

ENCLOSURE 4

UPDATES TO CERP IMPLEMENTING PROCEDURES

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PACIFIC GAS AND ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE LIST

<u>Number</u>	<u>Revision</u>	<u>Date</u>	<u>Title</u>
1.1	04	07/01/85	Activation of the Corporate Emergency Response Organization
1.2	03	07/01/85	Activation of the Corporate Incident Response Center
2.1	03	07/01/85	Plan Maintenance
2.2	02	04/01/85	Emergency Preparedness Training Program
3.1	02	07/29/83	Governmental Relations
3.2	05	07/01/85	Corporate Communications Department
3.3	03	07/01/85	Law
3.4	02	07/26/83	Insurance
3.5	02	07/22/83	Safety, Health and Claims
3.6	02	07/20/83	Security
3.7	01	09/06/83	Personnel Relations
4.1	03	07/02/84	Materials
4.2	02	07/14/83	Telecommunications
4.3	04	07/01/85	Radiological Analysis and Protection
4.4	02	08/05/83	General Construction
4.5	03	07/01/85	Engineering and Technical Support
4.6	02	09/16/83	Computer Systems and Services
4.7	04	07/01/85	Nuclear Operations Support
4.8	03	07/01/85	Region Support
4.9	03	07/02/84	Quality Assurance

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Revision 03, 07/01/85
Change 05, 07/01/85



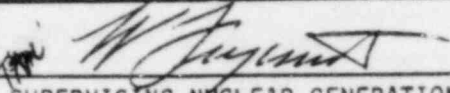
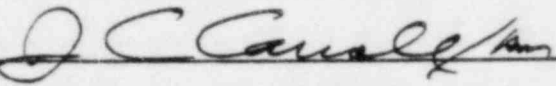
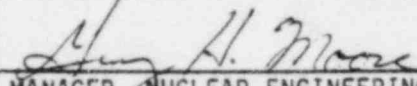
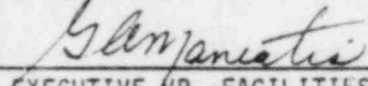

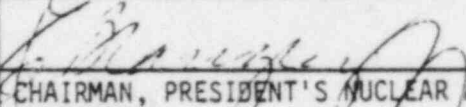
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PACIFIC GAS AND ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE ATTACHMENTS LIST

PROCEDURE NUMBER	PROCEDURE ATTACHMENT NUMBER								
	1	2	3	4	5	6	7	8	9
1.1	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	05/83	05/83
1.2	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X	X
2.1	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85
2.2	04/01/85	04/01/85	04/01/85	X	X	X	X	X	X
3.1	07/29/83	07/02/84	07/01/85	01/01/84	01/01/84	07/01/85	05/83	05/83	X
3.2	07/01/85	07/01/85	07/01/85	07/01/85	07/01/85	08/25/83	05/83	05/83	X
3.3	07/01/85	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4	07/26/83	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
3.5	07/22/83	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
3.6	07/20/83	01/02/85	07/01/85	07/01/85	01/01/84	05/83	05/83	X	X
3.7	09/06/83	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.1	07/01/85	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.2	07/01/85	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.3	07/01/85	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.4	08/05/83	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.5	07/01/85	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.6	09/16/83	04/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.7	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X	X
4.8	07/01/85	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X
4.9	07/22/83	07/01/85	07/01/85	07/01/85	05/83	05/83	X	X	X

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 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1 REVISION: 4 DATE: 07/01/85 PAGE 01 OF 16
	IMPLEMENTING PROCEDURE	
	TITLE ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	
RESPONSIBILITY	SIGNATURE	DATE
	TITLE	
PREPARED BY	 SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY	7/10/85
REVIEWED AND CONCURRED BY	 MANAGER, NUCLEAR OPERATIONS SUPPORT	7/11/85
REVIEWED AND CONCURRED BY	 MANAGER, NUCLEAR ENGINEERING AND CONSTRUCTION SERVICES	7/12/85
REVIEWED AND CONCURRED BY	 EXECUTIVE VP--FACILITIES AND ELECTRIC RESOURCES DEVELOPMENT	7/12/85
APPROVED BY	 VP--NUCLEAR POWER GENERATION	7/12/85
APPROVED	 CHAIRMAN, PRESIDENT'S NUCLEAR ADVISORY COMMITTEE	7/15/85

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1 REVISION: 4 DATE: 07/01/85 PAGE 02 OF 16
	IMPLEMENTING PROCEDURE	
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85 PAGE 03 OF 16

I. SCOPE

This Implementing Procedure provides instructions for the notification and activation of the Corporate Emergency Response Organization (CERO). It identifies personnel, key positions, responsibilities, and describes immediate and near-term actions to be taken.

II. DISCUSSION

The CERO is comprised of Company personnel who can provide management, technical, logistical, or liaison support services during a nuclear plant emergency. This Implementing Procedure provides instructions for notifying and activating personnel assigned responsibilities in the CERO.

III. RESPONSIBILITIES

Individuals covered by this Implementing Procedure shall find their responsibilities and duties under their appropriate CERO title.

IV. INSTRUCTIONS**A. Recovery Manager**

1. Receive notification from the Interim Site Emergency Coordinator (or his designee) that a plant emergency condition exists. Determine from the Interim Site Emergency Coordinator plant status information and take the appropriate actions identified by emergency action level classification below.

NOTIFICATION OF UNUSUAL EVENT

2. If the event concerns a Notification of Unusual Event emergency action level classification, notify the following CERO personnel using Procedure Attachment 2, "Emergency Plan Titles, Personnel Assignments, and Notification List":
 - a. Corporate Emergency Coordinator
 - b. Corporate Technical and Logistical Coordinator
 - c. Corporate Liaison Coordinator
 - d. Public Information Recovery Manager.

NOTE: If direct communications with the above CERO personnel (or their designated alternates) are unsuccessful, use the radio pager system to continue attempts to notify these individuals using Procedure Attachment 7, "Emergency Radio Pager Instructions".

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85
		PAGE 04 OF 16

NOTE: Upon establishing contact with each of the above individuals provide them with available information on the emergency event.

3. Unless specific assistance is required to properly close-out the event, provide the above listed CERO personnel with a brief description of the event and instruct them to stand by and await further instructions.
4. Until the event has been closed-out by the Plant staff, maintain communications with the Interim Site Emergency Coordinator.
5. Upon close out of the event, notify the above listed CERO personnel.

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

6. If the event emergency action level classification concerns an Alert, Site Area Emergency, or General Emergency, notify the following CERO personnel using Procedure Attachment 2, "Emergency Plan Titles, Personnel Assignments, and Notification List":
 - a. Corporate Emergency Coordinator
 - b. Corporate Technical and Logistical Coordinator
 - c. Corporate Liaison Coordinator
 - d. Public Information Recovery Manager
 - e. Radiological Emergency Recovery Manager
 - f. Engineering and Logistics Recovery Manager
 - g. Operations and Analytical Recovery Manager.

NOTE: Contact the on-duty General Office PBX Communications Operator and request that a series of conference calls be established with the above CERO personnel.

NOTE: If direct communications with any of the above CERO personnel (or their designated alternates) is unsuccessful, use the radio pager system to continue attempts to notify these individuals using Procedure Attachment 7, "Emergency Radio Pager Instructions".
7. Provide these CERO personnel with a description of the emergency event and outline any special requirements for manpower and materials (including the activation of the Company emergency response facilities) and other instructions deemed appropriate.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85 PAGE 05 OF 16

8. If a conference call cannot be completed (given time and travel constraints), or if any one of the aforementioned individuals (or their designated alternates) cannot be contacted in a timely manner, instruct the General Office Communications PBX Operator to contact those individuals, as appropriate, and provide them with any special instructions.

9. Contact the Site Emergency Coordinator (or his designee) at the Technical Support Center. Verify that the Emergency Operations Facility (EOF) is being activated. Inform the Site Emergency Coordinator of the Recovery Manager's location, phone number, and immediate plans. Provide any immediate instructions concerning news releases, contacts with the news media, or contacts with government officials. Provide any other special advisory instructions to the Site Emergency Coordinator, as necessary.

NOTE: If the Site Emergency Coordinator cannot be contacted directly (given time and travel constraints), instruct the General Office PBX Communications Operator to contact the Site Emergency Coordinator and advise him accordingly.

10. Upon completion of the notification process described above proceed to the EOF in San Luis Obispo and direct the event recovery efforts from there. Transportation arrangements shall be made in accordance with the instructions in Procedure Attachment 6, "Emergency Transportation Instructions".

NOTE: Regardless of the mode of transportation to be utilized, prior to departure, contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Regional Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of the Recovery Manager in the San Luis Obispo area.

NOTE: Until the Recovery Manager arrives at the EOF, the authorities and responsibilities of the Recovery Manager will be performed by the Site Emergency Coordinator. Administrative duties at the EOF will be performed by the Advisor to the County Emergency Organization.

11. Upon arrival at the EOF provide overall technical direction for and assume control of the integrated event recovery effort. Direct all offsite Company activities, including those emergency response activities which originate from the General Office.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85 PAGE 06 OF 16

12. Coordinate offsite emergency response activities with those onsite activities conducted under the direction of the Site Emergency Coordinator, and with related activities conducted by governmental agencies.
13. In conjunction with the Radiological Emergency Recovery Manager, formulate Company recommendations for submittal to the County regarding protective action measures to be implemented in the event of a release of radioactive materials from the plant.
14. If appropriate, assign Technical Advisors to assist Corporate Communications Department personnel in the General Office and in the San Luis Obispo area in the preparation and issuance of news releases.
15. Assure that resources (technical, administrative, and materials) within the Emergency Operations Facility are maintained to permit continuous (24-hour) operations.
16. Keep the Corporate Emergency Coordinator apprised of all response and recovery activities during the emergency.
17. Log all incoming and outgoing communications with individuals, officials, and agencies, which are related to the emergency response effort using Procedure Attachment 8, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Emergency Operations Facility "Emergency Response and Recovery Activities Record" binder with a copy retained by the Recovery Manager.
18. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 9, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Emergency Operations Facility "Emergency Response and Recovery Activities Record" binder with a copy retained by the Recovery Manager.
19. With the concurrence of the Corporate Emergency Coordinator, direct those activities necessary to restore Diablo Canyon Power Plant to a normal operating condition. When the plant status is stable and the recovery efforts can best be handled within the normal Company organizational framework, recommend to the Corporate Emergency Coordinator that the CERO be deactivated.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85
		PAGE 07 OF 16

20. Upon approval of the Corporate Emergency Coordinator, deactivate the Corporate Emergency Response Organization.

B. Corporate Emergency Coordinator

1. Receive notification from the Recovery Manager that the Corporate Emergency Response Plan has been activated. Determine from the Recovery Manager the emergency action level classification, plant status, and other related information, and take the appropriate actions identified below:

NOTIFICATION OF UNUSUAL EVENT

2. If the event concerns a Notification of Unusual Event emergency action level classification, initiate any actions necessary to provide special assistance, as requested by the Recovery Manager, to properly close-out the event.
3. Determine from the Recovery Manager and the Site Emergency Coordinator current and accurate information on plant status in order to prepare a briefing which summarizes the event and recovery efforts for the Corporate Officers.

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

4. If the emergency action level classification concerns an Alert, Site Area Emergency, or General Emergency, notify the Corporate Officers of the situation, providing them with a brief description of the event, plant status, emergency level classification and outline any special requirements for manpower and materials.
5. Upon completion of the notification process described above, contact the Corporate Liaison Coordinator and inform him of the Corporate Emergency Coordinator's present location, phone number, and proceed to the Corporate Incident Response Center.
6. Interface with the Corporate Officers to determine Company policy decisions in a timely manner, and to ensure the availability of all Company resources to meet the emergency. Keep the Corporate Officers apprised of all response and recovery activities during the emergency.
7. Review and approve any changes in both the Site and/or Corporate Emergency Response Organizations proposed by the Recovery Manager.
8. In the event that adequate technical support manpower cannot be provided from within PG&E, review and approve any contracts for additional assistance from outside organizations.

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE****TITLE**

ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION

NUMBER: 1.1

REVISION: 4

DATE: 07/01/85

PAGE 08 OF 16

9. Log all incoming and outgoing communications with individuals, officials, and agencies, which are related to the emergency response effort using Procedure Attachment 8, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Corporate Incident Response Center "Emergency Response and Recovery Activities Record" binder with a copy retained by the Corporate Emergency Coordinator.

10. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 9, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Corporate Incident Response Center "Emergency Response and Recovery Activities Record" binder with a copy retained by the Corporate Emergency Coordinator.

11. When recovery efforts can be transferred to and accomplished within the normal Company organizational framework, recommend to the President's Nuclear Advisory Committee (PNAC) that the Corporate Emergency Response Organization be deactivated.

12. When directed by the PNAC, instruct the Recovery Manager to deactivate the Corporate Emergency Response Organization.

C. Corporate Technical and Logistical Coordinator

1. Receive notification from the Recovery Manager that the Corporate Emergency Response Plan has been activated. Determine from the Recovery Manager plant status information and take the appropriate actions identified by emergency action level classification below.

NOTIFICATION OF UNUSUAL EVENT

2. If the event concerns a Notification of Unusual Event emergency action level classification, initiate any actions necessary to provide special assistance, as requested by the Recovery Manager, to properly close-out the event, and stand by and await further instructions.

NOTE: For a Notification of Unusual Event emergency action level classification, notification of CERO Departmental/Functional Group Coordinators is not required except to provide special assistance, when requested, by the Recovery Manager.

PG-E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION

NUMBER: 1.1

REVISION: 4

DATE: 07/01/85

PAGE 09 OF 16

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

3. If the event emergency action level classification concerns an Alert, Site Area Emergency, or General Emergency, notify the following CERO Departmental/Functional Group Coordinators using Procedure Attachment 4:

- a. Corporate Engineering Coordinator
- b. Corporate Construction Coordinator
- c. Corporate Regional Coordinator
- d. Corporate Materials Coordinator
- e. Corporate Computer Applications Coordinator
- f. Corporate Telecommunications Coordinator
- g. Corporate Quality Assurance Coordinator.

NOTE: The Corporate Technical and Logistical Coordinator may elect to utilize the General Office PBX Communications Operator to set up a series of conference calls with the above listed CERO personnel.

4. Provide these CERO Departmental/Functional Group Coordinators with a brief description of the emergency event and outline any special requirements for manpower and materials. As appropriate, direct these Departmental/Functional Group Coordinators to assemble their key staff personnel in the General Office and/or dispatch personnel to their assigned emergency plan locations in the San Luis Obispo area.

NOTE: If it becomes necessary to dispatch support personnel to the San Luis Obispo area, direct the Corporate Materials Coordinator to initiate actions to arrange for the transportation of personnel.

5. Upon completion of the notification process described above, proceed to the Corporate Incident Response Center (CIRC) (Room 1446, 77 Beale Street).
6. Upon arrival at the CIRC advise the Corporate Division Coordinator of the estimated times of departures and arrivals, the arrival locations in the San Luis Obispo area, and any other special requirements or information regarding the following personnel who may be dispatched to the Emergency Operations Facility:
- a. Recovery Manager
 - b. Public Information Recovery Manager
 - c. Radiological Emergency Recovery Manager
 - d. Engineering and Logistics Recovery Manager
 - e. Operations and Analytical Recovery Manager.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85
		PAGE 10 OF 16

7. Provide overall coordination for all Corporate Emergency Response Organization technical and logistical support activities conducted by the General Office including any support requested by the Corporate Liaison Coordinator.

8. Assure that technical and logistical support resources within the General Office Emergency Response Organization are maintained to permit continuous (24-hour) operations.

9. Keep the Recovery Manager apprised of all technical and logistical support response and recovery activities during the emergency.

NOTE: Keep the Site Emergency Coordinator apprised of all technical and logistical support recovery activities until such time that the Recovery Manager (or his designated alternate) arrives at the Emergency Operations Facility.

10. Log all incoming and outgoing communications with individuals, officials, and agencies, which are related to the emergency response effort using Procedure Attachment 8, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the "Emergency Response and Recovery Activities Record" binder for the Corporate Technical and Logistical Coordinator located in the CIRC.

11. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 9, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the "Emergency Response and Recovery Activities Record" binder for the Corporate Technical and Logistical Coordinator located in the CIRC.

D. Corporate Liaison Coordinator

1. Receive notification from the Recovery Manager that the Corporate Emergency Response Plan has been activated. Determine from the Recovery Manager plant status information and take the appropriate actions identified by emergency action level classification below:

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85
		PAGE 11 OF 16

NOTIFICATION OF UNUSUAL EVENT

2. If the event concerns a Notification of Unusual Event emergency action level classification, initiate any actions necessary to provide special assistance as requested by the Recovery Manager, to properly close-out the event, and stand by and await further instructions.

NOTE: For a Notification of Unusual Event emergency action level classification, further notification of CERO Departmental/Functional Group Coordinators is not required except to provide special assistance when requested by the Recovery Manager.

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

3. If the emergency action level classification concerns an Alert, Site Area Emergency, or General Emergency, notify the following CERO Departmental/Functional Group Coordinators and CIRC staff using Procedure Attachment 5:

- a. Corporate Governmental Relations Coordinator
- b. Corporate Law Department Coordinator
- c. Corporate Insurance Coordinator
- d. Corporate Safety, Health, and Claims Coordinator
- e. Corporate Security Coordinator
- f. Corporate Personnel Relations Coordinator
- g. CIRC Telephone Operator
- h. CIRC Administrative Support Group Coordinator.

NOTE: The Corporate Liaison Coordinator may elect to utilize the General Office PBX Communications Operator to set up a series of conference calls with the above-listed personnel.

4. Provide these CERO Departmental/Functional Group Coordinators and CIRC staff with a brief description of the emergency event, and outline any special requirements for manpower and materials. Direct these Departmental/Functional Group Coordinators and CIRC staff to assemble their key Departmental/Functional Group staff personnel in the General Office and/or dispatch personnel to their assigned emergency plan locations in the San Luis Obispo area.

NOTE: If it becomes necessary to dispatch support personnel to the San Luis Obispo area, request the Corporate Technical and Logistical Coordinator to initiate actions through the Corporate Materials Coordinator to arrange for the transportation of personnel.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85
		PAGE 12 OF 16

5. Upon completion of the notification process described above, proceed to the Corporate Incident Response Center (Room 1446, 77 Beale Street).
6. Upon arrival at the CIRC verify that appropriate security measures are being implemented.
7. Establish event response and recovery operations at the CIRC by activating CERP Implementing Procedure 1.2, "Activation of the Corporate Incident Response Center." Verify that all key personnel in the Corporate Emergency Response Organization are assembled at the CIRC and report operational status to the Recovery Manager and the Corporate Technical and Logistical Coordinator.
8. Coordinate all liaison activities during the emergency, except public relations.
9. Coordinate all activities related to insurance coverage and general liability problems during the emergency.
10. Provide overall coordination for offsite security assistance, if required, during the emergency.
11. Provide direction to the CIRC Administrative Support Group Coordinator (and staff) with respect to:
 - a. Approving requests for special clearances and temporary visitors badges for individuals requiring access to the Corporate Incident Response Center in coordination with the Corporate Security Coordinator or the on-duty security personnel (on the 14th Floor, 77 Beale Street), as necessary.
 - b. Maintaining the CERO Duty Roster in the CIRC for those Departmental/Functional Group Coordinators who functionally report to the Corporate Technical and Logistical Coordinator and the Corporate Liaison Coordinator.
 - c. Maintaining the CIRC wall charts, maps, and displays in a current manner.
12. Assure that liaison resources within the CERO General Offices are maintained to permit continuous (24-hour) operations.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85 PAGE 13 OF 16

13. Maintain the duty roster in the CIRC of those Departmental/Functional Group Coordinators who functionally report to the Corporate Liaison Coordinator and Corporate Technical and Logistical Coordinator. This duty roster will display the names, emergency plan titles, and present locations of the on-duty Departmental/Functional Group Coordinators.

14. Keep the Recovery Manager apprised of all liaison activities during the emergency.

15. Log all incoming and outgoing communications with individuals, officials, and agencies, which are related to the emergency response effort using Procedure Attachment 8, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the "Emergency Response and Recovery Activities Record" binder for the Corporate Liaison Coordinator located in the CIRC.

16. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 9, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the "Emergency Response and Recovery Activities Record" binder for the Corporate Liaison Coordinator located in the CIRC.

E. Electric System Dispatcher

1. Receive notification from the (Interim) Site Emergency Coordinator (or his designee) that a plant emergency condition exists and determine from the Site Emergency Coordinator plant status information.

2. Determine from the Site Emergency Coordinator (or his designee) the status of the Onsite Emergency Response Organization's efforts to notify the Recovery Manager.

3. Use the telephone (or the radio pager system) and attempt to notify the Recovery Manager.

NOTE: Refer to Procedure Attachment 7, "Emergency Radio Pager Instructions".

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85 PAGE 14 OF 16

4. If the Recovery Manager cannot be contacted after two attempts over a ten minute time period, use the telephone (or the radio pager system) to notify one of the Recovery Manager alternates designated in Procedure Attachment 2, "Emergency Plan Titles, Personnel Assignments, and Notification List".

NOTE: If one of the designated Recovery Manager alternates has been previously contacted by the Onsite Emergency Response Organization, further notification of these individuals is not required. However, attempts to notify the Recovery Manager should be continued.

5. If the Recovery Manager (or one of his alternates) cannot be contacted, use the telephone (or the radio pager system) to notify the Corporate Technical and Logistical Coordinator and the Corporate Liaison Coordinator as listed in Procedure Attachment 2.
6. Following notification of the Corporate Technical and Logistical Coordinator and the Corporate Liaison Coordinator that the Recovery Manager cannot be contacted, continue attempts to notify the Recovery Manager.

F. General Office PBX Communications Operator

1. Receive notification from the Recovery Manager (or his designated alternate) that a plant emergency condition exists which falls into one of the following emergency action level classifications: Notification of Unusual Event, Alert, Site Area Emergency, or General Emergency. If instructed by the Recovery Manager, use the private or public telephone system (or the radio pager system) to set up a series of conference calls with the following personnel (or their designated alternates).
 - a. Corporate Emergency Coordinator
 - b. Corporate Technical and Logistical Coordinator
 - c. Corporate Liaison Coordinator
 - d. Public Information Recovery Manager
 - e. Radiological Emergency Recovery Manager
 - f. Engineering and Logistics Recovery Manager
 - g. Operations and Analytical Recovery Manager.

NOTE: Refer to Procedure Attachment 7, "Emergency Radio Pager Instructions".

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85 PAGE 15 OF 16

2. If circumstances preclude the Recovery Manager from contacting his staff directly, or if any one of the aforementioned individuals (or their designated alternates) cannot be contacted in a timely manner, note any special instructions the Recovery Manager may provide. Using the telephone or radio pager system, proceed to contact those individuals (or their designated alternates), as appropriate, and instruct them accordingly.

NOTE: If instructed by the Recovery Manager, also contact the Site Emergency Coordinator and provide him with any special advisory instructions from the Recovery Manager.

NOTE: The Recovery Manager may provide the PBX Communication Operator with specific information related to plant emergency conditions. This information should then be provided to the above personnel when contact is established along with any other directions from the Recovery Manager.

NOTE: In attempting to contact CERO personnel make three attempts using a combination of radio pagers and telephones spread over a time frame of 10 to 15 minutes before moving on to their next alternate.
3. Upon completion of the notification process described above, contact the Recovery Manager and advise him that all individuals have been notified.

NOTE: If the Recovery Manager is unavailable (e.g., he is en route to the San Luis Obispo area), advise the Corporate Technical and Logistical Coordinator and Corporate Liaison Coordinator accordingly and continue attempts to contact the Recovery Manager.
4. If instructed by the Transportation Coordinator, reroute all transportation request calls to the location of the Transportation Coordinator until such time that he directs that all transportation request calls be received by Transportation Department personnel in the General Office.
5. If requested by the Corporate Technical and Logistical Coordinator or the Corporate Liaison Coordinator, arrange a series of conference calls with those CERO Departmental/Functional Group Coordinators whom they designate.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	DATE: 07/01/85 PAGE 16 OF 16

6. The PBX Communications Operator should use the "Nuclear Emergency Response Communications Directory" as a resource tool.
7. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 8, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the "Emergency Response and Recovery Activities Record" binder assigned to the PBX Communications Operator.

V. REFERENCES

- A. Corporate Emergency Response Plan
- B. Diablo Canyon Power Plant Emergency Plan
- C. CERP Implementing Procedure 1.2, "Activation of the Corporate Incident Response Center"

VI. ATTACHMENTS

1. Corporate Emergency Response Organization Management and Departmental/Functional Group Organizational Relationships.
2. Emergency Plan Titles, Personnel Assignments, and Notification List
3. Emergency Organization Contact List
4. Corporate Technical and Logistical Coordinator Notification List
5. Corporate Liaison Coordinator Notification List
6. Emergency Transportation Instructions
7. Emergency Radio Pager Instructions
8. Form 69-084, "Emergency Communications Log Sheet"
9. Form 69-085, "Emergency Response and Recovery Activities Log Sheet"

PG#E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1 REVISION: 4 ATTACHMENT: 1 DATE: 07/01/85 PAGE 01 OF 01
IMPLEMENTING PROCEDURE		
TITLE ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		
CORPORATE EMERGENCY RESPONSE ORGANIZATION MANAGEMENT AND DEPARTMENTAL/FUNCTIONAL GROUP ORGANIZATIONAL RELATIONSHIPS		
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="margin-top: 20px;"> <p>NOTE: the Advisor to the County Emergency Organization is not considered part of the Corporate Emergency Response Organization management team.</p> </div> </div>		
<div style="display: flex; justify-content: space-between;"> <div> <p>Legend</p> <p>Line Authority</p> <p>Coordination</p> <p>Emergency Operations Facility</p> <p>CERC Corporate Incident Response Center</p> <p>GO General Office</p> <p>SLO San Luis Obispo</p> </div> <div> <p>CERC Corporate Emergency Coordinator</p> <p>ELM Engineering and Logistics Manager</p> <p>CO Communications for Operator</p> <p>ESS Electric System Dispatch Shift Supervisor</p> <p>RM Recovery Manager</p> <p>AEO Advisor to the County Emergency Organization</p> <p>CTC Corporate Technical Coordinator</p> <p>OPR Corporate Operations and Recovery Manager</p> <p>PRM Corporate Public Information Recovery Manager</p> <p>QA Corporate Quality Assurance Coordinator</p> <p>INS Corporate Insurance Coordinator</p> <p>LE Corporate Law Enforcement Coordinator</p> <p>SI Corporate Safety, Health and Claims Coordinator</p> <p>SR Corporate Safety, Health and Claims Coordinator</p> <p>CC Corporate Computer Applications Coordinator</p> <p>GR Corporate Governmental Relations Coordinator</p> </div> </div>		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		
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PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION

NUMBER: 1.1

REVISION: 4

ATTACHMENT: 2

DATE: 07/01/85

PAGE 01 OF 03

EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST

EMERGENCY PLAN TITLES	NAME	HOME PHONE
	NON EMERGENCY TITLE	BUSINESS PHONE
Recovery Manager	1. J. D. Shiffer VP - Nuclear Power Generation	** [REDACTED]
	2. W. A. Raymond Asst. to VP-NPG	
	3. J. D. Townsend Assistant Plant Superintendent	
	4. R. C. Thornberry DCPP Plant Manager	
Corporate Emergency Coordinator	1. G. A. Maneatis Exec. VP - Facilities and Electric Resources Development	** [REDACTED]
	2. E. B. Langley, Jr. Sr. VP - Operations	
Corporate Technical and Logistical	1. G. H. Moore Manager, Nuclear Engineering & Construction Services	** [REDACTED]
	2. J. B. Hoch Project Manager, Diablo Canyon	
	3. M. R. Tresler Supervising Project Control Engineer	

* Confidential number. Establish contact through Communications PBX Operator
at [REDACTED]

** Special feature emergency phone.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.1
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE		ATTACHMENT: 2	
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85	
PAGE 02 OF 03			
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST			
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Corporate Liaison Coordinator	1. R. J. McDevitt Senior Nuclear Power Generation Engineer	**	
	2. J. C. Carroll Manager NOS	**	
	3. T. A. Moulia Director, Nuclear Administration and Support Services	**	
Public Information Recovery Manager	1. D. M. Monfried Mgr., News Services	**	
	2. C. H. Peterson Sr. Pub. Info. Rep.	**	
	3. R. S. Weinberg DCNPP News Rep.		
	4. C. A. Johnson News Rep.		
Radiological Emergency Recovery Manager	1. W. H. Fujimoto Supervising Nuclear Engineer	**	
	2. T. A. Mack Senior Nuclear Generation Engineer		
	3. D. H. Oatley Senior Nuclear Generation Engineer		
	4. R. W. Lorenz Senior Nuclear Generation Engineer		

** Special feature emergency phone.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.1
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE		ATTACHMENT: 2	
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85	
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST		PAGE 03 OF 03	
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Engineering and Logistics Recovery Manager	1. <u>B. W. Giffin</u> Supervising Nuclear Generation Engineer 2. <u>A. L. Simmons</u> Nuclear Generation Engineer 3. <u>W. A. Wogsland</u> Technical Assistant to Manager, NOS	** * *	
Operations and Analytical Recovery Manager	1. <u>J. D. Townsend</u> Assistant Plant Superintendent 2. <u>W. T. Rapp</u> Senior Nuclear Generation Engineer 3. <u>B. W. Giffin</u> Supervising Nuclear Generation Engineer		
Electric System Dispatcher Shift Supervisor	1. <u>A. D. Lyon</u> Chief System Dispatcher 2. <u>On-duty Shift Supervisor</u>		
Communications PBX Operator	1. <u>On-Duty Operator</u> 2. <u>R. Larsen</u> Chief Telephone Operator 3. <u>D. Corona</u> Asst. Chief Telephone Operator		
** Special feature emergency phone.			

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.1
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE		ATTACHMENT: 3	
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85	
		PAGE 01 OF 01	
EMERGENCY ORGANIZATION CONTACT LIST			
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Site Emergency Coordinator	1. P. C. Thornberry	TSC	
	2. J. M. Gisclon		
	3. W. B. McLane		
	4. J. A. Sexton		
Shift Foreman (Interim Site Emergency Coordinator)	As Assigned	Control Room	
Corporate Public Information Coordinator	1. H. N. Peelor	General Office	
	2. R. H. Miller		
	3. C. G. Poncelet		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION

NUMBER: 1.1


REVISION: 4


ATTACHMENT: 4

DATE: 07/01/85

PAGE 01 OF 03

CORPORATE TECHNICAL AND LOGISTICAL COORDINATOR NOTIFICATION LIST

EMERGENCY PLAN TITLES	NAME	HOME PHONE
	NON EMERGENCY TITLE	BUSINESS PHONE
Corporate Engineering Coordinator	1. <u>M. R. Tresler</u> Supv. Project Control Engineer	
	2. <u>E. C. Connell</u> Mechanical & Nuclear Engineering	
	3. <u>J. K. McCall</u> Civil Engineering	
	4. <u>S. Auer</u> Electrical Engineering	
	5. <u>P. G. Antiochos</u> Mechanical and Nuclear Engineering	
Corporate Construction Coordinator	1. <u>R. S. Bain</u> Manager, Station Construction	
	2. <u>R. R. Lieber</u> Superintendent Station Construction	
	3. <u>J. R. Manning</u> Superintendent, Station Construction	
	4. <u>R. D. Etzler</u> Superintendent, Station Construction	
	5. <u>B. T. Saenz</u> Station Construction Admin. Supervisor	

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.1
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE		ATTACHMENT: 4	
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85	
		PAGE 02 OF 03	
CORPORATE TECHNICAL AND LOGISTICAL COORDINATOR NOTIFICATION LIST			
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Corporate Regional Coordinator	1. <u>D. L. Kennady</u> Los Padres District Manager 2. <u>D. J. Stornetta</u> Los Padres District Marketing Supervisor 3. <u>R. J. McKell</u> Los Padres District Electric Superintendent 4. <u>W. E. Argo</u> Manager, Community Activities Department 5. <u>Alternate Number</u> Morro Bay Switching Center		
Corporate Materials Coordinator	1. <u>J. E. Brennan</u> Director, Project Purchasing 2. <u>D. R. Shaffer</u> Director, Materials Purchasing 3. <u>C. R. Rood</u> Supervising Buyer 4. <u>B. E. Roddick</u> Supervising Buyer 5. <u>R. R. Ochsner</u> Supervising Buyer 6. <u>R. E. Gleason</u> Supervising Buyer		

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION

NUMBER: 1.1


REVISION: 4

ATTACHMENT: 4

DATE: 07/01/85


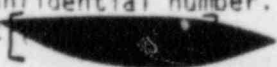
PAGE 03 OF 03




CORPORATE TECHNICAL AND LOGISTICAL COORDINATOR NOTIFICATION LIST


EMERGENCY PLAN TITLES	NAME	HOME PHONE
	NON EMERGENCY TITLE	BUSINESS PHONE
Corporate Computer Applications Coordinator	1. <u>R. J. Wells</u> Manager, Computer Operations	
	2. <u>W. M. Gardner</u> Supervising Computer Operations Analyst	
	3. <u>J. J. Monahan</u> Senior Computer Operations Analyst	
	4. <u>D. L. Hawkins</u> Manager, Engineering Computer Services	
Corporate Telecommunications Coordinator	1. <u>R. A. Johnson</u> Manager, Telecommunications Department	
	2. <u>A. J. Nevolo</u> Direc. - Telecom. Engr.	
	3. <u>C. D. Gilson</u> Direc. - Telecom. Plng.	
Corporate Quality Assurance Coordinator	1. <u>S. M. Skidmore</u> Manager, Quality Assurance	
	2. <u>J. D. Woessner</u> Director, Auditing	
	3. <u>R. T. Twiddy</u> Director, Quality Services	

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.1
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE		ATTACHMENT: 5	
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85	
		PAGE 01 OF 03	
CORPORATE LIAISON COORDINATOR NOTIFICATION LIST			
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Corporate Governmental Relations Coordinator	1. <u>G. A. Blanc</u> Mngr., Agency Relations 2. <u>R. F. Nichols</u> Mngr., Local Gov't. Rel. 3. <u>J. R. Torrens</u> Sr. Representative		
Corporate Law Department Coordinator	1. <u>P. A. Crane, Jr.</u> Attorney 2. <u>R. Ohlbach</u> Vice President and General Attorney 3. <u>R. F. Locke</u> Attorney		
Corporate Insurance Coordinator	1. <u>W. P. Noone</u> Mngr. of Insurance 2. <u>R. M. Reider</u> Director, Insurance Administration 3. <u>W. J. Sullivan</u> Coordinator of Insurance Administration		
* Confidential number. Establish contact through Communications PBX Operator at 			

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.1
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE		ATTACHMENT: 5	
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85	
		PAGE 02 OF 03	
CORPORATE LIAISON COORDINATOR NOTIFICATION LIST			
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Corporate Safety, Health, and Claims Coordinator	1. <u>B. P. Sadler</u> Mngr., Safety, Health and Claims		
	2. <u>C. W. Allen</u> Attorney		
	3. <u>J. C. Vocke</u> Attorney		
	4. <u>B. L. Wade</u> Attorney		
Corporate Security Coordinator	1. <u>L. H. Shaffer</u> Director, Security		
	2. <u>J. R. Van Schaick</u> Supervising Security Representative		
Corporate Personnel Coordinator	1. <u>C. E. Welte</u> Director, Personnel - Facilities and Electric Resources Development		
	2. <u>B. G. Elsberg</u> Sr. Personnel Rep.		
	3. <u>A. P. Euser</u> Personnel Representative		
	4. <u>K. E. Mudge</u> Personnel Representative		
	5. <u>E. L. Glasgow</u> Personnel Representative		

