



**Carolina Power & Light Company**

Robinson Nuclear Plant  
3581 West Entrance Road  
Hartsville SC 29550

Serial: RNP-RA/00-0041

**MAR 9 2000**

United States Nuclear Regulatory Commission  
Attn: Document Control Desk  
Washington, DC 20555

H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2  
DOCKET NO. 50-261/LICENSE NO. DPR-23

TRANSMITTAL OF EMERGENCY PROCEDURE REVISIONS

Ladies and Gentlemen:

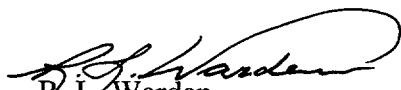
In accordance with 10 CFR 50, Appendix E, and 10 CFR 50.4(b)(5), Carolina Power & Light (CP&L) Company is transmitting the attached revisions to the H. B. Robinson Steam Electric Plant (HBRSEP), Unit No. 2, Emergency Procedures. A listing of the procedure revisions and their effective dates is provided in the enclosure to this letter.

A description of the procedure change is provided on the "Summary of Changes" page for each procedure. Please replace the superseded procedure with the attached revision.

Three of the procedures are being distributed after the 30 day requirement of 10 CFR 50, Appendix E, due to an administrative error. An investigation into this administrative error and corrective actions taken will be documented under the site corrective action program.

If you have any questions concerning this matter, please contact Mr. H. K. Chernoff.

Sincerely,

  
R. L. Warden  
Manager - Regulatory Affairs

PMY/pmy

Enclosure

Attachment: Revised Emergency Procedures

- c: L. A. Reyes, NRC, Region II (w/2 copies of procedures)
- R. Subbaratnam, NRC, NRR (w/o procedure)
- NRC Resident Inspector, HBRSEP (w/1 copy of procedures)

List of Procedure Revisions and Effective Dates

<b>Procedure</b>	<b>Revision No.</b>	<b>Effective Date</b>
EPTSC-01, "Site Emergency Coordinator"	3	02/02/2000
EPTSC-02, "Plant Operations Director"	3	02/02/2000
EPOSC-02, "Damage Control Team Leader"	3	02/02/2000
EPPRO-03, "Training and Qualification"	11	02/29/2000

CAROLINA POWER & LIGHT COMPANY  
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2  
PART 5

EMERGENCY PROCEDURE

**EPTSC-01**  
***SITE EMERGENCY COORDINATOR***

REVISION 3

**SUMMARY OF CHANGES**

<b>STEP</b>	<b>REVISION COMMENTS</b>
8.1.2.5	New step. Added EP succession plan. The SEC may replace the ERM on an interim basis. (CR-11968)

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## SITE EMERGENCY COORDINATOR (SEC) QUICK START GUIDE

**NOTE:** Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. Sign in on Facility Sign-In Board. Log on Electronic Display System (EDS). \_\_\_\_\_
2. If Dialogic was utilized for callout, upon arrival at the Facility, notify Dialogic at X 1777. \_\_\_\_\_
3. Verify TSC staffing and resources available to prepare for facility activation. \_\_\_\_\_
4. Review Emergency Notification Forms and press releases issued. \_\_\_\_\_
5. Review Nuclear Regulatory Commission (NRC) Event Notification Worksheets issued. \_\_\_\_\_
6. Direct staff to prepare for initial plant status briefing. \_\_\_\_\_
7. Coordinate with EOF and JIC (if available) to receive initial Plant Status briefing. \_\_\_\_\_
8. Obtain initial plant status briefing from the Control Room (CR). \_\_\_\_\_
9. Activate the TSC as soon as possible. A minimum of the Site Emergency Coordinator (SEC) and the NRC Emergency Communicator shall be available. \_\_\_\_\_
10. Direct health physics activities until the arrival of the Radiological Control Director (RCD). \_\_\_\_\_
11. Refer to EPCLA-00, Emergency Classification and Protective Action Recommendations, for specific instructions to upgrade or downgrade the emergency. \_\_\_\_\_
12. Establish a briefing schedule with facility staff and the EOF. \_\_\_\_\_
13. Refer to procedure steps \_\_\_\_\_

## 8.1 **SITE EMERGENCY COORDINATOR (SEC)**

### 8.1.1 **PURPOSE**

1. This procedure describes the functional responsibilities and procedure steps for the Site Emergency Coordinator (SEC).

### 8.1.2 **RESPONSIBILITIES**

1. Maintain command and control of the Technical Support Center (TSC) and the onsite activities and response to the emergency.
2. Classify, terminate or downgrade the emergency using the Emergency Action Level (EALs) flowpaths.
3. Approve communications regarding the emergency with the Nuclear Regulatory Commission (NRC).
4. In the absence of the Plant General Manager (PGM) or the Radiological Control Director (RCD), authorize planned radiation exposures in excess of routine yearly exposure limits for lifesaving or equipment repair missions.
5. On an interim basis, assume the duties of the Emergency Response Manager. (CR 11968)

### 8.1.3 **INSTRUCTIONS**

1. Upon declaration of an emergency, the Control Room SEC shall determine the necessity for TSC activation.
  - a. TSC activation is required at an Alert or higher emergency classification level. Earlier activation is at the discretion of the SEC/CR or the Superintendent Shift Operations (SSO).
2. The TSC shall relieve the Control Room (CR) of emergency classification and NRC communications as soon as possible.
3. Direct the TSC staff to prepare for activation.
4. Complete Attachment 8.1.5.1, Turnover Checklist.

### 8.1.3 (Continued)

5. Brief the TSC staff regarding turnover if not performed on speaker phone or video.
6. Prioritize/establish strategies to prevent/limit core damage.
7. Continuously monitor and review the Emergency Action Level (EAL) flowpaths to determine changes in the emergency classification.
8. Advise TSC staff regarding eating and drinking requirements.
9. Schedule subsequent facility briefings. (30-60 minute time frame)
  - a. Coordinate briefings with EOF, CR, and OSC staff to preclude unnecessary interruptions.
10. Request personnel accountability for personnel reporting to the TSC from the Administration & Logistics Manager (ALM).
  - a. This will expedite the accountability process in the event of a site evacuation if not already required.
11. Review dose projections.
12. Approve administration potassium iodide (KI) to onsite emergency response personnel, as appropriate.
  - a. Radiation Control staff will make recommendations based on guidance in EPSPA-00.
13. In the absence of the Plant General Manager (PGM) approve planned radiation exposures > 5 REM whole body or entries into areas > 100 REM/HR.
14. Approve relocation/evacuation of the Operations Support Center (OSC).



8.1.3 (Continued)

15. Confer with the Emergency Response Manager (ERM) periodically to ensure continuity of operations, response, and information.
16. Control personnel during re-entry/recovery.

8.1.4 **RECORDS**

N/A

8.1.5 **ATTACHMENTS**

- 8.1.5.1 Turnover Checklist

ATTACHMENT 8.1.5.1  
Page 1 of 3  
**TURNOVER CHECKLIST**

This checklist is guidance for turning over Emergency Response activities from one facility to another or between personnel holding Emergency Response positions.

**NOTE:** Blanks are provided for place keeping ✓'s only, logs are the official record.

- A. SYNCHRONIZE CLOCKS to ERFIS/EDS TIME \_\_\_\_\_
- B. ONSITE SITUATION
  - 1. Review Emergency Classification, basis for declaration, and mitigating actions. \_\_\_\_\_
    - a. Review status of safety equipment and systems.
    - b. Review status of fission product barriers.
    - c. Review condition/stability of reactor.
    - d. Review any Emergency Action Levels exceeded.
    - e. Review cause, history, initiating events leading to declaration of emergency.
  - 2. Review onsite protective actions taken. \_\_\_\_\_
    - a. Assembly
    - b. Shelter
    - c. Evacuations (Local, Protected Area, Site, Exclusion Area)

**NOTE:** If there is a Site Evacuation, Unit 1 may need to continue operating.

- d. Potassium Iodide Administration
- e. Complete PLP-015 Overtime Form for ERO as appropriate.

