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Monticello Nuclear Generating Plant
Operated by Nuclear Management Company, LLC

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US Nuclear Regulatory Commission
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MONTICELLO NUCLEAR GENERATING PLANT
DOCKET 50-263
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EMERGENCY PLAN IMPLEMENTING PROCEDURES

Furnished with this letter is a revision to the Monticello Nuclear Generating Plant Emergency Plan Implementing Procedures. The following procedures are revised:

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Please post changes in your copy of the Monticello Nuclear Generating Plant Emergency Plan Implementing Procedures. Superseded procedures should be destroyed. These revisions do not reduce the effectiveness of the Monticello Nuclear Generating Plant Emergency Plan.

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1.0 PURPOSE

This procedure provides instructions for the staffing, activation and operation of the Technical Support Center (TSC) in the event of an emergency at the Monticello Nuclear Plant.

2.0 APPLICABILITY

An emergency condition corresponding to an ALERT classification or higher has been declared at the Monticello Nuclear Plant.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Emergency Director is responsible for:

3.1.1 Overall coordination and direction of the utility emergency response activities at the TSC.

3.2 The Support Group Leader (TSC Coordinator) is responsible for:

3.2.1 Implementation of this procedure and overall coordination of TSC activation and operation.

3.2.2 Coordination of initial TSC staffing, coordinate FFD evaluation during initial TSC staffing and coordinating the establishment of ERO shift schedules for protracted events.

3.2.3 TSC access including establishment of the TSC access point, Emergency Ventilation System (EVS) operation, personnel ingress, radiological monitoring and badging.

3.2.4 Coordination of administrative support in the TSC including recorders, switchboard, chronological flipchart, document control and distribution.

3.2.5 Coordination of emergency procurement and logistics for the TSC.

3.2.6 Liaison with State, Local, or Federal agency personnel (e.g. NRC, etc.) responding to the TSC.

4.0 DISCUSSION

The Technical Support Center (TSC) is located on the second floor of the plant Administration Building and is approximately 1800 sq. ft in size. This procedure provides instructions for the activation, staffing and operation of the TSC. The Support Group Leader is responsible to coordinate the activities governed by this procedure.

This procedure consists of instructions for which the Support Group Leader is ultimately responsible. Specific functions contained in this procedure may be assigned to other individuals from the various groups which comprise the Support Group. In these cases, the suggested group to perform the function is identified within parentheses immediately after the instruction, however, other assignments may be dictated by the level of staffing in these groups.

Section 6.1 provides instructions for initial facility activation and staffing including verification of fitness-for-duty of personnel reporting to the TSC. Section 6.2 provides instructions for the establishment of shift schedules for ERO personnel in the event of a protracted emergency. Section 6.3 provides instructions for those activities that should be performed continually while the TSC is in operation. Section 6.4 contains instructions for TSC activities required for plant (or site) evacuation including the personnel accountability process (in the TSC). Section 6.5 contains instructions related to monitoring and controlling TSC habitability and personnel monitoring (dosimetry) in the TSC. Section 6.6 provides general instructions for logistics and emergency procurement.

5.0 PRECAUTIONS

5.1 The TSC facility may be used for normal daily operations, training or emergency drills provided that these activities do not interfere with the timely activation or continued operation of the TSC in the event of an emergency.

5.2 The TSC and OSC staff may consist of female plant personnel of child bearing age (i.e., may be limited to 20 mrem/month) and/or personnel without Basic Rad Worker Training (i.e., not trained to perform whole body frisking, etc). Consideration should be given to these personnel in the event of an emergency which involves elevated radiation levels or significant radiological consequences.

6.0 INSTRUCTIONS

6.1 Initial Activation and Staffing

6.1.1 Upon notification of an emergency, refer to the main ERO Tagboard to determine Support Group Leader assignment in accordance with procedure A.2-001 (EMERGENCY ORGANIZATION).

6.1.2 Proceed to the TSC and obtain the Support Group Leader log book, 3-ring binder, and ball-cap from the TSC bookcase and assume the duties of Support Group Leader.