PG-9E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.1		
	IMPLEMENTING PROCEDURE		REVISION: 4		
TITLE		ATTACHMENT: 5			
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85			
		PAGE 03 OF 03			
CORPORATE LIAISON COORDINATOR NOTIFICATION LIST					
EMERGENCY PLAN TITLES	NAME	HOME PHONE			
	NON EMERGENCY TITLE	BUSINESS PHONE			
Communications PBX Operator	<u>On Duty Personnel</u>				
CIRC Administrative Group Coordinator	1. <u>B. L. McDevitt</u> Analyst				
	2. <u>J. M. Davenport</u> Word Processor				
	3. <u>T. Y. Lewis</u> General Clerk				
CIRC Telephone Operator	1. <u>B. S. Lew</u> Director, Nuclear Regulatory Affairs				
	2. <u>T. G. deUriarte</u> Sr. Licensing Engineer				
	3. <u>R. M. Baciarelli</u> Licensing Engineer				
<p>* Special feature Company telephone.</p>					



PG-E**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN****IMPLEMENTING PROCEDURE**

TITLE

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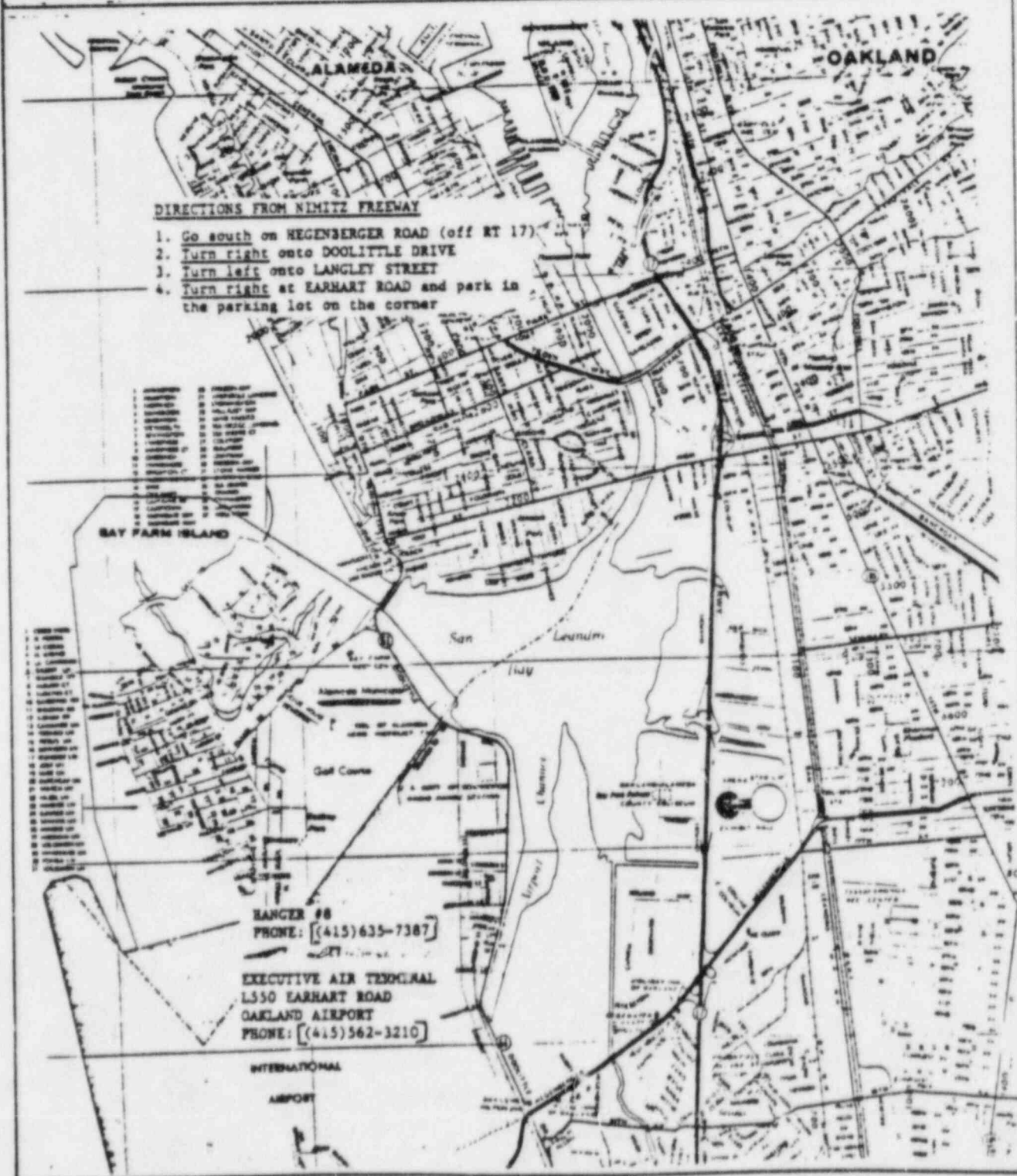
PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE		ATTACHMENT: 6
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85
PAGE 01 OF 04		
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<p>A. Critical Emergency Response Organization Personnel</p> <p>1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:</p> <ul style="list-style-type: none"> . Recovery Manager . Operations and Analytical Recovery Manager . Engineering and Logistics Recovery Manager . Radiological Emergency Recovery Manager . Public Information Recovery Manager . Media Center Representative <p><u>All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.</u></p> <p>2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:</p> <ul style="list-style-type: none"> a. Corporate Aircraft <ul style="list-style-type: none"> 1) Oakland Airport Hanger #8..... b. Oakland Executive Air Terminal..... (ask for PGandE Transportation Coordinator) c. 24-hour Fixed Wing Air Charter Services: <ul style="list-style-type: none"> 1) Cal-West Aviation (Concord)..... 2) Coastal Air (San Luis Obispo)..... 3) Golden Gate Piper (San Carlos)..... 4) Corporate Aviation Services (San Jose)..... 5) Pacific States Aviation, Inc. (Concord)..... 6) Air San Luis (San Luis Obispo)..... 		

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	ATTACHMENT: 6
		DATE: 07/01/85 PAGE 02 OF 04
EMERGENCY TRANSPORTATION INSTRUCTIONS		
A. Critical Emergency Response Organization Personnel (Cont'd.)		
d. 24-hour Helicopter Air Charter Services (in order of preference):		
1) Aris Helicopters, Ltd. (San Jose)..... 2) Helicopters Unlimited, Inc. (Oakland)..... 3) Astrocopters (Oakland)..... 4) Crane Helicopter Services (Fremont).....		
e. The telephone company yellow pages list additional air charter services.		
f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.		
To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:		
1) During normal office hours Golden Gate Division..... 2) During non-office hours and holidays Oakland Dispatch Center.....		
Communications with CHP personnel should reference the CHP Golden Gate Division S.O.F. 3.48 which describes the emergency transportation services the CHP will provide.		
g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	ATTACHMENT: 6
		DATE: 07/01/85
		PAGE 03 OF 04
EMERGENCY TRANSPORTATION INSTRUCTIONS		
8. Other Emergency Response Organization Personnel		
<ol style="list-style-type: none"> 1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE. 		
<ol style="list-style-type: none"> 2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners: 		
<ol style="list-style-type: none"> <ol style="list-style-type: none"> a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are: 		
		
<p>If these lines are busy, the following alternate telephone numbers should be used:</p>		
		
<ol style="list-style-type: none"> <ol style="list-style-type: none"> <ol style="list-style-type: none"> b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions). 		
<p>NOTE: Personnel are advised to bring only a minimum amount of baggage.</p>		
<ol style="list-style-type: none"> <ol style="list-style-type: none"> <ol style="list-style-type: none"> c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability. 		
<ol style="list-style-type: none"> 3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. 		
<ol style="list-style-type: none"> 4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area. 		

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATION EMERGENCY RESPONSE ORGANIZATION	ATTACHMENT: 6
		DATE: 07/01/85
		PAGE 04 OF 04

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1 REVISION: 4 ATTACHMENT: 7 DATE: 07/01/85 PAGE 01 OF 04					
	IMPLEMENTING PROCEDURE						
TITLE ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION							
EMERGENCY RADIO PAGER INSTRUCTIONS							
<p>A. RADIO PAGER INSTRUCTIONS - GENERAL OFFICE PERSONNEL</p> <p>1. To page someone:</p> <p style="margin-left: 20px;">a. General</p> <p style="margin-left: 40px;">Either of the following operators may be contacted for leaving a message for an individual radio pager unit:</p> <table style="margin-left: 40px; width: 80%;"> <thead> <tr> <th style="text-align: center; border-bottom: 1px solid black;">Operator</th> <th style="text-align: center; border-bottom: 1px solid black;">Phone Number(s)</th> </tr> </thead> <tbody> <tr> <td>1) PG&E PBX Operator.....</td> <td rowspan="2" style="background-color: black; width: 150px; height: 100px;"></td> </tr> <tr> <td>2) Intrastate Radio-Telephone Inc.....</td> </tr> </tbody> </table> <p style="margin-left: 20px;">b. To page someone in the San Francisco Bay area:</p> <ol style="list-style-type: none"> Call either of the Operators listed above. Give the Operator the unique code number (e.g., [REDACTED] for the pager assigned to the individual you wish to leave a message for. Give the Operator your message. Give the Operator your name and the telephone number (or pager number) where you may be reached should the Operator need to contact you. The Operator will attempt to contact the requested pager to deliver your message. <p style="margin-left: 20px;">c. To page someone in the San Luis Obispo area:</p> <ol style="list-style-type: none"> Call the Company PBX Operator as listed above. Give the Operator the unique code number (e.g., [REDACTED] for the pager assigned to the individual you wish to have a message for. Give the Operator your message. Give the Operator your name and the telephone number (or pager number) where you may be reached should the Operator need to contact you. The Operator will attempt to contact the requested pager to deliver your message. 			Operator	Phone Number(s)	1) PG&E PBX Operator.....		2) Intrastate Radio-Telephone Inc.....
Operator	Phone Number(s)						
1) PG&E PBX Operator.....							
2) Intrastate Radio-Telephone Inc.....							

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1 REVISION: 4 ATTACHMENT: 7 DATE: 07/01/85 PAGE 02 OF 04															
	IMPLEMENTING PROCEDURE																
TITLE ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION																	
EMERGENCY RADIO PAGER INSTRUCTIONS																	
A. RADIO PAGER INSTRUCTIONS - GENERAL OFFICE PERSONNEL (Cont'd.)																	
2. Upon receipt of a page:																	
a. General																	
The length of the pager tone alert indicates from whom the page is originating from, as follows:																	
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; border-bottom: 1px solid black;">Length of Pager Tone Alert</th> <th style="text-align: center; border-bottom: 1px solid black;">Operator Calling</th> </tr> </thead> <tbody> <tr> <td style="padding-top: 5px;">1) SHORT (beep, beep, beep,...)</td> <td style="padding-top: 5px;">PGandE PBX Operator</td> </tr> <tr> <td style="padding-top: 5px;">2) LONG (beeeeeeeeeeeeeeeee...p)</td> <td style="padding-top: 5px;">Interstate Radio-Telephone Commercial Message Operator</td> </tr> </tbody> </table>			Length of Pager Tone Alert	Operator Calling	1) SHORT (beep, beep, beep,...)	PGandE PBX Operator	2) LONG (beeeeeeeeeeeeeeeee...p)	Interstate Radio-Telephone Commercial Message Operator									
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1) SHORT (beep, beep, beep,...)	PGandE PBX Operator																
2) LONG (beeeeeeeeeeeeeeeee...p)	Interstate Radio-Telephone Commercial Message Operator																
b. If you are in the San Francisco Bay area and the short and/or long tone alert on your pager is activated call either of the operators for your message (as appropriate) below:																	
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; border-bottom: 1px solid black;">Operator</th> <th style="text-align: center; border-bottom: 1px solid black;">Phone Number(s)</th> </tr> </thead> <tbody> <tr> <td style="padding-top: 5px;">1) PGandE PBX Operator.....</td> <td rowspan="10" style="vertical-align: middle; text-align: center;"> <div style="background-color: black; width: 100%; height: 100%; min-height: 300px;"></div> </td> </tr> <tr> <td style="padding-top: 5px;">2) Interstate Radio-Telephone Commercial Message Operator</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in Fairfield.....</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in Mountain View</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in San Francisco.....</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in San Jose</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in Oakland.....</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in San Mateo</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in San Rafael.....</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in South San Francisco</td> </tr> <tr> <td style="padding-left: 20px;">- If you are in Walnut Creek.....</td> <td></td> </tr> </tbody> </table>			Operator	Phone Number(s)	1) PGandE PBX Operator.....	<div style="background-color: black; width: 100%; height: 100%; min-height: 300px;"></div>	2) Interstate Radio-Telephone Commercial Message Operator	- If you are in Fairfield.....	- If you are in Mountain View	- If you are in San Francisco.....	- If you are in San Jose	- If you are in Oakland.....	- If you are in San Mateo	- If you are in San Rafael.....	- If you are in South San Francisco	- If you are in Walnut Creek.....	
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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE		ATTACHMENT: 7
ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION		DATE: 07/01/85
		PAGE 03 OF 04

EMERGENCY RADIO PAGER INSTRUCTIONS

A. RADIO PAGER INSTRUCTIONS - GENERAL OFFICE PERSONNEL (Cont'd.)

2. Upon receipt of a page (Cont'd.)

- c. If you are in the San Luis Obispo Area and the short tone alert signal for your pager is activated:

- 1) Call the PGandE PBX Operator at [REDACTED]
- 2) Identify yourself by name and pager unique code number (e.g., [REDACTED]) and say that you are answering a page.
- 3) The PGandE PBX Operator will give you your message.

3. Radio Pager Operational Check and General Information

a. General

An operational check for the radio pager reception efficiency may be performed by dialing the unique PTandT phone number which appears on the end of the holder clip for each pager unit. After dialing this number, wait until the tone is heard on the phone, then hang up immediately. The pager alert tone should be activated within 30 seconds. Unresponsive pager units should be returned to the Nuclear Plant Operations Department - Personnel and Environmental Safety Section for replacement or repair.

b. Installation of the battery

The pager is powered by a single AA-size alkaline battery. Using a coin or screwdriver, turn the locking screw device on the bottom of the pager counter-clockwise to release the spring-loaded battery compartment door on the side of the pager unit. Observe the battery polarity workings stamped into the sides of the door guides and install the battery, positive end first (corresponding to the door guide workings), into the pager unit. Close the battery compartment door and turn the locking screw device clockwise to secure the battery compartment door.

c. Standard Operation

Move the switch on the top of the pager from the "off" (black dot) position to the "on" (orange dot) position. The pager should emit a short tone alert signal which indicates that the battery is good. If no tone alert signal is heard, or if a high-low "battery warning" tone is heard, the battery is weak and should be replaced. These alerting tones can be stopped by simply depressing the switch momentarily.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.1
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	ACTIVATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION	ATTACHMENT: 7
		DATE: 07/01/85 PAGE 04 OF 04
EMERGENCY RADIO PAGER INSTRUCTIONS		
A. <u>RADIO PAGER INSTRUCTIONS - GENERAL OFFICE PERSONNEL (Cont'd.)</u>		
3. Radio Pager Operational Check and General Information (Cont'd.)		
<p>When in the "on" position, the pager will emit the tone alert signal each time a correct radio frequency page is received by the pager unit. The tone alert will stop automatically after about 8 seconds, or it can be stopped by depressing down on the switch momentarily. For pagers equipped with the "manual reset-only" capability, the tone alert continues to sound until the switch is depressed.</p>		
a. Mem-O-Alert Capability		
<p>This feature allows you to defer hearing the tone alert signal until a more convenient time. To do this, move the switch to the center (I) position. Any pages received will now be stored until the pager unit is interrogated by depressing and holding down the switch. The pager then emits the tone alert signal. The pager will store either or both of the tone alerts. If a single page was received, either the pulsating beep (short) tone alert or the continuous (long) tone alert will be heard. If both types were received, a double-interrupted (short and long beeping) tone alert is emitted.</p>		
<p><u>NOTE:</u> Do not move the switch from the "Mem-O-Alert" position without first interrogating the unit. If the switch is inadvertently depressed while switching, the stored information will be erased.</p>		
b. Battery Information		
1) Type		
<p>The pager is designed to operate with an inexpensive, throwaway, AA-size, alkaline battery.</p>		
2) Lifetime		
<p>The life of the disposal battery depends on several variables, including the type of battery and the number of pages you receive. Alkaline batteries on the average provide approximately 3 to 4 months of service (1.5 to 2.0 months for pagers equipped with the "manual-reset only" capability). When the battery voltage drops near its end-of-life point, the pager automatically produces a special warning alert consisting of high-low alternating tones. This warning alert indicates that the battery should be replaced within an 8-hour period to maintain optimum performance.</p>		

EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

<u>Entry Number</u>	<u>Instructions</u>
1.	Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e.: Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2.	Enter the date which this Form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3.	Consecutively number each page used during each emergency operations duty shift.
4.	Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5.	Clearly record the name of the individual who is calling you or whom you are calling. Also record the individuals emergency response organization title and affiliation (if other than P.G.&E.).
6.	Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate.
7.	Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission.
8.	Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PG-8	PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET				
EMERGENCY LOCATION			TODAY'S DATE	PAGE
(1)			(2)	(3)
TIME (2400 hrs.) (4)	SUMMARY OF ACTIVITY PERFORMED (5)			ENTERED BY (INITIALS) (6)

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET



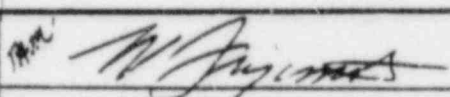
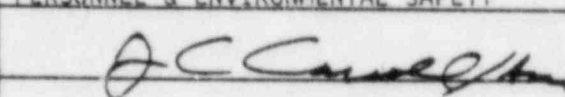
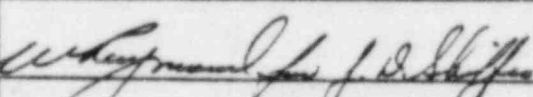
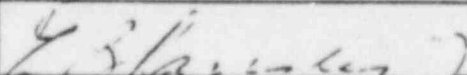
INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e.: Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this form is being used (i.e. 05/07/83) Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Enter a summary of the activity being performed.
6. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 1.2 REVISION: 3
	IMPLEMENTING PROCEDURE		DATE: 07/01/85 PAGE 01 OF 11
	TITLE ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER		
RESPONSIBILITY	SIGNATURE		DATE
	TITLE		
PREPARED BY	 SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL & ENVIRONMENTAL SAFETY		7/1/85
REVIEWED AND CONCURRED BY	 MANAGER, NUCLEAR OPERATIONS SUPPORT		7/11/85
APPROVED BY	 V.P., NUCLEAR POWER GENERATION		7-11-85
APPROVED BY	 CHAIRMAN, PRESIDENT'S NUCLEAR ADVISORY COMMITTEE		7-11-85

PG&EPACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER

NUMBER: 1.2

REVISION: 3

DATE: 07/01/85

PAGE 02 OF 11

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG#E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2 REVISION: 3
IMPLEMENTING PROCEDURE		DATE: 07/01/85 PAGE 03 OF 11
TITLE ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER		

I. SCOPE

The scope of this Implementing Procedure is to specify the actions to be taken to activate and maintain operations at the Corporate Incident Response Center (CIRC).

II. DISCUSSION

- A. The CIRC (77 Beale Street, Rm. 1446) is the focal point for General Office Corporate Emergency Response Organization (CERO) support activities.
- B. If the Corporate Emergency Response Plan is activated the operational status of the Corporate Incident Response Center (CIRC) is determined by the event emergency action level classification, as follows:
 1. Notification of Unusual Event - the CIRC is not activated.
 2. Alert, Site Area Emergency, or General Emergency - the CIRC is activated and the CIRC fully staffed by designated CERO personnel.

III. RESPONSIBILITIES

- A. The responsibility for activating the Corporate Incident Response Center rests with the Corporate Liaison Coordinator and his staff.
- B. Once the CIRC is fully activated and operational the Corporate Liaison Coordinator and the Corporate Technical and Logistical Coordinator are responsible for their respective areas of responsibility as detailed in the instructions section of this Procedure.

IV. INSTRUCTIONS

- A. Corporate Liaison Coordinator
 1. Receive notification from the Recovery Manager that the Corporate Emergency Response Plan has been activated.
 2. Determine from the Recovery Manager the following information:
 - a. Emergency action level classification
 - b. Time when emergency action level classification was declared
 - c. Plant Unit(s) involved
 - d. Brief description of plant status

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER	DATE: 07/01/85
		PAGE 04 OF 11

- e. Estimation of radiological release potential
- f. Status of any requests for offsite assistance
- g. Summary of plant meteorological conditions
- h. Status of any protective action recommendations
- i. Expected/desired emergency response instructions.

NOTIFICATION OF UNUSUAL EVENT

3. Stand by and await further instructions from the Recovery Manager.

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

4. Upon being notified by the Recovery Manager, complete notifications to the following CERC personnel:
 - a. Corporate Governmental Relations Coordinator
 - b. Corporate Law Department Coordinator
 - c. Corporate Insurance Coordinator
 - d. Corporate Safety, Health, and Claims Coordinator
 - e. Corporate Security Coordinator
 - f. Corporate Personnel Relations Coordinator
 - g. CIRC Administrative Support Group Coordinator
 - h. CIRC Telephone Operator.

NOTE: If the emergency occurs during non-business hours, upon arrival at the General Office, instruct the Building Security personnel to unlock the Corporate Incident Response Center.
5. Upon completing the above notifications, proceed directly to the CIRC.
6. Obtain the CIRC Wall Status and Information charts and magnetic display tags and attach them to the walls of the CIRC Conference Room as per Procedure Attachment 3, "CIRC Operational Room Set-up Diagram".
7. Unlock and remove from the CIRC Conference Room Credenza the following items which are to be placed about the room for CIRC personnel:
 - a. "Nuclear Emergency Response Communications Directory".
 - b. "Emergency Response and Recovery Activities Record" binders.
 - c. Telephones to be connected to numbered jacks under the conference table and various lines tested to assure their operational status.

CERP1A 4

PG-E

PACIFIC GAS AND ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER

NUMBER: 1.2

REVISION: 3

DATE: 07/01/85

PAGE 05 OF 11

d. Various office supplies, as necessary.

8. Verify that the following telephone communications links are operational by calling the following individuals:

a. Site Emergency Coordinator (at the TSC) at [REDACTED]

NOTE: Upon contacting the Technical Support Center, synchronize the Corporate Incident Response Center Conference Room wall clock with the wall clock time in the Technical Support Center.

b. Recovery Manager, or in his absence, the Advisor to the County Emergency Organization (at the EOF) at [REDACTED]

c. Engineering and Logistics Recovery Manager (at the EOF) at [REDACTED]

NOTE: Should any of the above telephone communications links not be fully operational, immediately notify the Corporate Telecommunications Coordinator to initiate the appropriate actions to restore full telephone communications for the Corporate Incident Response Center.

9. Check operability of the CIRC Records Management System terminal (located as shown in Procedure Attachment 2) using the instruction manual attached to the terminal. If the CIRC Records Management System terminal is not fully operational, immediately notify the Corporate Quality Assurance Coordinator and request him to initiate necessary actions to restore it to full operational status.

10. Contact the Corporate Security Coordinator to verify that security procedures have been implemented by the Building Security Department to restrict access to the 14th floor, 77 Beale Street, to selected personnel.

NOTE: See CERP Implementing Procedure 3.6, "Security Department", Attachment 5, "Restricted Personnel Access Authorization List".

11. When the Corporate Emergency Response Organization personnel listed below are present in the CIRC advise the Recovery Manager, at the Emergency Operations Facility (or the Advisor to the County Emergency Organization if the Emergency Operations Facility is not yet operational), and the Corporate Technical and Logistical Coordinator that all required CIRC personnel have been assembled and that the CIRC has been activated and is operational.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2 REVISION: 3 DATE: 07/01/85 PAGE 06 OF 11
	IMPLEMENTING PROCEDURE	
TITLE	ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER	
<p>a. Corporate Engineering Coordinator b. Corporate Construction Coordinator c. Corporate Technical and Logistical Coordinator d. Corporate Liaison Coordinator e. CIRC Telephone Operator f. CIRC Administrative Support Group Coordinator.</p> <p>12. Provide periodic briefings to the CIRC staff on the radiological status by interpreting the Emergency Assessment and Response System (EARS) data and projections from the CIRC EARS Operator.</p> <p>13. Perform the duties and responsibilities assigned to the Corporate Liaison Coordinator as specified in CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization".</p> <p>14. The Corporate Incident Response Center shall remain operational until the Recovery Manager advises the Corporate Liaison Coordinator that the Corporate Emergency Response Organization has been deactivated and is directed to deactivate the CIRC by the Recovery Manager.</p> <p style="text-align: center;"><u>ALL EMERGENCY ACTION LEVELS CLASSIFICATIONS</u></p> <p>15. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 4, "Emergency Communications Log Sheet".</p> <p>NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Corporate Liaison Coordinators "Emergency Response and Recovery Activities Record" binder.</p> <p>16. Maintain a written record of emergency response and recovery activities using Procedure Attachment 5, "Emergency Response and Recovery Activities Log Sheet".</p> <p>NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Corporate Liaison Coordinators "Emergency Response and Recovery Activities Record" binder.</p> <p>8. Corporate Technical and Logistical Coordinator</p> <p>1. Receive notification from the Recovery Manager that the Corporate Emergency Response Plan has been activated.</p> <p>CERP1A 6</p>		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER		DATE: 07/01/85
		PAGE 07 OF 11

2. Determine from the Recovery Manager the following information:

- Emergency action level classification in effect
- Time when emergency action level classification was declared
- Plant Unit(s) involved
- Brief description of plant status
- Estimate of radiological release potential
- Status of any requests for offsite assistance
- Summary of plant meteorological conditions
- Status of any protective action recommendations
- Expected/desired emergency response instructions.

NOTIFICATION OF UNUSUAL EVENT

3. Stand by and await further instructions from the Recovery Manager.

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

4. Upon being notified by the Recovery Manager, complete notifications to the following CERO personnel:

- Corporate Engineering Coordinator
- Corporate Construction Coordinator
- Corporate Regional Coordinator
- Corporate Materials Coordinator
- Corporate Computer Applications Coordinator
- Corporate Telecommunications Coordinator
- Corporate Quality Assurance Coordinator.

5. Upon completing the above notifications, proceed directly to the CIRC.

6. Upon arrival at the CIRC Conference Room so advise the Corporate Liaison Coordinator.

7. Perform the duties and responsibilities assigned to the Corporate Technical and Logistical Coordinator as specified in CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization".

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

8. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 4, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Corporate Technical and Logistical Coordinators' "Emergency Response and Recovery Record" binder in the CIRC Conference Room.

PG#E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER	DATE: 07/01/85
		PAGE 08 OF 11

9. Maintain a written record of emergency response and recovery activities using Procedure Attachment 5, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Corporate Technical and Logistical Coordinator's "Emergency Response and Recovery Activities Record" binder in the CIRC Conference Room.

C. CIRC Administrative Support Group Coordinator

1. Receive event notification from the Corporate Liaison Coordinator that the Corporate Emergency Response Plan has been activated.
2. Determine from the Corporate Liaison Coordinator the following information:
 - a. Emergency action level classification in effect
 - b. Brief description of plant status
 - c. Special instructions for the emergency response effort.

NOTIFICATION OF UNUSUAL EVENT

3. Stand by and await further instructions from the Corporate Liaison Coordinator.

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

4. Upon receipt of the event notification by the Corporate Liaison Coordinator, establish contact with the CIRC Administrative Support Group staff.
5. At the conclusion of the above notifications, proceed directly to the CIRC.
6. Upon arrival at the CIRC so advise the Corporate Liaison Coordinator.
7. Ensure the operational capability of the NOTEPAD Computer Conference System terminal and provide the staff necessary to operate it on a continuous basis, as long as the CIRC is activated and operational.
8. Supervise and coordinate the administrative clerical support staff activities in performing the following services:
 - a. Word processing, as required
 - b. Photocopying
 - c. Document distribution

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER	DATE: 07/01/85 PAGE 09 OF 11

d. Maintain the CIRC wall status charts under the direction of the Corporate Liaison Coordinator.

e. Assist with personnel access to the 14th floor by assigning a staff member to the Security Guards Table next to the elevators on the 14th floor.

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

9. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 4, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the CIRC Administrative Support Group Coordinator's "Emergency Response and Recovery Activities Record" binder.

10. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 5, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" should be forwarded to the CIRC Administrative Support Group Coordinator's "Emergency Response and Recovery Activities Record" binder.

D. CIRC Administrative Support Group Staff

1. Receive event notification from the CIRC Administrative Support Group Coordinator and proceed to the CIRC as directed.
2. As directed by the CIRC Administrative Support Group Coordinator, perform administrative support tasks.
3. Maintain the CIRC wall charts under the direction of the Corporate Liaison Coordinator.

E. CIRC Telephone Operator

1. Receive event notification from the Corporate Liaison Coordinator that the Corporate Emergency Response Plan has been activated.
2. Determine from the Corporate Liaison Coordinator the following information:
 - a. Emergency action level classification in effect
 - b. Brief description of plant status
 - c. Special instructions for the emergency response effort.

CERPIA 9

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER	DATE: 07/01/85 PAGE 10 OF 11

NOTIFICATION OF UNUSUAL EVENT

3. Stand by and await further instructions from the Corporate Liaison Coordinator.

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

4. Upon receipt of the event notification procede to the CIRC.
5. Upon arrival at the CIRC so advise the Corporate Liaison Coordinator.
6. Assist the Corporate Liaison Coordinator in establishing telecommunications links with the following emergency response facilities:
 - a. Technical Support Center
 - b. Operational Support Center
 - c. Emergency Operations Facility
 - d. Los Padres District Office.
7. Man the CIRC "Emergency Answering Turret" telephone system and transfer incoming phone calls to the appropriate personnel in the CIRC.

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

8. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 4, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the CIRC Conference Room "Emergency Response and Recovery Activities Record" binder upon completion of each sheet.

9. Maintain a written record of emergency response and recovery activities using Procedure Attachment 5, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the CIRC "Emergency Response and Recovery Activities Record" binder upon completion of each sheet.

V. REFERENCES

- A. CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization".