ATTACHMENT 8.1.5.1  
Page 2 of 3  
**TURNOVER CHECKLIST**

- 3. Review status of offsite assistance requested for the site. \_\_\_\_\_
  - a. Fire Department
  - b. Rescue Squad
  - c. Local Law Enforcement Agency

**C. OFFSITE SITUATION**

- 1. Review Status of Offsite Notifications. \_\_\_\_\_
  - State and County initial and any follow-up messages
  - NRC
  - Other: ANI, INPO, Westinghouse
  - Any needed notifications that have not been made
- 2. Review Protective Action Recommendations made and notifications made to the State and Counties. \_\_\_\_\_
- 3. Review any status received from the State or Counties regarding activation, readiness, protective actions, or requests for information. \_\_\_\_\_
- 4. Review data on any projected or actual radiological releases. \_\_\_\_\_
- 5. Review the time and content of any press releases or media briefing. \_\_\_\_\_

ATTACHMENT 8.1.5.1  
Page 3 of 3  
**TURNOVER CHECKLIST**

D. EMERGENCY RESPONSE

- 1. Review status of Emergency Response Organization Activation. \_\_\_\_\_
  - Notifications made to off-duty and offsite personnel. \_\_\_\_\_
  - Emergency Response Facilities that are activated. \_\_\_\_\_
  - Emergency Response Facilities that will be activated. \_\_\_\_\_
  - Other notifications needed. \_\_\_\_\_
- 2. Review outside organizations requested to mobilize. \_\_\_\_\_
- 3. Review assistance needed. \_\_\_\_\_

E. TURNOVER COMPLETED \_\_\_\_\_

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EMERGENCY PROCEDURE

**EPTSC-02**

***PLANT OPERATIONS DIRECTOR***

REVISION 3

## SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
8.2.2.3	New step. Added EP succession plan to this procedure. Allows the SEC to be replaced by the POD on an interim basis. (CR 11968)

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## PLANT OPERATIONS DIRECTOR (POD) QUICK START GUIDE

**NOTE:** Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. If Dialogic was utilized for callout, upon arrival at the Facility, notify Dialogic at X 1777. \_\_\_\_\_
2. Proceed directly to the CR, perform the following:
  - a. Report your readiness to assist in the CR to the Superintendent Shift Operations (SSO) \_\_\_\_\_
  - b. Assess the overall emergency response and provide guidance and support to the SSO/Site Emergency Coordinator (SEC)/CR. \_\_\_\_\_
  - c. Assess the need for additional resources to assist with the emergency response. Assist the SEC/CR with obtaining these resources. \_\_\_\_\_
  - d. Facilitate CR activities by coordinating Emergency Communicator (EC) functions and assuring that the Emergency Action Levels (EALs) are continuously monitored. \_\_\_\_\_
  - e. Relieve the SSO as SEC/CR if it is deemed necessary. \_\_\_\_\_
3. Upon manning of the Technical Support Center (TSC), report to the TSC. \_\_\_\_\_
4. Sign in on the facility sign-in board. Log on the Electronic Display System (EDS). \_\_\_\_\_
5. Establish communications with the SSO. \_\_\_\_\_
6. Continuously assess plant conditions. \_\_\_\_\_
7. Notify the SEC of readiness to activate. \_\_\_\_\_
8. Refer to procedure steps. \_\_\_\_\_



## 8.2 PLANT OPERATIONS DIRECTOR (POD)

### 8.2.1 PURPOSE

1. This procedure describes the functional responsibilities and procedure steps for the Plant Operations Director (POD).

### 8.2.2 RESPONSIBILITIES

1. Continuously monitor the Emergency Action Levels (EALs) for potential changes in the emergency classification. Provide this information to the Site Emergency Coordinator (SEC).
2. Provide liaison with the Control Room (CR) Superintendent Shift Operations (SSO).
3. On an interim basis, assume the duties of the TSC Site Emergency Coordinator. (CR 11968)

### 8.2.3 INSTRUCTIONS

1. Assess plant conditions.
2. Advise the SEC of assessments and prognosis concerning plant conditions, changes in EAL classifications or the need for additional resources/personnel from internal or external sources.
  - a. The SPDS Communicator may be used to assist the POD during periods where ERFIS is operable.
3. Formulate priorities for accident assessment with the SEC, Emergency Repair Director (ERD), and Technical Analysis (TAD).
4. Keep the Control Room staff apprised of emergency response missions and priorities.
  - a. Coordinate operations support for missions.
5. Provide plant information, as requested, to the Plant Operations Advisor (POA).
6. Provide long term mitigation and recovery guidance to the Control Room staff.

### 8.2.3 (Continued)

7. In the event of a fire, request technical guidance and support from Fire Protection Program Engineers on the Accident Assessment Team.
  - a. Advise the SEC regarding the effects of the fire on plant safe shutdown equipment and/or the firefighting attempts.
8. Ensure planned exposure control in accordance with EPOSC-04, Emergency Work Control.

### 8.2.4 RECORDS

N/A

### 8.2.5 ATTACHMENTS

N/A

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EMERGENCY PROCEDURE

**EPOSC-02**  
***DAMAGE CONTROL TEAM LEADER***

REVISION 3

## SUMMARY OF CHANGES

STEP	REVISION COMMENTS
8.2.2.2	New step. Added EP succession plan. The OSC leader may be replaced by the DCT Leader on an interim basis. (CR-11968)

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## DAMAGE CONTROL TEAM LEADER QUICK START GUIDE

**NOTE:** Blanks are provided for place keeping √s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. If Dialogic was utilized for callout, notify Dialogic (X 1777) of your arrival. \_\_\_\_\_
2. Announce your presence and position in the Operations Support Center (OSC). \_\_\_\_\_
3. Notify the OSC Leader of readiness to activate the OSC. \_\_\_\_\_
4. Complete Attachment 8.2.5.1, Emergency Damage Control Summary Sheet, for outstanding missions. \_\_\_\_\_
5. Obtain authorization to proceed with mission. \_\_\_\_\_
6. Acquire necessary procedures, tools, and permits. \_\_\_\_\_
7. Ensure Damage Control Team is briefed and that they understand the mission. \_\_\_\_\_
8. Maintain awareness of mission status and report to the OSC Leader. \_\_\_\_\_
9. Upon completion of mission debrief the Team and complete necessary paper work. \_\_\_\_\_
10. Refer to procedure steps. \_\_\_\_\_

## 8.2 DAMAGE CONTROL TEAM LEADER

### 8.2.1 PURPOSE

1. The purpose of this procedure is to outline the duties and responsibilities of the Damage Control Team Leader (DCTL).

### 8.2.2 RESPONSIBILITIES

1. The DCTL, as requested/directed by the OSC Leader, shall be responsible for expediting and monitoring the planning, direction and execution of the efforts of the Damage Control Team to:
  - a. Assess the nature and extent of damage incurred;
  - b. Perform emergency repairs, if possible;
  - c. Perform other actions to reduce the effect of the emergency or to slow down a release when repair is not possible; and,
  - d. Install necessary emergency structures, systems, or components.
2. On an interim basis, assume the duties of the Operational Support Center Leader. (CR-11968)

### 8.2.3 INSTRUCTIONS

1. Prior to performing any mission, obtain the information specified on Attachment 8.2.5.1, Emergency Damage Control Summary Sheet.
  - a. Ensure that the work functions involved in the mission (i.e., Security, Mechanical/Electrical Planners, Operations, Health Physics and Supervisor) are involved in the planning stage of the mission.
    - When selecting personnel for a mission, consider training, qualifications, skills, and number needed.

