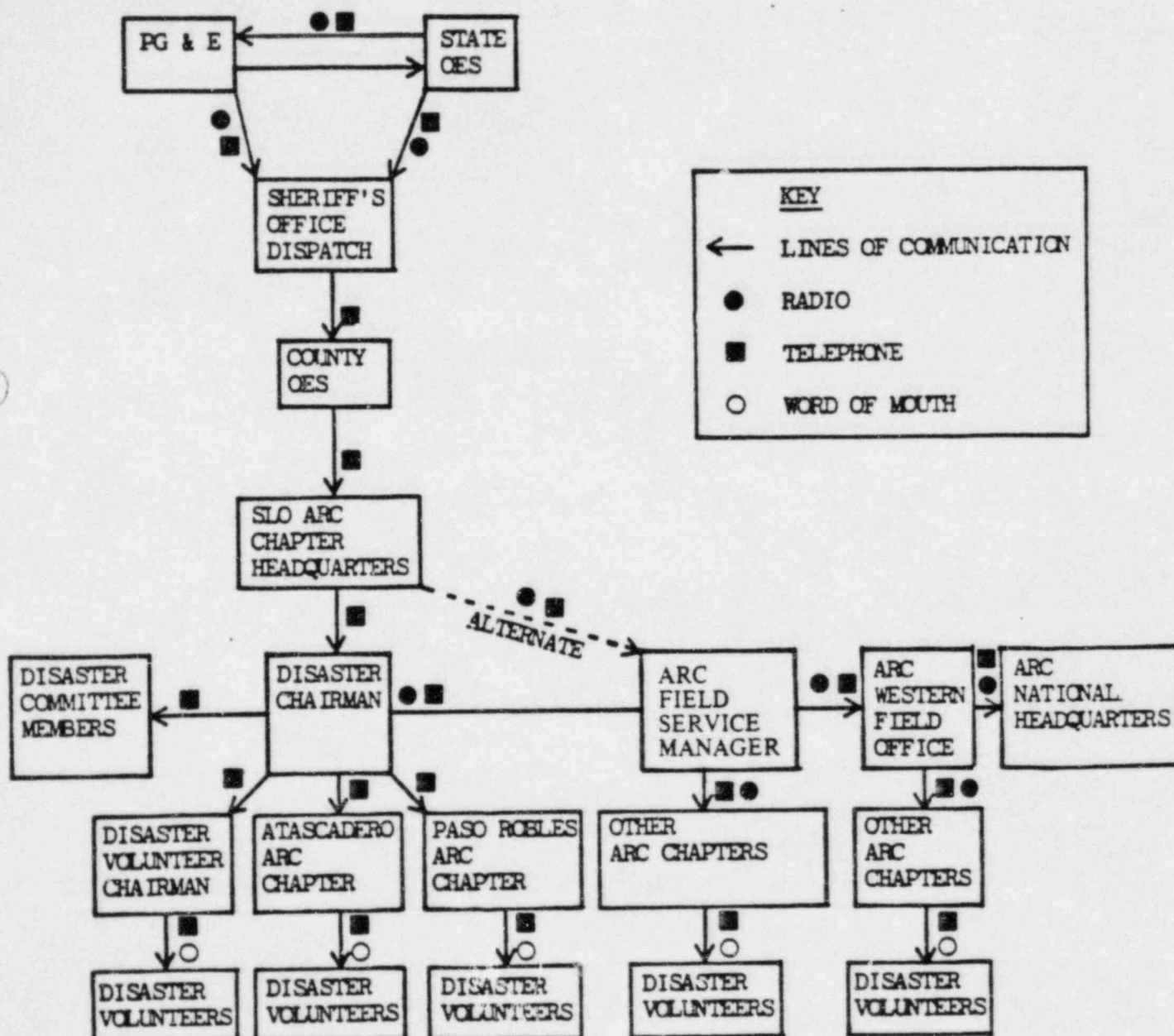
At an ALERT, SITE AREA OR GENERAL EMERGENCY, notification will be given to the American Red Cross local chapter from the County Office of Emergency Services. The ARC will contact staff/volunteers using an internal call list kept on file at the chapter office. An Alerting Diagram is shown on Exhibit 3.