6.1.3 Obtain the keys for the TSC bookcase from the Emergency Key Cabinet in the TSC Communications Room. Unlock both TSC bookcase doors and the Technical Manual File Cabinets.

6.1.4 Initiate and maintain the Support Group Leader Log in accordance with procedure A.2-502 (RECORD KEEPING DURING AN EMERGENCY).

6.1.5 Obtain Form 5790-106-01 (SUPPORT GROUP LEADER CHECKLIST) from the TSC controlled forms file and initiate the checklist.

CAUTION

Do not operationally test the TSC Accountability Card Reader while the security computer is being placed in the "accountability" mode. Security badge insertion during system reconfiguration may result in system failure or delays in the accountability process.

6.1.6 Verify the TSC Accountability Card Reader is operational by inserting your security badge and observing the indicating light change from red to green and back to red.

6.1.7 As TSC Group Leaders report to the TSC, ensure each group leader has the following materials

A. Group Leader Log Book and 3-ring binder (specific EPIPs and Forms).

B. Emergency Plan Implementing Procedures (EPIPs) Manuals.

C. Group Leader ball-cap.

D. Emergency Director gavel.

E. Sufficient stationery and supplies including forms from the TSC controlled forms file.

6.1.8 As Support Group personnel become available, assign personnel to perform the following functions:

A. Setup and maintain the TSC Events Flipchart (stored by TSC bookcase).

B. Maintain the TSC Emergency Organization Status Board (located in front, right of the TSC).

C. Recorder for the Emergency Director and maintain the Emergency Director Log in accordance with A.2-502.

1. Obtain a copy of the Monticello Station Log (for the current shift only) and deliver to the Emergency Director.

D. Document control and administrative support in the TSC and OSC (including Warehouse support in the OSC).

6.1.9 Assist radiation protection with setup and activation of the TSC/OSC PIOPS Continuous Air Monitor (CAM) in the hallway adjacent to the elevator (the CAM is normally stored in the TSC).

6.1.10 When directed by the Radiological Emergency Coordinator (REC) coordinate establishing the EFT/EVS boundaries by closing and posting all EFT/EVS boundary doors, (identified on FIGURE 7.1) and activate the EVS in accordance with Section 6.7of this procedure.

6.1.11 If the event is occurring off-hours (i.e., ERO personnel are called in), verify personnel reporting to the TSC are fit-for-duty in accordance with FFD requirements using the following methods as necessary:

NOTE: The fitness of individuals should be assessed prior to their engaging in safety-related emergency response activities. The fitness-for-duty assessment should include, at a minimum, a determination of whether individuals have consumed alcohol within the last 5 hours.

A. Question individuals as they arrive in the TSC, or,

B. During initial staffing, make announcements in the TSC (in conjunction with status updates) requesting personnel that are not fit-for-duty or that have consumed alcohol within the last five hours identify themselves.

6.1.12 Coordinate the disposition of personnel that indicate they are not fit-for-duty or that have consumed alcohol within the last five hours as follows:

A. Evaluate whether the individual is essential to the emergency response and the individuals' ability to perform assigned functions.

B. Individuals that are considered essential to emergency response should be immediately tested for BAC (i.e., breathalyzer).

1. Individuals whose test results are less than FFD Guidelines (i.e., 0.04 BAC) may engage in emergency response activities.

2. Individuals whose test results exceed FFD Guidelines should be evaluated to determine if they are able to perform their assigned functions, and if so, may be assigned emergency response duties under supervision.

C. Non-essential personnel may be directed to a waiting area (e.g., Lunchroom), sent home or evacuated if a plant or site evacuation is conducted. Personnel assigned to the next shift should be directed in accordance with Section 6.2.

D. Coordinate any FFD testing that may be required (e.g., breathalyzer analysis) with the Security Group Leader.

6.1.13 Initiate Form 5790-106-02 (TSC STAFFING AND ORGANIZATION CHART) and establish minimum TSC staffing as follows:

A. Check Main ERO Tagboard to confirm key TSC positions identified on the chart are staffed.

B. Check on status of staffing various TSC groups with the respective TSC group leader. Coordinate contacting additional personnel as requested by the group leaders.