### 8.2.3 (Continued)

2. Review the mission information with the OSC Leader for authorization to proceed.
  - a. Document on Attachment 8.2.5.1, Emergency Damage Control Summary Sheet.
3. Prior to the mission, perform the following actions:
  - a. Determine need for additional equipment, supplies and manpower, and request same from the OSC Leader.
  - b. Acquire procedures, drawings, schematics, tools, radiation work permits, and other documentation necessary for the team's specific mission.
  - c. Assure that all Damage Control Team members are properly outfitted with equipment necessary for their missions (e.g., dosimeters, hard hats, tools, respirators, etc.).
4. When approval to dispatch the team is received from the OSC Leader, execute the mission in accordance with Attachment 8.2.5.2, Emergency Damage Control Procedure Checklist.
5. Request status updates from the appropriate Maintenance Supervisor on missions and inform the OSC Leader.
6. Follow the requirements outlined in Attachment 8.2.5.1, Emergency Damage Control Summary Sheet, (including ingress and egress routes) unless deviations are authorized. Authorizations for repair, maintenance, installation, and clean-up deviations shall be received from the OSC Leader with the following exceptions:
  - a. Life-saving actions (which are highest priority);
  - b. Immediate personnel health and safety precautions (e.g., fire, steam leak, etc.).



8.2.3 (Continued)

7. During or upon completion of the mission, as appropriate, complete Attachment 8.2.5.3, Equipment Damage and Repair Log.
8. Upon completion of the mission, debrief the Damage Control Team and transmit the required information to the OSC Leader.

8.2.4 **RECORDS**

N/A

8.2.5 **ATTACHMENTS**

- 8.2.5.1 Emergency Damage Control Summary Sheet
- 8.2.5.2 Emergency Damage Control Procedure Checklist
- 8.2.5.3 Equipment Damage and Repair Log

**EMERGENCY DAMAGE CONTROL SUMMARY SHEET**

- (1) Mission (Condition/Problem): \_\_\_\_\_  
\_\_\_\_\_
  
- (2) Is this a Public Health & Safety Mission?       Yes    No  
  
**Public Health & Safety Missions, Must receive top priority to get mission in field within the target goal of 30 minutes.**
  
- (3) Mission Priority       [ ]
  
- (4) Location: \_\_\_\_\_  
\_\_\_\_\_
  
- (5) Repairs: \_\_\_\_\_  
\_\_\_\_\_
  
- (6) Tools and Equipment Required \_\_\_\_\_  
\_\_\_\_\_
  
- (7) Procedures: \_\_\_\_\_  
\_\_\_\_\_
  
- (8) Field Team Leader: \_\_\_\_\_
  
- (9) Other Team Members: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- (10) Radiological Controls Team Member: \_\_\_\_\_
  
- (11) Attachments      Ingress/Egress Route & Alternate(s)  
Maps: \_\_\_\_\_  
\_\_\_\_\_
  
- (12) Protective Gear/Dosimetry Required: \_\_\_\_\_  
\_\_\_\_\_

Approved:  
E&RC Supervisor or  
Assigned Lead Person  
\_\_\_\_\_  
Initial Time

Damage Control  
Team Leader  
\_\_\_\_\_  
Initial Time

OSC Leader  
\_\_\_\_\_  
Initial Time

**EMERGENCY DAMAGE CONTROL PROCEDURE CHECKLIST**

1. Verify all personnel have appropriate qualifications (respirator, security clearance, etc.)
2. Conduct mission - specific briefing.
3. Ensure that the following are completed by the appropriate supervisor:
  - a. Check out equipment and establish communications.
  - b. Don appropriate gear.
  - c. Proceed to location in accordance with approved routes.
  - d. Perform task. Keep the OSC Leader advised of the status of the mission, as necessary, and if any difficulties encountered during the course of the mission.
  - e. Return.
4. Debrief team and report results to the OSC Leader.
5. Document activities.



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EMERGENCY PROCEDURE

**EPPRO-03**

***TRAINING AND QUALIFICATION***

REVISION 11

## SUMMARY OF CHANGES

<b>Step/Section</b>	<b>Description of Change</b>
8.3.2.10	Revised step to require written approval for the Qualification checklists and Job Task Lists. Also added designee statement.
8.3.2.14	Added step to document EP/ERO change checklist use.
8.3.7.2	Added guidance for the effective date of the additional SCBA requirement. This is now controlled through the Qualification Check List.
8.3.8.1c	Added guidance for controlling original Qualification checklists and Job Task Lists forms with approval signatures.
Attach. 8.3.9.1	Added Site Emergency Coordinator Control Room to the matrix
Attach. 8.3.9.3	Added Site Emergency Coordinator Control Room to the matrix

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## 8.3 EMERGENCY PREPAREDNESS TRAINING AND QUALIFICATION PROGRAM

### 8.3.1 ADMINISTRATION

1. The Supervisor - Emergency Preparedness shall implement the Emergency Preparedness (EP) Training Program as described in this procedure.
2. The Emergency Preparedness Training Program applies to candidates and members of the Emergency Response Organization (ERO) who are expected to fill positions listed in Attachment 8.3.9.3, Emergency Preparedness Position Requirements, with the following exceptions:
  - a. Operations and Operations Training Personnel enrolled in an initial or continuing training program will normally receive Emergency Preparedness (EP) training through normal license training or requalification training cycles. Operations personnel qualifying as Emergency Communicator will qualify through the normal EP Training Program. Training is controlled through the Training Program Procedures (TPP).
  - b. Security Force - conducts their own training and qualification for their respective Non-ERO and Non-Emergency Security Team Leader (ESTL) positions. ESTL is through the ERO Training Program.
  - c. Rescue Personnel - First aid/CPR is provided for select individuals.
  - d. Offsite Training - The Emergency Preparedness Unit Staff coordinates training for offsite agencies outside of this program and documents this training.



### 8.3.1.2 (Continued)

- e. Fire Brigade training and qualification is maintained through a separate program. TPP-219, "Fire Protection Training Program"
  - f. Some positions in Attachment 8.3.9.3, "Emergency Preparedness Position Requirements", have an N/A in the column for position specific training. The tasks performed by these individuals are either taught in Fundamentals or are performed daily in their Non-ERO jobs.
3. The Line Manager of the ERO Member shall ensure Respiratory Protection Training is maintained according to ERO positions listed in Attachment 8.3.9.1, ERO Positions Requiring Respiratory Protection.

### 8.3.2 PROGRAM OVERVIEW

- 1. The Emergency Preparedness Training Program provides trainees with the guidance required to perform their job as a member of the ERO.
- 2. The Program consists of Initial and Continuing training courses, and is designed to accomplish the following:
  - a. Train ERO candidates to perform tasks that are unique to their ERO position (Initial).
  - b. Maintain and enhance the knowledge and skill levels of ERO members in a changing environment (Continuing).
  - c. Various training settings may be used including self-study, computer-based, classroom, in-plant, electronic distribution, and tabletops. The setting chosen will be a function of productivity and efficiency.