2. RESPONSE BY EMERGENCY CLASSIFICATION

The response of the American Red Cross for each of the four radiological emergency categories established by Federal regulations is outlined below:

<u>Emergency Classification</u>	<u>ARC Response</u>
NOTIFICATION OF UNUSUAL EVENT	◦ No Response
ALERT	◦ San Luis Obispo Chapter Notified ◦ ARC Liaison to EOC Reports to EOC ◦ Notify Field Service Manager
SITE AREA EMERGENCY	◦ San Luis Obispo Chapter Notified ◦ ARC Liaison to EOC Reports to EOC ◦ Notify Field Service Manager ◦ Disaster Committee Members Notified
GENERAL EMERGENCY	◦ San Luis Obispo Chapter Notified ◦ ARC Liaison to EOC Reports to EOC ◦ Notify Field Service Manager ◦ Disaster Committee Members Notified ◦ Emergency Workers Notified ◦ Congregate Care Facilities Opened

EXHIBIT 3
ALERTING DIAGRAM



UNUSUAL EVENT/ALERT

C. EMERGENCY PROCEDURES

1. UNUSUAL EVENT

No releases of radioactive material are expected unless a further degradation of safety systems occur.

NO ACTION REQUIRED.

2. ALERT CHECK LIST

Limited releases of radioactive gases may occur requiring offsite radiation monitoring.

The purpose is to notify government of the existence of potential degradation of facility safety system and to provide information as a basis for decisions.

ACTIONS

INITIAL/TIME

a. By person receiving notification

1) Write down emergency status message from
County OES.

2) Notify:

Chapter Manager (if not already informed)

Disaster Chairperson

Public Information Officer

Nursing Director

Disaster Welfare Inquiry Chairperson

ALERT

ACTIONS	INITIAL/TIME
b. <u>By Disaster Chairperson</u>	
1) Notify:	
Field Service Manager	_____
Disaster Vice-Chairperson	_____
Shelter Chairperson	_____
Food Services Chairperson	_____
EOC Liaison	_____
2) Log all information received and actions taken.	_____
c. <u>By Disaster Vice-Chairperson</u>	
1) Notify:	
Communications Chairperson	_____
Supply Chairperson	_____
Volunteer Coordinator	_____
All other Subcommittee Chairperson Damage Assessment	_____
DAT/Family Service	_____
Records and Reports	_____
d. <u>By Shelter Chairperson</u>	
1) Notify and place on alert status at least four (4) volunteers.	_____
e. <u>By Food Services Chairperson</u>	
1) Notifies committee members who notify and place on alert appropriate key volunteers.	_____

ALERT

ACTIONS

INITIAL/TIME

f. By Communications Chairperson

- 1) Notify ARES and place four (4) ham radio operators on standby.

g. By Nursing Director

- 1) Notify Disaster Nursing Chairperson who notifies and places on standby, two (2) nurses.

h. By Volunteer Coordinator

- 1) Notifies Vice-Chairperson.

i. By Supply Chairperson

- 1) Places at least two (2) supply workers on standby.

j. By DWI Chairperson

- 1) Notifies and places key volunteers on standby.

k. By EOC Liaison Coordinator

- 1) Report to EOC as requested.
- 2) Log information received and passed on to Red Cross Headquarters.

The Red Cross Headquarters will not normally be activated for an alert; however, staff will maintain a standby status until the problem has been resolved. If the situation warrants it, staff may be requested to report to Red Cross Headquarters.

SITE AREA EMERGENCY

3. SITE AREA EMERGENCY CHECK LIST

There is a high potential for the release of radioactive material in gaseous form requiring off-site radiation monitoring and notification of local residents.

The purpose of a site emergency notice is to:

- Inform government of the existence of actual or likely major failures of facility functions.
- Provide a basis for the alert, marshalling, and deployment of the offsite response organizations.
- Provide a basis for the activation of the Radiological Technical Operation Center and respective EOCs.

ACTIONS

INITIAL/TIME

a. By person receiving notification

- 1) Write down emergency status message from County OES. _____
- 2) Notify:
 - Chapter Manager _____
 - Disaster Chairperson _____
 - Public Information Officer, if not already at the emergency news center. _____
 - Nursing Director _____
 - Disaster Welfare Inquiry Chairperson _____

b. By Disaster Chairperson

- 1) Activate ARC Headquarters (if not already done). _____

With the help of the Disaster Vice-Chairperson, request all Subcommittee Chairperson and Vice-Chairperson to report to Headquarters. _____
- 2) Notify:
 - Chapter Chairperson _____
 - Field Service Manager _____

SITE AREA EMERGENCY

ACTIONS

INITIAL/TIME

3) Notify and request EOC Liaison Coordinator to advise and send staff, two (2) to the EOC, if this has not already been done.