C. Complete the TSC STAFFING AND ORGANIZATION CHART with the names of qualified, fit-for-duty personnel from the tagboard or present in the TSC.

6.1.14 When all positions, denoted on the TSC STAFFING AND ORGANIZATION CHART as "minimum staffing requirements", are filled, inform the Emergency Director that TSC minimum staffing is complete and the TSC may be declared Activated.

6.1.15 When TSC minimum staffing is complete prompt the Emergency Director to make an announcement in the TSC that the TSC is Activated.

6.1.16 Continue to establish full TSC staffing by filling all remaining positions identified on the TSC STAFFING AND ORGANIZATION CHART. When all positions are filled, inform the Emergency Director the TSC is fully staffed.

6.1.17 When TSC staffing is complete (i.e., all positions on the TSC STAFFING AND ORGANIZATION CHART are filled), direct excess personnel as follows:

A. If in an ALERT, personnel may return to their normal work duties (restricted to activities outside the Controlled Area depending on the nature of the event).

B. If a Plant (or Site) evacuation is ordered (i.e., a SITE AREA or GENERAL EMERGENCY declared), excess personnel should be evacuated with other non-essential personnel. Prior to their release from the Assembly Point (or departure from the site) 24-hour shift staffing should be considered in accordance with Section 6.2.

6.2 ERO Shift Scheduling

6.2.1 If the duration of the event could exceed 12 hours, evaluate the TSC staffing required to support 24-hour coverage. Assist the TSC Group Leaders with the assignment of "next shift" personnel as follows:

A. Obtain Forms 5790-106-03 through 5790-106-08.

NOTE: The Support Group ERO Shift Schedule includes the TSC Group Leader positions in addition to the other support group positions. The Support Group Leader should coordinate the TSC group leader assignments with the Emergency Director

B. Establish a date and time the next shift is to begin and record the date and time of the on-duty shift and the next shift in the spaces provided.

C. Issue the shift schedules to the respective group leaders and instruct them to identify the present ERO shift and assign the next shift personnel (in their group) for each position identified on the shift schedule.

D. Instruct group leaders to consult Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION) to identify qualified individuals.

E. Collect the completed ERO Shift Schedules and review for completeness.

F. Make two copies of the completed ERO Shift Schedules and distribute as follows:

1. Retain the original set of ERO Shift Schedules.

2. Provide a copy of all ERO shift schedules to the Security Group Leader and instruct them to forward the copies to the Security Building.

3. Return one copy of the ERO Shift Schedule to the respective TSC group leader (i.e., REC gets RP & Chemistry ERO Shift Schedule, etc.).

G. The completed ERO Shift Schedules should be used to inform next shift ERO personnel of their scheduled work times.

6.2.2 If a plant (or site) evacuation is occurring or has occurred (i.e., excess ERO personnel have evacuated to an Assembly Point) and the ERO shift schedules have not been established:

A. Request the Emergency Director (and REC) delay the release of evacuees from the Assembly Point until next shift ERO assignments are made.

B. Complete the ERO Shift Schedules in accordance with Section 6.2.1.

C. Ensure evacuees that are assigned to the next ERO shift are informed and they are provided instructions for site access when returning to the plant (i.e., Company ID badge required for site access).

6.2.3 Coordinate the departure of next shift ERO personnel as follows:

A. Ensure ERO personnel are informed of their next ERO shift in accordance with the completed shift schedules.

B. Ensure personnel are instructed to contact the plant if their final destination, after departing the site, is a location other than their permanent residence. In this case, they should provide a phone number at which they can be reached if needed sooner than their next scheduled shift.

C. Next shift ERO personnel should depart the site as follows depending on the situation

1. Normal departure:

   If the emergency classification is ALERT or no plant (or site) evacuation is being conducted, next shift personnel should depart the site using normal departure procedures.

2. Evacuation:

   If a plant (or site) evacuation is being conducted, the departure of next shift ERO personnel should be coordinated with the other evacuees.