### 8.3.2.2 (Continued)

- d. Throughout the classroom portions of training, the candidate's progress will be evaluated through written examinations. Successful completion of classroom training requires a combined average grade of not less than 80% for all portions of classroom training received. Continuing Training does not normally include testing. Remedial training will consist of the student repeating the course and the test will contain at least 60% different questions. (CR 99-01366)
  - e. Passing criteria for a Laboratory or Simulated setting would be a "Satisfactory" rating on the activity.
  - f. Any individual exam failure requires written notification to the ERO candidate and their supervisor.
3. ERO members who respond to the site shall have received Plant Access Training and Radiation Worker Training according to their ERO position and be badged at a CP&L Nuclear Plant. This provides initial orientation and annual retraining on the basics of Emergency Preparedness including but not limited to:
- a. Notification and instruction methods used in the event of an emergency.
  - b. Alarms (local, site, and fire) and associated responses.
  - c. Assembly areas for various alarms.
  - d. Overview of the plant and a basic discussion of security areas.
  - e. Basic fire protection principles.

### 8.3.2 (Continued)

4. Waivers from qualification training or prerequisite requirements based on previous job experience or education are requested using the TAP-102 Training Waiver Approval Form. Personnel who are current ERO members and have received credit for Emergency Response Organization courses under an old course code will be given credit for the new course code. This will be accomplished by a signature on the individual's initial qualification checklist and a note indicating the old course code.
5. The ERO Training Program Committee (ERO TPC) will be responsible for overseeing the EP Training Program. The ERO TPC will conduct business as outlined in the ERO TPC Charter and will be accountable to the applicable requirements of the Training Program Advisory Board (TAB).
6. Personnel designated to fill First Aid requirements shall receive initial and subsequent annual retraining. This training shall include, but not be limited to, Basic First Aid and Cardiopulmonary Resuscitation (CPR) and is conducted at a local Technical School. This program is controlled through the Site Safety Representative.
7. Plant personnel who are designated as Fire Brigade members shall receive training as described in TPP-219, Fire Protection Training Program.
8. Offsite organizations (i.e., hospital, ambulance, rescue, police and fire personnel) are trained in accordance with their Radiological Emergency Plans which include procedures for notification, basic radiation protection, and expected roles of support. The EP Staff will assist/coordinate this training as necessary.
9. Changes to the ERO Training Program will be presented to the TPC when deemed significant by the Supervisor - Emergency Preparedness.
10. Revisions to the qualification checklists and the Job Task Lists will be controlled by a written approval. The approval authority will be the Supervisor - Emergency Preparedness or his/her designee.

### 8.3.2 (Continued)

11. Job specific training for Joint Information Center (JIC) personnel are included in the Fundamentals course. The job positions are described, communications to and from the JIC, and management expectations for communications with the media are all included in the Fundamentals course.
12. Qualification for Controller and Evaluator personnel consists of completing the Controller/Evaluator course.
13. Training will be performed using accurate training material. If an emergent need exists and insufficient time exists to make a permanent change, the material can be augmented using the guidance provided in TAP-300, "Development Phase". (CR 99-00936)
14. An EP/ ERO change checklist is used to ensure personnel are properly incorporated into the EP program. The checklist is maintained by the EP staff.

### 8.3.3 EP INITIAL TRAINING AND QUALIFICATION PROGRAM DESCRIPTION

1. ALL ERO positions require an Initial Qualification Checklist, which are maintained by the EP Staff.
2. When an individual has been identified as a potential ERO candidate by plant management, the Supervisor - Emergency Preparedness will provide the candidates supervisor a Letter addressing managements expectations, including the appropriate Initial Qualification Checklist, a flow path to qualification, and if possible, a schedule of training times and dates.
3. The Initial Qualification Checklist contains applicable elements to be reviewed or evaluated as follows:
  - a. Section 1 Prerequisites, including Respirator Qualification if required, for holding a specific ERO Position

### 8.3.3.3 (Continued)

- b. Section 2 Procedure(s) that must be read
  - c. Section 3 Job list(s) that must be read
  - d. Section 4 EP Initial Training courses that must be satisfactorily completed
  - e. Section 5 Observation/evaluation of performance in a drill/exercise/tabletop
  - f. Section 6 Qualification Signatures
  - g. Section 7 Database Entry Signatures
4. The candidates supervisor will deliver the memorandum to the candidate and coach them on the supervisors expectation for participation in the ERO and completing the qualification.
5. To complete the checklist the candidate will circle initial in the checklist title, provide the personal information, and complete Sections 1, 2, and 3.
- a. ERO positions requiring training, typically have a position-specific training course and/or fundamentals course. It is preferred the fundamental course be completed prior to the position-specific course. Matrices of lessons, courses, and requirements are provided as attachments to this procedure.
  - b. The candidate is responsible for attending the training on the scheduled date and making arrangements with EP to attend a drill, exercise, or tabletop and signed by an evaluator.
    - 1) An evaluator is defined as anyone who has completed Controller / Evaluator training, attended a Controller / Evaluator brief, and designated by the Supervisor - Emergency Preparedness. (CR 99-01317)
  - c. The candidate shall present the Checklist at the time training and performance evaluation are performed.

### 8.3.3 (Continued)

6. Following completion of Sections 1 through 5 of the Qualification Checklist, the candidate will forward it to the EP Staff for permanent record retention, entry into the ERO Data Base, issuance of a beeper if required, access to Emergency Response Information Service (ERIS) authorized if required, and addition to the "ON CALL" schedule.
  - a. Candidates are not "officially" qualified until the field in the ERO database indicating they are qualified is updated to indicate "Yes" AND the candidate is notified by the EP Unit they are qualified.
  - b. Candidates shall not take duty until they are issued an ERO beeper, if applicable, and entered into the Data Base.
7. Individuals will only be qualified for one ERO position at a time except when Line Management and the Supervisor - Emergency Preparedness agree that it is appropriate for one individual to hold additional qualifications.
  - a. The EP staff will identify and track the ERO member's qualification.
8. Occasionally ERO members will be required to be removed from the database and Dialogic. In situations where an employee is terminating their employment from HBR, the employee should be removed no later than the end of the next working day. For other situations, the employee should be removed on the same day they are disqualified.

### 8.3.3 (Continued)

9. ERO members may be qualified a position which is similar in training and skills to their existing position without completing all Sections of the Initial Qualification Checklist for the new position. To accomplish this, the incumbent will complete through Section 1 of the Checklist and complete a TAP-102 Attachment 10.2, "Training Waiver Approval Form" to waive Sections 2-5. Previous training, experience on the ERO, or normal day-to-day job functions are examples of appropriate justification for EP to approve these moves.
10. The Emergency Preparedness Training Program uses the Systematic Approach to Training (SAT) for the development and maintenance of training materials. The plant Training Administrative Procedures (TAPs) will be used as guidance.

The EP Training Program will apply the following exceptions to the guidance in the TAPs.

The Supervisor - Emergency Preparedness is responsible for establishing and maintaining the ERO training program. The ERO Instructor is responsible for both the instructor and Performance Technologist assignments in the SAT process. The Supervisor - Emergency Preparedness is authorized to perform those program responsibilities assigned to various levels of training section management in the TAPs as applied to ERO training.

This procedure shall be overriding when conflicts exist with the TAPs in the areas of qualification checklists, qualification documentation, and general prerequisites for ERO qualification.