4) Log all information received and actions taken.

c. By Shelter Chairperson

1) Depending on residence of initial shelter managers, request they either report to ARC Headquarters or remain on standby status.

2) Through the Red Cross Liaison at the EOC, determine which congregate care site might be considered as potential Reception and Care Centers.

3) Alert appropriate site:

a) Allan Hancock College
or [REDACTED]

b) Camp Roberts [REDACTED]

d. By Food Services Chairperson

1) Notify and activate key feeding personnel.

2) Alert possible necessary resources (according to feeding plan).

3) If potential R&C center has been identified, notify school food service supervisor at that site.

e. By Communications Chairperson

1) Assign an ARES operator to report to ARC Headquarters immediately.

2) Have at least four (4) ARES operators standby or depending on the situation, report to Headquarters for possible assignment.

SITE AREA EMERGENCY

ACTIONS

INITIAL/TIME

f. By Nursing Director

- 1) Notify and request Disaster Nursing Chairperson report to ARC Headquarters immediately. _____
- 2) Nursing Chairperson notifies and places on standby or depending on situation; requests two (2) nurses report to ARC Headquarters for possible assignment. _____

g. By Volunteer Coordinator

- 1) Notify and request Vice-Chairperson report to Headquarters. _____
- 2) Ready supplies and prepare to contact volunteers as requested. _____

h. By Supply Chairperson

- 1) Notifies and requests at least two (2) supply workers to report to ARC Headquarters. _____
- 2) Ready initial supplies for Headquarters and Shelter operations. _____

i. By DWI Chairperson

- 1) Notifies and requests four (4) DWI workers report to ARC Headquarters. _____
- 2) Connects DWI phones. _____
- 3) Assemble necessary initial supplies. _____

j. By EOC Liaison Volunteers

- 1) Report to EOC as requested. _____
- 2) Log all information received and passed on to Red Cross Headquarters. _____
- 3) Determine upon discussion with the Director of DSS which congregate care facilities to open. _____

GENERAL EMERGENCY

4. GENERAL EMERGENCY CHECK LIST

Release of radioactive material requiring protective measures for local residents requires a major offsite emergency response by government forces.

The purpose of General Emergency notification is to provide information upon which to base the alert, activation, marshalling, deployment, and in instance of extreme urgency, the commitment to operation of response elements.

For the purpose of this check list, it is assumed protective action requiring evacuation has been recommended. If evacuation has not been recommended at this stage, actions taken by ARC personnel would be basically the same as for a SITE EMERGENCY.

ACTIONS

INITIAL/TIME

a. By person receiving notification

1) Write down emergency status message from
County OES:

2) Notify:

Chapter Manager

Disaster Chairperson

Public Information Officer, if not already
at emergency news center.

Nursing Director

Disaster Welfare Inquiry Chairperson

b. By Disaster Chairperson

1) Activate ARC Headquarters (if not previously
done).

With the help of the Vice-Chairperson,
request all Subcommittee Chairperson and
Vice-Chairperson to report to Headquarters.

2) Notify:

Chapter Chairperson

Field Service Manager

GENERAL EMERGENCY

ACTIONS

INITIAL/TIME

- 3) Notify and request EOC Liaison Coordinator advise and send staff two (2) to EOC, if not previously done.

- 4) Log all information and actions taken.

c. By Shelter Chairperson

- 1) Through EOC Liaison, determine protective Reception and Care sites and projected arrival time(s).

- 2) Notify appropriate officials that facilities will be needed as Reception and Care Centers and ETA of ARC shelter staff and supplies.

- 3) Depending on residence of initial shelter, manager(s) request they report to ARC Headquarters or go directly to Shelter Site(s). In case of the latter, supplies will be dispatched from ARC Headquarters as quickly as possible.

d. By Food Services Chairperson

- 1) Determine immediate feeding needs of Reception and Care Center(s).