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER	DATE: 07/01/85 PAGE 11 OF 11
<p>VI. <u>ATTACHMENTS</u></p> <ol style="list-style-type: none">1. Facility Emergency Response Organizational Relationships - CIRC Corporate Emergency Response Organizational Relationships.2. Floor Plan: CIRC Conference Room Floor Plan: CIRC (77 Beale Street, 14th Floor)3. CIRC Operational Room Setup Diagram CIRC Operational Room Setup Diagram - Wall Charts4. Form 69-084, "Emergency Communications Log Sheet"5. Form 69-085, "Emergency Response and Recovery Activities Log Sheet". <p>CERPIA 11</p>		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		
<p style="text-align: center;">THIS PAGE INTENTIONALLY LEFT BLANK</p> <p style="text-align: left;">CERPIA 12</p>		

PG-E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER

NUMBER: 1.2

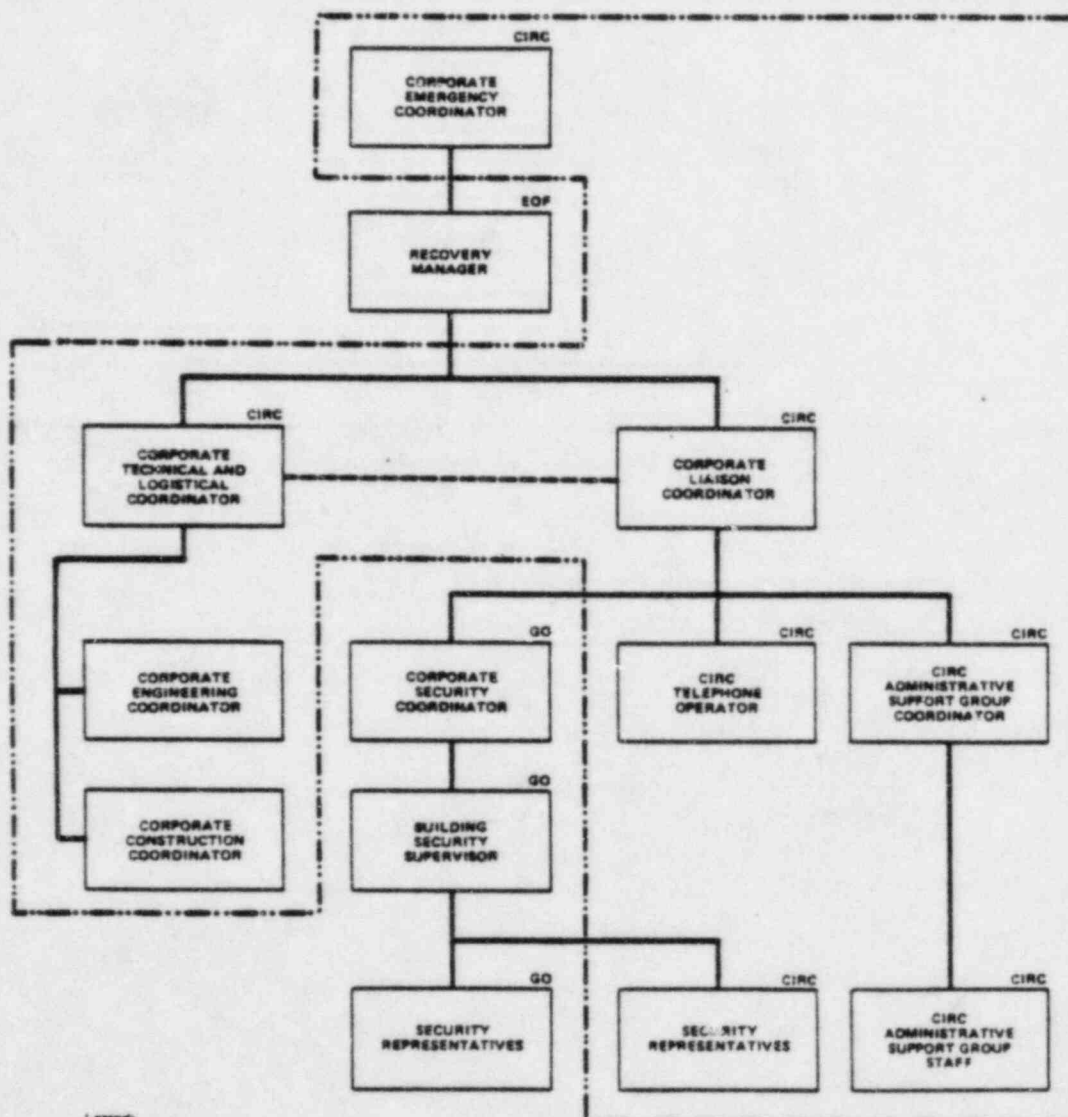
REVISION: 3

ATTACHMENT: 1

DATE: 07/01/85

PAGE 01 OF 02

FACILITY EMERGENCY RESPONSE ORGANIZATION RELATIONSHIPS - CIRC



Legend:

————— Line Authority
 - - - - - Coordination
 - - - - - Facility Personnel
 CIRC - Corporate Incident Response Center
 SLG - San Luis Obispo
 EOF - Emergency Operations Facility
 GO - General Offices

PG#E

PACIFIC GAS AND ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

NUMBER: 1.2

REVISION: 3

ATTACHMENT: 1

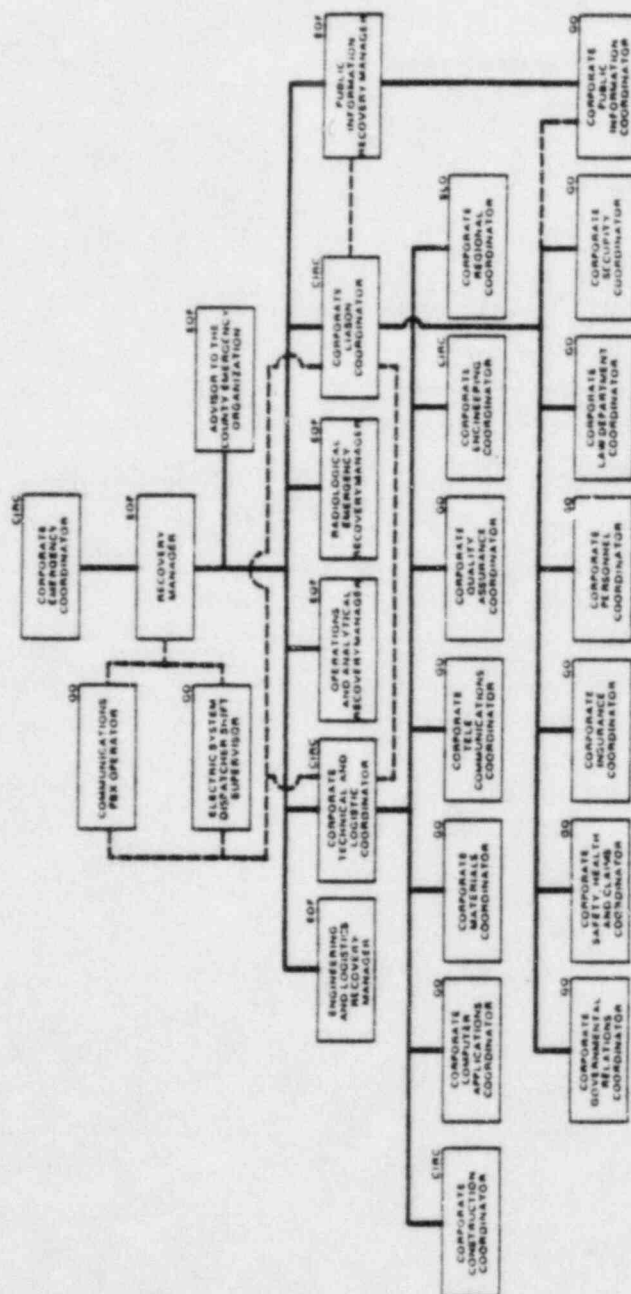
DATE: 07/01/85

PAGE 02 OF 02

TITLE

ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER

CORPORATE EMERGENCY RESPONSE ORGANIZATION RELATIONSHIPS

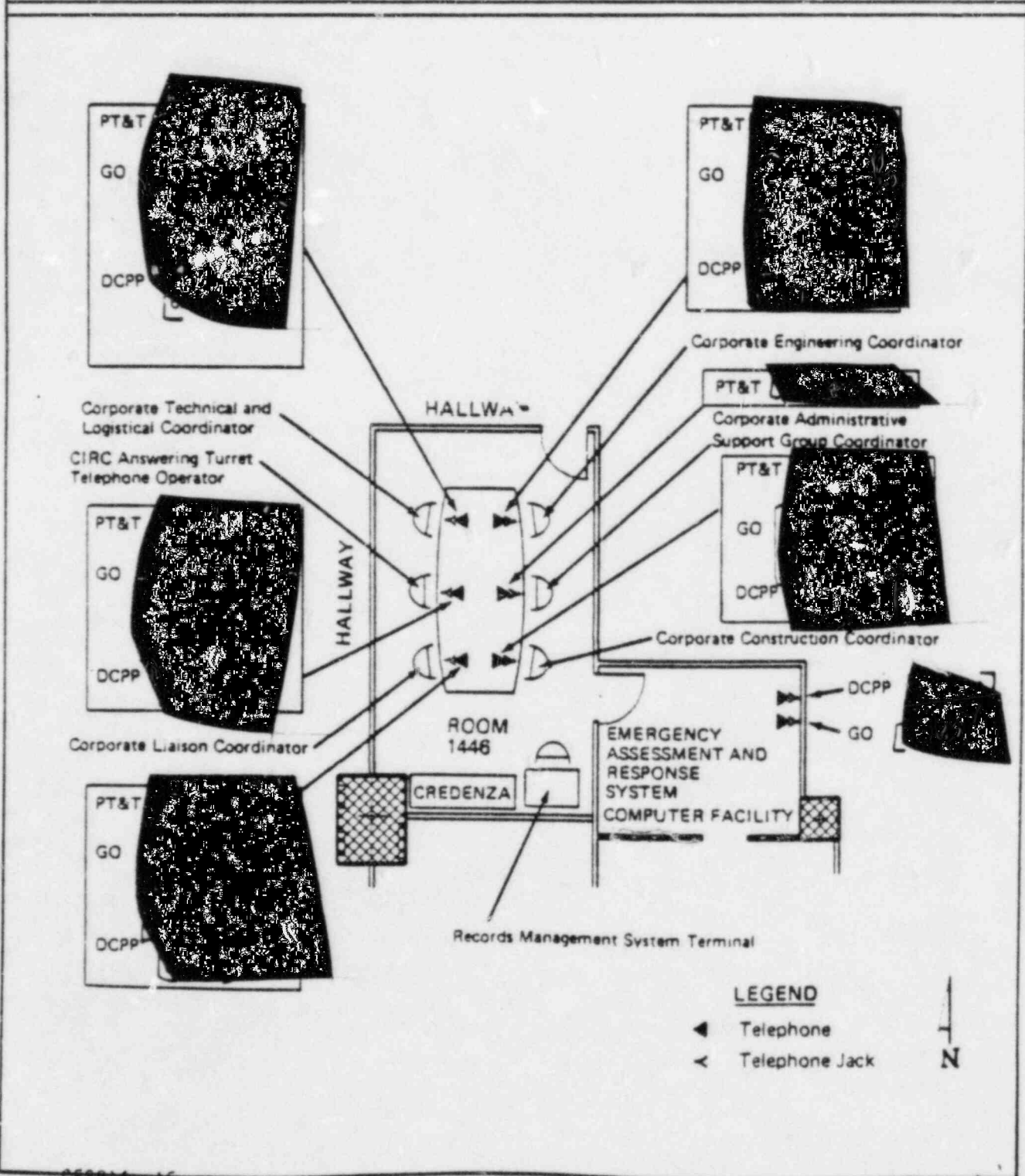


NOTE: the Advisor to the County Emergency Organization is not considered part of the Corporate Emergency Response Organization management team

Legend
 Long Authority
 Coordination
 EOP - Emergency Operations Facility
 CIRC - Corporate Incident Response Center
 GO - General Division
 SLD - Safety Division

PG#E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE		ATTACHMENT: 2
ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER		DATE: 07/01/85
		PAGE 01 OF 02

FLOOR PLAN
CORPORATE INCIDENT RESPONSE CENTER - CONFERENCE ROOM



PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER

NUMBER: 1.2

REVISION: 3

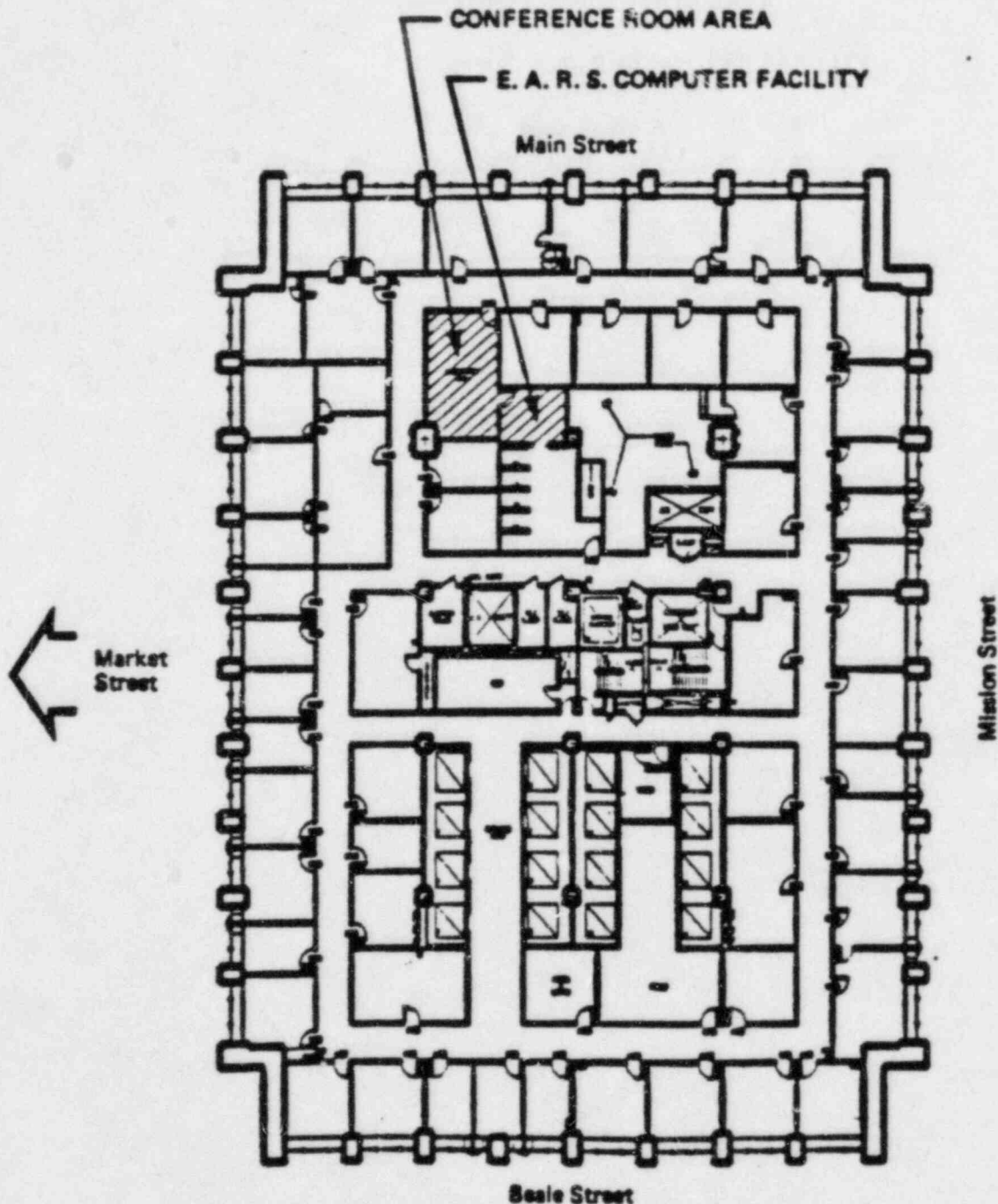
ATTACHMENT: 2

DATE: 07/01/85

PAGE 02 OF 02

FLOOR PLAN

CORPORATE INCIDENT RESPONSE CENTER - 77 BEALE STREET, 14TH FLOOR



PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER

NUMBER: 1.2

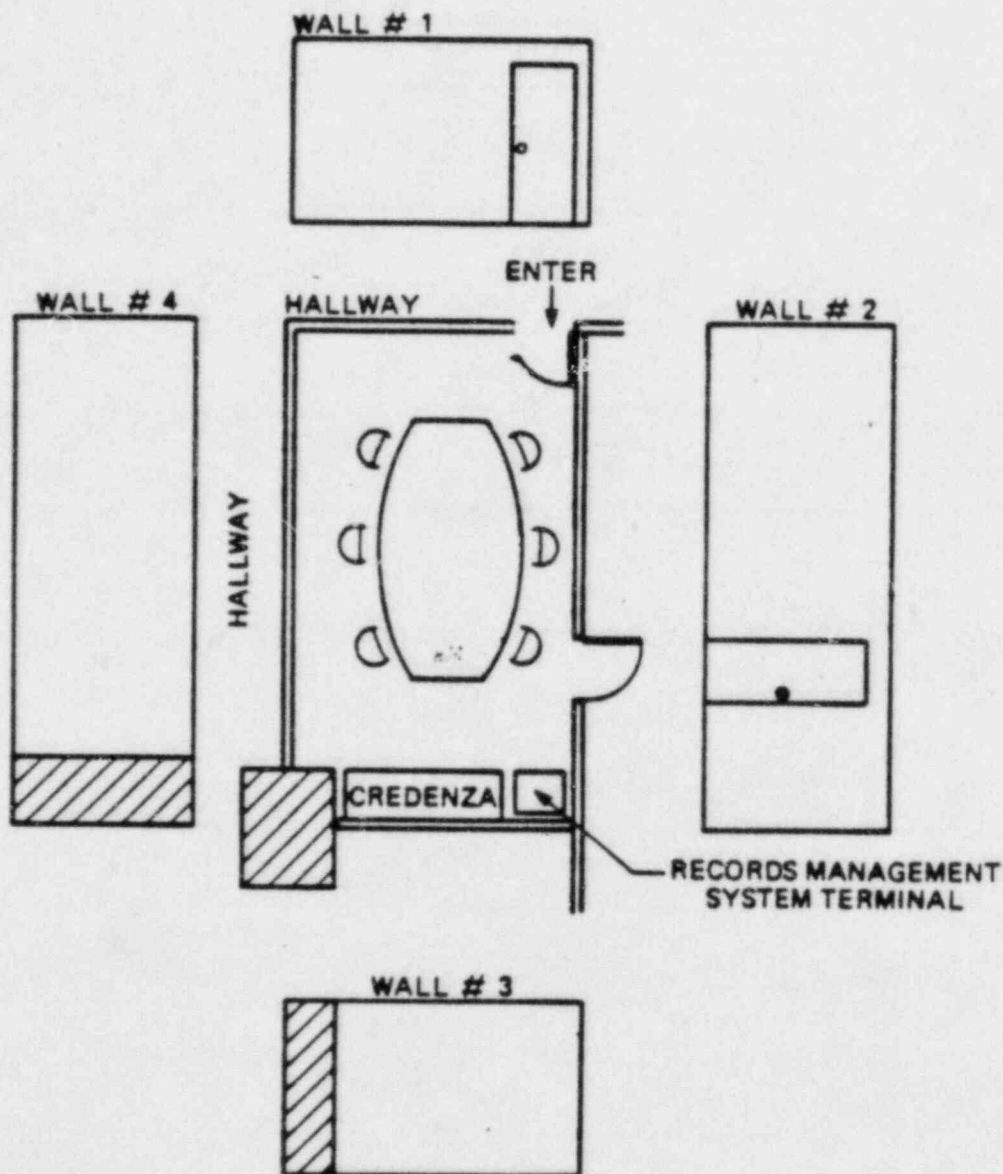
REVISION: 3

ATTACHMENT: 3

DATE: 07/01/85

PAGE 01 OF 02

CIRC OPERATIONAL ROOM SETUP DIAGRAM



PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 1.2 REVISION: 3 ATTACHMENT: 3 DATE: 07/01/85 PAGE 02 OF 02																									
	IMPLEMENTING PROCEDURE																										
TITLE ACTIVATION OF THE CORPORATE INCIDENT RESPONSE CENTER																											
CIRC OPERATIONAL ROOM SETUP DIAGRAM - WALL CHART																											
<div style="margin-bottom: 20px;"> <p style="text-align: center;">WALL # 1 MAPS</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 25%; padding: 10px;">PAZ</td> <td style="width: 25%; padding: 10px;">10 MILE EPZ</td> <td style="width: 25%; padding: 10px;">50 MILE EPZ</td> <td style="width: 25%; padding: 10px; vertical-align: middle;">DOOR</td> </tr> </table> </div> <div style="margin-bottom: 20px;"> <p style="text-align: center;">WALL # 2 CERC PERSONNEL DUTY ROSTER AND ORGANIZATION CHARTS</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 25%; padding: 10px; vertical-align: middle;">CHART 1 OR 2</td> <td style="width: 25%; padding: 10px;">CHART 3</td> <td style="width: 25%; padding: 10px; vertical-align: middle;">CHART 4</td> <td style="width: 25%; padding: 10px; vertical-align: middle;">DOOR</td> </tr> <tr> <td></td> <td style="padding: 10px;">CERC DUTY ROSTER</td> <td></td> <td style="padding: 10px; vertical-align: middle;">CHART 5</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="padding: 10px;">RMS TERMINAL</td> </tr> </table> </div> <div style="margin-bottom: 20px;"> <p style="text-align: center;">WALL # 3 METEOROLOGICAL STATUS</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td colspan="2" style="padding: 10px;">METEOROLOGICAL STATUS</td> <td style="width: 10%; background: repeating-linear-gradient(45deg, transparent, transparent 2px, black 2px, black 4px);"></td> </tr> <tr> <td style="width: 25%; padding: 10px;">RMS TERMINAL</td> <td style="width: 50%; padding: 10px;">CREDENZA</td> <td style="width: 25%; background: repeating-linear-gradient(45deg, transparent, transparent 2px, black 2px, black 4px);"></td> </tr> </table> </div> <div> <p style="text-align: center;">WALL # 4 MESSAGES, PLANT STATUS, AND EMERGENCY ACTION LEVEL CLASSIFICATION</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 25%; padding: 10px;">MESSAGES</td> <td style="width: 50%; padding: 10px;">PLANT STATUS</td> <td style="width: 25%; padding: 10px;">EAL STATUS</td> </tr> </table> </div>			PAZ	10 MILE EPZ	50 MILE EPZ	DOOR	CHART 1 OR 2	CHART 3	CHART 4	DOOR		CERC DUTY ROSTER		CHART 5				RMS TERMINAL	METEOROLOGICAL STATUS			RMS TERMINAL	CREDENZA		MESSAGES	PLANT STATUS	EAL STATUS
PAZ	10 MILE EPZ	50 MILE EPZ	DOOR																								
CHART 1 OR 2	CHART 3	CHART 4	DOOR																								
	CERC DUTY ROSTER		CHART 5																								
			RMS TERMINAL																								
METEOROLOGICAL STATUS																											
RMS TERMINAL	CREDENZA																										
MESSAGES	PLANT STATUS	EAL STATUS																									

EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e. : Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this Form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Clearly record the name of the individual who is calling you or whom you are calling. Also record the individuals emergency response organization title and affiliation (if other than P.G. & E.).
6. Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate.
7. Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission.
8. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

EMERGENCY LOCATION	TODAY'S DATE	PAGE
(1)	(2)	(3)

TIME (2:00 hrs.)	SUMMARY OF ACTIVITY PERFORMED	ENTERED BY (INITIALS)
(4)	(5)	(6)

--	--	--

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET

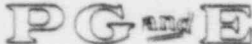

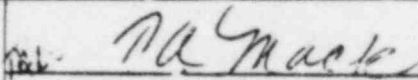
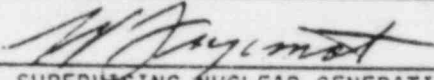
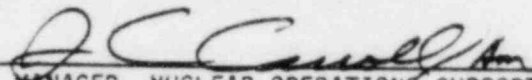
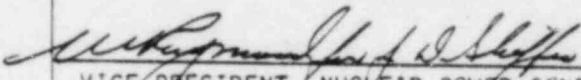
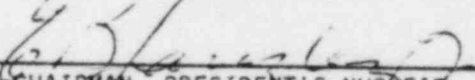
INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e.: Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Enter a summary of the activity being performed.
6. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1 REVISION: 3 DATE: 07/01/85 PAGE 01 OF 07
	IMPLEMENTING PROCEDURE	
	TITLE PLAN MAINTENANCE	
RESPONSIBILITY	SIGNATURE	DATE
	TITLE	
PREPARED BY	 SENIOR NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY, NOS	7/9/85
REVIEWED AND CONCURRED BY	 SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY, NOS	7/10/85
REVIEWED AND CONCURRED BY	 MANAGER, NUCLEAR OPERATIONS SUPPORT	7/11/85
APPROVED BY	 VICE PRESIDENT, NUCLEAR POWER GENERATION	7-11-85
APPROVED BY	 CHAIRMAN, PRESIDENT'S NUCLEAR ADVISORY COMMITTEE	7-13-85

PG&EPACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

PLAN MAINTENANCE

NUMBER: 2.1

REVISION: 3

DATE: 07/01/85

PAGE 02 OF 07

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE PLAN MAINTENANCE		DATE: 07/01/85 PAGE 03 OF 07

I. SCOPE

The scope of this Implementing Procedure is to assign responsibilities and detail tasks necessary to maintain the Corporate Emergency Response Plan (CERP), its Implementing Procedures, and the Nuclear Emergency Response Communications (NERC) Directory.

II. DISCUSSION

Title 10, Code of Federal Regulations, Part 50.47, requires that emergency response plans be reviewed, updated, and certified to be current, on an annual basis. It also requires that telephone numbers in emergency procedures be updated at least quarterly. This procedure outlines the requirements for reviewing and updating the Corporate Emergency Response Plan and provides for disseminating this updated information to Corporate Emergency Response Organization (CERO) personnel.

III. RESPONSIBILITIES

A. Supervising Nuclear Generation Engineer

1. Has overall responsibility for the control and maintenance of the CERP, its Implementing Procedures, and NERC Directory.
2. Shall review, concur with, and approve any and all changes to the CERP, its Implementing Procedures, or NERC Directory.

B. Manager, Nuclear Operations Support (NOS) Department

1. Responsible for providing policy guidance and direction for the CERP, and its related documents, to the Supervising Nuclear Generation Engineer, Personnel and Environmental Safety (P&ES).
2. Receive general policy and direction guidance from the Vice President, Nuclear Power Generation Department.

C. Vice President, Nuclear Power Generation Department

1. Responsible for providing overall policy guidance and direction for the CERP (as part of the overall emergency preparedness program) to the Manager, Nuclear Operations Support.
2. Review and concur with proposed revisions to the CERP and related controlled documents prepared by the Supervising Nuclear Generation Engineer.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	PLAN MAINTENANCE	DATE: 07/01/85 PAGE 04 OF 07

D. Vice Presidents, Department Managers, and Functional Group Coordinators

1. Recommend revisions or changes to the CERP, applicable implementing procedure(s), and procedure attachments, as appropriate.
2. Review and concur with proposed revisions to the CERP or appropriate implementing procedures.
3. Ensure that the CERP and applicable implementing procedure(s) can be implemented efficiently and effectively in the event that the CERP/CERO is activated.

E. President's Nuclear Advisory Committee (PNAC)

Review and approve revisions to the CERP and its Implementing Procedures as provided in Procedure Attachment 1, "Responsibilities for Controlled Document Review and Approval".

IV. INSTRUCTIONS

A. On an annual basis, initiate a review of the CERP and its Implementing Procedures to ensure that:

1. They are current with Federal and State regulatory positions and the emergency plans of interfacing organizations.
2. Improvements identified through training, drills, exercises, evaluations, audits and inspections are incorporated.
3. Implementing Procedures can be implemented efficiently and effectively in the event that the CERP is activated.
4. Appropriate principal and alternate individuals are assigned for all CERO positions.
5. All CERO Departmental/Functional Group notification lists reflect the current emergency response organization and correct emergency notification information.

B. Based on the results of the review, prepare revisions and updates to the following controlled documents:

1. Corporate Emergency Response Plan (CERP)
2. CERP Implementing Procedures
3. Nuclear Emergency Response Communications Directory
4. Emergency Response and Recovery Activities Record

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	PLAN MAINTENANCE	DATE: 07/01/85
		PAGE 05 OF 07

C. Proposed controlled document revisions and changes shall be reviewed, concurred with, and approved as designated in Procedure Attachment 1, "Responsibilities for Controlled Document Review and Approval".

NOTE: The Supervising Nuclear Generation Engineer shall affix his signature, as appropriate, to controlled document revisions and updates prior to forwarding for management review, concurrence, and approval.

D. On a quarterly basis, or when significant changes are known to have occurred, issue updated changes to the following controlled documents:

1. CERP Implementing Procedure Attachments
2. Nuclear Emergency Response Communications Directory

NOTE: The issuance of these updates to controlled documents only requires approval of the Supervising Nuclear Generation Engineer.

NOTE: As appropriate, the various CERO Departmental/Functional Group Coordinators will be contacted to update their respective CERP Implementing Procedure Attachments.

E. Revisions and changes to controlled documents shall be prepared in the format prescribed using Procedure Attachment 6, "Controlled Document Organization and Format".

F. Controlled documents shall be issued to CERO Departmental/Functional Group personnel, appropriate Company officers, and Company emergency response facilities, as follows:

1. Initial issuance of controlled documents should be made using Procedure Attachment 2, "Document Transmittal".
2. Subsequent revisions and updates of controlled documents shall be issued using Procedure Attachment 3, "Notice of Controlled Document Change".
3. Instructions for executing controlled document changes shall be issued with each "Notice of Controlled Document Change" using Procedure Attachment 4, "Controlled Document Transmittal Sheet".
4. Upon determination that controlled documents are no longer needed they should be recalled using Procedure Attachment 5, "Recall of Controlled Document".

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	PLAN MAINTENANCE	DATE: 07/01/85 PAGE 06 OF 07

NOTE: Appropriate records and mailing lists shall be maintained to ensure proper record keeping of controlled documents and their distribution.

- G. Recipients of changes to controlled copies of the CERP and/or NERC Directory are required to complete Procedure Attachment 3, "Notice of Controlled Document Change" and return per instructions on the attachment. Returned Notice of Controlled Document Change forms will be noted on a master log and the master log will be retained in the Quality Assurance Records Management System.

NOTE: Persons who have not returned their Notice of Controlled Document Change form after 30 days should be contacted directly and asked to forward the forms.

- H. Revision lists for each of the following controlled documents should be updated as appropriate:
1. Corporate Emergency Response Plan (CERP)
 2. CERP Implementing Procedures
 3. CERP Implementing Procedure Attachments
 4. Nuclear Emergency Response Communications Directory.
- I. On-The-Spot-Changes (OTSC) to all controlled documents covered by this Procedure may be issued on the Supervising Nuclear Generation Engineer's authority using Procedure Attachment 7, "On-The-Spot-Change" to effect changes to controlled documents which will be included in the applicable documents next revision or update. OTSC's shall be considered part of the changed document unless it is superceded by another OTSC, incorporated in a subsequent document revision or update, or rescinded.
- J. Annually, as a minimum, initiate a review of all existing Letters-of-Agreement for the Diablo Canyon Power Plant Emergency Plan to ensure their validity and effectiveness, and investigate the necessity for formulating new agreements to accommodate changes in the various emergency response organizational structures or methods of operation.
- K. Attachment 9, "CERP/NERC Update Checklist", outlines the various steps required to update and distribute the CERP and/or NERC Directory.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	PLAN MAINTENANCE	DATE: 07/01/85 PAGE 07 OF 07
<p>V. <u>REFERENCES</u></p> <ul style="list-style-type: none">A. Diablo Canyon Power Plant Emergency PlanB. Corporate Emergency Response Plan <p>VI. <u>ATTACHMENTS</u></p> <ul style="list-style-type: none">1. Responsibilities for Controlled Document Review and Approval2. Letter, "Document Transmittal"3. Letter, "Notice of Controlled Document Change"4. Form 69-083, "Controlled Document Transmittal Sheet"5. Letter, "Recall of Controlled Documents"6. Controlled Document Organization and Format7. Form 69-099, "On-The-Spot-Change"8. Form 69-062, "Nuclear Emergency Response Communications Directory"9. CERP/NERC Update Checklist		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 2.1 REVISION: 3
	IMPLEMENTING PROCEDURE		
TITLE	PLAN MAINTENANCE		ATTACHMENT: 1 DATE: 07/01/85 PAGE 01 OF 03

RESPONSIBILITIES FOR DOCUMENT REVIEW AND APPROVAL			
Item	Preparation	Responsibility	
		Review	Approval
Corporate Emergency Response Plan	(See Note 1)	. Vice President, NPG	. Chairman, PNAC . President and Chief Operating Officer . Chairman of the Board and Chief Executive Officer
Implementing Procedures	(See Note 1)		(See Note 2)
1.1		. Mgr., Nuclear Operations Support	
		. Mgr., Nuclear Engineering and Construction Services	
		. Executive VP-Facilities and Electric Resources Development	
1.2		. Mgr., Nuclear Operations Support	
2.1	Senior Engineer -NOS	. Mgr., Nuclear Operations Support	
		. Supervising Nuclear Generation Engineer	
2.2		. Mgr., Nuclear Operations Support	
		. Supervising Nuclear Generation Engineer	
3.1		. Mgr., Agency Relations	
		. Mgr., Governmental and Public Affairs	
		. VP-Governmental Relations	
		. Sr. VP-Corporate Relations	
3.2		. Mgr., News Services	
		. VP-Corporate Communications	
3.3		. Executive VP and General Counsel	
		. VP and General Attorney	
3.4		. Mgr., Insurance	
		. Executive VP and Chief Financial Officer	

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 2.1 REVISION: 3
	IMPLEMENTING PROCEDURE		ATTACHMENT: 1
TITLE PLAN MAINTENANCE		DATE: 07/01/85 PAGE 02 OF 03	

RESPONSIBILITIES FOR DOCUMENT REVIEW AND APPROVAL			
Item	Preparation	Responsibility Review	Approval
Implementing Procedures			
3.5		<ul style="list-style-type: none"> Mgr., Safety, Health, and Claims VP and General Attorney Sr. VP and General Counsel 	
3.6		<ul style="list-style-type: none"> Director of Security VP-General Services 	. Sr.VP-Operations
3.7		<ul style="list-style-type: none"> Mgr., Personnel Relations Sr. VP-Personnel 	
4.1		<ul style="list-style-type: none"> Mgr., Materials VP-General Services Sr. VP-Operations 	
4.2		<ul style="list-style-type: none"> Mgr., Telecommunications Sr. VP-Operations 	
4.3		<ul style="list-style-type: none"> Mgr., Nuclear Operations Support 	
4.4		<ul style="list-style-type: none"> VP-General Construction Executive VP-Facilities and Electric Resources Development 	
4.5		<ul style="list-style-type: none"> VP-Engineering Executive VP-Facilities and Electric Resources Development 	
4.6		<ul style="list-style-type: none"> VP-Computer Systems and Services Executive VP and Chief Financial Officer 	
4.7		<ul style="list-style-type: none"> Mgr., Nuclear Operations Support Executive VP-Facilities and Electric Resources Development 	

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 2.1
	IMPLEMENTING PROCEDURE		REVISION: 3
TITLE		PLAN MAINTENANCE	ATTACHMENT: 1
			DATE: 07/01/85
			PAGE 03 OF 03
RESPONSIBILITIES FOR DOCUMENT REVIEW AND APPROVAL			
		Responsibility	
Item	Preparation	Review	Approval
Implementing Procedures			
4.8		. Regional Manager, Mission Trail Region . Sr. VP-Operations	
4.9		. Manager, Quality Assurance . Executive VP-Facilities and Electric Resources Development	
<p>Note 1: The CERP and all of it's Implementing Procedures require the preparation signature of the Supervising Nuclear Generation Engineer, P&ES Section, unless otherwise noted.</p> <p>Note 2: All CERP Implementing Procedures require the approval of the Vice President, Nuclear Power Generation Department, and the Chairman of the President's Nuclear Advisory Committee.</p>			

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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CERP IP NUMBER: 2.1
 REVISION: 3
 ATTACHMENT: 2
 DATE: 07/01/85
 PAGE 01 OF 01

PG&E
FOR INTRA-COMPANY USES

From Division or Department DEPARTMENT OF NUCLEAR OPERATIONS SUPPORT
 To Division or Department
 FILE NO.
 RE: LETTER OF Document Transmittal
 SUBJECT

1. As a member of the Emergency Response Organization you are assigned a controlled copy of the following documents:

Assigned
Copy Number

_____ Corporate Emergency Response Plan -----
 _____ Nuclear Emergency Response
 _____ Communications Directory -----
 _____ Emergency Response and Recovery
 _____ Activities Record -----
 _____ Other:

2. Please acknowledge your receipt of the above indicated controlled document(s) by signing, dating, and returning this form to T. A. Mack, 77 Beale Street, Room 1403, immediately upon receiving this "Document Transmittal" sheet.

 SIGNATURE OF DOCUMENT HOLDER

 DATE

CERP IP NUMBER: 2.1
REVISION: 3
ATTACHMENT: 3
DATE: 07/01/85
PAGE 01 OF 01

PG&E**FOR INTRA-COMPANY USES**

From Division or Department DEPARTMENT OF NUCLEAR OPERATIONS SUPPORT
To Division or Department 231
FILE NO.
RE: LETTER OF Notice of Controlled Document Change
SUBJECT

1. Controlled document change number _____
2. Please insert the attached material into your controlled copy of the
_____ Corporate Emergency Response Plan (CERP)
_____ Nuclear Emergency Response Communications (NERC) Directory
3. Any change in the Document Holder's name, address, or emergency organization status should be reported to:

T. A. Mack
Nuclear Operations Support Department
77 Beale Street, Room 1403
(Extension) _____

4. RECEIPT ACKNOWLEDGEMENT

I have received and complied with the instructions on the attached "Controlled Document Transmittal Sheet" for the above controlled document change.

SIGNATURE OF DOCUMENT HOLDER

DATE

5. Please sign, date, and return this "Notice of Controlled Document Change" to T. A. Mack, 77 Beale Street, Room 1403.

PG-E	PACIFIC GAS and ELECTRIC COMPANY NUCLEAR PLANT OPERATIONS DEPARTMENT CORPORATE EMERGENCY RESPONSE PLAN	AFFECTED DOCUMENT(S): <input type="checkbox"/> Corporate Emergency Response Plan (CERP) <input type="checkbox"/> Nuclear Emergency Response Communications Directory
	CONTROLLED DOCUMENT TRANSMITTAL SHEET	
Approved: Date:		Change Number: Change Date:
CHANGE(S)	INSTRUCTIONS	CHANGE SUMMARY
<div style="text-align: center;"><input type="checkbox"/> CONTINUED ON REVERSE SIDE</div>		
After revising your controlled document in accordance with the above appropriate instructions place this sheet in the front of the affected document. Future changes will be numbered consecutively. If there are any questions please call:		

CHANGE(S)

INSTRUCTIONS

CHANGE SUMMARY

PG and E

FOR INTRA-COMPANY USES

From Division or Department NUCLEAR OPERATIONS SUPPORT
 To Division or Department
 FILE NO.
 RE: LETTER OF Recall of Controlled Documents
 SUBJECT


CERP IP NUMBER: 2.1
 REVISION: 3
 ATTACHMENT: 5
 DATE: 07/01/85
 PAGE 01 OF 01

Please return the following controlled documents:

DOCUMENT	ASSIGNED COPY NUMBER
Corporate Emergency Response Plan-----	
Nuclear Emergency Response Communications Directory-----	
Emergency Response and Recovery Activities Record-----	

The above documents should be returned to:

T. A. Mack
 Nuclear Operations Support Department
 77 Beale Street, Room 1403

If you have any questions regarding this request please contact T. A. Mack at Extension 

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1 REVISION: 3
	IMPLEMENTING PROCEDURE	ATTACHMENT: 6
TITLE	PLAN MAINTENANCE	DATE: 07/01/85 PAGE 01 OF 02

CONTROLLED DOCUMENT ORGANIZATION AND FORMAT

A. Implementing Procedure Cover Sheet (Form 69-034A)

1. In the identification block in the upper right hand portion of the form enter the following information using capital letters:

NUMBER:
REVISION:
DATE:
PAGE OF

2. In the "Title" block, enter the name of the Implementing Procedure.
3. In the "Responsibility" column, enter the following appropriate entries in capital letters:
 - a. PREPARED BY
 - b. REVIEWED AND CONCURRED BY
 - c. APPROVED BY
4. In the "Signature/Title" column, enter the title of the responsible individual in the lower half of each Responsibility row item.