6.2.4 If, after initial staffing is established, additional personnel or expertise is needed in the TSC, coordinate contacting additional ERO personnel.

NOTE: Refer to the Monticello and Prairie Island Nuclear Emergency Telephone Directory for telephone numbers

6.3 Operation of the Technical Support Center

NOTE: This section contains activities for which the Support Group Leader is responsible. These activities should be performed continually, as necessary, while the TSC is in operation

6.3.1 Ensure that Emergency Organization Status Board is manned and maintained including (Admin):

A. Emergency Classification.

B. Key ERO assignments.

C. Responsibility for off-site communications (TSC or EOF).

6.3.2 Ensure the TSC Events Flipchart is manned and maintained in accordance with Section 6.8.1.

6.3.3 Ensure the Recorder for the Emergency Directory is manned and that the Emergency Director Log is maintained in accordance with A.2-502 and Section 6.8.2.

6.3.4 Keep the TSC clear of unassigned or unnecessary personnel and equipment which may interfere with the TSC operation.

6.3.5 Coordinate periodic general status PA announcements as follows:

A. The Lead EC (or designated EC) and Support Group Leader should compose an announcement which consists of accurate, factual information.

B. The announcements should be performed by an Emergency Communicator from a work cubicle outside the TSC to minimize disruption in the TSC.

C. The announcements should include the following information (if applicable):

1. The present emergency classification level and reason for the classification.

2. The status of the reactor (i.e., shutdown, etc.) and the status of any systems critical to safe shutdown or reactor core cooling (e.g., HPCI, RHR, etc.)

3. A brief summary of accident mitigation efforts underway or planned by the TSC and the objectives of those mitigation efforts.

4. A summary of personnel status including the results of personnel accountability, injuries, etc.

6.3.6 Assist the Emergency Director with the conduct of periodic briefings in the TSC as follows:

A. Briefings should be conducted approximately every 30 minutes or as determined by the Emergency Director.

B. During briefings and announcements, the noise level in the TSC should be kept to a minimum and all key TSC Group Leaders should participate.

C. Significant events should be announced in the TSC as they occur.

6.3.7 If a plant (or site) evacuation is conducted, coordinate personnel accountability in the TSC in accordance with Section 6.4

6.3.8 Monitor the results of TSC and Control Room habitability surveys (from the REC) and refer to Section 6.5 for:

A. The establishment of the EFT and EVS boundaries in the event of a radioactive release.

B. The establishment of strict contamination control measures in the EFT and EVS boundaries.

C. Dosimetry issuance to TSC personnel in the event of a plant evacuation or elevated radiation level in the TSC.

6.3.9 Provide logistics support for TSC operation including emergency procurement in accordance with Section 6.6. Coordinate off-site logistics support with the Logistics Coordinator in the EOF (when staffed).

6.4 Evacuation and Personnel Accountability

6.4.1 When the Security Group Leader indicates the security computer and accountability card readers are ready, coordinate the personnel accountability process in the TSC in accordance with step A. If the computer method is not operational refer to step B.

NOTE: When compiling accountability lists, include only those personnel whose whereabouts and physical condition are actually known.

A. If the TSC Accountability Card Reader is operable:

1. Make an announcement within the TSC instructing personnel to:

   a. Give their security badge to the person collecting them but maintain control of their TLD.

   b. Stay in the TSC while the accountability is being completed.

   c. Ensure the correct security badge is returned to them upon completion of the accountability process.

2. Direct a support group member to collect the security badges from personnel in the TSC and insert them into the TSC accountability card reader.

3. When all badges have been entered in the card reader, immediately return them to the individual.

4. Using Form 5790-107-01 (EMERGENCY ACCOUNTABILITY SIGN-IN FORM) prepare a list of personnel assigned to the TSC but not present during the card reader entry process.

5. Immediately forward the completed list to the Security Group Leader.

B. If the TSC Accountability Card Reader is NOT operable:

1. Using Form 5790-107-01 prepare a list of:

a. All personnel in the TSC.

b. Personnel assigned to the TSC but are not present due to an Emergency Work Team task.