- 2) Notify and activate key feeding personnel and proceed according to feeding plan.

- 3) Notify and coordinate ARC food services with school food service supervisor(s) at Reception and Care site(s).

e. By Communications Chairperson

- 1) Assign an ARES operator who reports to ARC Headquarters immediately, if he had not already done so.

- 2) If ARES operators are already at Headquarters, retain two (2) and send at least one (1) to each shelter site. Send additional ARES direct to shelter sites from home as needed.

GENERAL EMERGENCY

ACTIONS

INITIAL/TIME

f. By Nursing Director/Chairperson

- 1) Notify and send at least one (1) nurse to each shelter site. _____
- 2) Make arrangements to transport nursing supplies. _____

g. By Volunteer Coordinator

- 1) Notify and request Vice-Chairperson to report to Headquarters, if not previously done. _____
- 2) Ready supplies and prepare to contact volunteers as requested. _____

h. By Supply Chairperson

- 1) Notify and request at least two (2) supply volunteers report to ARC Headquarters, if not previously done. _____
- 2) Ready initial supplies for Headquarters and shelter operations, if not previously done. _____
- 3) Make arrangements for transport of supplies as requested. _____

i. By DWI Chairperson

- 1) Notify and request four (4) DWI workers report to ARC Headquarters, if not previously done. _____
- 2) Connect DWI phones, if not previously done. _____
- 3) Assemble necessary initial supplies, if not previously done. _____

j. By Government Liaison Volunteers

1. Report to EOC as requested.
2. Log all information received and passed on to Red Cross Headquarters. _____

ATTACHMENT I

CONGREGATE CARE FACILITY AT CAMP ROBERTS

A. INTRODUCTION

The purpose of this attachment to the American Red Cross SOP is to list the major tasks associated with operating a congregate care facility at Camp Roberts and to identify these agencies/organizations who will be primarily responsible for accomplishing those tasks. The task list should not be considered as an all-inclusive list, because many tasks will have to be designated during an emergency situation to meet the needs of the particular situation.

It is understood that the American Red Cross will have overall responsibility for the operation of Camp Roberts as a congregate care facility. The Red Cross will be the tenant agency to whom the California National Guard will entrust its facilities.

The Red Cross will direct the operation; coordinating with the other agencies identified, who will be providing emergency workers to accomplish the tasks delineated for those agencies below.

B. TASK LIST

The task list below identifies the major tasks which should be performed during a nuclear power plant emergency in San Luis Obispo County in order to open and operate Camp Roberts Military Reservation as a congregate care facility. The organizations designated to perform each task are those with primary or shared responsibility for the accomplishment of the tasks.

<u>Tasks</u>	<u>Responsible Organization(s)</u>
1. Activate the Opening of Congregate Care Facilities:	
a. Alert Agencies Involved	EOC
2. Notify Emergency Workers:	
a. Department of Social Services (SS)	SS
b. American Red Cross, San Luis Obispo Chapter (ARC)	ARC
c. California National Guard Camp Roberts (CR)	CR
d. CalTrans (Ct)	Ct

<u>Tasks</u>	<u>Responsible Organization(s)</u>
e. Sheriff's Office (Sh)	Sh
f. County Health Office (HO)	HO
g. County Animal Control Unit (ACU)	ACU
h. Volunteer Fire Departments (VF)	VF
3. Open Gates to Camp Roberts:	
a. Open Main Gate for Arrival of Emergency Workers and Evacuees.	CR
b. Unlock South Gate for Emergency Workers when Congestion at Main Gate Develops.	CR
c. Station Security Officer at South Gate to let In/Out Emergency Workers.	Sh
d. Open North Gate if Required to Provide Emergency Access To/From the North.	CR
e. Station Security Officer at North Gate to let In/Out Emergency Workers Only.	Sh
4. Set Up Traffic Barricades:	
a. Delineate Four Entry Lanes Inside Main Gate.	Ct
b. Place Barricades at Appropriate Locations to Direct Vehicles to Parking Areas; Parade Grounds or Decontamination Area. Use Emergency Workers' Parked Cars as Barricades, if Necessary.	Ct
5. Set Up Radiological Screening Equipment:	
a. At Main Gate for Screening of Cars.	Ct
b. Outside Registration Building for Monitoring People:	Ct
1) Stockpile sheets to be used for wrapping contaminated people.	CR
2) Station a vehicle to be used to shuttle contaminated people to decontamination area.	Ct
c. At Decontamination Center.	Ct