B. Implementing Procedure Continuation Sheet (Form 69-034B)

1. In the identification block in the upper right hand side of each page on the form, enter the following information:

NUMBER:
REVISION:
DATE:
PAGE OF

2. In the "Title" block enter the title of the Implementing Procedure.
3. Use the format outlined on page 2 of the Implementing Procedure Cover Sheet as shown below:
 - I. SCOPE
 - II. DISCUSSION
 - III. RESPONSIBILITIES
 - IV. INSTRUCTIONS
 - V. REFERENCES
 - VI. ATTACHMENTS
4. Enter all information material within the borders of each page.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 2.1 REVISION: 3
	IMPLEMENTING PROCEDURE	ATTACHMENT: 6
TITLE PLAN MAINTENANCE		DATE: 07/01/85 PAGE 02 OF 02

CONTROLLED DOCUMENT ORGANIZATION AND FORMAT

C. Implementing Procedure Attachments (Form 69-0348)

1. In the identification block in the upper right hand side of each Implementing Procedure Continuation Sheet enter the following information:

NUMBER:
REVISION:
ATTACHMENT:
DATE:
PAGE OF

2. Enter the title of the Attachment immediately below the double line of the heading for each page. A double line should be drawn immediately below the title of the Attachment.
 3. Each Attachment shall have its own unique pagination.
- D. The Corporate Emergency Response Plan shall be formatted in the same manner as the Diablo Canyon Power Plant Emergency Plan.
- E. Nuclear Emergency Response Communications Directory (Form 69-062).
1. Enter the revision number and revision date in the upper right hand side of each page.
 2. Enter all material within the borders of each page.

PG&E	PACIFIC GAS AND ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
ON-THE-SPOT CHANGE		CERP IP NUMBER: 2.1 REVISION: 3 ATTACHMENT: 7 DATE: 07/01/85 PAGE: 01 OF 01
Procedure No. _____ Rev. _____ Title _____	Type of Change: <input type="checkbox"/> PERMANENT <input type="checkbox"/> TEMPORARY Expiration Date _____ Requesting Department _____ Originator _____	
Proposed Changes: (Does this alter the intent of original) <input type="checkbox"/> Yes <input type="checkbox"/> No	<div style="writing-mode: vertical-rl; transform: rotate(180deg); position: absolute; left: -40px; top: 50%; font-weight: bold;">ORIGINATOR</div>	
Reason for Change:		
Authorization: _____ Date: _____		
DISTRIBUTION: <input type="checkbox"/> Same as Original Distribution <input type="checkbox"/> Others _____		
See Reverse Side		

PG&E

PACIFIC GAS AND ELECTRIC COMPANY

CORPORATE EMERGENCY RESPONSE PLAN

ON-THE-SPOT CHANGE

PG&E

PACIFIC GAS and ELECTRIC COMPANY

NUCLEAR PLANT OPERATIONS DEPARTMENT

NUCLEAR EMERGENCY RESPONSE COMMUNICATIONS DIRECTORY

CERP IP NUMBER: 2.1

REVISION: 3

ATTACHMENT: 8

DATE: 07/01/85

PAGE: 01 OF 01

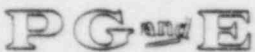

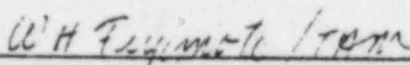

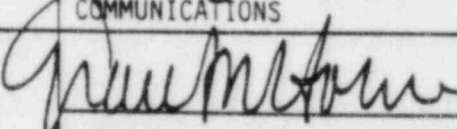
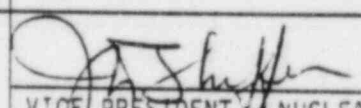
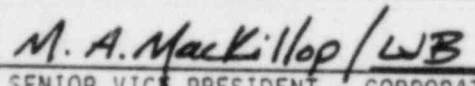
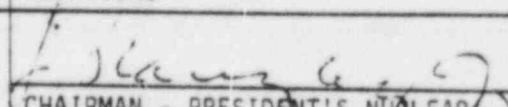
PG&E	PACIFIC GAS and ELECTRIC COMPANY	NUCLEAR PLANT OPERATIONS DEPARTMENT	
NUCLEAR EMERGENCY RESPONSE COMMUNICATIONS DIRECTORY			

CERP/NERC UPDATE CHECKLIST

CERP IP NUMBER: 2.1
REVISION: 3
ATTACHMENT: 9
DATE: 07/01/85
PAGE: 01 OF 01

DATE
COMPLETED

1. Order a sufficient number of inter-departmental envelopes. _____
2. Generate and distribute a letter to departmental/functional group coordinators requesting that they review their applicable implementing procedure and/or notification telephone list (attached). _____
3. Compile changes as they are received; discuss points that may need clarification. _____
4. Double check to ensure that all personnel lists and notification telephone numbers, in all implementing procedure attachments and the directory, are correct and consistent. _____
5. When all changes are complete and agreed upon, submit to word processing. _____
6. Change the Implementing Procedure List and/or Implementing Procedure Attachments List, as appropriate. _____
7. Complete a Controlled Document Transmittal Sheet for both the CERP and NERC Directory. _____
8. Submit the transmittal sheet(s) to the Supervising Nuclear Generation Engineer for approval. _____
9. Complete the Notice of Controlled Document Change form, for both the CERP and NERC Directory. _____
10. Separate cover sheets, the plan, and various implementing procedures with colored sheets of paper (e.g., blue). _____
11. Submit completed "change package(s)" to Reprographics. _____
12. Incorporate any changes to the mailing/distribution list for both CERP and NERC Directory. _____
13. Submit marked-up copy of mailing/distribution list to Office Services. Obtain all six sorts of distribution list. _____
14. Generate two sets of mailing labels for both the CERP and NERC Directory. _____
15. Distribute CERP/NERC document changes to all controlled copy holders, through Company mail. _____
16. Log returned Notice of Controlled Document Change forms. _____

 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 3.2 REVISION: 5 DATE: 07/01/85 PAGE 01 OF 17
	IMPLEMENTING PROCEDURE		
	TITLE CORPORATE COMMUNICATIONS DEPARTMENT		
RESPONSIBILITY	SIGNATURE	DATE	
	TITLE		
PREPARED BY	 SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY	7/2/85	
REVIEWED AND CONCURRED BY	 ASST. TO VICE PRESIDENT - CORPORATE COMMUNICATIONS	7/16/85	
REVIEWED AND CONCURRED BY	 VICE PRESIDENT - CORPORATE COMMUNICATIONS	7/17/85	
APPROVED BY	 VICE PRESIDENT - NUCLEAR POWER GENERATION	7/18/85	
APPROVED BY	 SENIOR VICE PRESIDENT - CORPORATE RELATIONS	7/22/85	
APPROVED BY	 CHAIRMAN - PRESIDENT'S NUCLEAR ADVISORY COMMITTEE	7/22	

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2 REVISION: 5 DATE: 07/01/85 PAGE 02 OF 17
	IMPLEMENTING PROCEDURE	
TITLE CORPORATE COMMUNICATIONS DEPARTMENT		

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG&E**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN****IMPLEMENTING PROCEDURE****TITLE****CORPORATE COMMUNICATIONS DEPARTMENT**

NUMBER: 3.2

REVISION: 5

DATE: 07/01/85

PAGE 03 OF 17

I. SCOPE

This Implementing Procedure applies to all activities of the Corporate Communications Department in coordinating with local, State, and Federal agencies in the preparation and distribution of public information to the news media in the event the Corporate Emergency Response Plan (CERP) is activated.

II. DISCUSSION

This Implementing Procedure provides guidelines and instructions to the Corporate Communications Department Corporate Emergency Response Organization (CERO) personnel for preparation and release of public information in cooperation with the San Luis Obispo County Public Information Officer (PIO) in the event the CERP is activated.

A Media Center has been established to facilitate a coordinated public information effort by PGandE, San Luis Obispo County, State and Federal agencies. At the Media Center, under the direction of San Luis Obispo County, public information will be issued through the news media. The Media Center is located at the Cuesta College Auditorium approximately one mile from the Emergency Operations Facility (EOF).

III. RESPONSIBILITIES

- A. The Departmental CERO coordinator for this CERP Implementing Procedure is the Public Information Recovery Manager (See Procedure Attachment 2).
- B. Corporate Communications Department personnel with CERO positions, should perform their assigned tasks as provided in this Implementing Procedure.
- C. Implementing Procedure Attachment 1, "Department Organizational Relationships" designates Departmental lines of authority and coordination in the event the CERP is activated.

IV. INSTRUCTIONS**A. Public Information Recovery Manager**

- 1. Receive notification from the Recovery Manager that the CERP has been activated (See Procedure Attachment 3).

NOTE: CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization" describes the activation of the CERP.

- 2. Determine from the Recovery Manager the following information:
 - a. Emergency action level classification in effect.
 - b. Current information on Plant status.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	DATE: 07/01/85 PAGE 04 OF 17

- c. Nature of any protective action recommendations made to the County.
- d. Potential for release of radioactive materials from the Plant.
- e. Special instructions from the Recovery Manager for the Departmental emergency response effort.

3. Upon receipt of the event notification by the Recovery Manager the Public Information Recovery Manager shall establish contact with and provide a brief summary of the event to the following Departmental CERO personnel along with any instructions for the emergency response effort, as appropriate:
 - a. Interim Public Information Recovery Manager
 - b. Corporate Public Information Coordinator
 - c. Media Center Representative

NOTIFICATION OF UNUSUAL EVENT

4. If the emergency classification is a Notification of Unusual Event, direct the Departmental emergency response effort.
5. Prepare or direct the preparation of news releases and/or standby statements from information provided by any or all of the following CERO personnel:
 - a. Recovery Manager
 - b. Corporate Division Coordinator
 - c. Site Emergency Coordinator
6. Submit news releases to the Recovery Manager or Site Emergency Coordinator for approval.
7. Periodically distribute approved news releases.
8. Determine if news media notice of the Notification of Unusual Event needs to be disseminated beyond San Luis Obispo County.

NOTE: The San Luis Obispo County Media Center will not be activated for a Notification of Unusual Event emergency action level classification.

9. Upon direction by the Recovery Manager deactivate the Departmental emergency response effort.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	DATE: 07/01/85
		PAGE 05 OF 17

ALERT, SITE AREA, OR GENERAL EMERGENCY

10. If the emergency classification is an Alert, Site Area, or General Emergency, and when directed by the Recovery Manager, proceed to the EOF using the instructions in Procedure Attachment 5, "Emergency Transportation Instructions".
11. Upon arrival at the EOF notify the Recovery Manager (or Advisor to the County Emergency Organization if the Recovery Manager has not arrived at the EOF) and relieve the Interim Public Information Recovery Manager.
12. Ensure that an initial news release, approved by Site Emergency Coordinator or the Recovery Manager, has been forwarded to the County Public Information Officer within 2 hours after declaration of an Alert or higher emergency classification. After the first release, information will be released as often as necessary.

NOTE: All Company news releases should be coordinated with the Technical Assistant to the Public Information Recovery Manager to assure technical accuracy.

13. Submit news releases to the Recovery Manager for approval.
14. Upon approval of each news release by the Recovery Manager, issue copies to the following personnel and emergency response facilities:
 - a. Media Center Representative
 - b. San Luis Obispo County Public Information Officer
 - c. Emergency Operations Facility
 - d. Emergency Operations Center
 - e. Unified Dose Assessment Center
 - f. Corporate Incident Response Center
 - g. Corporate Public Information Coordinator

NOTE: The Company will issue news releases to the news media until such time as the San Luis Obispo County Media Center has been activated.

NOTE: Upon activation of the SLO County Media Center all news releases will be coordinated with the County PIO before being issued to the media. Distribution of approved news releases will also be made in San Francisco at the San Francisco Media Center (245 Market Street, Conference Rooms A and B).

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	DATE: 07/01/85 PAGE 06 OF 17

15. Receive authorization from the Recovery Manager for any news media visits to the Plant site.
16. Coordinate all news media visits to the Plant site which are approved by the Recovery Manager.
17. Upon direction by the Recovery Manager, deactivate the Corporate Communications Department emergency response effort.

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

18. Provide direction to the Corporate Public Information Coordinator for Departmental support from the General Office.
19. Ensure continuous 24-hour Departmental emergency response operations.
20. Log all incoming and outgoing communications which are related to the Department's emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder at the EOF by the end of each duty shift change.

21. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder at the EOF by the end of each duty shift change.

B. Corporate Public Information Coordinator

1. Receive event notification from the Public Information Recovery Manager that the CERP has been activated.

NOTE: CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization" describes the activation of the CERP.

2. Determine from the Public Information Recovery Manager the following information:

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	DATE: 07/01/85 PAGE 07 OF 17

- a. Emergency action level classification in effect.
- b. Current information on Plant status.
- c. Nature of any protective action recommendations made to the County.
- d. Potential for release of radioactive materials from the Plant.
- e. Special instructions for the Corporate Communications Department emergency response effort.

3. Establish contact with and provide a brief summary of the event to the News Director; give any instructions or directions to the News Director that are necessary to the emergency response effort.

NOTIFICATION OF UNUSUAL EVENT

4. If the emergency classification is a Notification of Unusual Event, stand by and await further instructions from the Public Information Recovery Manager.

ALERT, SITE AREA, OR GENERAL EMERGENCY

5. If the emergency classification is an Alert, Site Area, or General Emergency, proceed to the General Office, when directed, and coordinate the Department's General Office emergency response activities.
6. When instructed by the PIRM, or when circumstances require, direct the News Director to activate the San Francisco Media Center in Conference Rooms A and B, 245 Market Street.
7. Alert the Corporate Telecommunications Coordinator to any potential need for prearranged telecommunications capabilities for the News Services Department or Media Center in San Francisco.
8. If requested by the Recovery Manager, assign Departmental personnel to the San Luis Obispo area to provide assistance.
9. Ensure continuous 24-hour Departmental emergency response operations at the General Office.

PG-7E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2 REVISION: 5
	IMPLEMENTING PROCEDURE	
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	DATE: 07/01/85 PAGE 08 OF 17

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

10. Log all incoming and outgoing communications which are related to the Department's emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Corporate Public Information Coordinator's "Emergency Response and Recovery Activities Record" binder by the end of each duty shift.

11. Maintain a written record of pertinent Departmental emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Corporate Public Information Coordinator's "Emergency Response and Recovery Record" binder by the end of each duty shift change.

C. Interim Public Information Recovery Manager

1. Receive event notification from the Public Information Recovery Manager or the Plant that the CERP has been activated.
2. Determine from the Public Information Recovery Manager or the Plant, as appropriate, the following information:
 - a. Emergency action level classification in effect.
 - b. Current information on Plant status.
 - c. Nature of any protective action recommendations made to the County.
 - d. Potential for release of radioactive materials from the Plant.
 - e. Special instructions for the Corporate Communications Department emergency response effort.

NOTIFICATION OF UNUSUAL EVENT

3. If the emergency classification is a Notification of Unusual Event assist the Public Information Recovery Manager in the preparation and release of news releases.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	DATE: 07/01/85 PAGE 09 OF 17

ALERT, SITE AREA, OR GENERAL EMERGENCY

4. From the roster of persons assigned as backups to the Interim Public Information Recovery Manager, locate and assign an interim Media Center Representative to go to the Media Center and coordinate with San Luis Obispo County officials in opening the Center.
5. Proceed to the EOF in San Luis Obispo and establish the Public Information Recovery Manager's operation there.
6. Activate the NOTEPAD Computer Conferencing System located in the EOF.
7. Perform the tasks for the Public Information Recovery Manager as specified in this CERP Implementing Procedure until relieved by the Public Information Recovery Manager.
8. Upon being relieved by the Public Information Recovery Manager assume the title and responsibilities of the Public Information Specialist.

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

9. Log all incoming and outgoing communications which are related to the Department's emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder at the EOF by the end of each duty shift.

10. Maintain a written record of pertinent Departmental emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Public Information Recovery Manager's "Emergency Response and Recovery Record" binder at the EOF by the end of each duty shift change.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	PUBLIC RELATIONS DEPARTMENT	DATE: 07/01/85 PAGE 10 OF 17

D. News Director

1. Receive event notification from the Corporate Public Information Coordinator that the Corporate Emergency Response Plan has been activated.
2. Determine from the Corporate Public Information Coordinator the following information:
 - a. Emergency action level classification in effect.
 - b. Current information on Plant status.
 - c. Nature of any protective action recommendations made to the County.
 - d. Potential for release of radioactive materials from the Plant.
 - e. Special instructions for the emergency response effort.

NOTIFICATION OF UNUSUAL EVENT

3. If the emergency classification is a Notification of Unusual Event stand by and await further instructions from the Corporate Public Information Coordinator.
4. Assure that Departmental duty personnel have been advised of Plant status and are prepared to respond to news media inquiries.

ALERT, SITE AREA, OR GENERAL EMERGENCY

5. Proceed, when directed, to the GO News Services Department (77 Beale Street, Rm. 1730).
6. Upon arrival at News Services establish an operation to manage and coordinate the emergency response activities of News Services under the direction of the Corporate Public Information Coordinator.
7. Ensure that News Services NOTEPAD Computer Conferencing System is activated.
8. When instructed by the Corporate Public Information Coordinator, activate and direct operation of the San Francisco Media Center (245 Market Street, Conference Rooms A and B).

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2 REVISION: 5
	IMPLEMENTING PROCEDURE	DATE: 07/01/85 PAGE 11 OF 17
TITLE	PUBLIC RELATIONS DEPARTMENT	

9. Issue approved news releases to the news media as directed by the Corporate Public Information Coordinator.
10. Be responsible for forwarding by quickest means all approved news releases and bulletins to:
 - a) Corporate Public Information Coordinator
 - b) Corporate Incident Response Center
 - c) Corporate Governmental Relations Coordinator
 - d) Corporate Law Department Coordinator
 - e) PGandE regions, offices and other locations as the Corporate Public Information Coordinator deems necessary.
11. Ensure continuous 24 hour operations of News Services and the Media Center in San Francisco.
12. At the direction of the Corporate Public Information Coordinator, deactivate the San Francisco Media Center, Departmental emergency response operations, and activities at the General Office News Bureau.

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

13. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Logs Sheets" shall be forwarded to the Corporate Public Information Coordinator's "Emergency Response and Recovery Activities Record" binder by the end of each duty shift change.
14. Maintain a written record of pertinent Departmental emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be forwarded to the Corporate Public Information Coordinator's "Emergency Response and Recovery Activities Record" binder at the end of each duty shift change.
15. Maintain a file of all news releases and other public statements issued from the Department's News Bureau (regarding the emergency) and the Media Center in San Francisco.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	PUBLIC RELATIONS DEPARTMENT	DATE: 07/01/85 PAGE 12 OF 17

16. Maintain a current record of all news media inquiries made to the Department's News Bureau (regarding the emergency) using Procedure Attachment 6, "Record of News Media Inquiries".

E. Public Information Specialist

1. This position is filled by the Interim Public Information Recovery Manager after being relieved by the Public Information Recovery Manager upon arrival at the Emergency Operations Facility in San Luis Obispo.

NOTIFICATION OF UNUSUAL EVENT

2. Under this emergency classification this CERO position normally will not be activated.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Assist the Public Information Recovery Manager in the preparation of news releases.

4. Operate the NOTEPAD Computer Conferencing System at the Emergency Operations Facility.

NOTE: The NOTEPAD Computer Conferencing System station at the Emergency Operations Facility serves as the Company NOTEPAD System net controller

5. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be forwarded to the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder by the end of each duty shift change.

6. Maintain a written record of pertinent Departmental emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be forwarded to the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder in the Emergency Operations Facility by the end of each duty shift change.

F. Media Center Representative

1. Receive event notification from the Public Information Recovery Manager that the CERP has been activated.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	PUBLIC RELATIONS DEPARTMENT	DATE: 07/01/85 PAGE 13 OF 17

2. Determine from the Public Information Recovery Manager the following information:
 - a. Emergency action level classification in effect.
 - b. Current information on Plant status.
 - c. Nature of any protective action recommendations made to the County.
 - d. Potential for release of radioactive materials from the Plant.
 - e. Special instructions for the Departmental emergency response effort.

NOTIFICATION OF UNUSUAL EVENT

3. If the emergency classification is a Notification of Unusual Event stand by and await further instructions from the Public Information Recovery Manager.

ALERT, SITE AREA, OR GENERAL EMERGENCY

4. If the emergency classification is an Alert, Site Area, or General Emergency, proceed, when directed, to the San Luis Obispo County Media Center at Cuesta College and establish an operation there. Transportation arrangements to the San Luis Obispo County area will be made in accordance with the instructions in Procedure Attachment 5, "Emergency Transportation Instructions".
5. Manage and coordinate the activities of Departmental personnel assigned to the Media Center.
6. Ensure the activation and operation of the Company NOTEPAD Computer Conferencing System station at the Media Center.
7. Upon receipt of approved news releases from the Public Information Recovery Manager coordinate release to the news media with the San Luis Obispo County Public Information Officer.
8. Inform the Public Information Recovery Manager on the status of Media Center activities regularly.
9. Receive and forward to the Public Information Recovery Manager all requests to allow news media visits to the Plant site.
10. Assist the Public Information Recovery Manager in planning and coordinating the activities of news media visitors allowed onsite.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	PUBLIC RELATIONS DEPARTMENT	DATE: 07/01/85 PAGE 14 OF 17

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

11. Log all incoming and outgoing communications related to the emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".
 NOTE: Completed "Emergency Communications Log Sheets" shall be forwarded to the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder by the end of each duty shift change.
12. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".
 NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be forwarded to the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder by the end of each duty shift change.
14. Maintain a duty roster of all employees assigned to the Departmental recovery operations in San Luis Obispo and transmit roster to the Corporate Public Information Coordinator.

G. Technical Advisor to the Public Information Recovery Manager

1. Receive event notification that the CERP has been activated.

NOTIFICATION OF UNUSUAL EVENT

2. Under this emergency classification this CERO position normally will not be activated.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. If the emergency classification is an Alert, Site Area, or General Emergency, proceed, as directed, to the EOF in San Luis Obispo County.
4. Upon arrival at the EOF, notify the Public Information Recovery Manager.
5. Assist the Public Information Recovery Manager to ensure the proper use of terminology and the technical accuracy of news releases and statements and to interpret technical material to the media at news briefings.

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

6. Log all incoming and outgoing communications related to the emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	PUBLIC RELATIONS DEPARTMENT	DATE: 07/01/85 PAGE 15 OF 17

NOTE: Completed "Emergency Communications Log Sheets" shall be forwarded to the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder by the end of each duty shift change.

7. Maintain a written record of emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be forwarded to the "Emergency Response and Recovery Activities Record" binder which is retained by the Public Information Recovery Manager by the end of each duty shift change.

H. Technical Advisor to the Media Center Representative

1. Receive event notification that the CERP has been activated.

NOTIFICATION OF UNUSUAL EVENT

2. Under this emergency classification this CERO position normally will not be activated.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. If the emergency classification is an Alert, Site Area, or General Emergency, proceed, as directed, to the San Luis Obispo County Media Center at Cuesta College auditorium.

4. Upon arrival at the San Luis Obispo County Media Center at Cuesta College auditorium, notify the Media Center Representative.

5. Assist the Media Center Representative to ensure the proper use of terminology and the technical accuracy of news releases and statements and to interpret technical material to the media at news briefings.

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

6. Log all incoming and outgoing communications related to the emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be forwarded to the Public Information Recovery Manager's "Emergency Response and Recovery Activities Record" binder by the end of each duty shift change.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	PUBLIC RELATIONS DEPARTMENT	DATE: 07/01/85 PAGE 16 OF 17

7. Maintain a written record of emergency response and recovery activities using Procedure Attachment 8, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be forwarded to the "Emergency Response and Recovery Activities Record" binder which is retained by the Public Information Recovery Manager by the end of each duty shift change.

I. Technical Assistant to the News Director

1. Receive event notification from the News Director that the Corporate Emergency Response Plan has been activated.
2. Determine from the News Director the following information:
 - a. Emergency action level classification in effect.
 - b. Current information on Plant status.
 - c. Nature of any protective action recommendations made to the County.
 - d. Potential for release of radioactive materials from the Plant.
 - e. Special instructions for the Public Information Department emergency response effort.

NOTIFICATION OF UNUSUAL EVENT

3. If the emergency classification is a Notification of Unusual Event, stand by and await further instructions from the News Director.

ALERT, SITE AREA, OR GENERAL EMERGENCY

4. If the emergency classification is an Alert, Site Area, or General Emergency, proceed to the News Services Department (77 Beale Street, Room 1730).
5. Upon arrival at News Services, notify the News Director.
6. Assist the News Director as a technical resource, as requested.
7. Establish contact with the Technical Assistant to the Public Information Recovery Manager at the Emergency Operations Facility.

PG-9E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	PUBLIC RELATIONS DEPARTMENT	DATE: 07/01/85 PAGE 17 OF 17

ALL EMERGENCY ACTION LEVEL CLASSIFICATIONS

8. Log all incoming and outgoing communications related to the emergency response effort using Procedure Attachment 7, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be forwarded to the Department's "Emergency Response and Recovery Activities Record" binder which is retained by the Corporate Public Information Coordinator by the end of each duty shift change.

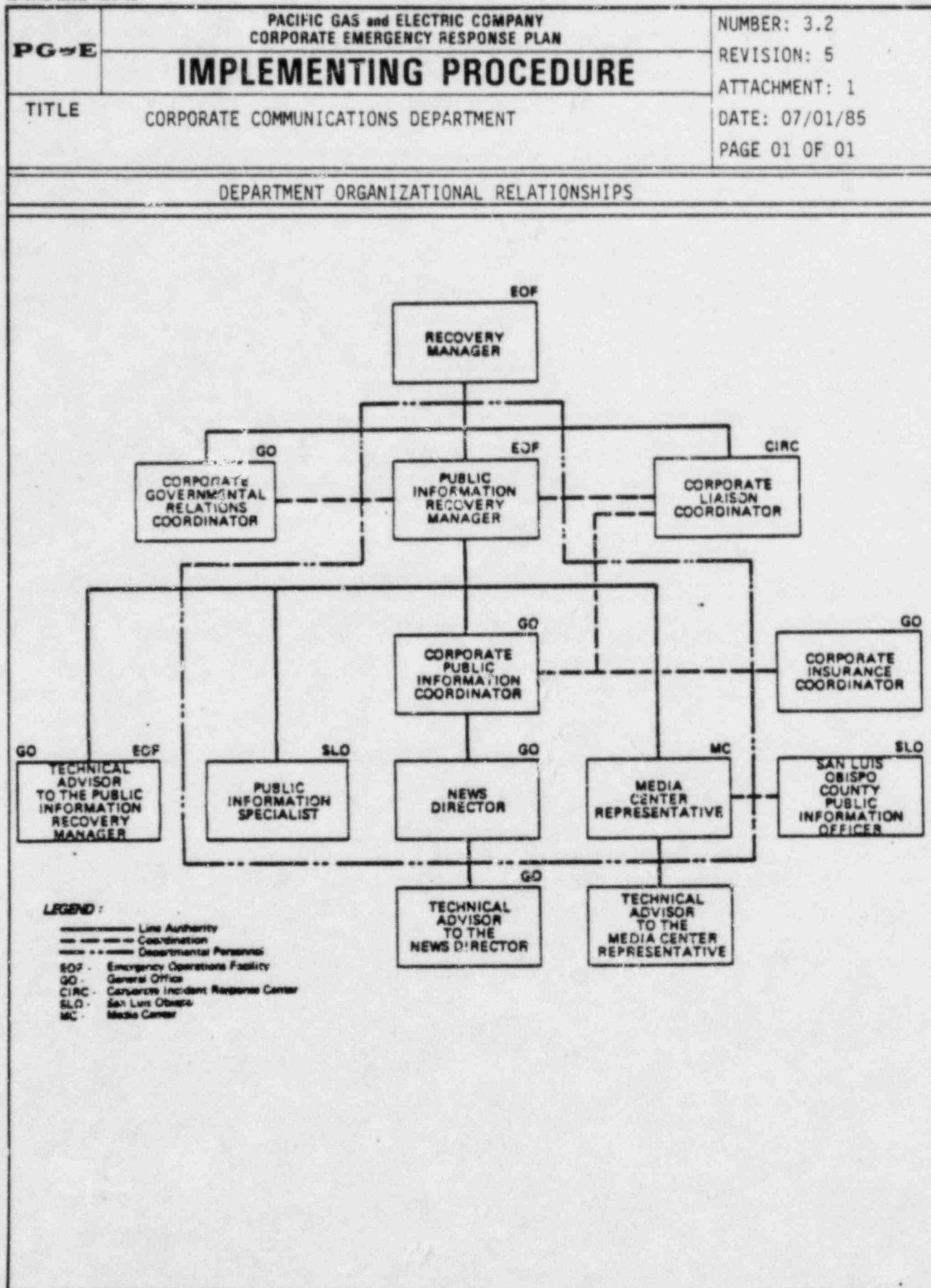
V. REFERENCES

- A. Corporate Emergency Response Plan
- B. San Luis Obispo County Nuclear Power Plant Emergency Response Plan
- C. Nuclear Plant Operations Department Administrative Procedure NPAP A-9, "Public Announcements Involving Nuclear Plant Operations".
- D. Diablo Canyon Power Plant Emergency Plan Emergency Procedure EP OR-2, "Release of Information to the Public."

VI. ATTACHMENTS

- 1. Department Organizational Relationships
- 2. Emergency Plan Titles, Personnel Assignments, and Notification List
- 3. Emergency Organization Contact List
- 4. News Media Notification List
- 5. Emergency Transportation Instructions
- 6. Form 69-100, "Record of News Media Inquiries"
- 7. Form 69-084, "Emergency Communications Log Sheet"
- 8. Form 69-085, "Emergency Response and Recovery Activities Log Sheet"

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		
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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

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PG-E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN


IMPLEMENTING PROCEDURE

TITLE
CORPORATE COMMUNICATIONS DEPARTMENT

NUMBER: 3.2
REVISION: 5
ATTACHMENT: 2
DATE: 07/01/85
PAGE 01 OF 02

EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST

EMERGENCY PLAN TITLES	NAME		HOME PHONE
	NON EMERGENCY TITLE		BUSINESS PHONE
Public Information Recovery Manager	1.	<u>D. M. Monfried</u> Mgr., News Services	
	2.	<u>C. H. Peterson</u> Sr. Pub. Info. Rep.	
	3.	<u>R. S. Weinberg</u> DCNPP News Rep.	
	4.	<u>C. A. Johnson</u> News Rep.	
Corporate Public Information Coordinator	1.	<u>H. N. Peelor</u> Mgr., Special Projects	
	2.	<u>R. H. Miller</u> Mgr., Advertising Dept.	
	3.	<u>C. G. Poncelet</u> Mgr., Comm. Planning	
Interim Public Information Recovery Manager	1.	<u>R. S. Weinberg</u> DCNPP News Rep.	
	2.	<u>Missie Hobson</u> Prjt. Information Spec.	
	3.	<u>P. M. Zweifel</u> Director, Energy Information Center	
News Director	1.	<u>D. R. Hanes</u> Director, Print Media Relations	
	2.	<u>R. Palm-Bradley</u> Public Information Supvr.	
	3.	<u>R. R. Rutkowski</u> Sr. Public Info. - Rep.	
	4.	<u>J. M. Stewart</u> Public Info. - Rep.	

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 3.2 REVISION: 5 ATTACHMENT: 2 DATE: 07/01/85 PAGE 02 OF 02
	IMPLEMENTING PROCEDURE		
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT		
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST			
	NAME	HOME PHONE	
EMERGENCY PLAN TITLES	NON EMERGENCY TITLE	BUSINESS PHONE	
Media Center Representative	1. <u>R. P. Davin</u> Sr. Public-Info. Rep. 2. <u>G. C. Sarkisian</u> Public Information Rep. 3. <u>J. M. Kilpatrick</u> Director, Broadcast News Services 4. <u>P. M. Zweifel</u> Director, Energy Information Center		
Technical Advisor to the Public Information Recovery Manager	1. <u>B. A. Locante</u> Power Production Engineer 2. <u>W. J. Kelly</u> Power Production Engr.		
Technical Advisor to the News Director	1. <u>B. E. Thinger</u> Nuclear Generation Engr. 2. <u>A. W. Medcalf</u> Supervising Nuclear Generation Engineer		
Public Information Specialist	1. <u>G. S. Pruett</u> Assit. to VP-Corp. Comm. 2. <u>VACANT</u>		
Technical Advisor to the Media Center Representative	1. <u>W. J. Keyworth</u> Power Production Engineer 2. <u>W. B. McLane</u> Planning Supervisor		

PG-9E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

CORPORATE COMMUNICATIONS DEPARTMENT

NUMBER: 3.2

REVISION: 5

ATTACHMENT: 3

DATE: 07/01/85

PAGE 01 OF 03

EMERGENCY ORGANIZATION CONTACT LIST

ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION
BUSINESS PHONE	EMERGENCY PHONE	
Recovery Manager	1. J. D. Shiffer	EOF
	2. W. A. Raymond	
	3. J. D. Townsend	
	4. R. C. Thornberry	
Corporate Liaison Coordinator	1. R. J. McDevitt	CIRC
	2. J. C. Carroll	
	3. T. A. Moulia	
Corporate Technical and Logistical Coordinator	1. G. H. Moore	CIRC
	2. J. B. Hoch	
	3. M. R. Tresler	

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	ATTACHMENT: 3
		DATE: 07/01/85
		PAGE 02 OF 03

EMERGENCY ORGANIZATION CONTACT LIST

ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION
	BUSINESS PHONE	EMERGENCY PHONE
San Luis Obispo County Public Information Officer	1. D. Hayward	EOC
	2. P. Crawford	
	3. Steve Keil	
	4. P. Hood	
Corporate Governmental Relations Coordinator	1. G. A. Blanc	General Office
	2. R. F. Nichols	
	3. J. R. Torrens	
Onsite Attorney (if assigned)	1. R. F. Locke	EOC
	2. D. G. Lubbock	
	3. D. A. Oalesby	

PG 7 E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

CORPORATE COMMUNICATIONS DEPARTMENT

NUMBER: 3.2

REVISION: 5

ATTACHMENT: 3

DATE: 07/01/85

PAGE 03 OF 03

EMERGENCY ORGANIZATION CONTACT LIST

ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION
	BUSINESS PHONE	EMERGENCY PHONE

Corporate Regional
Coordinator

1. D. L. Kennady

SLO

2. D. J. Stornetta

3. R. J. McKell

4. W. E. Argo

5. Alternate Number

Morro Bay
Switching StationCorporate Tele-
communications
Coordinator



1. R. A. Johnson

General Office

2. A. J. Nevolo

3. C. D. Gilson

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		
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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 3.2
	IMPLEMENTING PROCEDURE		REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT		ATTACHMENT: 4
			DATE: 07/01/85
			PAGE 01 OF 01
NEWS MEDIA NOTIFICATION LIST			
ORGANIZATION	LOCATION	BUSINESS PHONE	
Associated Press (AP)	San Luis Obispo Area		
United Press International (UPI)			
KVEC KSBY-TV KUNA KATV			
Business Wire	San Francisco Area Boston Area		
		After Hours Home Phone	
- Lorry I. Lokey			
- Chet Herald Jr.			
- Patricia Canary			
- Barry M. Brooks			
- John M. Williams			

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		
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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	ATTACHMENT: 5
		DATE: 07/01/85
		PAGE 01 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel

1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:

- . Recovery Manager
- . Operations and Analytical Recovery Manager
- . Engineering and Logistics Recovery Manager
- . Radiological Emergency Recovery Manager
- . Public Information Recovery Manager
- . Media Center Representative

All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.