11. Severe Accident Management (SAM) Training is required for qualification in accordance with the following matrix.

EP9801R, Executive Volume  
EP9802R, SACRM 1 / 2 Classroom  
EP9804R, DFC / SCST Classroom  
EP9805R, SAM / SACM / CA Self Study

### 8.3.3 (Continued)

	EP9801R	EP9802R	EP9804R	EP9805R
ERM	X		X	
SEC	X		X	
POD	X	X	X	X
TAD	X		X	X
AAT	X		X	X
DCTL	X			
DCT	X			
TAM	X		X	
Control Room Operators	X	X	X	

(CR-99-00543)

### 8.3.4 ERO REQUALIFICATION REQUIREMENTS

1. The qualifications for each ERO member shall be reviewed during each calendar year following initial qualification by the responsible individual. An Annual Re-Qualification Checklist is used to document requalification. The completed checklist shall be sent to the EP Unit for qualification tracking, then to the Vault.
2. An Annual Re-Qualification Checklist uses the same form as an Initial Qualification Checklist with the option to N/A Section 4.
3. The ERO Member obtains a computer generated Initial / Annual Re-Qualification Checklist, or contacts EP to obtain a copy, circles Annual requalification in the title, and completes the requirements of the Checklist including:
  - a. Ensuring the applicable prerequisites listed in Section 1 are complete.
  - b. Reading the applicable procedures listed in Section 2.
  - c. Reviewing the applicable job lists listed in Section 3, submit any changes and or recommendations to EP Training.
  - d. Participate in a drill, exercise, or tabletop and ensure Section 3 is signed by an evaluator as noted on the Qualification Checklist.



#### 8.3.4 (Continued)

4. Upon satisfactory completion of Sections 1 through 5 the EP Staff reviews the Checklist, signs and enters position-specific data into the Qualification Database.
5. An Initial Qualification Checklist will be used when an individual's previous qualification has lapsed.
  - a. In addition EP may require completion of continuing training for the elapsed time.
6. If an individual's qualifications are pulled because they no longer meet the prerequisites, when the prerequisites are met they can be entered into the database without another Initial Qualification checklist, provided their qualifications have not lapsed.

#### 8.3.5 EP CONTINUING TRAINING PROGRAM DESCRIPTION

1. ERO Continuing Training (CT) needs will be assessed through the EP Training Program Committee (TPC).
2. The TPC will identify Continuing Training needs based on:
  - a. Drill \ Exercise critiques
  - b. Student feed back
  - c. Related current industry events
3. Topics for ERO Continuing Training will be selected by the ERO Instructor and concurred by the Supervisor - Emergency Preparedness.
4. The TPC will critique completed training exercises during their regularly scheduled meetings.

### 8.3.5 (Continued)

5. Many times, the most efficient communications method between EP and the ERO is through electronic distribution. The use of electronic distribution is not appropriate in all cases and should be evaluated by the ERO Instructor on a case-by-case basis. This method may be considered as an alternative to stand-up formal classroom training. Electronic distribution may be used to target one or more positions for position specific training, or designed to target the entire ERO for continuing training. Registered "read receipt" of the electronic distribution to the individual is acceptable documentation for this training.
6. By not attending, On-shift Operators will not benefit from ERO Continuing Training (CT). To ensure this information is relayed to the On-shift Operators, ERO CT lesson plans will be provided to Operations through the Operations Real Time Training (RTT) program for incorporation in to Operations Training as appropriate. (RNP-RA/98-0014, CR 97-02306)

### 8.3.6 EMERGENCY PREPAREDNESS STAFF TRAINING

1. Continuing Training for Project Analyst, Senior Analyst, and Analyst - Emergency Preparedness should include:
  - a. Qualified Safety Reviewer Training
  - b. Mitigating Core Damage Training (once only)
  - c. Corrective Action or Root Cause Analysis Training (once only)
  - d. Emergency Preparedness Training (every 5 years; Harvard, Regional, INPO, etc.)
2. The EP Staff should be considered for the following professional development:
  - a. Attend at least one regional emergency preparedness meeting or conference (annually)
  - b. Attend one off-system drill (annually)
  - c. Participate in one drill or emergency event (annually)

### 8.3.6 (Continued)

- d. On-system visit to CP&L nuclear site for one or two days (annually)
  - e. Off-system visit to another EP organization (biennial)
3. The EP Staff members are subject matter experts and are considered qualified to provide training based on continued involvement and awareness of emergency planning regulations and Emergency Plan and procedures development and revision.
  4. The EP Staff member designated as the ERO trainer shall be a certified trainer subject to the same qualification and retraining requirements of those trainers in the Training Section.

### 8.3.7 ERO RESPIRATOR QUALIFICATION (CR 98-02415)

1. Certain positions, by the nature of their routinely assigned emergency duties, require respiratory protection.
2. The positions requiring respiratory protection are listed in Attachment 8.3.9.1, ERO Positions Requiring Respirator Protection. Positions listed in Attachment 8.3.9.1 are required to be qualified to use fullface, air-purifying respirator AND positive pressure, air-supplied respirator (SCBA). The additional SCBA requirement will be added and controlled by the re-qualification check lists during the year 2000.
3. Habitability is periodically monitored in the OSC. When habitability conditions are not met, then ERO positions would be relocated to the alternate OSC. These positions are noted as "relocated" on the attachment.
4. For positions located in the Technical Support Center \ Emergency Operations Facility (TSC / EOF) habitability is maintained by engineering features including a radiation monitor. In addition personnel periodically verify habitability. These ERO position are noted with "TSC/EOF" on the attachment.
5. If a position is normally located offsite, then respiratory protection is not needed. These positions are noted as "Offsite" on the attachment.
6. "All" means all individuals qualified this position must be respirator qualified. Medical and fit test exemptions can be obtained for specific individuals.

### 8.3.8 RECORDS

1. Training records of individuals participating in the Emergency Preparedness Training Program shall include, but are not limited to:
  - a. Attendance rosters which will be sent to the vault.
  - b. Exam results in the form of answer sheets will be sent to the vault.
  - c. The original Initial / Annual Qualification Checklist forms with the approval signature will be kept on file by the EP Staff.
  - d. Completed Initial / Annual Qualification Checklists will be sent to the vault.
  - e. If Student Feedback documents are determined to require action, they will be tracked by the EP Improvement process.
  - f. Memos sent to notify personnel of their requirement to qualify an ERO position will be maintained for information only during the qualification process. When the ERO members qualifications are complete the Memo is no longer maintained.
  - g. Hard-copy records maintained are for information use only. Official copies of all required documentation mentioned above will be sent to the vault.

### 8.3.9 ATTACHMENTS

- 8.3.9.1 ERO POSITIONS REQUIRING RESPIRATORY PROTECTION
- 8.3.9.2 EMERGENCY PREPAREDNESS LESSONS
- 8.3.9.3 EMERGENCY PREPAREDNESS POSITION REQUIREMENTS
- 8.3.9.4 EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS

ATTACHMENT 8.3.9.1

Page 1 of 3

**ERO POSITIONS REQUIRING RESPIRATORY PROTECTION**

ERO Position	Respirator	Justification
Accident Assessment Team Electrical	Yes (1)	All
Accident Assessment Team Mechanical	Yes (1)	All
Accident Assessment Team Reactor Engineer	Yes (1)	All
Administration & Logistics Manager (A&LM)	No	TSC / EOF
Administrative & Badging	No	Off Site
Assistant to ERM	No	TSC / EOF
Company Spokesperson	No	Off Site
Computer Support	Yes (1)	All
Damage Control Team Electrical	Yes (1)	All
Damage Control Team Leader Electrical	Yes (1)	All
Damage Control Team Leader Mechanical	Yes (1)	All
Damage Control Team Mechanical	Yes (1)	All
Dose Projection Team Leader	No	TSC / EOF
Emergency Communicator	No	TSC / EOF
Emergency Repair Director	No	TSC / EOF
Emergency Response Manager	No	TSC / EOF
Emergency Security Team Leader	No	TSC / EOF
Environmental & Chemistry Technician	Yes (1)	All
Environmental Monitoring Team	No (3)	TSC / EOF