Tasks	Responsible Organization(s)
6. Activate Appropriate Facilities:	
a. Congregate Care Administration Building (Building T6083):	
1) Inventory facilities and sign over to ARC.	CR/ARC
2) Turn on utilities.	CR
3) Designate use areas/work stations within Administrative Building.	ARC
4) Stock work areas with necessary supplies.	ARC
b. Registration Building (Building T-120):	
1) Inventory facilities and sign over to ARC.	CR/ARC
2) Turn on utilities.	CR
3) Arrange registration desks and other work areas.	ARC
4) Stock work areas with necessary supplies, including:	ARC
° Disaster Shelter Registration; Forms ARC, Form 5972	
° Pencils/Pens	
° Housing Allocation Charts	
° File Boxes	
c. Decontamination Center:	
1) Inventory facilities and sign over two barracks to ARC.	CR/ARC
2) Turn on utilities.	CR
3) Attach fire hose to hydrant.	CR

Tasks	Responsible Organization(s)
4) Stock decontamination barracks with necessary supplies, including: <ul style="list-style-type: none"> ° Soaps and Detergents ° Towels ° Sheets and Blankets ° Clothing ° Plastic Bags for Disposal of Clothing ° Hair Dryers 	HO
d. Block Headquarters Building: ¹	
1) Inventory facilities and sign over to ARC.	CR/ARC
2) Turn on utilities.	CR
3) Stock with necessary supplies, including:	ARC
° Pens/Pencils/Paper	
° Supply Chits for Bedding and Personal Care Items	
° Barracks Diagrams for Bed Assignments	
° Rules and Regulation Handouts	
e. Block Bedding Supply Building: ¹	
1) Inventory facilities and sign over to ARC.	CR/ARC
2) Turn on utilities.	CR
3) Transport bedding supplies from warehouse area to supply building.	CR
4) Unload and stock supplies in building.	ARC

¹ One for each block of barracks activated.

Tasks	Responsible Organization(s)
f. Block Personal Care Items Supply Building: ¹	
1) Inventory facilities and sign over to ARC.	CR/ARC
2) Turn on utilities.	CR
3) Stock with appropriate supplies, including:	
° Towels	
° Personal Care Kits	
° Toilet Paper	
g. Barracks: ²	
1) Inventory facilities and sign over to ARC.	CR/ARC
2) Turn on utilities.	CR
3) Arrange beds to conform to standard arrangement (20 beds downstairs, 20 upstairs).	ARC
4) Check plumbing facilities, sign any that are not functioning, "out of order."	CR/ARC
h. Mess Halls: ³	
1) Inventory facilities and sign over to ARC.	CR/ARC
2) Turn on utilities.	CR
7. Put Up Directional Signs to Buildings.	ARC
8. Contact Pacific Telephone to Request Installation of Banks of Public Phones.	ARC

¹ One for each block of barracks activated.

² Sixteen barracks for each block of barracks activated.

³ Two mess halls for each block of barracks activated.

<u>Tasks</u>	<u>Responsible Organization(s)</u>
9. Assign Emergency Workers to Work Stations as they Arrive at Administration Building to Sign In.	ARC
10. Direct Traffic at Main Gate:	
a. Stop Vehicles for Monitoring.	Sh
b. Conduct Radiological Monitoring of Vehicles.	Ct
c. Separate Cars Into Two Groups; Direct Monitored Vehicles to Appropriate Areas for Contaminated or Noncontaminated Vehicles.	Sh
11. Direct Parking of Vehicles:	
a. Parade Ground:	VF
1) Inform people to get out of cars, lock them, and proceed to Registration Building for processing.	
b. Decontamination Center Parking Lot:	VF
1) Inform people to get out of cars, lock them, and proceed to decontamination buildings for personal radiological screening.	
12. Provide Instructions to Evacuees Outside Registration Building:	
1) Explain emergency situation in County.	SS
2) Explain registration process and type of care to be provided at congregate care facility.	ARC
3) Form queues of people leading to radiological screening stations.	SS/ARC
13. Monitor People Before Entering Registration Building:	
a. Monitor People in Line Outside Building for Exposure to Radioactive Material (90 seconds/person).	Ct