2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:

- a. Corporate Aircraft

- 1) Oakland Airport Hanger #8.....

- b. Oakland Executive Air Terminal.....
(ask for PGandE Transportation Coordinator)

- c. 24-hour Fixed Wing Air Charter Services:

- 1) Cal-West Aviation (Concord).....

- 2) Coastal Air (San Luis Obispo).....

- 3) Golden Gate Piper (San Carlos).....

- 4) Corporate Aviation Services (San Jose).....

- 5) Pacific States Aviation, Inc. (Concord).....

- 6) Air San Luis (San Luis Obispo).....

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2 REVISION: 5 ATTACHMENT: 5 DATE: 07/01/85 PAGE 02 OF 04
	IMPLEMENTING PROCEDURE	
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<p>A. Critical Emergency Response Organization Personnel (Cont'd.)</p> <p>d. 24-hour Helicopter Air Charter Services (in order of preference):</p> <ol style="list-style-type: none"> 1) Aris Helicopters, Ltd. (San Jose)..... 2) Helicopters Unlimited, Inc. (Oakland)..... 3) Astrocopters (Oakland)..... 4) Crane Helicopter Services (Fremont)..... <p>e. The telephone company yellow pages list additional air charter services.</p> <p>f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.</p> <p>To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:</p> <ol style="list-style-type: none"> 1) During normal office hours Golden Gate Division..... 2) During non-office hours and holidays Oakland Dispatch Center..... <p>Communications with CHP personnel should reference the CHP Golden Gate Division S.O.P. 3.48 which describes the emergency transportation services the CHP will provide.</p> <p>g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.</p>		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.2
	IMPLEMENTING PROCEDURE	REVISION: 5
TITLE	CORPORATE COMMUNICATIONS DEPARTMENT	ATTACHMENT: 5
		DATE: 07/01/85
		PAGE 03 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

B. Other Emergency Response Organization Personnel

1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE.

2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners:

a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are:



If these lines are busy, the following alternate telephone numbers should be used:



b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions).

NOTE: Personnel are advised to bring only a minimum amount of baggage.

c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability.

3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information.

4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area.

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

CORPORATE COMMUNICATIONS DEPARTMENT

NUMBER: 3.2

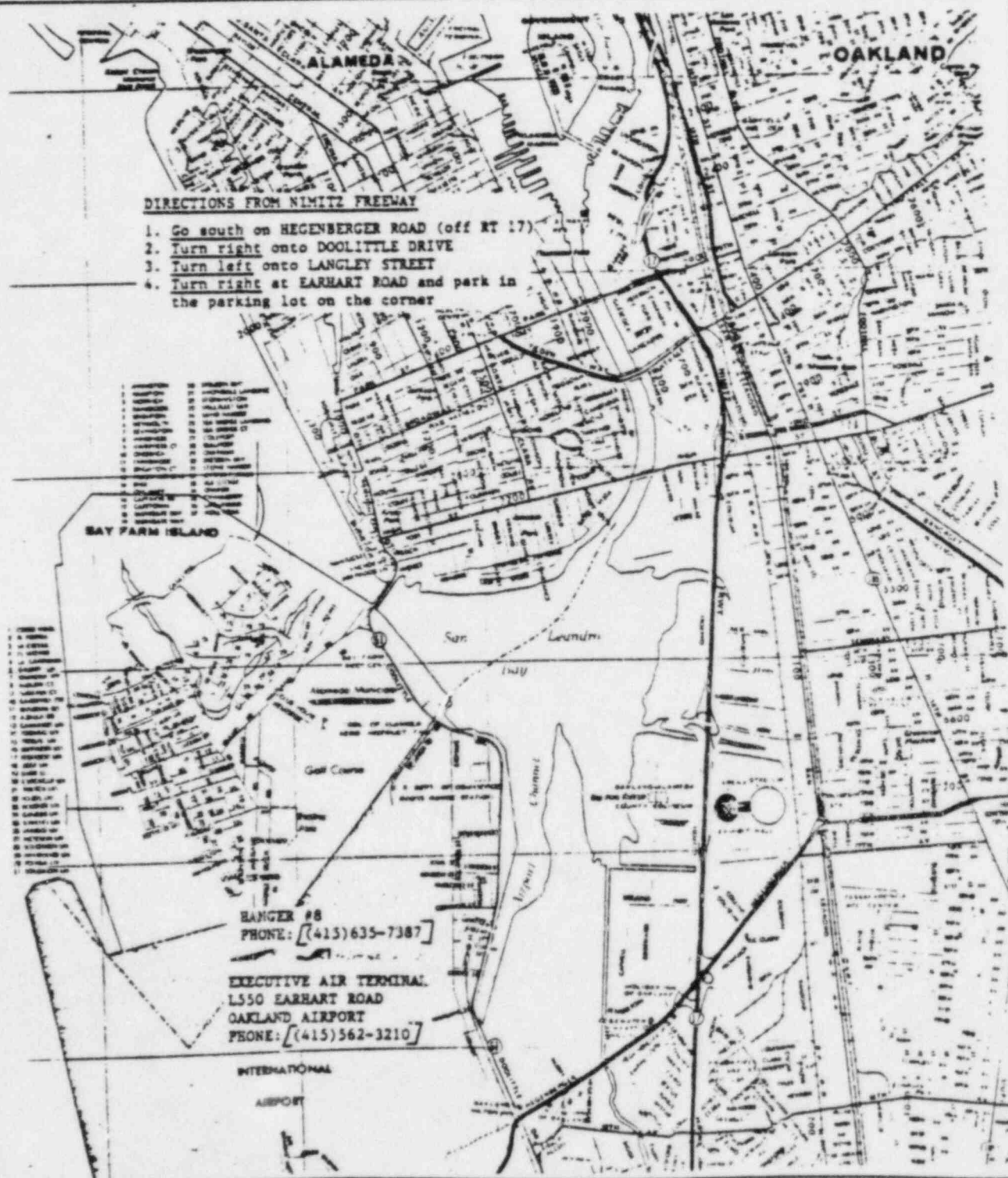
REVISION: 5

ATTACHMENT: 5

DATE: 07/01/85

PAGE 04 OF 04

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



PACIFIC GAS AND ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

Page _____ Of _____

RECORD OF NEWS MEDIA INQUIRIES

[illegible]

EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this Form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Clearly record the name of the individual who is calling you or whom you are calling. Also record the individuals emergency response organization title and affiliation (if other than P.G.&E.).
6. Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate.
7. Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission.
8. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
PG&E		EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET	
EMERGENCY LOCATION		TODAY'S DATE	PAGE
(1)		(2)	(3)
TIME (2400 hrs.)	SUMMARY OF ACTIVITY PERFORMED		ENTERED BY
(4)	(5)		(6) (INITIALS)

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET

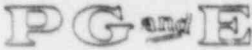

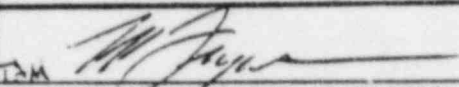
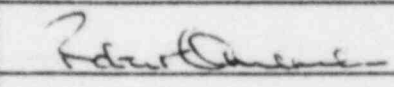
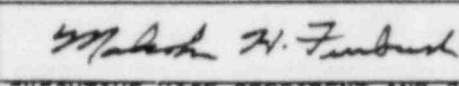
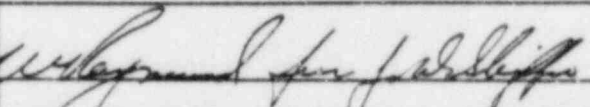
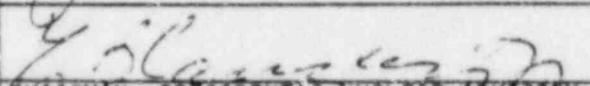
INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e.; Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Enter a summary of the activity being performed.
6. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3 REVISION: 3 DATE: 07/01/85 PAGE 01 OF 07
	IMPLEMENTING PROCEDURE	
	TITLE LAW	
RESPONSIBILITY	SIGNATURE	DATE
	TITLE	
PREPARED BY	 SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY, NOS	7/11/85
REVIEWED AND CONCURRED BY		7-11-85
	VICE PRESIDENT AND GENERAL ATTORNEY	
REVIEWED AND CONCURRED BY		7-11-85
	EXECUTIVE VICE PRESIDENT AND GENERAL COUNSEL	
APPROVED BY	 VICE PRESIDENT, NUCLEAR POWER GENERATION	7-11-85
APPROVED BY	 CHAIRMAN, PRESIDENT'S NUCLEAR ADVISORY COMMITTEE	7-13-85

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

LAW

NUMBER: 3.3

REVISION: 3

DATE: 07/01/85

PAGE 02 OF 07

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	DATE: 07/01/85
		PAGE 03 OF 07

I. SCOPE

The scope of this Implementing Procedure is to provide notification to Law Department personnel and assure Law Department support services in the event that the Corporate Emergency Response Plan (CERP) is activated.

II. DISCUSSION

A. This Implementing Procedure provides instructions for guiding Departmental personnel who have Corporate Emergency Response Organization (CERO) assignments should the CERP be activated.

B. Departmental support services include:

1. Assurance that no action is taken by the Company which could jeopardize coverage of insurance policies and indemnity agreements or the handling of claims and litigation.
2. Provide legal counsel to Company employees involved in the emergency.

C. Procedure Attachment 1, "Department Organizational Relationships" illustrates how the Department interfaces with other Company Departments and non Company organizations.

III. RESPONSIBILITIES

Individuals covered by this Implementing Procedure shall find their responsibilities and duties under their appropriate CERO title in the Procedure Instructions section.

IV. INSTRUCTIONS

A. Corporate Law Department Coordinator

1. Take those actions indicated for the appropriate emergency action level classifications below:

NOTIFICATION OF UNUSUAL EVENT

2. For a Notification of Unusual Event emergency action level classification, no notification will normally be made to the Corporate Law Department Coordinator.

NOTE: CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization" describes the activation of the CERP.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	DATE: 07/01/85 PAGE 04 OF 07

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

3. Receive event notification from the Corporate Liaison Coordinator that the Corporate Emergency Response Plan has been activated.
4. Determine from the Corporate Liaison Coordinator the emergency action level classification in effect and any special Departmental response actions.
5. Notify the following Department personnel and advise them of the emergency action level classification and any special requests from the Corporate Liaison Coordinator:
 - a. Onsite Attorney
6. Establish and direct a Department operation in the General Office with required Departmental support personnel.
7. Coordinate with the following CERO personnel for requests regarding legal services:
 - a. Corporate Safety, Health, and Claims Coordinator
 - b. Corporate Insurance Coordinator
 - c. Corporate Public Information Coordinator
8. Advise the Corporate Liaison Coordinator of Department operations status on a periodic basis, and as requested.
9. Assure the availability of continuous (24 hour) Department personnel and resources necessary to support the emergency response effort.
10. Maintain the Department's "Emergency Response and Recovery Activities Record" binder in a current status.
11. Be readily available to the Corporate Liaison Coordinator to advise on Company actions which could jeopardize insurance coverage or in any way increase liability exposure.
12. As appropriate, direct the Onsite Attorney to proceed to the Emergency Operations Facility in San Luis Obispo. Transportation arrangements shall be made using Procedure Attachment 4, "Emergency Transportation Instructions".
13. As required, assign other attorneys to assist the Onsite Attorney.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	DATE: 07/01/85
		PAGE 05 OF 07

14. Work closely with and coordinate any assistance requested by the Corporate Safety, Health, and Claims and Insurance Departments.
15. Review proposed press releases and provide legal counsel as requested by the Corporate Public Information Coordinator.
16. Upon direction by the Corporate Liaison Coordinator deactivate the Department's emergency response effort.
17. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 5, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder.

18. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 6, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder.

8. Onsite Attorney

1. Take those actions as indicated for the appropriate emergency action level classifications below:

NOTIFICATION OF UNUSUAL EVENT

2. For a Notification of Unusual Event emergency action level classification no notification will be made.

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

3. Receive event notification from the Corporate Law Department Coordinator that the Corporate Emergency Response Plan has been activated.
4. Determine from the Corporate Law Department Coordinator the event emergency action level classification and extent of any requested response.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	DATE: 07/01/85 PAGE 06 OF 07

5. As directed, proceed to the Emergency Operations Facility in San Luis Obispo and establish legal liaison with the Recovery Manager. Transportation arrangements shall be made using Procedure Attachment 4, "Emergency Transportation Instructions".
6. Provide legal counsel to employees, as necessary.
7. Provide legal counsel to the Recovery Manager, as necessary.
8. Provide legal counsel for the Public Information Recovery Manager in the preparation of statements to be released to the news media.
9. Maintain communications with the Corporate Law Department Coordinator in the General Office.
10. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 5, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder which is maintained by the Corporate Law Department Coordinator.

11. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 6, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder which is maintained by the Corporate Law Department Coordinator.

V. REFERENCES

- A. Corporate Emergency Response Plan
- B. CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization".

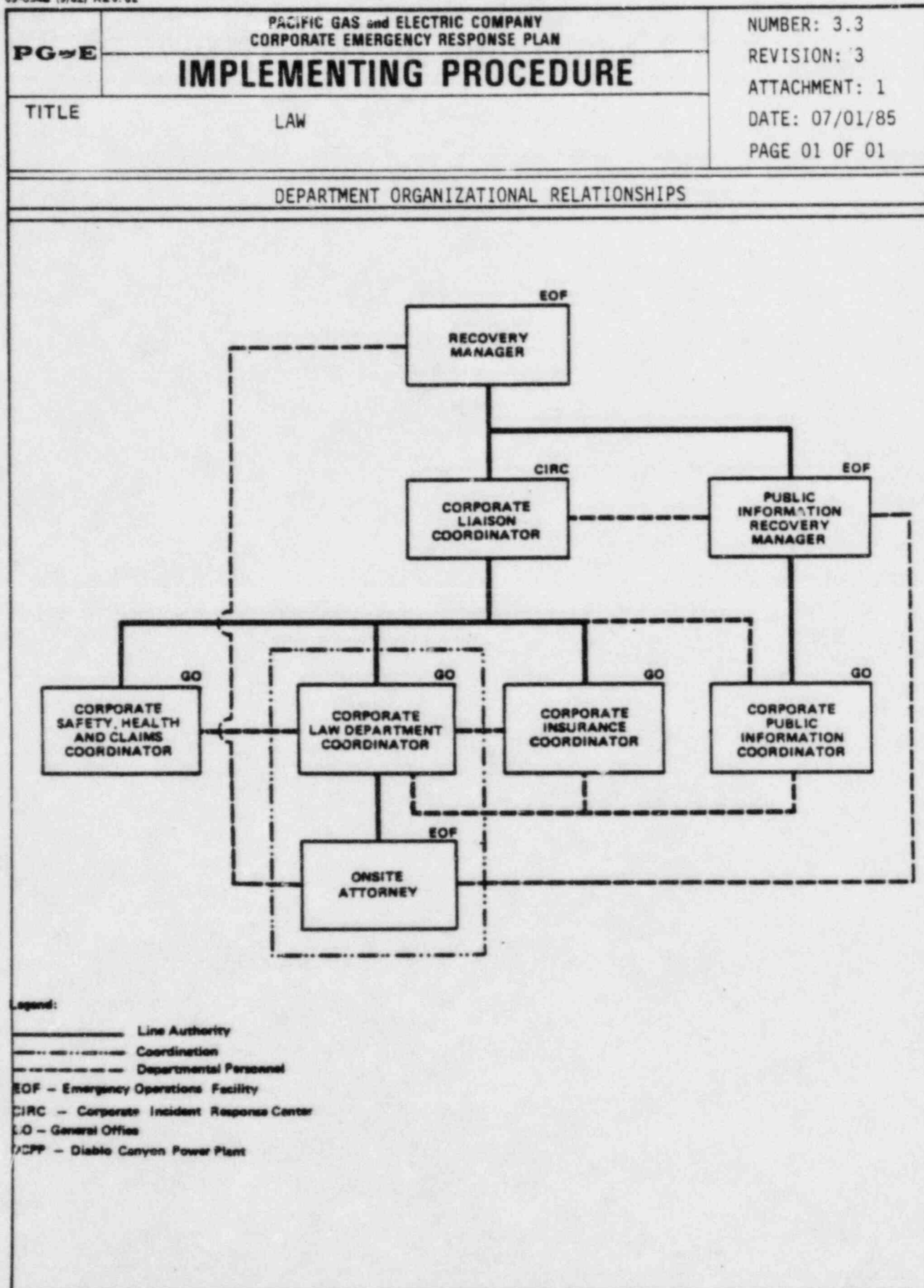
PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3 REVISION: 3 DATE: 07/01/85 PAGE 07 OF 07
	IMPLEMENTING PROCEDURE	
TITLE	LAW	

VI. ATTACHMENTS

1. Department Organizational Relationships
2. Emergency Plan Titles, Personnel Assignments, and Notification List
3. Emergency Organization Contact List
4. Emergency Transportation Instructions
5. Form 69-084, "Emergency Communications Log Sheet"
6. Form 69-085, "Emergency Response and Recovery Activities Log Sheet"

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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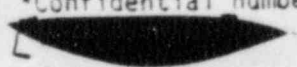
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**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**

IMPLEMENTING PROCEDURE

TITLE




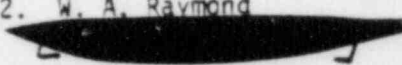


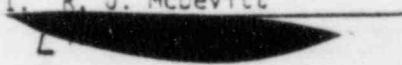



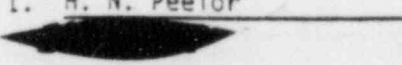
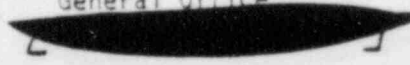


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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 3.3 REVISION: 3 ATTACHMENT: 2 DATE: 07/01/85 PAGE 01 OF 01
	IMPLEMENTING PROCEDURE		
TITLE	LAW		
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST			
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Corporate Law Department Coordinator	1. <u>P. A. Crane, Jr.</u> Attorney 2. <u>R. Ohlbach</u> Vice President and General Attorney 3. <u>R. F. Locke</u> Attorney		
Onsite Attorney (if assigned)	1. <u>R. F. Locke</u> Attorney 2. <u>D. G. Lubbock</u> Attorney 3. <u>D. A. Oglesby</u> Attorney		
Law Department Staff Members	1. <u>Leigh Cassidy</u> Attorney 2. <u>J. A. Shaffer</u> Attorney		
*Confidential number. Establish contact through PBX Communications Operator at 			

PG&E**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN****IMPLEMENTING PROCEDURE**

TITLE

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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 3.3 REVISION: 3 ATTACHMENT: 3 DATE: 07/01/85 PAGE 01 OF 02
	IMPLEMENTING PROCEDURE		
TITLE	LAW		
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	BUSINESS PHONE	EMERGENCY PHONE	
California Public Utilities Commission	1. D. Vial President, CPUC	CPUC 	
Recovery Manager	1. J. D. Shiffer 	EOF 	
	2. W. A. Raymond 		
	3. J. D. Townsend 		
	4. R. C. Thornberry 		
Corporate Liaison Coordinator	1. R. J. McDevitt 	CIRC 	
	2. J. C. Carroll 		
	3. T. A. Moulia 		
Corporate Public Information Coordinator	1. H. N. Peelor 	General Office 	
	2. R. H. Miller 		
	3. C. G. Poncelet 		

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

LAW

NUMBER: 3.3

REVISION: 3

ATTACHMENT: 3

DATE: 07/01/85

PAGE 02 OF 02

EMERGENCY ORGANIZATION CONTACT LIST

ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION
	BUSINESS PHONE	EMERGENCY PHONE
Corporate Safety, Health and Claims Coordinator	1. B. P. Sadler [REDACTED]	General Office [REDACTED]
	2. C. W. Allen [REDACTED]	
	3. J. C. Vocke [REDACTED]	
	4. B. L. Wade [REDACTED]	
Corporate Insurance Coordinator	1. W. P. Noone [REDACTED]	General Office [REDACTED]
	2. R. M. Reider [REDACTED]	
	3. VACANT	
Public Information Recovery Manager	1. D. M. Monfried [REDACTED]	EOF [REDACTED]
	2. C. H. Peterson [REDACTED]	
	3. R. S. Weinberg [REDACTED]	
	4. C. A. Johnson [REDACTED]	

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3 REVISION: 3. ATTACHMENT: 4 DATE: 07/01/85 PAGE 01 OF 04
<h2 style="margin: 0;">IMPLEMENTING PROCEDURE</h2>		
TITLE	LAW	
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<p>A. <u>Critical Emergency Response Organization Personnel</u></p> <p>1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:</p> <ul style="list-style-type: none"> . Recovery Manager . Operations and Analytical Recovery Manager . Engineering and Logistics Recovery Manager . Radiological Emergency Recovery Manager . Public Information Recovery Manager . Media Center Representative <p><u>All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.</u></p> <p>2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:</p> <ul style="list-style-type: none"> a. Corporate Aircraft <ul style="list-style-type: none"> 1) Oakland Airport Hanger #8..... b. Oakland Executive Air Terminal..... (ask for PGandE Transportation Coordinator) c. 24-hour Fixed Wing Air Charter Services: <ul style="list-style-type: none"> 1) Cal-West Aviation (Concord)..... 2) Coastal Air (San Luis Obispo)..... 3) Golden Gate Piper (San Carlos)..... 4) Corporate Aviation Services (San Jose)..... 5) Pacific States Aviation, Inc. (Concord)..... 6) Air San Luis (San Luis Obispo)..... 		

PG-E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

LAW

NUMBER: 3.3

REVISION: 3

ATTACHMENT: 4

DATE: 07/01/85

PAGE 02 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel (Cont'd.)

d. 24-hour Helicopter Air Charter Services (in order of preference):

- 1) Aris Helicopters, Ltd. (San Jose).....
- 2) Helicopters Unlimited, Inc. (Oakland).....
- 3) Astrocopters (Oakland).....
- 4) Crane Helicopter Services (Fremont).....

e. The telephone company yellow pages list additional air charter services.

f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.

To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:

- 1) During normal office hours
Golden Gate Division.....
- 2) During non-office hours and holidays
Oakland Dispatch Center.....

Communications with CHP personnel should reference the CHP Golden Gate Division S.O.P. 3.48 which describes the emergency transportation services the CHP will provide.

- g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE		LAW
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<p>B. Other Emergency Response Organization Personnel</p> <ol style="list-style-type: none"> 1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE. 2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners: <ol style="list-style-type: none"> a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are: <div data-bbox="470 883 779 946" style="background-color: black; width: 190px; height: 30px; margin: 5px 0;"></div> <p>If these lines are busy, the following alternate telephone numbers should be used:</p> <div data-bbox="454 1032 1055 1095" style="background-color: black; width: 370px; height: 30px; margin: 5px 0;"></div> b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions). <p>NOTE: Personnel are advised to bring only a minimum amount of baggage.</p> c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability. 3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. 4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area. 		

PG-E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

NUMBER: 3.3

REVISION: 3

ATTACHMENT: 4

DATE: 07/01/85

PAGE 04 OF 04

TITLE

LAW

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

<u>Entry Number</u>	<u>Instructions</u>
1	Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2	Enter the date which this Form is being used (i.e., 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3	Consecutively number each page used during each emergency operation duty shift.
4	Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5	Clearly record the name of the individual who is calling you or whom you are calling. Also record the individual's emergency response organization title and affiliation (if other than P.G. & E.).
6	Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate.
7	Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission.
8	Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
PG&E		EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET	
EMERGENCY LOCATION		TODAY'S DATE	PAGE
(1)		(2)	(3)
TIME (2400 hrs.)	SUMMARY OF ACTIVITY PERFORMED		ENTERED BY (INITIALS)
(4)	(5)		(6)

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET



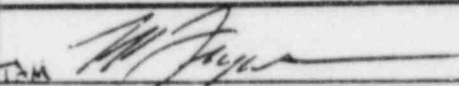

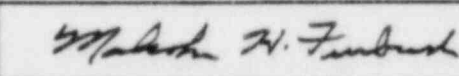
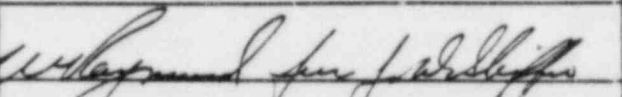
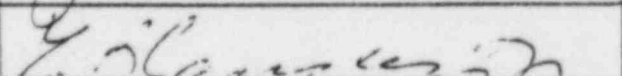
INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Enter a summary of the activity being performed.
6. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3 REVISION: 3 DATE: 07/01/85 PAGE 01 OF 07
	IMPLEMENTING PROCEDURE	
	TITLE LAW	
RESPONSIBILITY	SIGNATURE	DATE
	TITLE	
PREPARED BY	 J. M. Jones SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY, NOS	7/14/85
REVIEWED AND CONCURRED BY	 Robert C. Jones VICE PRESIDENT AND GENERAL ATTORNEY	7-11-85
REVIEWED AND CONCURRED BY	 Mark H. Furbush EXECUTIVE VICE PRESIDENT AND GENERAL COUNSEL	7-11-85
APPROVED BY	 W. H. Jones VICE PRESIDENT, NUCLEAR POWER GENERATION	7-11-85
APPROVED BY	 J. H. Jones CHAIRMAN, PRESIDENT'S NUCLEAR ADVISORY COMMITTEE	7-13-85

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3 REVISION: 3 DATE: 07/01/85 PAGE 02 OF 07
	IMPLEMENTING PROCEDURE	
TITLE LAW		

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	DATE: 07/01/85
		PAGE 03 OF 07

I. SCOPE

The scope of this Implementing Procedure is to provide notification to Law Department personnel and assure Law Department support services in the event that the Corporate Emergency Response Plan (CERP) is activated.

II. DISCUSSION

A. This Implementing Procedure provides instructions for guiding Departmental personnel who have Corporate Emergency Response Organization (CERO) assignments should the CERP be activated.

B. Departmental support services include:

1. Assurance that no action is taken by the Company which could jeopardize coverage of insurance policies and indemnity agreements or the handling of claims and litigation.
2. Provide legal counsel to Company employees involved in the emergency.

C. Procedure Attachment 1, "Department Organizational Relationships" illustrates how the Department interfaces with other Company Departments and non Company organizations.

III. RESPONSIBILITIES

Individuals covered by this Implementing Procedure shall find their responsibilities and duties under their appropriate CERO title in the Procedure Instructions section.

IV. INSTRUCTIONS

A. Corporate Law Department Coordinator

1. Take those actions indicated for the appropriate emergency action level classifications below:

NOTIFICATION OF UNUSUAL EVENT

2. For a Notification of Unusual Event emergency action level classification, no notification will normally be made to the Corporate Law Department Coordinator.

NOTE: CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization" describes the activation of the CERP.

PG-**E**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

LAW

NUMBER: 3.3

REVISION: 3

DATE: 07/01/85

PAGE 04 OF 07

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

3. Receive event notification from the Corporate Liaison Coordinator that the Corporate Emergency Response Plan has been activated.
4. Determine from the Corporate Liaison Coordinator the emergency action level classification in effect and any special Departmental response actions.
5. Notify the following Department personnel and advise them of the emergency action level classification and any special requests from the Corporate Liaison Coordinator:
 - a. Onsite Attorney
6. Establish and direct a Department operation in the General Office with required Departmental support personnel.
7. Coordinate with the following CERO personnel for requests regarding legal services:
 - a. Corporate Safety, Health, and Claims Coordinator
 - b. Corporate Insurance Coordinator
 - c. Corporate Public Information Coordinator
8. Advise the Corporate Liaison Coordinator of Department operations status on a periodic basis, and as requested.
9. Assure the availability of continuous (24 hour) Department personnel and resources necessary to support the emergency response effort.
10. Maintain the Department's "Emergency Response and Recovery Activities Record" binder in a current status.
11. Be readily available to the Corporate Liaison Coordinator to advise on Company actions which could jeopardize insurance coverage or in any way increase liability exposure.
12. As appropriate, direct the Onsite Attorney to proceed to the Emergency Operations Facility in San Luis Obispo. Transportation arrangements shall be made using Procedure Attachment 4, "Emergency Transportation Instructions".
13. As required, assign other attorneys to assist the Onsite Attorney.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	DATE: 07/01/85
		PAGE 05 OF 07

14. Work closely with and coordinate any assistance requested by the Corporate Safety, Health, and Claims and Insurance Departments.
15. Review proposed press releases and provide legal counsel as requested by the Corporate Public Information Coordinator.
16. Upon direction by the Corporate Liaison Coordinator deactivate the Department's emergency response effort.
17. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 5, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder.

18. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 6, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder.

B. Onsite Attorney

1. Take those actions as indicated for the appropriate emergency action level classifications below:

NOTIFICATION OF UNUSUAL EVENT

2. For a Notification of Unusual Event emergency action level classification no notification will be made.

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

3. Receive event notification from the Corporate Law Department Coordinator that the Corporate Emergency Response Plan has been activated.
4. Determine from the Corporate Law Department Coordinator the event emergency action level classification and extent of any requested response.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	DATE: 07/01/85 PAGE 06 OF 07

5. As directed, proceed to the Emergency Operations Facility in San Luis Obispo and establish legal liaison with the Recovery Manager. Transportation arrangements shall be made using Procedure Attachment 4, "Emergency Transportation Instructions".

6. Provide legal counsel to employees, as necessary.

7. Provide legal counsel to the Recovery Manager, as necessary.

8. Provide legal counsel for the Public Information Recovery Manager in the preparation of statements to be released to the news media.

9. Maintain communications with the Corporate Law Department Coordinator in the General Office.

10. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 5, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder which is maintained by the Corporate Law Department Coordinator.

11. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 6, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder which is maintained by the Corporate Law Department Coordinator.

V. REFERENCES

- A. Corporate Emergency Response Plan
- B. CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization".

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3 REVISION: 3 DATE: 07/01/85 PAGE 07 OF 07
	IMPLEMENTING PROCEDURE	
TITLE	LAW	

VI. ATTACHMENTS

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**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**

IMPLEMENTING PROCEDURE

TITLE

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

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NUMBER: 3.3

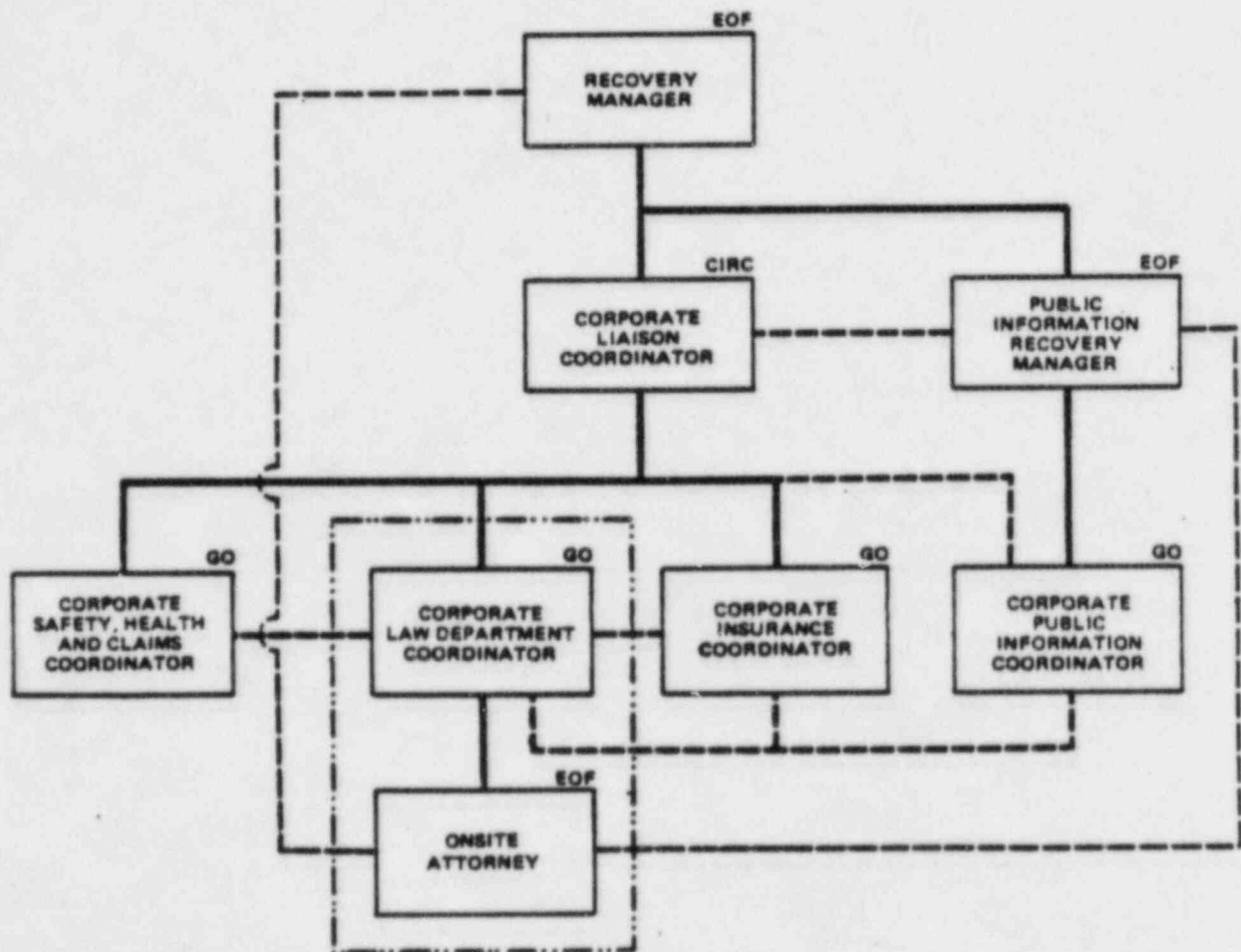
REVISION: 3

ATTACHMENT: 1

DATE: 07/01/85

PAGE 01 OF 01

DEPARTMENT ORGANIZATIONAL RELATIONSHIPS



Legend:

———— Line Authority

- - - - - Coordination

- - - - - Departmental Personnel

EOF - Emergency Operations Facility

CIRC - Corporate Incident Response Center

GO - General Office

DCPP - Diablo Canyon Power Plant


PG#E**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN****IMPLEMENTING PROCEDURE**

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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	ATTACHMENT: 2
		DATE: 07/01/85
		PAGE 01 OF 01

EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST

EMERGENCY PLAN TITLES	NAME	HOME PHONE
	NON EMERGENCY TITLE	BUSINESS PHONE
Corporate Law Department Coordinator	1. <u>P. A. Crane, Jr.</u> Attorney	
	2. <u>R. Ohlbach</u> Vice President and General Attorney	
	3. <u>R. F. Locke</u> Attorney	
Onsite Attorney (if assigned)	1. <u>R. F. Locke</u> Attorney	
	2. <u>D. G. Lubbock</u> Attorney	
	3. <u>D. A. Oglesby</u> Attorney	
Law Department Staff Members	1. <u>Leigh Cassidy</u> Attorney	
	2. <u>J. A. Shaffer</u> Attorney	

*Confidential number. Establish contact through PBX Communications Operator at



PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 3.3
	IMPLEMENTING PROCEDURE		REVISION: 3
TITLE	LAW		ATTACHMENT: 3
			DATE: 07/01/85
			PAGE 01 OF 02
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	BUSINESS PHONE	EMERGENCY PHONE	
California Public Utilities Commission	1. D. Vial President, CPUC	CPUC	
Recovery Manager	1. J. D. Shiffer 2. W. A. Raymond 3. J. D. Townsend 4. R. C. Thornberry	EOF	
Corporate Liaison Coordinator	1. R. J. McDevitt 2. J. C. Carroll 3. T. A. Moulia	CIRC	
Corporate Public Information Coordinator	1. H. N. Peelor 2. R. H. Miller 3. C. G. Poncelet	General Office	

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 3.3
	IMPLEMENTING PROCEDURE		REVISION: 3
TITLE LAW			ATTACHMENT: 3
			DATE: 07/01/85
			PAGE 02 OF 02
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	BUSINESS PHONE	EMERGENCY PHONE	
Corporate Safety, Health and Claims Coordinator	1. B. P. Sadler	General Office	
	2. C. W. Allen		
	3. J. C. Vocke		
	4. B. L. Wade		
Corporate Insurance Coordinator	1. W. P. Noone	General Office	
	2. R. M. Reider		
	3. VACANT		
Public Information Recovery Manager	1. D. M. Monfried	EOF	
	2. C. H. Peterson		
	3. R. S. Weinberg		
	4. C. A. Johnson		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3.
TITLE	LAW	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 01 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel

1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:

- . Recovery Manager
- . Operations and Analytical Recovery Manager
- . Engineering and Logistics Recovery Manager
- . Radiological Emergency Recovery Manager
- . Public Information Recovery Manager
- . Media Center Representative

All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.