## ATTACHMENT 8.3.9.1

Page 2 of 3

**ERO POSITIONS REQUIRING RESPIRATORY PROTECTION**

ERO Position	Respirator	Justification
Environmental Monitoring Team Leader	No	TSC / EOF
EOC Representative (Darlington County)	No	Off Site
EOC Representative (Lee County)	No	Off Site
EOF Representative (Chesterfield County)	No	Off Site
ERM Administrative Assistant	No	TSC / EOF
Facility Administrative Assistant (EOF)	No	TSC / EOF
Facility Administrative Assistant (OSC)	No (2)	Relocate
Facility Administrative Assistant (TSC)	No	TSC / EOF
FEOC / SEOC Representative	No	Off Site
JIC Director	No	Off Site
Maintenance Planner Electrical	No (2)	Relocate
Maintenance Planner Mechanical	No (2)	Relocate
NRC Emergency Communicator	No	TSC / EOF
NREC	No	Off Site
OSC Leader	No (2)	Relocate
OSC Leader Administrative Assistant	No (2)	Relocate
Plant Operations Advisor	No	TSC / EOF
Plant Operations Director	Yes (1)	All
Public Information Coordinator	No	Offsite
Public Information Emergency Communicator	No	TSC / EOF
Public Information Specialist	No	Off Site
Radiation Control Technician Damage Control	Yes (1)	All
Radiation Control Technician Facilities	Yes (1)	All

ATTACHMENT 8.3.9.1

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**ERO POSITIONS REQUIRING RESPIRATORY PROTECTION**

ERO Position	Respirator	Justification
Radiological Control Director	No	TSC / EOF
Radiological Control Manager	No	TSC / EOF
SEC Administrative Assistant	No	TSC / EOF
Site Emergency Coordinator TSC	No	TSC / EOF
Site Emergency Coordinator Control Room	Yes (1)	CR
SPDS Communicator	No	TSC / EOF
State / County Emergency Communicator	No	TSC / EOF
Storekeeper	No (2)	TSC / EOF
Support Services	No	TSC / EOF
Technical Analysis Director	No	TSC / EOF
Technical Analysis Manager	No	TSC / EOF
Technical Spokesperson	No	Off Site

1. The routine emergency duties assigned to this position require that the individual to be qualified for the use of fullface, air-purifying respirators AND SCBA
2. Relocating this position to the alternate OSC or TSC/EOF offsets the need for respiratory qualification and maintains dose ALARA for extended periods.
3. Enmon teams members are not required to wear respirators for transportation safety considerations and to maintain dose ALARA for extended periods.

ATTACHMENT 8.3.9.2  
Page 1 of 2  
**EMERGENCY PREPAREDNESS LESSONS**

<u>HOURS</u>	<u>COURSE</u>	<u>LESSON</u>
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FUNDAMENTALS:

3.0	EP100R	EP PROGRAM STRUCTURE/ORGANIZATION
0.5	EP101R	COMMAND AND CONTROL
0.5	EP102R	LOGKEEPING AND DOCUMENTATION
0.5	EP103R	PARTICIPATION/EXPECTATIONS
0.5	EP104R	FACILITY ACTIVATION/DEACTIVATION
2.5	EP105R	TSC FACILITY
0.5	EP106R	RELIEF STAFFING
2.5	EP107R	OSC FACILITY
2.5	EP108R	EOF FACILITY
3.0	EP109R	ERFIS/EDS
0.5	EP606R	JIC ORGANIZATION

FUNCTION SPECIFIC:

1.0	EP200R	RADIATION CONTROL DIRECTOR/MANAGER RESPONSIBILITIES
1.0	EP201R	DOSE PROJECTION TEAM RESPONSIBILITIES
1.0	EP202R	ACCIDENT ASSESSMENT TEAM RESPONSIBILITIES
3.0	EP203R	RADIATION CONTROL RESPONSIBILITIES
1.0	EP204R	ENVIRONMENTAL & CHEMISTRY TECHNICIAN RESPONSIBILITIES
1.0	EP205R	ENVIRONMENTAL MONITORING TEAM RESPONSIBILITIES
1.0	EP206R	DAMAGE CONTROL TEAM RESPONSIBILITIES
2.0	EP207R	EMERGENCY OPERATIONS CENTER REPRESENTATIVES
0.5	EP208R	ADMINISTRATIVE ASSISTANT RESPONSIBILITIES
2.0	EP209R	DELETED (Rev. 6)
2.0	EP210R	SITE EMERGENCY COORDINATOR RESPONSIBILITIES
2.0	EP211R	EMERGENCY RESPONSE MANAGER RESPONSIBILITIES
1.0	EP212R	STATUS BOARD PLOTTER
2.0	EP213R	LOGISTICS SUPPORT
1.0	EP214R	NOTIFICATION FORM AND NEWS RELEASES
1.0	EP215R	ACTIVATION OF EMERGENCY RESPONSE ORGANIZATION
0.5	EP216R	ASSISTANT TO EMERGENCY RESPONSE MANAGER
1.0	EP217R	EMERGENCY COMMUNICATOR RESPONSIBILITIES



ATTACHMENT 8.3.9.2  
Page 2 of 2  
**EMERGENCY PREPAREDNESS LESSONS**

ADMINISTRATIVE:

0.5	EP300R	COMMUNICATION PROTOCOL
0.5	EP301R	OFF-SITE AGENCY INTERFACE
0.5	EP302R	EMERGENCY FACILITY EQUIPMENT
0.5	EP303R	EMERGENCY COMMUNICATION EQUIPMENT
0.5	EP304R	ACCOUNTABILITY

TECHNICAL:

2.0	EP400R	EMERGENCY ACTION LEVELS (EALs)/EMERGENCY CLASSIFICATION
1.0	EP401R	ON-SITE PROTECTIVE MEASURES
1.0	EP402R	PROTECTIVE ACTION RECOMMENDATIONS (PARs)
2.0	EP403R	PLANT RECOVERY OPERATIONS
1.0	EP404R	PLANT DAMAGE ASSESSMENT
4.0	*EP405R	CORE DAMAGE ASSESSMENT

E&RC:

3.0	*EP500R	SOURCE TERM DETERMINATION
1.0	EP502R	EMERGENCY KITS/EQUIPMENT
2.0	*EP503R	ENVIRONMENTAL MONITORING SAMPLING
1.0	EP504R	MAP/PLUME STRATEGY
2.0	EP505R	STATE ENVIRONMENTAL TEAM INTERFACE
2.0	EP506R	METEOROLOGICAL THEORY
3.0	*EP510R	RADIATION MONITORING SYSTEM
4.0	*EP511R	HBR DOSE PROJECTION

MISCELLANEOUS:

0.5	EP600R	MISSION BRIEFING/DEBRIEFING
0.5	EP601R	MISSION FORMATION/PRIORITY
0.5	EP602R	OSC RELOCATION
0.5	EP603R	EVACUATION/ASSEMBLY
0.5	*EP604R	SECURITY CONTROL POINTS
NA	EP605R	DELETED (Rev. 4)
2.0	EP607R	CONTROLLER / EVALUATOR

\* Those lesson plans marked with an asterisk are required to have a concurrence signature blank to be signed by a subject matter expert (SME) in the area being taught. Appropriate SMEs to sign these blanks will be determined by the Supervisor - Emergency Preparedness. This requirement will be applicable to any lesson plan revisions made after 09/30/1999.