Tasks	Responsible Organization(s)
b. Direct People Into Registration Building if not Contaminated (keeping family units together).	Ct
c. Wrap People in Sheets, if Contaminated.	Ct
d. Shuttle Contaminated Persons to Decontamination Center for Treatment.	Ct
14. Register People for Congregate Care:	
a. Fill Out One Registration Form (ARC Form 5972) for Each Family Unit; Require Identification.	ARC/SS
b. Direct Persons to Nurse, if Medical Attention is Required Immediately.	SS
c. Turn Person(s) Over to Crisis Counselor if Counseling is Required Immediately.	SS
d. Identify Persons with Special Needs (e.g., elderly, handicapped) for Housing.	ARC/SS
e. Assign Persons to a Barracks and Direct them to Block Headquarters Building for Bed Assignments, and Supply Chit Allocation.	ARC/SS
f. Monitor Rate at which People are Arriving to Project need for Activation of Additional Blocks of Barracks.	ARC/SS
g. Supervisors Standby to Answer Volunteer Registrars Questions, Handle Special Problems.	ARC/SS
15. Assist People in Finding Correct Block Headquarters Building:	
a. Have Runners Available to Walk with People.	ARC
b. Use Orientation Map of Camp Roberts to Direct People.	CR

<u>Tasks</u>	<u>Responsible Organization(s)</u>
16. Decontamination of People:	
a. Register Contaminated Persons for Long-Term Follow Up.	HO
b. Follow Detailed Procedures for Washing Contaminated Persons.	HO
c. Monitor Persons After Each Washing to Determine when they are Clean.	Ct
d. Place Contaminated Clothing in Plastic Bags.	HO
e. Direct Decontaminated Persons Back to Registration Building for Registration and Barracks Assignment.	HO
17. Operate Block Headquarters Building(s):	
a. Staff the Block Headquarters Building with the Following Personnel:	ARC
° Block Manager	
° Assistant Block Manager	
° Registered Nurse	
° First Aid Assistant	
° Runner(s)	
b. Provide First Aid, if Required.	ARC
c. Assign Evacuees to Beds, Maintaining Family Units Together.	ARL/SS
d. Designate One Barrack for Persons with Special Needs and Assign Beds Accordingly.	ARC/SS
e. Select a Barracks Representative for Each Barracks.	ARC/SS
f. Distribute Supply Chits.	
g. Maintain Communications with Congregate Care Administration Building Via Telephone or Using Runners.	ARC/SS

Tasks	Responsible Organization(s)
h. Provide Public Information/Answer Questions About the Emergency Situation.	ARC
i. Schedule Activities (e.g., meal times).	ARC/SS
18. Distribute Supplies:	
a. Distribute Linens to Family Unit Representative in Exchange for Supply Chit.	ARC
b. Distribute Personal Care Items to Family Unit Representative in Exchange for Supply Chit.	ARC
c. Distribute Other Supplies to Barrack Representative, as Required.	ARC
19. Operate Mess Halls:	
a. Arrange for Fast Food and Drinks to Meet Short-Term Needs while Kitchens are being Stocked.	ARC
b. Serve Fast Food and Drinks.	ARC
c. Organize Cooking Teams for Long-Term Feeding Needs.	ARC
d. Arrange Food Supply Delivery.	ARC/CR
e. Store Food in Kitchen.	ARC
f. Cook Food (probably in one kitchen per block of barracks).	ARC
g. Serve Food (probably in two mess halls per block of barracks).	ARC
h. Clean Up Mess Hall Facilities Following Meals.	ARC
20. Operate Camp Administration Center:	
a. Oversee Operations of the Congregate Care Facility.	ARC