2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:

a. Corporate Aircraft

- 1) Oakland Airport Hanger #8.....

b. Oakland Executive Air Terminal.....
(ask for PGandE Transportation Coordinator)

c. 24-hour Fixed Wing Air Charter Services:

- 1) Cal-West Aviation (Concord).....

- 2) Coastal Air (San Luis Obispo).....

- 3) Golden Gate Piper (San Carlos).....

- 4) Corporate Aviation Services (San Jose).....

- 5) Pacific States Aviation, Inc. (Concord).....

- 6) Air San Luis (San Luis Obispo).....

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 02 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel (Cont'd.)

d. 24-hour Helicopter Air Charter Services (in order of preference):

- 1) Aris Helicopters, Ltd. (San Jose).....
- 2) Helicopters Unlimited, Inc. (Oakland).....
- 3) Astrocopters (Oakland).....
- 4) Crane Helicopter Services (Fremont).....

e. The telephone company yellow pages list additional air charter services.

f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.

To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:

- 1) During normal office hours
Golden Gate Division.....
- 2) During non-office hours and holidays
Oakland Dispatch Center.....

Communications with CHP personnel should reference the CHP Golden Gate Division S.O.P. 3.48 which describes the emergency transportation services the CHP will provide.

g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 3.3
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	LAW	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 03 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

8. Other Emergency Response Organization Personnel

1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE.
2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners:

- a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are:



If these lines are busy, the following alternate telephone numbers should be used:



- b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions).

NOTE: Personnel are advised to bring only a minimum amount of baggage.

- c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability.
3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information.
4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area.

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

LAW

NUMBER: 3.3

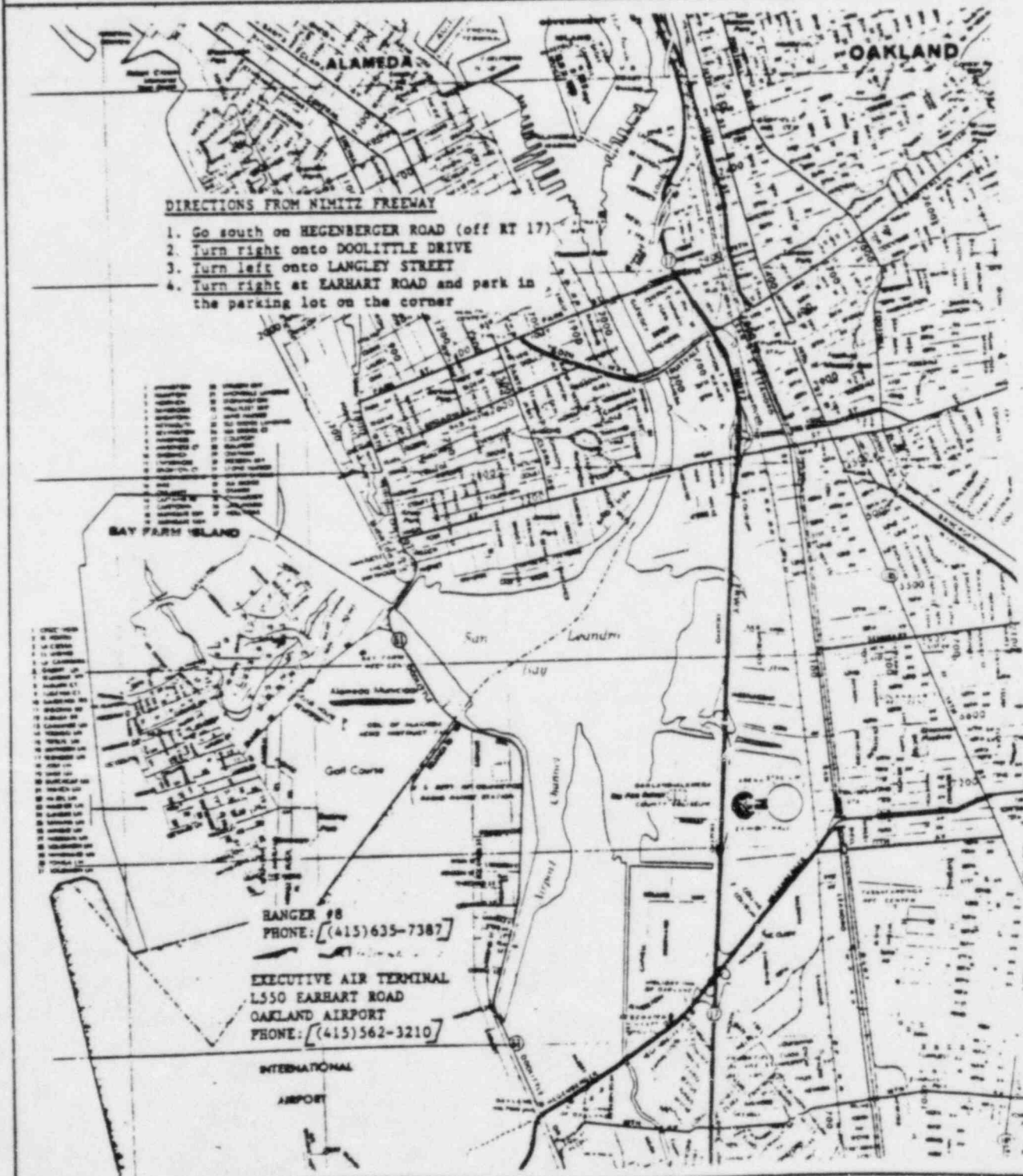
REVISION: 3

ATTACHMENT: 4

DATE: 07/01/85

PAGE 04 OF 04

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

Entry
Number

Instructions

- 1 Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
- 2 Enter the date which this Form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
- 3 Consecutively number each page used during each emergency operations duty shift.
- 4 Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
- 5 Clearly record the name of the individual who is calling you or whom you are calling. Also record the individuals emergency response organization title and affiliation (if other than PG & E).
- 6 Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate.
- 7 Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission.
- 8 Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
PG&E		EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET	
EMERGENCY LOCATION		TODAY'S DATE	PAGE
(1)		(2)	(3)
TIME (2400 hrs.)	SUMMARY OF ACTIVITY PERFORMED		ENTERED BY (INITIALS)
(4)	(5)		(6)

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET

INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e.: Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Enter a summary of the activity being performed.
6. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

RADIOLOGICAL ANALYSIS AND PROTECTION

NUMBER: 4.3

REVISION: 4

DATE: 07/01/85

PAGE 02 OF 13

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 03 OF 13

I. SCOPE

This procedure provides instructions to PGandE personnel who coordinate the offsite radiological assessment effort for an event which requires activation of the Corporate Emergency Response Plan (CERP).

II. DISCUSSION

This procedure describes those actions necessary to coordinate radiological assessment activities in the event of an emergency at DCP. Addressed in this procedure are responsibilities for personnel activation, meteorological assessment, dose assessment, environmental monitoring, sample analysis, personnel protection, protective action recommendations, and liaison with on-site and off-site organizations.

III. RESPONSIBILITIES

Individuals covered by this procedure shall find the appropriate procedure section by their Corporate Emergency Response Organization (CERO) title.

All personnel directed to the Emergency Operations Facility (EOF) should make transportation arrangements as indicated in Attachment 4.

All personnel are responsible for recording incoming and outgoing communications on Form 69-084 "Emergency Communications Log Sheet" (see Attachment 5)

All personnel are responsible for maintaining a written record of major activities using Form 69-085 "Emergency Response and Recovery Activities Log Sheet" (see Attachment 6).

NOTE: Completed forms should be forwarded to the "Emergency Response and Recovery Activities Record" binder with a copy retained by the preparer.

IV. INSTRUCTIONS

A. Radiological Emergency Recovery Manager

1. Receive notification from the Recovery Manager that a plant emergency has been declared. Determine from the Recovery Manager plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. The Radiological Emergency Recovery Manager (RERM) is not required to be notified at this EAL but may be notified at the discretion of the Recovery Manager. No actions are required unless directed by the Recovery Manager.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 04 OF 13

NOTE: Procedure 1.1, "Activation of the Corporate Emergency Response Organization", describes the activation of the CERP. The CERO will not be activated for a Notification of Unusual Event.

NOTE: The Recovery Manager may activate the RERM and staff for a Notification of Unusual Event if the event may involve a potential radiological release.

ALERT, SITE AREA OR GENERAL EMERGENCY

3. Notify the following personnel (see Attachment 2) and dispatch them to their assigned emergency response locations:
 - a. Emergency Supervising Engineer
 - b. Unified Dose Assessment Center (UDAC) Liaison
 - c. EOF/UDAC Secretary

NOTE: Staffing of the EOF and Corporate Incident Response Center (CIRC) is required at an Alert and above.
4. Proceed to EOF and establish operations.
5. Upon arrival at the EOF, assume overall responsibility for offsite radiological assessment from the Emergency Radiological Advisor, (located at the Technical Support Center (TSC)).
6. Act as the primary interface concerning offsite radiological activities with the following agencies:
 - a. Nuclear Regulatory Commission (NRC) - Region V;
 - b. Federal Emergency Management Agency (FEMA);
 - c. Department of Energy (DOE) or the Environmental Protection Agency (EPA), as appropriate;
 - d. California Office of Emergency Services (OES);
 - e. California Department of Health Services, Radiologic Health Section; and
 - f. County of San Luis Obispo, Unified Dose Assessment Center (UDAC).
7. Interface with the Public Information Recovery Manager for the purpose of providing information concerning radiological monitoring and dose assessment activities to the public.
8. Interface with the Emergency Radiological Advisor for the purpose of obtaining information which may be pertinent to the offsite radiological assessment effort and to provide support to the plant.
9. Obtain timely status reports regarding all offsite radiological monitoring activities from the Emergency Supervising Engineer and inform the Recovery Manager at least once an hour, or as required.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 05 OF 13

10. Provide status reports on radiological assessment effort to the UDAC Coordinator on a periodic basis.
11. Provide atmospheric release rate data to the UDAC.
12. Assist the Recovery Manager in the development of management advisory notices concerning radiological release assessments and radiological monitoring activities.
13. Assist the Recovery Manager in formulating Company recommendations for submittal to the UDAC regarding protective action measures to be implemented in the event of a radiological emergency.

NOTE: The Recovery Manager has sole authority to forward protective action recommendations to the UDAC.

14. Assure that the continuity of resources within the PGandE radiological analysis and protection organization is maintained to permit continuous (24-hour) operations.
15. Advise Recovery Manager of any possible need to authorize offsite emergency monitoring personnel to exceed established dose limits.
16. If required, coordinate requests for additional assistance (technical support and manpower) from outside organizations, such as Westinghouse, Institute for Nuclear Power Operations (INPO), Nuclear Safety Analysis Center (NSAC) and regional utilities, through the Engineering and Logistics Recovery Manager.
17. Accompany the UDAC Coordinator to assist in the technical briefing(s) to the Emergency Operations Center (EOC) Direction and Control Group.

B. Emergency Supervising Engineer

1. Receive notification from the RERM that a plant emergency has been declared. Determine from the RERM plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. Emergency Supervising Engineer (ESE) will not be notified at this EAL. No actions required unless requested by RERM.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify the following personnel using Attachment 2:
 - a. Radiological Monitoring Director
 - b. Supervising Meteorologist
 - c. Department of Engineering Research (DER) Laboratory Director

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 06 OF 13

4. As directed by the Radiological Emergency Recovery Manager, proceed to the EOF.
5. At the EOF, coordinate and direct the activities of the Radiological Monitoring Director, EOF Emergency Assessment and Response System (EARS) Operator, and the CIRC EARS Operator.
6. Coordinate the offsite radiological monitoring and dose assessment programs with UDAC. Interface PGandE monitoring and assessment activities with those activities of the County, State, and other government agencies.
7. Provide assistance to the Emergency Radiological Advisor in conducting the onsite radiological monitoring and radiation protection activities.
8. Provide analytical assistance and support to onsite radiological monitoring personnel as requested by Emergency Radiological Advisor to determine anticipated release rates and projected dose rates.
9. Interface with the Near-Site Meteorologist (UDAC) to obtain assessments of weather conditions and forecasts.
10. Coordinate radiochemical analysis activities with the DER Laboratory Director. This includes sample shipments and distribution of sample analysis results to the RERM and UDAC.
11. Direct requests to the RERM for radiological monitoring and analysis assistance from other utilities and governmental agencies, and contracted radiological laboratory services.
12. Keep the RERM informed of all offsite radiological analysis, monitoring, and dose assessment activities during the emergency at least hourly, or as required.

C. Radiological Monitoring Director

1. Receive notification from the ESE that a plant emergency has been declared. Determine from the ESE plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. Radiological Monitoring Director (RMD) will not be notified at this EAL. No actions required unless requested by RERM or ESE.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify an alternate to the RMD position and direct them to proceed to their assigned emergency response location.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 07 OF 13

4. Proceed to and establish operations at the EOF under the direction of the ESE.
5. Once the RERM has assumed responsibility for offsite assessment activities, direct the activities of the PGandE radiological monitoring field teams, including the Mobile Environmental Monitoring Laboratory (MEML).
 - a. Establish radio or telephone contact with the field teams and MEML. Determine location, current dose rate, iodine concentration, personnel dosimeter reading, and status of sampling activities.
 - b. Keep monitoring teams advised on the status of the emergency situation.
 - c. Advise protective actions to team members if needed (e.g., respirators, KI, evacuation, replacement of team members, etc.).
 - d. Monitor and record field teams dose. Coordinate with RERM on need for exceeding normal dose limits for offsite field monitoring teams.
6. Based on radiological conditions, monitoring team locations, and monitoring needs, determine where field teams should proceed next.
7. Communicate radiological monitoring field data directly to the ESE and UDAC.
8. Coordinate and log the activities of the PGandE radiological monitoring field teams with those of the Federal, State, County, and any other non-PGandE radiological monitoring field teams.

D. Emergency Operations Facility EARS Operator

1. Receive notification from UDAC Liaison that a plant emergency has been declared. Determine from the UDAC Staff plant status information and take the appropriate actions identified by the EAL below.

NOTIFICATION OF UNUSUAL EVENT

2. EOF EARS Operator will not be notified at this EAL. No actions required unless requested by RERM or UDAC Liaison.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify an alternate EOF EARS Operator and direct them to proceed to their assigned emergency response location.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 08 OF 13

4. Proceed to and establish operations at the EOF under the direction of the ESE.
5. As directed by the ESE, perform offsite dose calculations and projections using the EARS emergency dose projection system.
6. Interface with the CIRC EARS Operator and the ESE to obtain any information needed to calculate/project offsite doses.
7. Keep the ESE informed of all offsite dose calculation/projection activities conducted at the EOF.
8. Distribute copies of the EARS output to the ESE and UDAC.

E. Corporate Incident Response Center EARS Operator

1. Receive notification from the UDAC Liaison that a plant emergency has been declared. Determine from the UDAC Liaison plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. CIRC EARS Operator will not be notified at this EAL. No actions required unless requested by RERM or UDAC Liaison.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify an alternate CIRC EARS Operator position and direct them to report to the CIRC.
4. Proceed to and establish an operation in the CIRC (Room 1446, 77 Beale Street).
5. As directed by the ESE, provide General Office support to offsite dose calculations and projections conducted at the EOF.
6. Provide EARS output to the CIRC.

F. Department of Engineering Research (DER) Laboratory Director

1. Receive notification from the ESE that a plant emergency has been declared. Determine from the ESE plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

RADIOLOGICAL ANALYSIS AND PROTECTION

NUMBER: 4.3

REVISION: 4

DATE: 07/01/85

PAGE 09 OF 13

NOTIFICATION OF UNUSUAL EVENT

2. DER Laboratory Director will not be notified at this EAL. No actions required unless requested by RERM or ESE.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify DER Staff of the emergency (see Attachment 2).
4. As directed by the ESE, proceed to and establish an operation at the DER Laboratory.
5. If an operation is to be established, direct staff to report to the DER Laboratory or Cal Poly as appropriate.

NOTE: Operations at Cal Poly will be in accord with existing contract.

6. Coordinate the shipment and receipt of samples for radiochemical analysis at the DER San Ramon Laboratory with the ESE.
7. Communicate sample analysis results directly to the ESE.
8. Keep the ESE informed of all radiological analysis activities performed at the DER San Ramon Laboratory during the emergency.
9. Provide technical assistance to the Cal Poly Lab and MEML as requested.

G. Supervising Meteorologist

1. Receive notification from the ESE that a plant emergency has been declared. Determine from the ESE plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. Supervising Meteorologist will not be notified at this EAL. No actions required unless requested by RERM or ESE.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify the following personnel (see Attachment 2):
 - a. Near-Site Meteorologist
 - b. GO Meteorologist

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 10 OF 13

4. If requested, establish an operation in the Corporate Incident Response Center, Room 1446, 77 Beale Street.

NOTE: The Supervising Meteorologist's normal duty station will be the Energy Control Center (ECC), 3rd floor, 245 Market Street.

5. Dispatch the General Office Meteorologist (GOM) and Near-Site Meteorologist (NSM) to their emergency locations.
6. Interface with the ESE and NSM at the EOF and GOM to provide assessments of weather conditions and forecasts as needed.
7. Assure the continuous availability of resources for meteorological assessment and forecasting operations.

H. Near Site Meteorologist

1. Receive notification from the Supervising Meteorologist (SM) that a plant emergency has been declared. Determine from the SM plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. Near Site Meteorologist (NSM) will not be notified at this EAL. No actions required unless requested by the SM.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. As directed by the SM, proceed to the EOF/UDAC and establish operations.
4. Assure adequate Corporate meteorological support from the General Office.
5. Coordinate all meteorological activities with the General Office Meteorologist.
6. Coordinate all meteorological forecasts with the National Weather Service Forecast Office in Redwood City.
7. Maintain current and forecast (up to 24 hours) meteorological information and displays in EOF.
8. Coordinate with SLO County Air Pollution Control Director in providing briefings to the SLO County Emergency Operations Center.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 11 OF 13

I. General Office Meteorologist

1. Receive notification from the Supervising Meteorologist (SM) that a plant emergency has been declared. Determine from the SM plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. General Office Meteorologist (GOM) will not be notified at this EAL. No actions required unless requested by SM.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Proceed to the General Office Energy Control Center (245 Market Street) and establish operations.
4. Prior to arrival at the Energy Control Center notify a Forecaster to report to the Energy Control Center. Also notify an alternate Forecaster to be available for shift change duty.
5. Notify a Project Meteorologist (and alternate Project Meteorologist) to stand by for possible duty.
6. Notify an Instrument Specialist to stand by for possible duty.
7. Notify an additional Near Site Meteorologist (as needed) to proceed to the EOF to support the Near Site Meteorologist.
8. Notify the Manager, Gas Control Department, of the emergency situation and the status of meteorological operations.
9. Maintain a capability for continuous forecasting of meteorological conditions affecting DCPD in coordination with the National Weather Service and the Near Site Meteorologist.
10. Make provision for all shift changes in the Energy Control Center and General Office meteorological staff.

J. Unified Dose Assessment Center Liaison

1. Receive notification from the RERM that a plant emergency has been declared. Determine from the RERM plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

PG-4E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3 REVISION: 4
TITLE	IMPLEMENTING PROCEDURE RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 12 OF 13

NOTIFICATION OF UNUSUAL EVENT

2. UDAC Liaison will not be notified at this EAL. No actions required unless requested by RERM.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify UDAC Staff (see Attachment 2).
 4. Proceed to and establish operations at the UDAC under the direction of the UDAC Coordinator.
 5. As directed by the UDAC Coordinator, perform offsite dose calculations and projections, assist in developing recommendations on protective actions, facilitate UDAC interactions with EOF personnel, and perform other tasks necessary to the operation of UDAC.
- K. Radiological Emergency Recovery Manager Administrative Staff
1. Receive notification from the UDAC Liaison that a plant emergency has been declared. Determine from the UDAC Liaison plant status information and take the appropriate actions identified by the emergency action level (EAL) below.

NOTIFICATION OF UNUSUAL EVENT

2. RERM Administrative Staff will not be notified at this EAL. No actions required unless requested by RERM or UDAC Liaison.

ALERT, SITE AREA, OR GENERAL EMERGENCY

3. Notify Administrative Staff (see Attachment 2).
4. Proceed to and establish operations at the EOF under the direction of the RERM.
5. At the EOF perform functions required by the RERM to assure orderly operation of the facility.
6. Under the direction of the RERM, facilitate information transfer by updating status boards, delivering hard copy information to other emergency response facilities, and assist in developing or recording status reports, recommendations, and updates.
7. Operate NOTEPAD as requested.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85
	PAGE 13 OF 13	

<p>IV. <u>REFERENCES</u></p> <p>A. Corporate Emergency Response Plan</p> <p>B. Diablo Canyon Power Plant Emergency Plan</p> <p>V. <u>ATTACHMENTS</u></p> <p>1. Functional Group Organizational Relationships</p> <p>2. Emergency Plan Titles, Personnel Assignments, and Notification List</p> <p>3. Emergency Organization Contact List</p> <p>4. Emergency Transportation Instructions</p> <p>5. Form 69-084, "Emergency Communications Log Sheet"</p> <p>6. Form 69-085, "Emergency Response and Recovery Activities Log Sheet"</p>
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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

RADIOLOGICAL ANALYSIS AND PROTECTION

NUMBER: 4.3

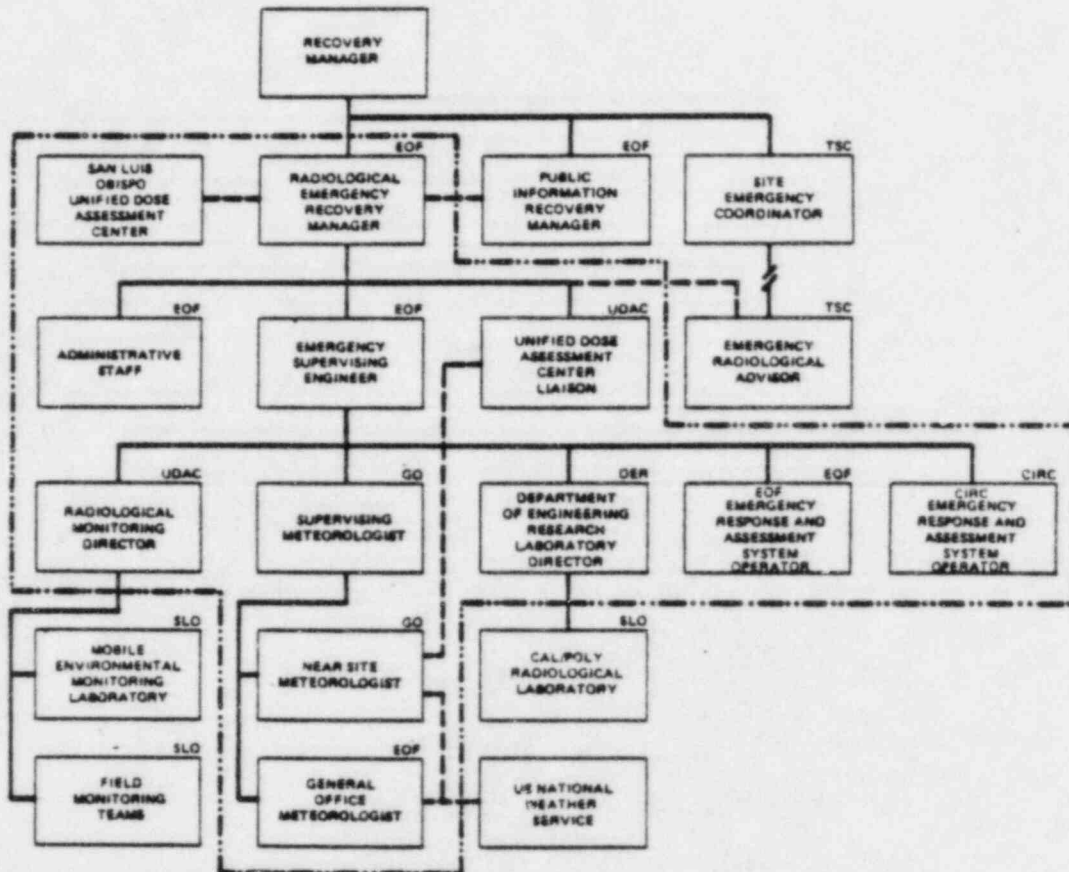
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ATTACHMENT: I

DATE: 07/01/85

PAGE 01 OF 01

FUNCTIONAL GROUP ORGANIZATIONAL RELATIONSHIPS



Legend:

Line Authority

Coordination

Functional Group Personnel

EOP - Emergency Operations Facility

CIRC - Corporate Incident Response Center

UDAC - Unified Dose Assessment Center

TSC - Technical Support Center

DER - Department of Engineering Research

GO - General Office

SLO - San Luis Obispo Area

PG&E

**PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**

IMPLEMENTING PROCEDURE

TITLE

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PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

RADIOLOGICAL ANALYSIS AND PROTECTION

NUMBER: 4.3

REVISION: 4

ATTACHMENT: 2

DATE: 07/01/85

PAGE 01 OF 06

EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST

EMERGENCY PLAN TITLES

NAME

HOME PHONE

NON EMERGENCY TITLE

BUSINESS PHONE

Radiological Emergency
Recovery Manager

1. W. H. Fujimoto
Supervising Nuclear
Generation Engineer
2. T. A. Mack
Sr. Nuclear Generation
Engineer
3. D. H. Oatley
Sr. Nuclear
Generation Engineer
4. R. W. Lorenz
Sr. Nuclear Generation
Engineer


Emergency Supervising
Engineer

1. D. H. Oatley
Sr. Nuclear
Generation Engineer
2. M. R. Salasky
Health Physicist
3. R. W. Lorenz
Sr. Nuclear
Generation Engineer


Radiological Monitoring
Director



1. C. L. Duke
Nuclear Generation
Engineer
2. K. M. Godfrey
Environmental Specialist
3. S. M. Fandel
Planning Analyst
4. T. W. Owyang
Planning Analyst

*Special Feature Telephone

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.3 REVISION: 4 ATTACHMENT: 2 DATE: 07/01/85 PAGE 02 OF 06
	IMPLEMENTING PROCEDURE		
TITLE RADIOLOGICAL ANALYSIS AND PROTECTION			
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST			
EMERGENCY PLAN TITLES	NAME		HOME PHONE
	NON EMERGENCY TITLE		BUSINESS PHONE
EARS Operator (CIRC)	1. <u>C. C. Shih</u> Nuclear Generation Engineer 2. <u>G. A. English</u> Nuclear Generation Engineer 3. <u>R. A. Uba</u> Nuclear Generation Engineer		
EARS Operator (EOF)	1. <u>H. C. Shaw</u> Senior Mechanical Engineer 2. <u>C. C. Lee</u> Programmer 3. <u>Y. R. Contreras</u> Health Physicist		
Supervising Meteorologist	1. <u>R. N. Swanson</u> Supervising Meteorologist, Director, Meteorological Services 2. <u>B. H. Thuillier</u> Senior Meteorologist 3. <u>B. L. Marler</u> Senior Meteorologist		
*Special Feature Telephone			

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN <h2 style="margin: 0;">IMPLEMENTING PROCEDURE</h2>	NUMBER: 4.3 REVISION: 4 ATTACHMENT: 2 DATE: 07/01/85 PAGE 03 OF 06
TITLE RADIOLOGICAL ANALYSIS AND PROTECTION		
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST		
EMERGENCY PLAN TITLES	NAME	HOME PHONE
	NON EMERGENCY TITLE	BUSINESS PHONE
Near Site Meteorologist	1. <u>R. H. Thuillier</u> Senior Meteorologist 2. <u>E. Shelar</u> Meteorologist 3. <u>D. B. Vogel</u> Meteorologist	
General Office Meteorologist	1. <u>R. N. Swanson</u> Supervising Meteorologist 2. <u>B. L. Marler</u> Senior Meteorologist 3. <u>D. B. Vogel</u> Meteorologist	
*Special Feature Telephone		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN IMPLEMENTING PROCEDURE		NUMBER: 4.3 REVISION: 4 ATTACHMENT: 2 DATE: 07/01/85 PAGE 04 OF 06		
TITLE RADIOLOGICAL ANALYSIS AND PROTECTION					
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST					
EMERGENCY PLAN TITLES	NAME	HOME PHONE			
	NON EMERGENCY TITLE	BUSINESS PHONE			
DER Laboratory Director	1. <u>P. A. Szalinski</u> Lead Health Physicist 2. <u>C. S. Cheng</u> Chemist 3. <u>J. H. White</u> Lead Health Physicist				
PGandE/Cal Poly State Univ. Radiological Laboratory	1. <u>J. H. White</u> Lead Health Physicist 2. <u>T. Ushino</u> Nuclear Generation Engineer				
EOF Secretary	1. <u>H. G. Oplanic</u> Office Supervisor 2. <u>B. J. Sheridan</u> General Clerk-Steno 3. <u>J. Wong</u> General Clerk				
PGandE UDAC Liaison	1. <u>R. W. Lorenz</u> Senior Nuclear Generation Engineer 2. <u>T. A. Mack</u> Senior Nuclear Generation Engineer 3. <u>E. V. Waage</u> Sr. Nuclear Generation Engineer				
Special Feature Telephone					

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3 REVISION: 4 ATTACHMENT: 2 DATE: 07/01/85 PAGE 05 OF 06
IMPLEMENTING PROCEDURE		
TITLE RADIOLOGICAL ANALYSIS AND PROTECTION		
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST		
EMERGENCY PLAN TITLES	NAME	HOME PHONE
	NON EMERGENCY TITLE	BUSINESS PHONE
PGandE UDAC Liaison	4. <u>D. L. Duke</u> Nuclear Generation Engineer 5. <u>T. Ushino</u> Nuclear Generation Engineer 6. <u>P. A. Steiner</u> Nuclear Generation Engineer	
EOF Administrative Staff	1. <u>S. M. Fandel</u> Planning Analyst 2. <u>T. W. Owyang</u> Planning Analyst 3. <u>P. W. Girard</u> Planning Analyst	

PG#E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

RADIOLOGICAL ANALYSIS AND PROTECTION

NUMBER: 4.3

REVISION: 4

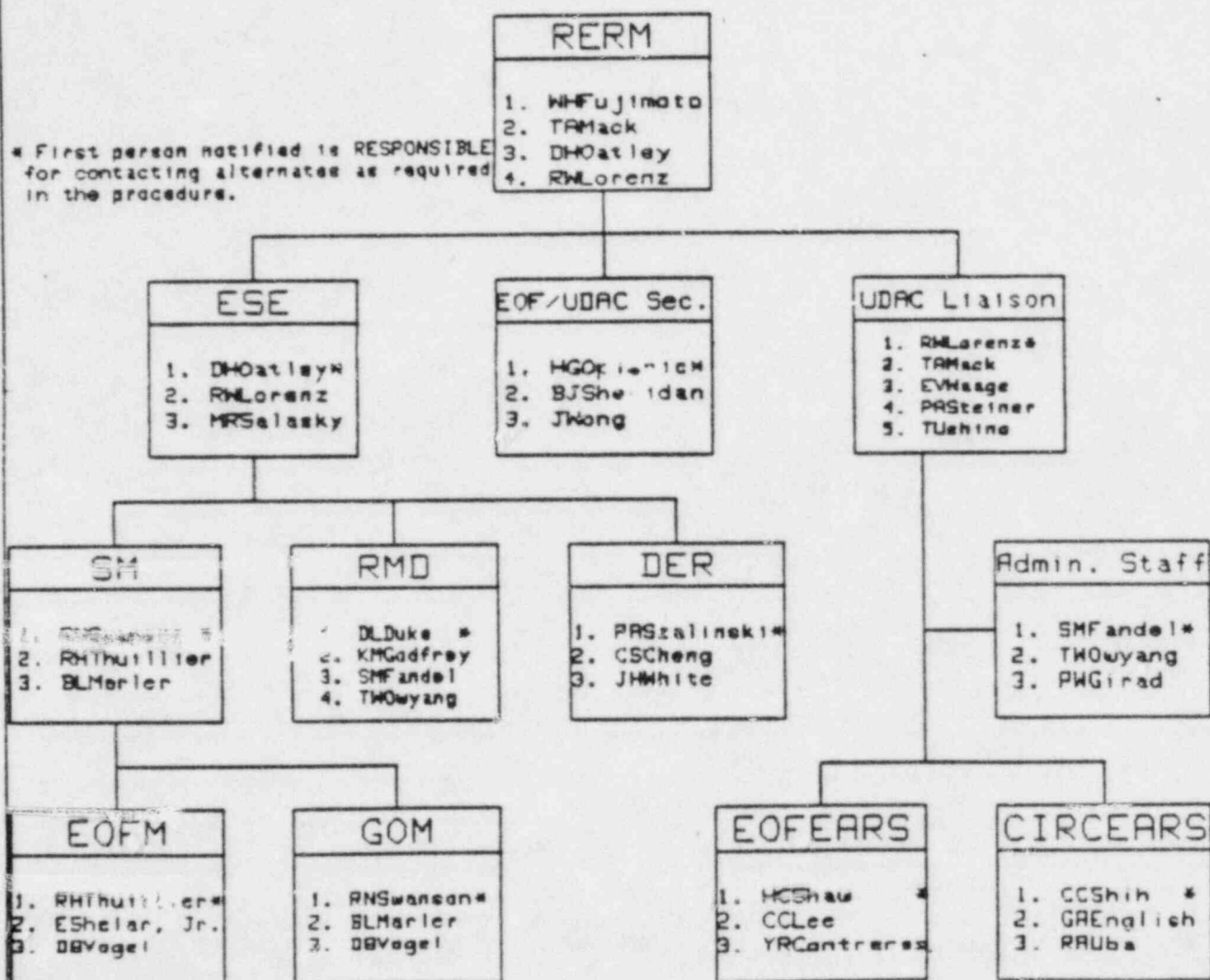
ATTACHMENT: 2

DATE: 07/01/85

PAGE 06 OF 06

EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST

ACTIVATION FLOW CHART



PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.3
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE RADIOLOGICAL ANALYSIS AND PROTECTION		ATTACHMENT: 3 DATE: 07/01/85 PAGE 01 OF 03	
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	NORMAL BUSINESS PHONE	EMERGENCY PHONE	
Recovery Manager	1. J. D. Shiffer	EOF	
	2. W. A. Raymond		
	3. J. D. Townsend		
	4. R. C. Thornberry		
Public Information Recovery Manager	1. D. M. Monfried	EOF	
	2. C. H. Peterson		
	3. R. S. Weinberg		
	4. C. A. Johnson		
Emergency Radiological Advisor	1. J. V. Boots	TSC	
	2. R. P. Powers		
	3. H. W. C. Fong		

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

RADIOLOGICAL ANALYSIS AND PROTECTION

NUMBER: 4.3

REVISION: 4

ATTACHMENT: 3

DATE: 07/01/85

PAGE 02 OF 03

EMERGENCY ORGANIZATION CONTACT LIST

ORGANIZATION OR
EMERGENCY TITLE

NAME

EMERGENCY LOCATION

NORMAL BUSINESS PHONE

EMERGENCY PHONE

California Office of
Emergency Services

1. Warning Center

Sacramento

2. J. J. Kearns

State EOC - Sacramento

3. J. J. Watkins

State EOC - Sacramento

California
Department of
Health Services -
Radiologic
Health Section

1. J. O. Ward

Sacramento

2. J. R. Carter

Office Hours
(Radioactive Materials Unit)
Emergency only
(office hours)

NRC - Region V

1. R. A. Scarano

Walnut Creek, CA

2. F. A. Wenslawski

3. G. P. Yuhas

4. M. Cillas

Bethesda, MD
(24 hours)

FEMA - Region IX






1. S. Elkins

San Francisco, CA

2. N. Nikas

Office hours
or (24 hours)

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.3 REVISION: 4 ATTACHMENT: 3 DATE: 07/01/85 PAGE 03 OF 03
IMPLEMENTING PROCEDURE			
TITLE RADIOLOGICAL ANALYSIS AND PROTECTION			

EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	NORMAL BUSINESS PHONE	EMERGENCY PHONE	
U. S. Department of Energy	1. J. T. Davis	Oakland, CA	
			
	2. C. Taylor		
			
Environmental Protection Agency	1. D. Duncan	San Francisco, CA	
	 (24 hour)		
National Weather Service	<u>On Duty Personnel</u>	Redwood City, CA	
			
		Santa Maria, CA	
			

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE RADIOLOGICAL ANALYSIS AND PROTECTION		ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 01 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel

1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:

- . Recovery Manager
- . Operations and Analytical Recovery Manager
- . Engineering and Logistics Recovery Manager
- . Radiological Emergency Recovery Manager
- . Public Information Recovery Manager
- . Media Center Representative

All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.