**EMERGENCY PREPAREDNESS POSITION REQUIREMENTS**

ERO Position	Fundamentals	Position Specific
Accident Assessment Team Electrical	EP6C044R	EP6C046R
Accident Assessment Team Mechanical	EP6C044R	EP6C046R
Accident Assessment Team Reactor Engineer	EP6C044R	EP6C046R
Administration & Logistics Manager (A&LM)	EP6C044R	EP6C048R
Administrative & Badging	EP6C044R	N/A
Assistant to ERM	EP6C044R	EP6C041R
Company Spokesperson	EP6C044R	N/A
Computer Support	EP6C044R	N/A
Damage Control Team Electrical	EP6C044R	EP6C050R
Damage Control Team Leader Mechanical	EP6C044R	EP6C050R
Damage Control Team Leader Electrical	EP6C044R	EP6C050R
Damage Control Team Mechanical	EP6C044R	EP6C050R
Dose Projection Team Leader	EP6C044R	EP6C054R
Emergency Communicator	EP6C044R	EP6C052R
Emergency Repair Director	EP6C044R	EP6C053R
Emergency Response Manager	EP6C044R	EP6C047R
Emergency Security Team Leader	EP6C044R	EP6C024R
Environmental & Chemistry Technician	EP6C044R	EP6C050R
Environmental Monitoring Team	EP6C044R	EP6C051R

**EMERGENCY PREPAREDNESS POSITION REQUIREMENTS**

ERO Position	Fundamentals	Position Specific
Environmental Monitoring Team Leader	EP6C044R	EP6C051R
EOC Representative (Darlington County)	EP6C044R	EP6C052R
EOC Representative (Lee County)	EP6C044R	EP6C052R
EOF Representative (Chesterfield County)	EP6C044R	EP6C052R
ERM Administrative Assistant	EP6C044R	EP6C045R
Facility Administrative Assistant (EOF)	EP6C044R	EP6C045R
Facility Administrative Assistant (OSC)	EP6C044R	EP6C045R
Facility Administrative Assistant (TSC)	EP6C044R	EP6C045R
FEOC / SEOC Representative	EP6C044R	EP6C052R
JIC Director	EP6C044R	N/A
Maintenance Planner Electrical	EP6C044R	EP6C036R
Maintenance Planner Mechanical	EP6C044R	EP6C036R
NRC Emergency Communicator	EP6C044R	EP6C052R
NREC	EP6C044R	EP6C029R
OSC Leader	EP6C044R	EP6C053R
OSC Leader Administrative Assistant	EP6C044R	EP6C045R
Plant Operations Advisor	EP6C044R	EP6C046R
Plant Operations Director	EP6C044R	EP6C047R
Public Information Coordinator	EP6C044R	N/A
Public Information Emergency Communicator	EP6C044R	EP6C052R
Public Information Specialist	EP6C044R	N/A
Radiation Control Technician Damage Control	EP6C044R	EP6C050R

**EMERGENCY PREPAREDNESS POSITION REQUIREMENTS**

ERO Position	Fundamentals	Position Specific
Radiation Control Technician Facilities	EP6C044R	EP6C050R
Radiological Control Director	EP6C044R	EP6C049R
Radiological Control Manager	EP6C044R	EP6C049R
SEC Administrative Assistant	EP6C044R	EP6C045R
Site Emergency Coordinator TSC	EP6C044R	EP6C047R
Site Emergency Coordinator Control Room	N/A	N/A
SPDS Communicator	EP6C044R	EP6C052R
State / County Emergency Communicator	EP6C044R	EP6C052R
Storekeeper	EP6C044R	N/A
Support Services	EP6C044R	EP6C048R
Technical Analysis Director	EP6C044R	EP6C046R
Technical Analysis Manager	EP6C044R	EP6C046R
Technical Spokesperson	EP6C044R	N/A

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

JIC - All Positions	Fundamentals Only		
ERFIS - ERFIS Maintenance	Fundamentals Only		
Storekeeper - Storekeeper	Fundamentals Only		
EP6C024R, Security -Emergency Security Team Leader	0.5 0.5 1.0 0.5 0.5	EP301R EP304R EP401R EP603R EP604R	OFF-SITE AGENCY INTERFACE ACCOUNTABILITY ON-SITE PROTECTIVE MEASURES EVACUATION/ASSEMBLY SECURITY CONTROL POINTS
EP6C029R, NREC - Non-Responding Emergency Communicators	1.0	EP215R	ACTIVATION OF EMERGENCY RESPONSE ORGANIZATION

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

EP6C036R, Planners – Maintenance Planners	FUNDAMENTALS ONLY		
EP6C041R, AERM – Assistant to the Emergency Response Manager	0.5	EP216R	ASSISTANT TO EMERGENCY RESPONSE ORGANIZATION
EP6C044R, Emergency Response Organization Fundamentals – All Positions	3.0	EP100R	EP PROGRAM STRUCTURE/ORGANIZATION
	0.5	EP101R	COMMAND AND CONTROL
	0.5	EP102R	LOGKEEPING AND DOCUMENTATION
	0.5	EP103R	PARTICIPATION/EXPECTATIONS
	0.5	EP104R	FACILITY ACTIVATION/DEACTIVATION
	2.5	EP105R	TSC FACILITY
	0.5	EP106R	RELIEF STAFFING
	2.5	EP107R	OSC FACILITY
	2.5	EP108R	EOF FACILITY
	3.0	EP109R	ERFIS/EDS
	0.5	EP602R	OSC RELOCATION
	0.5	EP606R	JIC ORGANIZATION

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

<p>EP6C045R, Administrative</p> <ul style="list-style-type: none"> <li>- SEC Administrative Assistant</li> <li>- ERM Administrative Assistant</li> <li>- OSC Leader Administrative Assistant</li> <li>- Facility Administrative Assistant</li> </ul>	<p>0.5</p> <p>1.0</p> <p>1.0</p> <p>0.5</p> <p>0.5</p> <p>0.5</p>	<p>EP208R</p> <p>EP212R</p> <p>EP214R</p> <p>EP302R</p> <p>EP303R</p> <p>EP304R</p>	<p>ADMINISTRATIVE ASSISTANT RESPONSIBILITIES</p> <p>STATUS BOARD PLOTTER NOTIFICATION FORM AND NEWS RELEASES</p> <p>EMERGENCY FACILITY EQUIPMENT</p> <p>EMERGENCY COMMUNICATION EQUIPMENT</p> <p>ACCOUNTABILITY</p>
<p>EP6C046R, Accident Assessment</p> <ul style="list-style-type: none"> <li>- Accident Assessment Team Members</li> <li>- Technical Analysis Manager</li> <li>- Technical Analysis Director</li> <li>- Plant Operations Advisor</li> </ul>	<p>1.0</p> <p>0.5</p> <p>0.5</p> <p>0.5</p> <p>2.0</p> <p>1.0</p> <p>2.0</p> <p>1.0</p> <p>4.0</p> <p>3.0</p> <p>0.5</p>	<p>EP202R</p> <p>EP300R</p> <p>EP301R</p> <p>EP304R</p> <p>EP400R</p> <p>EP402R</p> <p>EP403R</p> <p>EP404R</p> <p>EP405R</p> <p>EP510R</p> <p>EP601R</p>	<p>ACCIDENT ASSESSMENT TEAM RESPONSIBILITIES</p> <p>COMMUNICATION PROTOCOL</p> <p>OFF-SITE AGENCY INTERFACE ACCOUNTABILITY</p> <p>EMERGENCY ACTION LEVELS (EALs)/EMERGENCY CLASSIFICATION</p> <p>PROTECTIVE ACTION RECOMMENDATIONS (PARs)</p> <p>PLANT RECOVERY OPERATIONS</p> <p>PLANT DAMAGE ASSESSMENT</p> <p>CORE DAMAGE ASSESSMENT</p> <p>RADIATION MONITORING SYSTEM</p> <p>MISSION FORMATION/PRIORITY</p>