<u>Tasks</u>	<u>Responsible Organization(s)</u>
b. Maintain Telephone Communications with EOC.	ARC/SS
c. Schedule Staff and Maintain Personnel Records of Emergency Workers at Camp Roberts.	SS/ARC
d. Respond to Welfare Inquiries from Phone Assistance Center or Local ARC Chapters.	ARC
21. Animal Sheltering:	
a. Remove Pets from Vehicles as they are Parked.	ACU
b. Tag the Animals for Identification.	ACU
c. Remove Animals from Camp Roberts; Take to Kernel.	ACU
22. Maintain Security:	
a. Maintain Law and Order Throughout Registration Process.	Sh
b. Confiscate any Firearms Brought into the Congregate Care Facility.	Sh
c. Patrol Congregate Care Facility to Maintain Security.	Sh
d. Set Up Road Blocks to Prevent Evacuees from Entering Areas of Camp Roberts Outside Limits of Congregate Care Area (e.g., impact area).	CR
23. Medical Facilities:	
a. Inventory and Sign Over Dispensary Building to ARC.	CR/ARC
b. Provide Nurses and First Aid Assistants for First Aid.	ARC
24. Recreational Activities:	
a. Inventory and Sign Over Recreational Facilities Deemed Appropriate for Use at the Time (e.g., gymnasium, swimming pool).	CR/ARC

Tasks	Responsible Organization(s)
b. Schedule and Supervise Recreational Activities.	ARC
25. Discharge Persons from Congregate Care Facility:	
a. Maintain Operation of Registration Building Continuously to Handle Check-Out Procedure for Evacuees Leaving Congregate Care Facility to go Elsewhere.	ARC/SS
b. Provide Information to Evacuees Regarding who may Return Home, when and what Procedure is to be Followed in Checking Out of the Congregate Care Facility. Issue Bulletins at Block Headquarters Buildings.	ARC/SS
c. Collect Supplies from Evacuees when they are Ready to Leave.	ARC
d. Record on Registration Forms that Date and Time that Each Family Member Leaves the Congregate Care Facility.	ARC/SS
e. Determine how Many People Require Transportation Home.	SS
f. Contact County Engineer to Arrange Bus Transportation for Persons Requiring Transportation Assistance.	SS

ATTACHMENT 2

CONGREGATE CARE FACILITY AT
ALLAN HANCOCK COLLEGE

ALLAN HANCOCK COLLEGE

STANDARD OPERATING PROCEDURES FOR EVACUATION OF SOUTHERN SAN LUIS OBISPO AREA

DEFINITION

The Standard Operating Procedure (SOP) details emergency response actions to be taken by Allan Hancock College as well as necessary pre-emergency preparedness measures in the event there is a Nuclear Power Plant emergency forcing the evacuation of the southern San Luis Obispo County area.

ROLE

1. Allan Hancock College:

In the event of an emergency, the primary role of the college will be to provide for the safety of evacuees and to assist in sheltering and continued evacuation.

2. American Red Cross:

The primary role of the American Red Cross will be to operate Allan Hancock College as a congregate care center. The American Red Cross will coordinate with Allan Hancock College administration in carrying out their responsibilities.

NOTIFICATION

Notification will be received via telephone from the Lucia Mar Unified School District Emergency Operations Center, or the Office of Emergency Services, San Luis Obispo County. Following are notification classifications:

1. Unusual Event--some abnormal incident not constituting emergencies in themselves. WE WILL NOT BE NOTIFIED.
2. Alert--some abnormal incident which indicates the possibility of a worsening condition. WE WOULD BE NOTIFIED.
3. Site Area Emergency--deterioration of abnormal incident or situation which indicates a possible need for evacuation or sheltering. WE WOULD BE NOTIFIED.
4. General Emergency--actual or imminent release of radioactive materials. WE WOULD BE NOTIFIED. Evacuation or sheltering will be necessary.

ACTIONS

Upon notification that the San Luis Obispo County Emergency operations center (EOC) has decided to evacuate persons to Allan Hancock College for the duration of the emergency, the following major tasks will be performed at the college campus:

TASKS

1. Establish an Emergency Operation Center (EOC) in the AHC Board Room (Administration Building).
2. Activate the opening of congregate care facilities.
3. Cancel all main campus classes until further notice.
4. Alter the following campus offices to prepare for congregate care:
 - a. Food Service
 - b. Facilities and Maintenance
 - c. Physical Education
 - d. Counseling
 - e. Continuing Education
 - f. Administration
 - g. Student Services
 - h. Campus Police
 - i. Health Services
 - j. Human Services Department
5. Notify Emergency Workers:
 - a. American Red Cross
 - b. Caltrans
 - c. California Highway Patrol
 - d. Santa Maria Police
 - e. Department of Social Services