2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:

a. Corporate Aircraft

- 1) Oakland Airport Hanger #8.....

b. Oakland Executive Air Terminal.....

(ask for PGandE Transportation Coordinator)

c. 24-hour Fixed Wing Air Charter Services:

- 1) Cal-West Aviation (Concord).....

- 2) Coastal Air (San Luis Obispo).....

- 3) Golden Gate Piper (San Carlos).....

- 4) Corporate Aviation Services (San Jose).....

- 5) Pacific States Aviation, Inc. (Concord).....

- 6) Air San Luis (San Luis Obispo).....

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 02 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel (Cont'd.)

d. 24-hour Helicopter Air Charter Services (in order of preference):

- 1) Aris Helicopters, Ltd. (San Jose).....
- 2) Helicopters Unlimited, Inc. (Oakland).....
- 3) Astrocopters (Oakland).....
- 4) Crane Helicopter Services (Fremont).....

e. The telephone company yellow pages list additional air charter services.

f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.

To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:

- 1) During normal office hours
Golden Gate Division.....
- 2) During non-office hours and holidays
Oakland Dispatch Center.....

Communications with CHP personnel should reference the CHP Golden Gate Division S.O.P. 3.48 which describes the emergency transportation services the CHP will provide.

g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.3 REVISION: 4
	IMPLEMENTING PROCEDURE	
TITLE	RADIOLOGICAL ANALYSIS AND PROTECTION	DATE: 07/01/85 PAGE 03 OF 04
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<p>B. <u>Other Emergency Response Organization Personnel</u></p> <ol style="list-style-type: none"> 1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE. 2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners: <ol style="list-style-type: none"> a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are: <div style="background-color: black; width: 200px; height: 20px; margin: 5px 0;"></div> <p>If these lines are busy, the following alternate telephone numbers should be used:</p> <div style="background-color: black; width: 300px; height: 20px; margin: 5px 0;"></div> b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions). <p>NOTE: Personnel are advised to bring only a minimum amount of baggage.</p> c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability. 3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. 4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area. 		

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE RADIOLOGICAL ANALYSIS AND PROTECTION

NUMBER: 4.3

REVISION: 4

ATTACHMENT: 4

DATE: 07/01/85

PAGE 04 OF 04

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



PGE	PACIFIC GAS AND ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN			EMERGENCY LOCATION	TODAY'S DATE	PAGE
	EMERGENCY COMMUNICATIONS LOG SHEET			(1)	(2)	(3)
TIME (2400 hrs.) (4)	NAME (5) EMERGENCY TITLE OR AFFILIATION	ACTIVITY (6) CALLED CALLING (7)		MESSAGE		ENTERED BY (INITIALS) (8)

EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

- | <u>Entry Number</u> | <u>Instructions</u> |
|---------------------|---|
| 1. | Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e. : Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.) |
| 2. | Enter the date which this Form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change. |
| 3. | Consecutively number each page used during each emergency operations duty shift. |
| 4. | Enter the time for each Log entry using 2400 hour clock time to avoid confusion. |
| 5. | Clearly record the name of the individual who is calling you or whom you are calling. Also record the individuals emergency response organization title and affiliation (if other than P.G. & E.) |
| 6. | Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate. |
| 7. | Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission. |
| 8. | Enter your initials upon completion of each Log Sheet entry. |

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PG&E	PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET				
EMERGENCY LOCATION		TODAY'S DATE	PAGE	
(1)		(2)	(3)	
TIME (2400 hrs.) (4)	SUMMARY OF ACTIVITY PERFORMED (5)		ENTERED BY (INITIALS) (6)	

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET

INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Enter a summary of the activity being performed.
6. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5 REVISION: 3 DATE: 07/01/85 PAGE 02 OF 07
	IMPLEMENTING PROCEDURE	
TITLE ENGINEERING AND TECHNICAL SUPPORT		

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ENGINEERING AND TECHNICAL SUPPORT	DATE: 07/01/85
		PAGE 03 OF 07

I. SCOPE

The scope of this Implementing Procedure is to provide notification to Engineering Department personnel and assure engineering and technical support services in the event the Corporate Emergency Response Plan (CERP) is activated.

II. DISCUSSION

A. This Implementing Procedure provides instructions for guiding Departmental personnel who have Corporate Emergency Response Organization (CERO) assignments should the CERP be activated.

B. Departmental support services include:

1. Providing any technical support required by the Plant staff to ensure that the Plant can be maintained in a stable shutdown condition.
2. Providing any technical support necessary in processing the large volumes of low-level radioactive wastes which could be generated as the result of an emergency.
3. Performing design or design modifications of systems and structures.

III. RESPONSIBILITIES

Individuals covered by this Implementing Procedure shall find their responsibilities and duties under their appropriate CERO title in the Procedure Instructions section.

IV. INSTRUCTIONS

A. Corporate Engineering Coordinator

1. Take those actions indicated for the appropriate emergency action level classifications below:

NOTIFICATION OF UNUSUAL EVENT

2. For a Notification of Unusual Event emergency action level classification, no notification will normally be made to the Corporate Engineering Coordinator.

NOTE: CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization" describes the activation of the CERP.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ENGINEERING AND TECHNICAL SUPPORT	DATE: 07/01/85
		PAGE 04 OF 07

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

3. Receive event notification from the Corporate Technical and Logistical Coordinator that the Corporate Emergency Response Plan has been activated.
4. Determine from the Corporate Technical and Logistical Coordinator Plant status information, emergency action level classification in effect, and any special Departmental response actions.
5. Notify the following Engineering Department Lead Engineers and advise them of the emergency action level classification and any special requests from the Corporate Technical and Logistical Coordinator:
 - a. Design Drafting
 - b. Mechanical and Nuclear Engineering
 - c. Electrical Engineering
 - d. Civil Engineering
6. Establish and direct a Departmental operation in the General Office with required Department support personnel.

NOTE: The Corporate Engineering Coordinator reports to and operates from the Corporate Incident Response Center.
7. Coordinate with the following CERO personnel for requests regarding engineering and technical support services:
 - a. Corporate Quality Assurance Coordinator
 - b. Corporate Construction Coordinator
8. Advise the Corporate Technical and Logistical Coordinator of Departmental operations status on a periodic basis, and as requested.
9. If required, dispatch Department support personnel to the San Luis Obispo area. Transportation arrangements shall be made using Procedure Attachment 4, "Emergency Transportation Instructions".
10. Assure continuous (24 hour) Departmental personnel and resources necessary to support the Department emergency response effort.
11. Obtain timely status reports on all engineering support activities.
12. Keep the Corporate Technical and Logistical Coordinator apprised of Department activities and operational status.

PG-2E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5 REVISION: 3 DATE: 07/01/85 PAGE 05 OF 07
	IMPLEMENTING PROCEDURE	
TITLE	ENGINEERING AND TECHNICAL SUPPORT	

13. In the event that adequate engineering and technical support cannot be provided from within the Company, secure additional assistance from non Company organizations.
14. Maintain the Department's "Emergency Response and Recovery Activities Record" binder in a current status.
15. Upon direction by the Corporate Technical and Logistical Coordinator deactivate the Departmental emergency response effort.
16. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 5, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the "Emergency Response and Recovery Activities Record" binder for the Corporate Engineering Coordinator in the Corporate Incident Response Center.

17. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 6, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the "Emergency Response and Recovery Activities Record" binder for the Corporate Engineering Coordinator in the Corporate Incident Response Center.

B. Department Discipline Lead Engineers

1. Take those actions indicated for the appropriate emergency action level classifications below:

NOTIFICATION OF UNUSUAL EVENT

2. For a Notification of Unusual Event emergency action level classification no notification will be made.

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

3. Receive event notification from the Corporate Engineering Coordinator that the Corporate Emergency Response Plan has been activated.
4. Determine from the Corporate Engineering Coordinator the event emergency action level classification and extent of any requested response.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	ENGINEERING AND TECHNICAL SUPPORT	DATE: 07/01/85 PAGE 06 OF 07

5. Assume the role of discipline Lead Engineer to coordinate requests from the Corporate Engineering Coordinator for technical assistance from that discipline.
6. As needed, assign additional Department personnel to ensure that adequate technical assistance is provided.

NOTE: Long-term Engineering Department assistance will most probably be required to support those design modifications necessitated by the event. Management and coordination of these activities should closely follow those procedures normally used by Department personnel to accomplish non-accident related design modifications.

7. Keep the Corporate Engineering Coordinator apprised of responsibility area activities and status on a periodic basis, and as requested.
8. Log all incoming and outgoing communications related to the emergency response effort using Procedure Attachment 5, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder which is maintained by the Corporate Engineering Coordinator.

9. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 6, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Department's "Emergency Response and Recovery Activities Record" binder which is maintained by the Corporate Engineering Coordinator.

V. REFERENCES

- A. Corporate Emergency Response Plan
- B. CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization".

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE ENGINEERING AND TECHNICAL SUPPORT		DATE: 07/01/85 PAGE 07 OF 07

VI. ATTACHMENTS

1. Department Organizational Relationships
2. Emergency Plan Titles, Personnel Assignments, and Notification List
3. Emergency Organization Contact List
4. Emergency Transportation Instructions
5. Form 69-084, "Emergency Communications Log Sheet"
6. Form 69-085, "Emergency Response and Recovery Activities Log Sheet"

PG & E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

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PACIFIC GAS AND ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

ENGINEERING AND TECHNICAL SUPPORT

NUMBER: 4.5

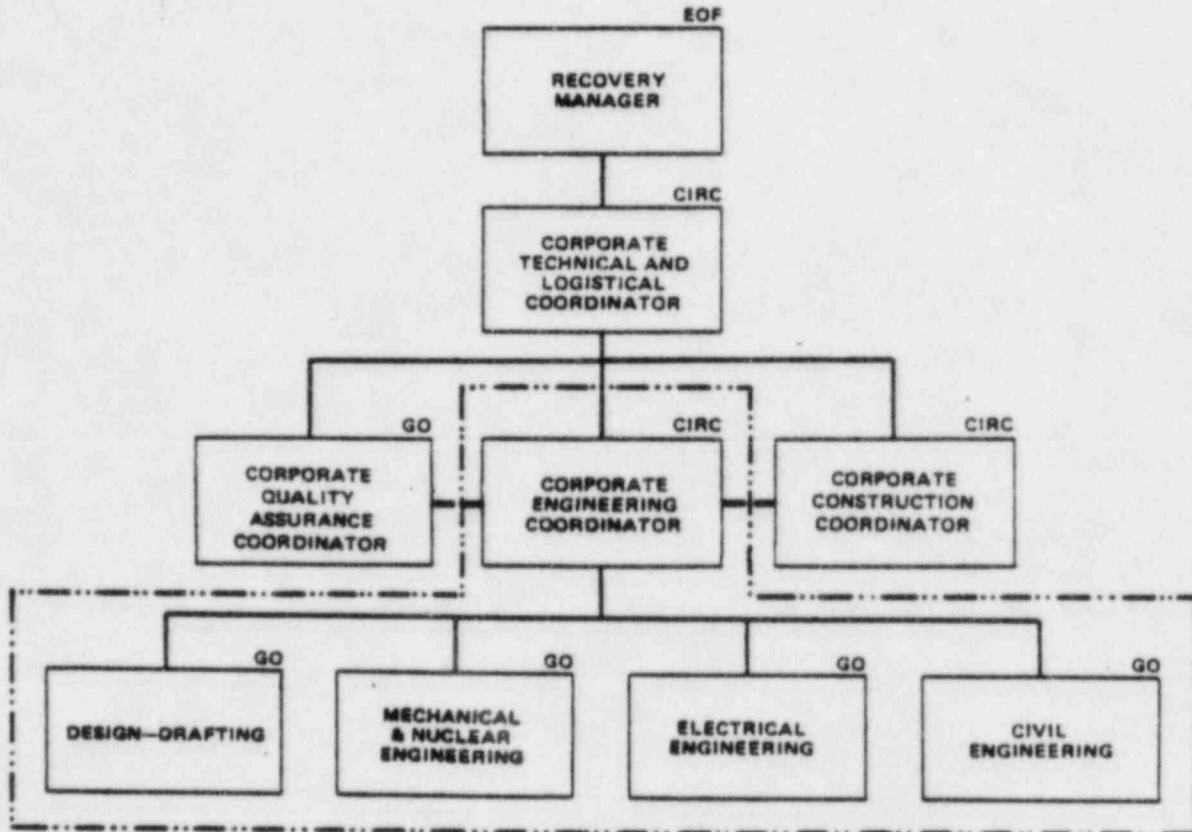
REVISION: 3

ATTACHMENT: 1

DATE: 07/01/85

PAGE 01 OF 01

DEPARTMENT ORGANIZATIONAL RELATIONSHIPS






Legend:

- Line Authority
- - - - - Coordination
- Departmental Personnel
- CIRC - Corporate Incident Response Center
- EOF - Emergency Operations Facility
- GO - General Office

PG & E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	
	IMPLEMENTING PROCEDURE	
TITLE		

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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.5
	IMPLEMENTING PROCEDURE		REVISION: 3
TITLE	ENGINEERING AND TECHNICAL SUPPORT		ATTACHMENT: 2
			DATE: 07/01/85
PAGE 01 OF 02			
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST			
EMERGENCY PLAN TITLES	NAME	HOME PHONE	
	NON EMERGENCY TITLE	BUSINESS PHONE	
Corporate Engineering Coordinator	1. <u>M. R. Tresler</u> DC Project Engineer		
	2. <u>E. C. Connell</u> Mechanical and Nuclear Engineering		
	3. <u>J. K. McCall</u> Civil Engineering		
	4. <u>S. Auer</u> Electrical Engineering		
	5. <u>P. G. Antiochos</u> Mechanical and Nuclear Engineering		
Lead Engineer, Civil Engineering	1. <u>J. K. McCall</u> Supr. Civil Engineer		
	2. <u>V. J. Ghio</u> Senior Civil Engineer		
	3. <u>R. V. Bettinger</u> Chief Civil Engineer		
Lead Engineer, Design-Drafting	1. <u>A. M. Pinna</u> Project Coordination Section Supervisor		
	2. <u>J. H. Peregoy</u> Mechanical Design Section Supervisor		
	3. <u>G. H. Aster</u> Chief, Design-Drafting		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN <h2 style="margin: 0;">IMPLEMENTING PROCEDURE</h2>	NUMBER: 4.5 REVISION: 3 ATTACHMENT: 2 DATE: 07/01/85 PAGE 02 OF 02
TITLE	ENGINEERING AND TECHNICAL SUPPORT	
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST		
EMERGENCY PLAN TITLES	NAME	HOME PHONE
	NON EMERGENCY TITLE	BUSINESS PHONE
Lead Engineer, Mechanical & Nuclear Engineering	1. <u>E. C. Connell</u> Supervising Mechanical Engineer 2. <u>R. G. Antiochos</u> Senior Mechanical Engineer 3. <u>A. F. Arley</u> Chief Mechanical and Nuclear Engineer	
Lead Engineer, Electrical Engineering	1. <u>S. Auer</u> Supervising Electrical Engineer 2. <u>W. Vahlstrom</u> Senior Electrical Engineer 3. <u>J. A. Maneatis</u> Chief, Electrical Engineer	

PG-E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

ENGINEERING AND TECHNICAL SUPPORT

NUMBER: 4.5

REVISION: 3

ATTACHMENT: 3

DATE: 07/01/85

PAGE 01 OF 01

EMERGENCY ORGANIZATION CONTACT LIST

ORGANIZATION OR
EMERGENCY TITLE

NAME

EMERGENCY LOCATION

NORMAL BUSINESS PHONE

EMERGENCY PHONE

Recovery Manager

1. J. D. Shiffer

EOF

2. W. A. Raymond

3. J. D. Townsend

4. R. C. Thornberry

Corporate Technical
and Logistical
Coordinator

1. G. H. Moore

CIRC

2. J. B. Hoch

3. M. R. Tresler

PG-4E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5
	IMPLEMENTING PROCEDURE	REVISION: 2
TITLE	ENGINEERING AND TECHNICAL SUPPORT	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 01 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel

1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:

- . Recovery Manager
- . Operations and Analytical Recovery Manager
- . Engineering and Logistics Recovery Manager
- . Radiological Emergency Recovery Manager
- . Public Information Recovery Manager
- . Media Center Representative

All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.

2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:

- a. Corporate Aircraft

- 1) Oakland Airport Hanger #8.....

- b. Oakland Executive Air Terminal.....
(ask for PGandE Transportation Coordinator)

- c. 24-hour Fixed Wing Air Charter Services:

- 1) Cal-West Aviation (Concord).....
- 2) Coastal Air (San Luis Obispo).....
- 3) Golden Gate Piper (San Carlos).....
- 4) Corporate Aviation Services (San Jose).....
- 5) Pacific States Aviation, Inc. (Concord).....
- 6) Air San Luis (San Luis Obispo).....

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.5
	IMPLEMENTING PROCEDURE	REVISION: 2
TITLE	ENGINEERING AND TECHNICAL SUPPORT	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 02 OF 04
EMERGENCY TRANSPORTATION INSTRUCTIONS		
A. <u>Critical Emergency Response Organization Personnel (Cont'd.)</u>		
d. 24-hour Helicopter Air Charter Services (in order of preference):		
1) Aris Helicopters, Ltd. (San Jose)..... 2) Helicopters Unlimited, Inc. (Oakland)..... 3) Astrocopters (Oakland)..... 4) Crane Helicopter Services (Fremont).....		
e. The telephone company yellow pages list additional air charter services.		
f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.		
To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:		
1) During normal office hours Golden Gate Division..... 2) During non-office hours and holidays Oakland Dispatch Center.....		
Communications with CHP personnel should reference the CHP Golden Gate Division S.O.P. 3.48 which describes the emergency transportation services the CHP will provide.		
g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.		

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

ENGINEERING AND TECHNICAL SUPPORT

NUMBER: 4.5

REVISION: 2

ATTACHMENT: 4

DATE: 07/01/85

PAGE 03 OF 04


EMERGENCY TRANSPORTATION INSTRUCTIONS

8. Other Emergency Response Organization Personnel

1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE.

2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners:

- a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are:



If these lines are busy, the following alternate telephone numbers should be used:

- b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions).

NOTE: Personnel are advised to bring only a minimum amount of baggage.

- c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability.
3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information.
4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area.

PG#E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

ENGINEERING AND TECHNICAL SUPPORT

NUMBER: 4.5

REVISION: 2

ATTACHMENT: 4

DATE: 07/01/85

PAGE 04 OF 04

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

<u>Entry Number</u>	<u>Instructions</u>
1.	Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e.; Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2.	Enter the date which this Form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3.	Consecutively number each page used during each emergency operations duty shift.
4.	Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5.	Clearly record the name of the individual who is calling you or whom you are calling. Also record the individuals emergency response organization title and affiliation (if other than P.G. & E.).
6.	Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate.
7.	Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission.
8.	Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.



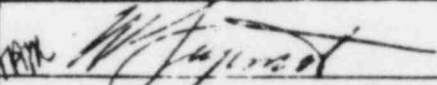

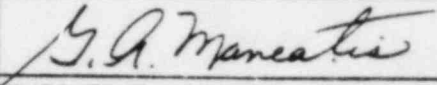
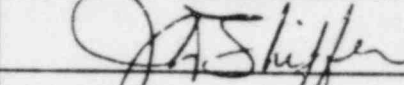
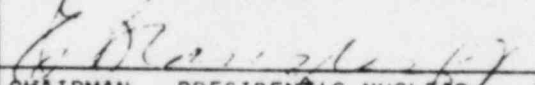
PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
PG&E		EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET	
EMERGENCY LOCATION		TODAY'S DATE	PAGE
(1)		(2)	(3)
TIME (2400 hrs.)	SUMMARY OF ACTIVITY PERFORMED		ENTERED BY (INITIALS)
(4)	(5)		(6)

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET

INSTRUCTIONS

- | <u>Entry Number</u> | <u>Instructions</u> |
|---------------------|--|
| 1. | Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.) |
| 2. | Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change. |
| 3. | Consecutively number each page used during each emergency operations duty shift. |
| 4. | Enter the time for each Log entry using 2400 hour clock time to avoid confusion. |
| 5. | Enter a summary of the activity being performed. |
| 6. | Enter your initials upon completion of each Log Sheet entry. |

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.7 REVISION: 4 DATE: 07/01/85 PAGE 01 OF 07
	IMPLEMENTING PROCEDURE		
	TITLE NUCLEAR OPERATIONS SUPPORT		
RESPONSIBILITY	SIGNATURE		DATE
	TITLE		
PREPARED BY	 SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY		7/1/85
REVIEWED AND CONCURRED BY	 MANAGER, NUCLEAR OPERATIONS SUPPORT		7/11/85
REVIEWED AND CONCURRED BY	 EXECUTIVE VICE PRESIDENT, FACILITIES AND ELECTRIC RESOURCES DEVELOPMENT		7/12/85
APPROVED BY	 VICE PRESIDENT, NUCLEAR POWER GENERATION		7/12/85
APPROVED BY	 CHAIRMAN - PRESIDENT'S NUCLEAR ADVISORY COMMITTEE		7/12/85

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN IMPLEMENTING PROCEDURE	NUMBER: 4.7 REVISION: 4
TITLE	NUCLEAR OPERATIONS SUPPORT	DATE: 07/01/85 PAGE 02 OF 07

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG- E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7 REVISION: 4 DATE: 07/01/85 PAGE 03 OF 07
	IMPLEMENTING PROCEDURE	
TITLE	NUCLEAR OPERATIONS SUPPORT	

I. SCOPE

This Implementing Procedure provides instructions for Nuclear Operations Support (NOS) Corporate Emergency Response Organization (CERO) staff efforts during an event which leads to the activation of the Corporate Emergency Response Plan.

II. DISCUSSION

This Implementing Procedure includes steps to be taken to activate the Nuclear Operations Support Department staff, provide computer and records support to the plant staff, and dispatch personnel to offsite emergency response facilities.

III. RESPONSIBILITIES

Individuals covered by this Implementing Procedure shall find their responsibilities and duties under their appropriate CERO title in the Procedure Instructions section.

IV. INSTRUCTIONS

A. Operations and Analytical Recovery Manager

- Take appropriate actions identified under the following emergency action level classifications:

NOTIFICATION OF UNUSUAL EVENT

- For a Notification of Unusual Event emergency action level classification the Recovery Manager may elect to contact the Operations and Analytical Recovery Manager to advise on plant status and site conditions.

NOTE: The Corporate Emergency Response Organization will not be activated for a Notification of Unusual Event emergency action level classification.

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

- Receive event notification from the Recovery Manager that the Corporate Emergency Response Plan has been activated.

NOTE: CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization", describes the activation of the Corporate Emergency Response Plan.

- Determine from the Recovery Manager the emergency action level classification, plant status information, and extent of any requested response.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7 REVISION: 4 DATE: 07/01/85 PAGE 04 OF 07
	IMPLEMENTING PROCEDURE	
TITLE	NUCLEAR OPERATIONS SUPPORT	

5. As directed by the Recovery Manager, initiate any actions requested.
6. As directed by the Recovery Manager, instruct other Departmental staff to assemble at their General Office work locations, including the Emergency Personnel Access Coordinator.
7. As appropriate instruct Departmental staff to activate and to verify the operations of the Harris computer system.
8. As directed by the Recovery Manager, proceed to the Emergency Operations Facility (EOF) and, if requested, dispatch additional Departmental personnel to the EOF in San Luis Obispo. Transportation arrangements shall be made using Procedure Attachment 3, "Emergency Transportation Instructions".
9. At the Emergency Operations Facility, coordinate all operations and analytical recovery efforts, including the accident analysis work done by site, General Office, Westinghouse, governmental agency, and industry consultant personnel.
10. Interface with the Emergency Evaluations and Recovery Coordinator, who is stationed at the onsite Technical Support Center (TSC).
11. Keep the Recovery Manager informed of all analytical and operations recovery activities during the emergency.
12. Assure that the continuity of resources within the PGandE Nuclear Operations Support Department emergency response organization is maintained to permit continuous (24-hour) operations.
13. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 4, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be forwarded to the Department's Emergency Response and Recovery Activities Record" binder.
14. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 5, "Emergency Response and Recovery Activities Log Sheet"

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be forwarded to the Department's "Emergency Response and Recovery Activities Record" binder.

PG- E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	NUCLEAR OPERATIONS SUPPORT	DATE: 07/01/85 PAGE 05 OF 07

B. Engineering and Logistics Recovery Manager

1. Take appropriate actions as identified under the following emergency action level classifications:

NOTIFICATION OF UNUSUAL EVENT
2. For a Notification of Unusual Event emergency action level classification the Recovery Manager may elect to contact the Engineering and Logistics Recovery Manager to advise on plant status and site conditions.

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY
3. Receive event notification from the Recovery Manager that the Corporate Emergency Response Plan has been activated.
4. Determine from the Recovery Manager the emergency action level classification, plant status information, and extent of any requested response.
5. As directed by the Recovery Manager, initiate any actions requested.
6. As directed by the Recovery Manager, instruct other Departmental staff to assemble at their General Office work locations.
7. As directed by the Recovery Manager, proceed to the Emergency Operations Facility (EOF) and, if requested, dispatch additional personnel to the EOF in San Luis Obispo. Transportation arrangements shall be made using Procedure Attachment 3, "Emergency Transportation Instructions".
8. At the Emergency Operations Facility, establish communications with the Site Liaison Coordinator at the Technical Support Center, and the Corporate Technical and Logistical Coordinator at the Corporate Incident Response Center.
9. At the Emergency Operations Facility, obtain information on the plant status from the Technical Support Center Site Liaison Coordinator. Provide plant status summaries for distribution to the following emergency response facilities:
 - a. Emergency Operations Facility (EOF)
 - b. Corporate Incident Response Center (CIRC)
 - c. Unified Dose Assessment Center (UDAC)
 - d. Emergency Operations Center (EOC)

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7 REVISION: 4
	IMPLEMENTING PROCEDURE	DATE: 07/01/85 PAGE 06 OF 07
TITLE NUCLEAR OPERATIONS SUPPORT		

NOTE: Any changes in the emergency action level classification or the projected extent of release will be immediately provided to offsite emergency response organizations, as authorized.

NOTE: Use forms contained in the Diablo Canyon Power Plant Manual, Volume 3A, Emergency Procedure G-3, "Notification of Offsite Organizations".

10. Provide any technical or logistical support requested by the Site Emergency Coordinator. If unable to provide the necessary support, request assistance from the Corporate Technical and Logistical Coordinator or from other outside agencies.
11. If requested by the Radiological Emergency Recovery Manager, obtain additional assistance (technical support and manpower) from outside organizations to support PGandE radiological monitoring and assessment activities.
12. Maintain the duty roster in the Emergency Operations Facility of those personnel who are assigned to the Emergency Operations Facility emergency response organization. This duty roster will display the names, emergency plan titles, and present locations of on-duty personnel.
13. Log all incoming and outgoing communications which are related to the emergency response effort using Procedure Attachment 4, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in either the Department's or the Emergency Operations Facility's "Emergency Response and Recovery Activities Record" binder.

14. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 5, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Completed "Emergency Response and Recovery Activities Log Sheets" shall be placed in either the Department's or Emergency Operations Facility's "Emergency Response and Recovery Activities Record" binder.

C. Radiological Emergency Recovery Manager

The Radiological Emergency Recovery Manager is a member of the Nuclear Operations Support Department staff, but because of the complexity and unique nature of the radiological monitoring and assessment activities, his duties are described in CERP Implementing Procedure 4.3, "Radiological Analysis and Protection."

PG#E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

NUCLEAR OPERATIONS SUPPORT

NUMBER: 4.7

REVISION: 4

DATE: 07/01/85

PAGE 07 OF 07

V. REFERENCES

- A. Corporate Emergency Response Plan (CERP)
- B. Diablo Canyon Power Plant Emergency Plan
- C. CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization"
- D. CERP Implementing Procedure 4.3, "Radiological Analysis and Protection"
- E. GOAP P-148, "Security Access Authorization and Personnel Screening for Diablo Canyon Nuclear Plant Plant"

VI. ATTACHMENTS

1. Department Organizational Relationships
2. Emergency Organization Contact List
3. Emergency Transportation Instructions
4. Form 69-084, "Emergency Communications Log Sheet"
5. Form 69-085, "Emergency Response and Recovery Activities Log Sheet"

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

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PACIFIC GAS AND ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

NUCLEAR PLANT OPERATIONS

NUMBER: 4.7

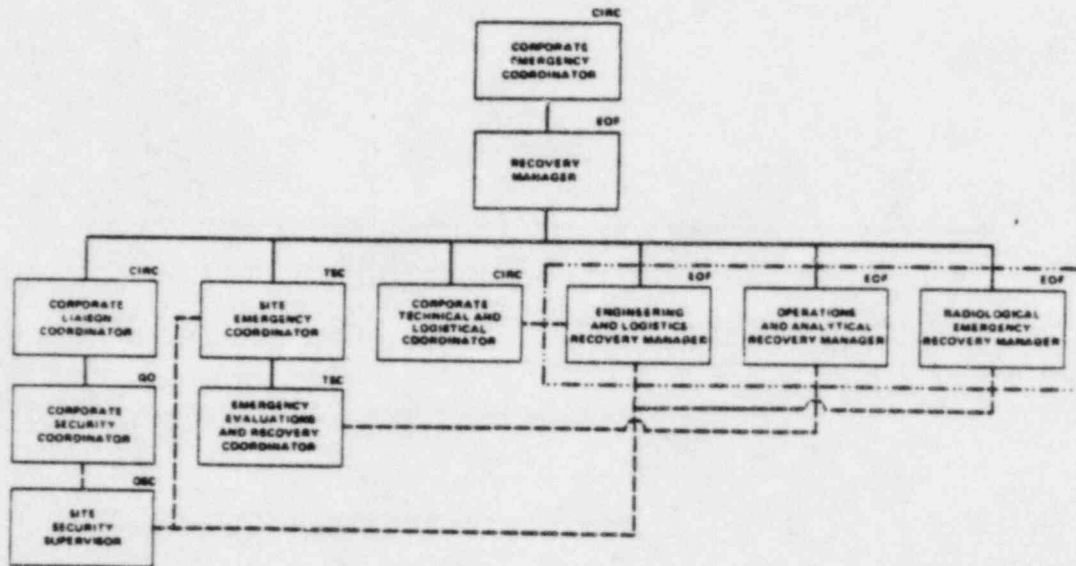
REVISION: 4

ATTACHMENT: 1

DATE: 07/01/85

Page 01 OF 01

DEPARTMENT ORGANIZATIONAL RELATIONSHIPS



Legend

- Line Authority
 - - - - - Coordination
 - - - - - Dispersed Function
- EDF - Emergency Operations Facility
 CIRC - Corporate Incident Response Center
 TSC - Technical Support Center
 OBC - Operational Support Center
 GO - General Office

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7
	IMPLEMENTING PROCEDURE	REVISION: 4 ATTACHMENT: 2 DATE: 07/01/85 PAGE 02 OF 04
TITLE NUCLEAR PLANT OPERATIONS		

EMERGENCY ORGANIZATION CONTACT LIST

ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION
	BUSINESS PHONE	EMERGENCY PHONE

Operations and
Analytical Recovery
Manager

1. J. D. Townsend

EOF

2. W. T. Rapp

3. B. W. Giffin

Radiological Emergency
Recovery Manager

1. W. H. Fujimoto

EOF

2. T. A. Mack

3. D. H. Oatley

4. R. W. Lorenz

Engineering and
Logistics Recovery
Manager

1. B. W. Giffin

EOF

2. A. L. Simmons

3. W. A. Wogslund

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.7 REVISION: 4 ATTACHMENT: 2 DATE: 07/01/85 PAGE 01 OF 04
	IMPLEMENTING PROCEDURE		
TITLE NUCLEAR PLANT OPERATIONS			
EMERGENCY ORGANIZATION CONTACT LIST			
EMERGENCY PLAN TITLE	NAME	EMERGENCY LOCATION	
	BUSINESS PHONE	EMERGENCY PHONE	
Recovery Manager	1. J. D. Shiffer	EOF	
	2. W. A. Raymond		
	3. J. D. Townsend		
	4. R. C. Thornberry		
Corporate Liaison Coordinator	1. R. J. McDevitt	CIRC	
	2. J. C. Carroll		
	3. T. A. Moulia		
Corporate Technical and Logistical Coordinator	1. G. H. Moore	CIRC	
	2. J. B. Hoch		
	3. M. R. Tresler		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.7
	IMPLEMENTING PROCEDURE		REVISION: 4
TITLE NUCLEAR PLANT OPERATIONS		ATTACHMENT: 2 DATE: 07/01/85 PAGE 03 OF 04	
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	BUSINESS PHONE	EMERGENCY PHONE	
Site Emergency Coordinator	1. R. C. Thornberry	TSC	
	2. J. M. Gisclon		
	3. W. B. McLane		
	4. J. A. Sexton		
Emergency Evaluations and Recovery Coordinator	1. J. M. Gisclon	TSC	
	2. L. F. Womack		
	3. V. R. Foster		
	4. E. G. Davis		
	5. R. M. Lockett		
Emergency Radiological Advisor	1. J. V. Boots	TSC	
	2. R. P. Powers		
	3. H. W. C. Fong		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.7
	IMPLEMENTING PROCEDURE		REVISION: 4 ATTACHMENT: 2 DATE: 07/01/85 PAGE 04 OF 04
TITLE NUCLEAR PLANT OPERATIONS			
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	BUSINESS PHONE	EMERGENCY PHONE	
Corporate Security Coordinator	1. L. N. Shaffer	General Office	
	2. J. R. Van Schaick		
Site Security Supervisor	On Duty Security Shift Supervisor As assigned	OSC	

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7 REVISION: 4 ATTACHMENT: 3 DATE: 07/01/85 PAGE 01 OF 04
	IMPLEMENTING PROCEDURE	
TITLE	NUCLEAR PLANT OPERATIONS	
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<p>A. Critical Emergency Response Organization Personnel</p> <p>1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:</p> <ul style="list-style-type: none"> . Recovery Manager . Operations and Analytical Recovery Manager . Engineering and Logistics Recovery Manager . Radiological Emergency Recovery Manager . Public Information Recovery Manager . Media Center Representative <p><u>All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.</u></p> <p>2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:</p> <ul style="list-style-type: none"> a. Corporate Aircraft <ul style="list-style-type: none"> 1) Oakland Airport Hanger #8..... b. Oakland Executive Air Terminal..... (ask for PGandE Transportation Coordinator) c. 24-hour Fixed Wing Air Charter Services: <ul style="list-style-type: none"> 1) Cal-West Aviation (Concord)..... 2) Coastal Air (San Luis Obispo)..... 3) Golden Gate Piper (San Carlos)..... 4) Corporate Aviation Services (San Jose)..... 5) Pacific States Aviation, Inc. (Concord)..... 6) Air San Luis (San Luis Obispo)..... 		