2. Immediately forward the completed list to the Security Group Leader.

6.4.2 Dispatch a runner to obtain the completed EMERGENCY ACCOUNTABILITY SIGN-IN FORM from the Control Room and immediately forward the form to the Security Group Leader.

NOTE: Since no accountability card reader exists in the Control Room the accountability process for all operators and personnel assigned to the Control Room will always require completion of an EMERGENCY ACCOUNTABILITY SIGN-IN FORM.

6.4.3 Excess TSC personnel that were released to their normal workstations (at ALERT) should evacuate with other non-essential personnel. Prior to their departure from the Assembly Point (or site) coordinate the assignment of next shift ERO personnel in accordance with Section 6.2.

6.4.4 Upon completion of the accountability process, if continuous personnel accountability in the TSC is desired, initiate a Form 5790-106-10 (EMERGENCY RESPONSE FACILITY SIGN-IN/OUT FORM) for the TSC. Update the log as personnel leave or return to the TSC.

NOTE: The establishment of continuous accountability of TSC personnel should be considered if contamination control is established (by the REC) for the EFT and EVS envelopes. In this case, accountability (i.e. logging personnel in and out) may be performed at the step-pad set-up for entry/exit to the EFT or EVS envelopes.

6.5 Habitability and Personnel Monitoring

NOTE: Upon activation of the TSC, Radiation Protection will conduct periodic habitability surveys of all emergency response facilities including the TSC. The results of these surveys should be posted on the RP Status Board in the TSC.

6.5.1 Periodically review the results of TSC habitability surveys and effluent release levels (both posted on RP Status Board).

6.5.2 When directed by the REC or when radioactive effluent levels exceed the ALERT level (specified in A.2-101 (CLASSIFICATION OF EMERGENCIES)), coordinate the establishment of the EFT/EVS boundaries and activation of the EVS as follows:

NOTE: The REC will recommend manual initiation of the EFT for the Control Room and EVS for the TSC and adjoining areas in the event effluent releases exceed the levels in Guideline 1, Radioactive Effluents of A.2-101 for the ALERT classification.

A. Ensure all EFT and Emergency Ventilation System (EVS) boundary doors (identified in FIGURE 7.1) are closed.

B. Post all EFT and EVS boundary doors (both sides) with EFT/EVS BOUNDARY-KEEP DOOR CLOSED signs.

C. Activate the TSC/BOSC EVS in accordance with Section 6.7.

D. Periodically check the EFT/EVS boundary doors to ensure they are properly closed (and latched).

6.5.3 Assist radiation protection in establishing strict contamination control measures for the EFT/EVS boundaries. as follows:

NOTE: When, during the conduct of habitability surveys, loose surface contamination levels in excess of 1000 DPM/100cm2 are found in the EFT or EVS boundaries, the REC will direct the establishment of strict contamination control measures.

A. Ensure all EFT or EVS boundary doors (identified in FIGURE 7.1) are closed and posted EFT or EVS BOUNDARY-CONTAMINATION CONTROL IN EFFECT-NO ENTRY/EXIT.

B. Assist in the setup of a step-off pad and frisker (Count Rate Meter and 2" Pancake Probe or equivalent) by the West Door next to Elevator.

C. Make an announcement on the Plant PA System that strict contamination control measures are in effect within the EFT or EVS boundaries, all access/egress is through the door by the elevator and all personnel entering should perform a whole body frisk at the step-off pad.

D. Control eating and drinking in the EFT or EVS Boundary Areas until foodstuffs and surfaces are properly monitored for contamination.

E. Consider continuous personnel accountability in accordance with Section 6.4.

NOTE: If personnel have Electronic Dosimeters (ED), another dosimeter is not required.

6.5.4 If dose rates in the TSC (within the EFT or EVS boundaries) are increasing and expected to reach .5 mr/hr, at the discretion of the REC and/or ED, issue dosimetry as follows:

A. Immediately after (or in conjunction with) the personnel accountability process issue one 0-5R dosimeter to each individual in the TSC.