- f. County Health Officer
- g. Santa Maria Fire Department
- h. Animal Control

6. Establish Traffic Flow:

- a. School buses will exit Highway 101 at Stowell Road, go north on Bradley Road, and enter the campus in the theater entrance.
- b. All other traffic will take the main street exit from Highway 101 and proceed south on Bradley Road and enter the campus at the northeast entrance (next to railroad tracks) off Jones Street.
- c. Two of the three entry roads (the most northern and southern roads) from Bradley Road will be one way onto the campus. The middle access road will be used as an exit.
- d. All vehicles will exit the campus via the west exit (past the Pavilion) onto College Drive, or via the middle access road onto Bradley.
- e. School buses will deliver children to the Pavilion where they will be directed to an area by school, by class. Campus security, assisted by Police Academy students, will control the flow and placement of children.
- f. Security officers will be stationed at each entrance three (3) and exits one (1) of the campus.
- g. Traffic barricades will be used to direct traffic.

7. Congregate Care:

a. General:

- 1) Congregate care administration will be held in the lobby of the Pavilion--ARC.
- 2) The facility will be inventoried and turned over to the American Red Cross--ARC/AHC.
- 3) All utilities will be turned on--AHC.
- 4) Areas/work stations in the Pavilion will be designated--ARC.
- 5) Work areas will be stocked with necessary supplies--ARC.
- 6) Arrange for registration desks and other work areas.
- 7) Make arrangements for bedding and towels--ARC.

b. Food Supply:

- 1) AHC will operate the college cafeteria.
- 2) Feeding hours will be established and maintained.
- 3) Additional food will be provided by the ARC.

c. Emergency Funds and Directions:

- 1) The Student Center will be used to assist persons being evacuated from SLO County to points south.
- 2) They will be directed to the AHC Student Center where an assistance center will be set up by American Nuclear Insurers.
- 3) Once assisted they will exit from center access road onto Bradley, turn right, and proceed to Stowell Road and onto Highway 101, south.

d. Parents:

- 1) Parents wishing to pick up their children will proceed to Pavilion and make necessary arrangements with the ARC and school officials.
- 2) Parents will exit west onto College Drive.

e. Other Administrative Tasks:

- 1) Directional signs will be strategically located.
- 2) GTE will be asked to install additional telephones.
- 3) The office of Public Information will be located in the Pavilion and operated by AHC.
- 4) AHC will handle all registration for congregate care.
- 5) Medical station will be located on the north side of the Pavilion.
- 6) Counselors will be located in the Student Center.
- 7) Runners will be provided by AHC.
- 8) Supply chits will be distributed by the ARC.
- 9) All animals will be removed from cars upon arrival and taken to off-campus shelters.

10) Law and order will be maintained throughout the registration period. All firearms will be confiscated.

11) Communications will be maintained with evacuees via loudspeaker and PA system.

f. Discharge Persons From Congregate Care Facility:

1) Maintain operation of registration building continuously to handle check-out procedure for evacuees leaving congregate care facility to go elsewhere.

2) Provide information to evacuees regarding who may return home, when and what procedure is to be followed in checking out of the congregate care facility. Issue bulletins at block headquarters buildings.

3) Collect supplies from evacuees when they are ready to leave.

4) Record on registration forms the date and time that each family member leaves the congregate care facility.

5) Determine how many people require transportation home.

6) Contact school officials to arrange bus transportation back to SLO County.

g. Administrative Wrap-Up:

1) Inventory all supplies.

2) Compile after-action report.

3) Prepare to reconvene college classes.



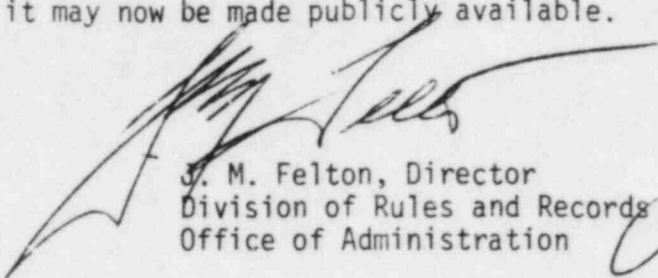
UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D. C. 20555

December 19, 1984

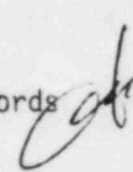
50-275/323 Diablo Canyon

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

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



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



Attachment: As stated