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN IMPLEMENTING PROCEDURE	NUMBER: 4.7 REVISION: 4 ATTACHMENT: 3 DATE: 07/01/85 PAGE 02 OF 04
TITLE	NUCLEAR PLANT OPERATIONS	
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<p>A. <u>Critical Emergency Response Organization Personnel (Cont'd.)</u></p> <p>d. 24-hour Helicopter Air Charter Services (in order of preference):</p> <ol style="list-style-type: none"> 1) Aris Helicopters, Ltd. (San Jose)..... 2) Helicopter Unlimited, Inc. (Oakland)..... 3) Astrocopters (Oakland)..... 4) Crane Helicopter Services (Fremont)..... <p>e. The telephone company yellow pages list additional air charter services.</p> <p>f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.</p> <p>To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:</p> <ol style="list-style-type: none"> 1) During normal office hours Golden Gate Division..... 2) During non-office hours and holidays Oakland Dispatch Center..... <p>Communications with CHP personnel should reference the CHP Golden Gate Division S.O.P. 3.48 which describes the emergency transportation services the CHP will provide.</p> <p>g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.</p>		


PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	NUCLEAR PLANT OPERATIONS	ATTACHMENT: 3
		DATE: 07/01/85
		PAGE 03 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

B. Other Emergency Response Organization Personnel

1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE.
2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners:

- a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are:


If these lines are busy, the following alternate telephone numbers should be used:

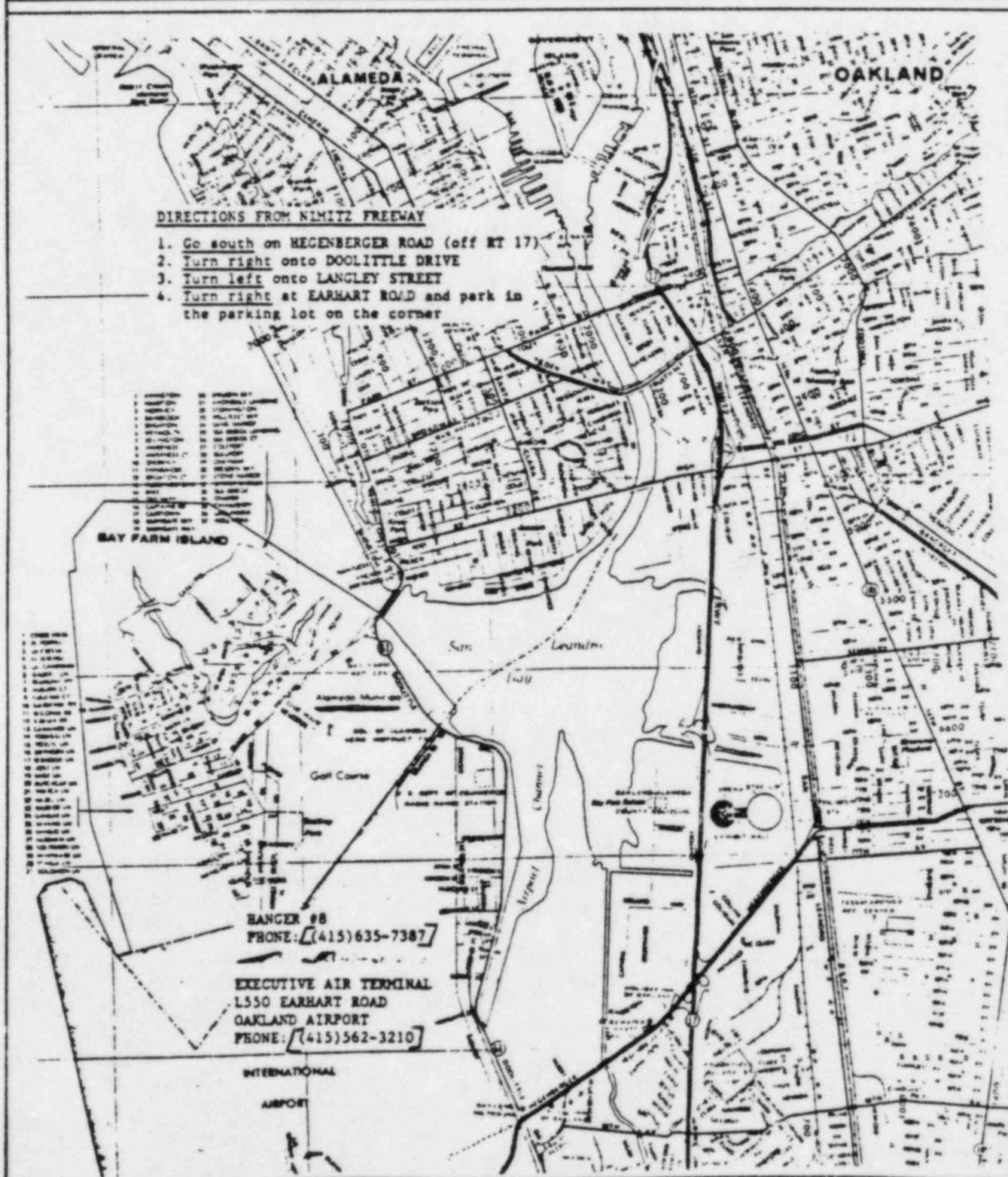
- b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions).

NOTE: Personnel are advised to bring only a minimum amount of baggage.

- c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability.
3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information.
4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area.

PG-9E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.7
	IMPLEMENTING PROCEDURE	REVISION: 4
TITLE	NUCLEAR PLANT OPERATIONS	ATTACHMENT: 3
		DATE: 07/01/85
		PAGE 04 OF 04

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e.: Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this Form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Clearly record the name of the individual who is calling you or whom you are calling. Also record the individuals emergency response organization title and affiliation (if other than P.G.&E.).
6. Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate.
7. Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission.
8. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.



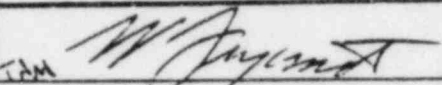
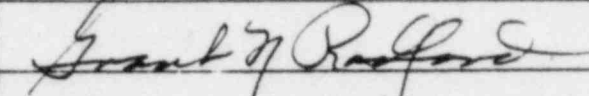
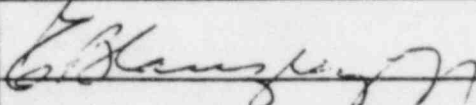
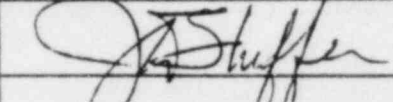
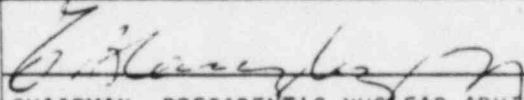
PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
PG&E		EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET	
EMERGENCY LOCATION		TODAY'S DATE	PAGE
(1)		(2)	(3)
TIME (2400 hrs.)	SUMMARY OF ACTIVITY PERFORMED		ENTERED BY (INITIALS)
(4)	(5)		(6)

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET

INSTRUCTIONS

- | <u>Entry
Number</u> | <u>Instructions</u> |
|-------------------------|--|
| 1. | Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.) |
| 2. | Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change. |
| 3. | Consecutively number each page used during each emergency operations duty shift. |
| 4. | Enter the time for each Log entry using 2400 hour clock time to avoid confusion. |
| 5. | Enter a summary of the activity being performed. |
| 6. | Enter your initials upon completion of each Log Sheet entry. |

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

 	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.8 REVISION: 3 DATE: 07/01/85 PAGE 01 OF 06
	IMPLEMENTING PROCEDURE		
	TITLE REGION SUPPORT		
RESPONSIBILITY	SIGNATURE		DATE
	TITLE		
PREPARED BY	 TAM SUPERVISING NUCLEAR GENERATION ENGINEER PERSONNEL AND ENVIRONMENTAL SAFETY		7/1/85
REVIEWED AND CONCURRED BY	 REGIONAL MANAGER, MISSION TRAIL REGION		7/10/85
REVIEWED AND CONCURRED BY	 SENIOR VICE PRESIDENT, OPERATIONS		7/11/85
APPROVED BY	 VICE PRESIDENT, NUCLEAR POWER GENERATION		7/17/85
APPROVED BY	 CHAIRMAN, PRESIDENT'S NUCLEAR ADVISORY COMMITTEE		7/11/85

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.8 REVISION: 3 DATE: 07/01/85 PAGE 02 OF 06
	IMPLEMENTING PROCEDURE	
TITLE REGION SUPPORT		

ORGANIZATIONAL OUTLINE

- I. SCOPE
- II. DISCUSSION
- III. RESPONSIBILITIES
- IV. INSTRUCTIONS
- V. REFERENCES
- VI. ATTACHMENTS

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

REGION SUPPORT

NUMBER: 4.8

REVISION: 3

DATE: 07/01/85

PAGE 03 OF 06

I. SCOPE

The scope of this Implementing Procedure is to provide notification to the Mission Trail and other Region personnel and assure regional support services in the event the Corporate Emergency Response Plan (CERP) is activated.

II. DISCUSSION

- A. This Implementing Procedure provides instructions for guiding Regional personnel who have Corporate Emergency Response Organization (CERO) assignments should the CERP be activated.
- B. Regional support services include:
 - 1. Coordination of ground transportation and lodging of Company personnel temporarily assigned to the San Luis Obispo area.
 - 2. Line repair crews for restoring electrical power.
 - 3. Providing emergency supplies.
 - 4. Coordinating and conduct of community relations programs.
 - 5. Telecommunications repair personnel.
 - 6. Nontechnical Company personnel resource pool.
- C. Procedure Attachment 1, "Department Organizational Relationships" illustrates how the Mission Trail Region interfaces with other Company Regions and Departments.

III. RESPONSIBILITIES

Individuals covered by this Implementing Procedure shall find their responsibilities and duties under their appropriate CERO title in the Procedure Instructions section.

IV. INSTRUCTIONS**A. Corporate Regional Coordinator**

- 1. Take those actions indicated for the appropriate emergency action level classifications below:

NOTIFICATION OF UNUSUAL EVENT

- 2. For a Notification of Unusual Event emergency action level classification, no notification will normally be made to the Corporate Regional Coordinator.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.8
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE REGION SUPPORT		DATE: 07/01/85 PAGE 04 OF 06

NOTE: CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization" describes the activation of the CERP.

ALERT, SITE AREA EMERGENCY, AND GENERAL EMERGENCY

3. Receive event notification from the Corporate Technical and Logistical Coordinator that the Corporate Emergency Response Plan has been activated.
4. Determine from the Corporate Technical and Logistical Coordinator the emergency action level classification and any special Departmental response actions.
5. Notify appropriate personnel, as necessary, and advise them of the emergency action level classification and any special requests from the Corporate Technical and Logistical Coordinator.
6. Establish and direct operations at the Los Padres District Office with required Region support personnel.
7. Coordinate with the following CERO personnel for requests regarding region support services:
 - a. Corporate Materials Coordinator
 - b. Corporate Construction Coordinator
 - c. Corporate Telecommunications Coordinator
 - d. Public Information Recovery Manager
 - e. Site Construction Coordinator
 - f. Transportation Coordinator
 - g. Repair team supervisor.
8. Advise the Corporate Technical and Logistical Coordinator of operations status on a periodic basis, and as requested.
9. Assure the continuity of Region personnel and resources necessary to support the emergency response effort.
10. Maintain the Region's "Emergency Response and Recovery Activities Record" binder in a current status.

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.8
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	REGION SUPPORT	DATE: 07/01/85
		PAGE 05 OF 06

11. Work closely with the Site Construction Coordinator to assure that maximum effective use is made of Company local transportation resources during the emergency.
12. Coordinate with the Corporate Telecommunications Coordinator requests for telecommunications system repair services by the Repair Team Supervisor.
13. If required, coordinate the assignment of personnel and resources from the other Company Regions to assist the Mission Trail Region's efforts during the emergency. Transportation arrangements for support personnel traveling to the San Luis Obispo area shall be made in accordance with the instructions in Procedure Attachment 4, "Emergency Transportation Instructions".
14. Coordinate arrangements, as required, with the Corporate Technical and Logistical Coordinator and the Transportation Coordinator for ground transportation and/or lodging of Company personnel temporarily assigned to the San Luis Obispo area.
15. Coordinate with the owners/managers of equipment supply and service sources in the San Luis Obispo area to ascertain their capabilities and availabilities to support recovery efforts.
16. Locate and coordinate the use of temporary local office space and storage facilities in the San Luis Obispo area, as required.
17. Locate and coordinate the use of additional meeting and conference facilities in the San Luis Obispo area, as required.
18. Institute community relations programs to accurately inform local residents of the event and its significance.
19. Coordinate the preparation of messages for use on the local Company information hotlines with the Public Information Recovery Manager, who is located at the Emergency Operations Facility.
20. Respond to requests from the Recovery Manager.
21. Upon direction by the Corporate Technical and Logistical Coordinator deactivate Region support emergency response efforts.
22. Log all incoming and outgoing communications related to the emergency response effort using Procedure Attachment 5, "Emergency Communications Log Sheet".

NOTE: Completed "Emergency Communications Log Sheets" shall be placed in the Region's "Emergency Response and Recovery Activities Record" binder.

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

REGION SUPPORT

NUMBER: 4.8

REVISION: 3

DATE: 07/01/85

PAGE 06 OF 06

23. Maintain a written record of pertinent emergency response and recovery activities using Procedure Attachment 6, "Emergency Response and Recovery Activities Log Sheet".

NOTE: Complete "Emergency Response and Recovery Activities Log Sheets" shall be placed in the Region's "Emergency Response and Recovery Activities Record" binder.

V. REFERENCES

- A. Corporate Emergency Response Plan
- B. CERP Implementing Procedure 1.1, "Activation of the Corporate Emergency Response Organization".

VI. ATTACHMENTS

- 1. Department Organizational Relationships
- 2. Emergency Plan Titles, Personnel Assignments, and Notification List
- 3. Emergency Organization Contact List
- 4. Emergency Transportation Instructions
- 5. Form 69-084, "Emergency Communications Log Sheet"
- 6. Form 69-085, "Emergency Response and Recovery Activities Log Sheet"

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN**IMPLEMENTING PROCEDURE**

TITLE

REGION SUPPORT

NUMBER: 4.8

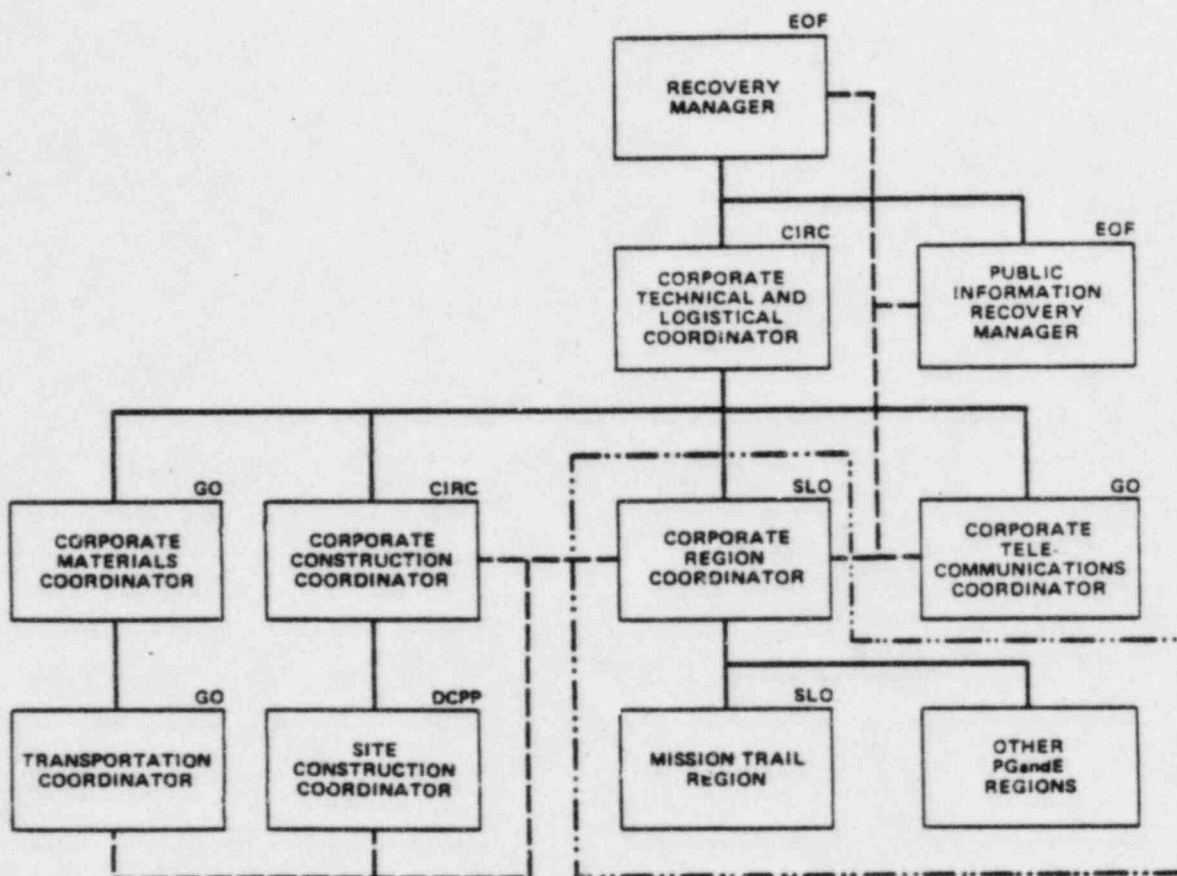
REVISION: 3

ATTACHMENT: 1

DATE: 07/01/85

PAGE 01 OF 01

DEPARTMENT ORGANIZATIONAL RELATIONSHIPS



Legend:

————— Line Authority

----- Coordination

- - - - - Region Personnel

EOF - Emergency Operations Facility

CIRC - Corporate Incident Response Center

SLO - San Luis Obispo

DCPP - Diablo Canyon Power Plant

GO - General Office


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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

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PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.8 REVISION: 3 ATTACHMENT: 2 DATE: 07/01/85 PAGE 01 OF 01		
	IMPLEMENTING PROCEDURE				
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%; border: none;">TITLE</td> <td style="border: none;">REGION SUPPORT</td> </tr> </table>				TITLE	REGION SUPPORT
TITLE	REGION SUPPORT				
EMERGENCY PLAN TITLES, PERSONNEL ASSIGNMENTS, AND NOTIFICATION LIST					
		NAME	HOME PHONE		
EMERGENCY PLAN TITLES	NON EMERGENCY TITLE	BUSINESS PHONE			
Corporate Regional Coordinator	<ol style="list-style-type: none"> 1. <u>D. L. Kennady</u> Los Padres District Manager 2. <u>D. J. Stornetta</u> Los Padres District Marketing Supervisor 3. <u>R. J. McKell</u> Los Padres District Electric Superintendent 4. <u>W. E. Argo</u> Manager, Community Activities Department 5. Alternate number - Morro Bay Switching Center 				


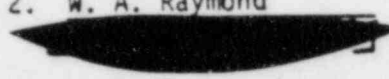
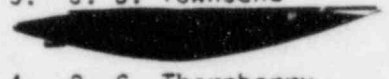


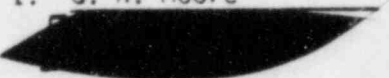

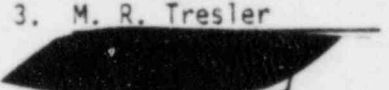

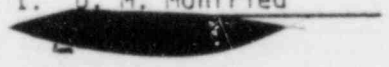
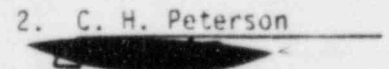
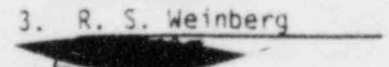
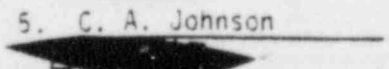

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PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

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PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN IMPLEMENTING PROCEDURE		NUMBER: 4.8 REVISION: 3. ATTACHMENT: 3 DATE: 07/01/85 PAGE 01 OF 02
TITLE REGION SUPPORT			
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLES	NAME BUSINESS PHONE	EMERGENCY LOCATION EMERGENCY PHONE	
Recovery Manager	1. J. D. Shiffer  2. W. A. Raymond  3. J. D. Townsend  4. R. C. Thornberry 	EOF 	
Corporate Technical and Logistical Coordinator	1. G. H. Moore  2. J. B. Hoch  3. M. R. Tresler 	CIRC 	
Public Information Recovery Manager	1. D. M. Monfried  2. C. H. Peterson  3. R. S. Weinberg  5. C. A. Johnson 	EOF 	

PG-E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN		NUMBER: 4.8
	IMPLEMENTING PROCEDURE		REVISION: 3
TITLE REGION SUPPORT		ATTACHMENT: 3	
		DATE: 07/01/85 PAGE 02 OF 02	
EMERGENCY ORGANIZATION CONTACT LIST			
ORGANIZATION OR EMERGENCY TITLE	NAME	EMERGENCY LOCATION	
	BUSINESS PHONE	EMERGENCY PHONE	
Site Construction Coordinator	1. N. M. Norem [REDACTED]	Station Const. Dept. - G.C. - Office [REDACTED]	
	2. W. E. Coley [REDACTED]		
	3. D. A. Rockwell [REDACTED]		
Transportation Coordinator	1. H. W. Klocke [REDACTED]	General Office [REDACTED]	
	2. G. Balanesi [REDACTED]		
	3. J. A. Marino [REDACTED]		
	4. J. H. Ferrell [REDACTED]		
	5. R. L. Comyns [REDACTED]		
	6. S. C. Gleason [REDACTED]		

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.8
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	DIVISION SUPPORT	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 01 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel

1. Upon receipt of notification of the emergency event, the following critical emergency response personnel (listed by emergency title) shall be responsible for arranging their own transportation, if required, to the San Luis Obispo area:

- . Recovery Manager
- . Operations and Analytical Recovery Manager
- . Engineering and Logistics Recovery Manager
- . Radiological Emergency Recovery Manager
- . Public Information Recovery Manager
- . Media Center Representative

All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall arrange transportation in accordance with the instructions set forth in part B. below.

2. The above-listed individuals may elect to utilize their own ground transportation vehicles or any one of the following transportation services:

- a. Corporate Aircraft

- 1) Oakland Airport Hanger #8.....

- b. Oakland Executive Air Terminal.....
(ask for PGandE Transportation Coordinator)

- c. 24-hour Fixed Wing Air Charter Services:

- 1) Cal-West Aviation (Concord).....

- 2) Coastal Air (San Luis Obispo).....

- 3) Golden Gate Piper (San Carlos).....

- 4) Corporate Aviation Services (San Jose).....

- 5) Pacific States Aviation, Inc. (Concord).....

- 6) Air San Luis (San Luis Obispo).....

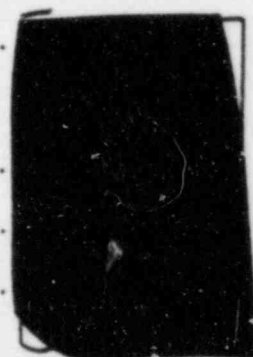
PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.8
	IMPLEMENTING PROCEDURE	REVISION: 3
TITLE	DIVISION SUPPORT	ATTACHMENT: 4
		DATE: 07/01/85
		PAGE 02 OF 04

EMERGENCY TRANSPORTATION INSTRUCTIONS

A. Critical Emergency Response Organization Personnel (Cont'd.)

d. 24-hour Helicopter Air Charter Services (in order of preference):

- 1) Aris Helicopters, Ltd. (San Jose).....
- 2) Helicopters Unlimited, Inc. (Oakland).....
- 3) Astrocopters (Oakland).....
- 4) Crane Helicopter Services (Fremont).....



e. The telephone company yellow pages list additional air charter services.

f. Additionally, the Recovery Manager may elect to utilize the services of the California Highway Patrol (CHP) in obtaining transportation to the San Luis Obispo area.



To arrange emergency transportation with the CHP, the Recovery Manager should call one of the following numbers, as appropriate:

- 1) During normal office hours
Golden Gate Division.....
- 2) During non-office hours and holidays
Oakland Dispatch Center.....



Communications with CHP personnel should reference the CHP Golden Gate Division S.O.P. 3.48 which describes the emergency transportation services the CHP will provide.

g. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Corporate Technical and Logistical Coordinator and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information. The Corporate Technical and Logistical Coordinator will then advise the Corporate Division Coordinator to ensure that any necessary ground logistical support is in place prior to the arrival of personnel in the San Luis Obispo area.

PG&E	PACIFIC GAS and ELECTRIC COMPANY CORPORATE EMERGENCY RESPONSE PLAN	NUMBER: 4.8 REVISION: 3 ATTACHMENT: 4
IMPLEMENTING PROCEDURE		DATE: 07/01/85 PAGE 03 OF 04
TITLE	DIVISION SUPPORT	
EMERGENCY TRANSPORTATION INSTRUCTIONS		
<u>8. Other Emergency Response Organization Personnel</u>		
1. All other PGandE emergency response organization personnel traveling to the San Luis Obispo area shall use their own vehicles or transportation services provided by PGandE.		
2. If PGandE transportation services are to be used, personnel should proceed to make transportation arrangements in one of the following manners:		
a. During normal office hours, contact the General Office Travel Desk (Room 1610, 77 Beale Street). The primary telephone numbers for the General Office Travel Desk are:		
		
If these lines are busy, the following alternate telephone numbers should be used:		
		
b. During non-office hours, following receipt of notification of the emergency event, emergency response personnel should proceed directly to the Executive Air Terminal at the Oakland Airport (L 550 Earhart Road, Oakland) and contact the PGandE Travel Representative stationed there (see map on page 04 of these Emergency Transportation Instructions).		
NOTE: Personnel are advised to bring only a minimum amount of baggage.		
c. If arrival time is not critical, personnel should call the General Office Travel Desk to verify transportation availability.		
3. Regardless of the mode of transportation used, prior to departure, each individual shall contact the Recovery Manager or Departmental/Functional Group Coordinator to whom (s)he functionally reports and advise him of the estimated times of departure and arrival, the arrival location in the San Luis Obispo area, and any other special requirements or information.		
4. The Transportation Coordinator will coordinate arrangements, as required, with the Corporate Division Coordinator for ground transportation and lodging for PGandE personnel in the San Luis Obispo area.		

PG&E

PACIFIC GAS and ELECTRIC COMPANY
CORPORATE EMERGENCY RESPONSE PLAN

IMPLEMENTING PROCEDURE

TITLE

DIVISION SUPPORT

NUMBER: 4.8

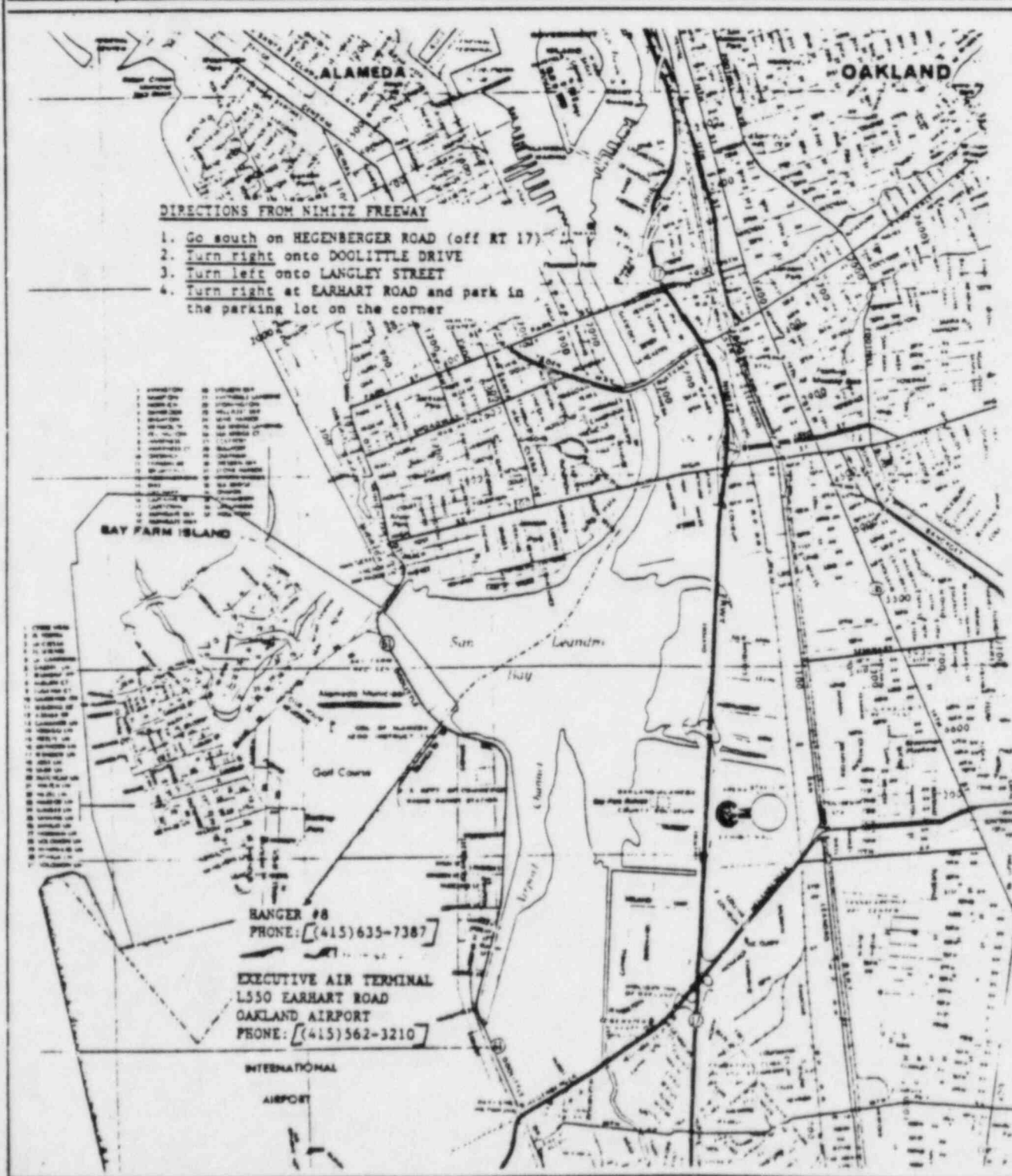
REVISION: 3

ATTACHMENT: 4

DATE: 07/01/85

PAGE 04 OF 04

MAP TO OAKLAND INTERNATIONAL AIRPORT EXECUTIVE AIR TERMINAL



EMERGENCY COMMUNICATIONS LOG SHEET

INSTRUCTIONS

- | <u>Entry Number</u> | <u>Instructions</u> |
|---------------------|--|
| 1. | Identify the name of the emergency response facility or location where this Log Sheet is being used during emergency operations (i.e., Corporate Incident Response Center, Materials Dept. Emergency Operations Facility, etc.). |
| 2. | Enter the date which this Form is being used (i.e., 05/07/33). Start a new Log Sheet with each personnel duty shift change. |
| 3. | Consecutively number each page used during each emergency operations duty shift. |
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| 5. | Clearly record the name of the individual who is calling you or whom you are calling. Also record the individual's emergency response organization title and affiliation (if other than P.G.&E.). |
| 6. | Check the communication activity as to whether the individual called you or you are calling them. Verify a call back number(s), if appropriate. |
| 7. | Enter the entire context of the message being communicated. Read back (or have read back) the message to assure correct copy/transmission. |
| 8. | Enter your initials upon completion of each Log Sheet entry. |

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.

PACIFIC GAS & ELECTRIC COMPANY		CORPORATE EMERGENCY RESPONSE PLAN	
PG&E EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET			
EMERGENCY LOCATION		TODAY'S DATE	PAGE
(1)		(2)	(3)
TIME (2400 hrs.) (4)	SUMMARY OF ACTIVITY PERFORMED (5)		ENTERED BY (INITIALS) (6)

EMERGENCY RESPONSE AND RECOVERY ACTIVITIES LOG SHEET

INSTRUCTIONS

Entry
Number

Instructions

1. Identify the name of the emergency response facility or location where this Log Sheet is being used during an emergency operation (i.e., Corporate Incident Response Center, Materials Dept., Emergency Operations Facility, etc.)
2. Enter the date which this form is being used (i.e. 05/07/83). Start a new Log Sheet with each personnel duty shift change.
3. Consecutively number each page used during each emergency operations duty shift.
4. Enter the time for each Log entry using 2400 hour clock time to avoid confusion.
5. Enter a summary of the activity being performed.
6. Enter your initials upon completion of each Log Sheet entry.

NOTE: Draw a straight horizontal line between the form border lines after each entry is completed to clearly separate one completed entry from the next one.