B. Ensure dosimeters are reading less than 1 rem prior to issuance. If not, rezero prior to issuing.

C. Record the dosimetry issuance data including name (or TLD number), dosimeter reading in and dosimeter reading out (when collected) on Form 5790-201-02 (DOSIMETRY ISSUANCE LOG).

NOTE: The REC and/or ED is/are responsible to direct the issuance of dosimetry in manned response centers (TSC, OSC and Control Room) if dose rates in any response center (in EFT/EVS envelope) are increasing and expected to reach .5 mr/hr.

6.5.5 Ensure that all personnel reporting to the TSC (after the dosimetry issuance process) have adequate dosimetry. If not, issue appropriate dosimetry in accordance with Section 6.5.4.

6.5.6 When dosimetry is issued in the TSC in accordance with Section 6.5.4, verify high range dosimetry is issued in other manned emergency response centers as follows:

A. Contact the OSC Coordinator and verify electronic dosimeters or high range dosimeters are issued to all personnel in the OSC.

B. Contact the Shift Manager/Control Room Supervisor and either:

1. Verify electronic dosimeters or high range dosimetry is being issued to the Control Room staff by Radiation Protection personnel from Access Control, or

2. Coordinate the issuance of dosimetry to Control Room personnel yourself. 0-5 R dosimeters are located in the emergency equipment locker in the Control Room. DOSIMETRY ISSUANCE forms are located in the Control Room file drawer labeled Emergency Plan Forms.

6.5.7 Immediately after dosimetry is issued in the TSC and other manned response centers, assist Radiation Protection in the establishment of secondary access control in the Security Building in accordance with A.2-411 (ESTABLISHMENT OF A SECONDARY ACCESS CONTROL) as follows:

NOTE: **Upon completion of a plant (or site) evacuation due to radiological exposure concerns, all personnel in on-site manned response centers are issued high range dosimetry. To ensure incoming personnel (on-site and off-site) are properly monitored, a dosimetry issuance station should be established in the Security Building where badged, incoming personnel receive high range dosimetry. If the Security Building becomes uninhabitable, the Dosimetry Issuance Station should be established at the EOF.**

A. Upon completion of the dosimetry issuance process, collect all Dosimetry Issuance Forms used to issue dosimetry in the TSC, OSC, Control Room and Access Control and deliver them to the Security Building.

B. If necessary, provide one support group member to assist at secondary access control in the Security Building as follows:

1. For badged personnel entering the Protected Area issue one 0-5 R dosimeter, record the dosimetry data on a Dosimetry Issuance Form and confirm the individual has a TLD on their security badge.

2. Refer individuals that are not badged (at Monticello) to the EOF for access processing (except NRC and off-site emergency response personnel such as Fire Department, LLEA and ambulance personnel).

6.5.8 If elevated dose rates exist outside the Controlled Area, periodically instruct TSC personnel to check their dosimetry for accumulated exposure. These instructions may be provided during the TSC briefings (conducted by the Emergency Director).

6.5.9 If thyroid doses for TSC, OSC, Control Room or Access Control personnel exceed, or are projected to exceed 25 rem, assist the REC in the administration of Potassium Iodide in accordance with A.2-304 (THYROID PROPHYLAXIS).

6.6 Logistics and Emergency Procurement

NOTE: Refer to the Monticello and Prairie Island Nuclear Emergency Telephone Directory for the telephone number of local off-site emergency response organizations, vendor services and federal and state government agencies.

6.6.1 Provide logistics support for the TSC, OSC, Control Room, Access Control and Security Building including:

A. Administrative support including emergency procedure processing, forms completion and status board upkeep.

B. Document control support including records retention, drawing retrieval, etc.

C. Warehouse support including spare parts and equipment retrieval and emergency procurement.

D. Food and beverages from local off-site suppliers.

6.6.2 Ensure warehouse support is available in the OSC for spare parts retrieval, procurement and material management.

6.6.3 Function as the plant liaison with the Xcel Energy Communications department for the following activities:

A. Coordination of press interviews (if conducted) with plant management.

B. Rumor control.

C. Coordination of information for press releases.

6.6.4 Function as the liaison and primary on-site contact with off-site agencies (i.e., NRC Incident Response Team, INPO, etc.) for logistics matters such as:

A. Identification of local lodging (e.g., hotels, etc.).

B. On-site work space and communications arrangements.

C. Access to an interface with plant and corporate management personnel.

D. Identify location of procedures, drawing and other documents.

6.6.5 Coordinate (and make) requests for local off-site emergency response organization support including:

A. Fire Department

B. Ambulance and hospital

C. Local law enforcement agencies (LLEA).

NOTE: The Security Group is the primary contact for LLEA.