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

EP6C047R, ERM\SEC\POD – Emergency Response Manager – Site Emergency Coordinator – Plant Operations Director	2.0	EP210R	SITE EMERGENCY COORDINATOR RESPONSIBILITIES
	2.0	EP211R	EMERGENCY RESPONSE MANAGER RESPONSIBILITIES
	1.0	EP214R	NOTIFICATION FORM AND NEWS RELEASES
	0.5	EP300R	COMMUNICATION PROTOCOL
	0.5	EP301R	OFF-SITE AGENCY INTERFACE
	0.5	EP303R	EMERGENCY COMMUNICATION EQUIPMENT
	0.5	EP304R	ACCOUNTABILITY
	2.0	EP400R	EMERGENCY ACTION LEVELS (EALs)/EMERGENCY CLASSIFICATION
	1.0	EP401R	ON-SITE PROTECTIVE MEASURES
	1.0	EP402R	PROTECTIVE ACTION RECOMMENDATIONS (PARs)
	2.0	EP403R	PLANT RECOVERY OPERATIONS
	1.0	EP404R	PLANT DAMAGE ASSESSMENT
	3.0	EP510R	RADIATION MONITORING SYSTEM
	4.0	EP511R	HBR DOSE PROJECTION



**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

EP6C048R, Logistics			
- Administrative and Logistics Manager	2.0	EP213R	LOGISTICS SUPPORT
- Support Services Coordinator	0.5	EP301R	OFF-SITE AGENCY INTERFACE
	0.5	EP303R	EMERGENCY COMMUNICATION EQUIPMENT
	0.5	EP304R	ACCOUNTABILITY
	1.0	EP401R	ON-SITE PROTECTIVE MEASURES
	2.0	EP403R	PLANT RECOVERY OPERATIONS
	0.5	EP603R	EVACUATION/ASSEMBLY
	0.5	EP604R	SECURITY CONTROL POINTS

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

EP6C049R, RCM/RCD			
- Radiation Control Manager	1.0	EP200R	RADIATION CONTROL DIRECTOR/MANAGER RESPONSIBILITIES
- Radiation Control Director	1.0	EP201R	DOSE PROJECTION TEAM RESPONSIBILITIES
	1.0	EP205R	ENVIRONMENTAL MONITORING TEAM RESPONSIBILITIES
	1.0	EP214R	NOTIFICATION FORM AND NEWS RELEASES
	0.5	EP301R	OFF-SITE AGENCY INTERFACE
	0.5	EP304R	ACCOUNTABILITY
	2.0	EP400R	EMERGENCY ACTION LEVELS (EALs)/EMERGENCY CLASSIFICATION
	1.0	EP401R	ON-SITE PROTECTIVE MEASURES
	1.0	EP402R	PROTECTIVE ACTION RECOMMENDATIONS (PARs)
	2.0	EP403R	PLANT RECOVERY OPERATIONS
	3.0	EP500R	SOURCE TERM DETERMINATION
	2.0	EP503R	ENVIRONMENTAL MONITORING SAMPLING
	1.0	EP504R	MAP/PLUME STRATEGY
	2.0	EP506R	METEOROLOGICAL THEORY
	3.0	EP510R	RADIATION MONITORING SYSTEM
	4.0	EP511R	HBR DOSE PROJECTION
	0.5	EP603R	EVACUATION/ASSEMBLY

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

– EP6C050R, Damage Control\E&RC	3.0	EP203R	RADIATION CONTROL RESPONSIBILITIES
– Damage Control Team Member	1.0	EP204R	ENVIRONMENTAL & CHEMISTRY TECHNICIAN RESPONSIBILITIES
– Damage Control Team Leader			
– Environmental & Chemistry Technician	1.0	EP206R	DAMAGE CONTROL TEAM RESPONSIBILITIES
– Radiation Control Technician	0.5	EP300R	COMMUNICATION PROTOCOL
	0.5	EP303R	EMERGENCY COMMUNICATION EQUIPMENT
	0.5	EP304R	ACCOUNTABILITY
	2.0	EP403R	PLANT RECOVERY OPERATIONS
	1.0	EP404R	PLANT DAMAGE ASSESSMENT
	1.0	EP502R	EMERGENCY KITS/EQUIPMENT
	0.5	EP600R	MISSION BRIEFING/DEBRIEFING
	0.5	EP601R	MISSION FORMATION/PRIORITY
	0.5	EP603R	EVACUATION/ASSEMBLY

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

EP6C051R, ENMON			
-	Environmental Monitoring Team Member	1.0	EP205R ENVIRONMENTAL MONITORING TEAM RESPONSIBILITIES
-	Environmental Monitoring Team Leader	0.5	EP300R COMMUNICATION PROTOCOL
		0.5	EP303R EMERGENCY COMMUNICATION EQUIPMENT
		1.0	EP502R EMERGENCY KITS/EQUIPMENT
		2.0	EP503R ENVIRONMENTAL MONITORING SAMPLING
		1.0	EP504R MAP/PLUME STRATEGY
		2.0	EP505R STATE ENVIRONMENTAL TEAM INTERFACE

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

EP6C052R, Emergency Communicator			
- Emergency Communicator - NRC	2.0	EP207R	EMERGENCY OPERATIONS CENTER REPRESENTATIVES
- Emergency Communicator - State / Counties			
- Emergency Communicator - Public Information	1.0	EP214R	NOTIFICATION FORM AND NEWS RELEASES
- Emergency Communicator			
- Emergency Operations Center Representative	1.0	EP215R	ACTIVATION OF EMERGENCY RESPONSE ORGANIZATION
- Forward Emergency Operations Center Representative			
- Safety Parameter Display System Communicator	1.0	EP217R	EMERGENCY COMMUNICATOR RESPONSIBILITIES
	0.5	EP300R	COMMUNICATION PROTOCOL
	0.5	EP301R	OFF-SITE AGENCY INTERFACE
	0.5	EP303R	EMERGENCY COMMUNICATION EQUIPMENT
	2.0	EP400R	EMERGENCY ACTION LEVELS (EALs)/EMERGENCY CLASSIFICATION
	1.0	EP402R	PROTECTIVE ACTION RECOMMENDATIONS (PARs)
	2.0	EP403R	PLANT RECOVERY OPERATIONS
EP6C053R, Repair \ Operations Support			
- Emergency Repair Director	0.5	EP304R	ACCOUNTABILITY
- Operations Support Center Leader	2.0	EP403R	PLANT RECOVERY OPERATIONS
	0.5	EP601R	MISSION FORMATION/PRIORITY

**EMERGENCY PREPAREDNESS COURSE CODES AND REQUIREMENTS**

EP6C054R, Dose Projection			
- Dose Projection Team Leader	1.0	EP201R	DOSE PROJECTION TEAM RESPONSIBILITIES
	1.0	EP214R	NOTIFICATION FORM AND NEWS RELEASE
	0.5	EP303R	EMERGENCY COMMUNICATION EQUIPMENT
	1.0	EP402R	PROTECTIVE ACTION RECOMMENDATIONS (PARs)
	3.0	EP500R	SOURCE TERM DETERMINATION
	2.0	EP506R	METEOROLOGICAL THEORY
	3.0	EP510R	RADIATION MONITORING SYSTEM
	4.0	EP511R	HBR DOSE PROJECTION