6.6.6 Coordinate procurement of off-site vendor services with the primary on-site contact and the EOF Logistics Coordinator including:

A. Contract Health Physics support (REC is primary contact).

B. General Electric Emergency Support Program (Engineering Group Leader is primary contact in accordance with A.2-210, (ENGINEERING SUPPORT IN THE TSC)).

C. Contract radwaste shipping services including shipment of post accident samples off-site for analysis.

D. Contract analytical laboratory services (Teledyne Inc.) for the analysis of environmental samples.

6.6.7 When the emergency is terminated, coordinate follow-up activities including:

A. Assist the Emergency Director in preparation of short and long term recovery actions to return the plant to an operational status (prior to recovery phase transition).

B. Collect, compile and retain all emergency records, logs, checklists, etc. for review.

C. If necessary, coordinate the following activities for the NRC:

1. Sequestering of plant components or systems until inspected.

2. Scheduling and conduct of personnel interviews.

6.7 TSC/BOSC Emergency Ventilation System (EVS) Operation

6.7.1 If the event involves radiological releases (Stack, Reactor Building Vent, HPV or unmonitored) to the environment, and if directed by the REC, shift the TSC emergency ventilation system to the emergency mode as follows:

NOTE 1: TSC-EVS Control Panel C-354 is located in the TSC HP Room.

NOTE 2: HS-9346 (V-AC-14 Remote Shutdown) is a toggle switch which controls the Second Admin Bldg Addition Ventilation Unit and is located in the 3rd floor Admin Bldg East H&V Room on the south wall on the side of the VAV SET POINT TRANSMITTER Panel (next to Panel LL-31).

CAUTION

If during activation or operation any trouble light illuminates (Yellow lights on TSC-EVS Control Panel C-354) return the NORM/EMERG switch to the NORM position and notify the Engineering Group Leader.

A. Verify EFT is in the High Radiation Mode by calling the Control Room.

B. Secure V-AC-14 by placing HS-9346 (V-AC-14 Remote Shutdown) in OFF.

C. Start V-FU-17 and V-EAC-17 by placing HS-4894 (Panel C-354) in EMERG.

D. Verify on Panel C-354 that lights VD-9300, VD-9301, VD-9335, and VD-9336 change from Red to Green.

E. Verify on Panel C-354 that lights VD-9261 and VD-9262 change from Green to Red.

6.7.2 During system operation periodically observe the system to confirm proper operation as follows:

A. At least every 8 hours check DPI-9320, the D/P manometer for TSC/BOSC envelop pressure, located in SW corner of TSC. Maintain D/P >0 in H_2O.

B. At least every 8 hours check DPI-9321, the D/P manometer for TSC/BOSC envelop pressure, located in NW closet of the TSC (Ops key 269). Maintain D/P >0 in H_2O.

6.7.3 Check and adjust TSC temperature as necessary to maintain room temperature. V-EAC-17 Temp Controller (TSC-9334) is located next to Panel C-354.

6.7.4 When the TSC/BOSC ventilation system is no longer required in the EMERG mode, shutdown V-FU-17 and V-EAC-17 by placing HS-4894 (Panel C-354), in NORM.

6.7.5 Restart V-AC-14 by placing HS-9346 (V-AC-14 Remote Shutdown) in ON.

6.8 TSC Support Group Instructions

6.8.1 Chronological Flipchart

A. The Chronological Flipchart Recorder should be stationed strategically in the TSC to facilitate the timely and accurate flow of information from key TSC personnel (e.g., ED, REC, EGL, etc.).

B. The Flipchart Recorder should monitor the dialogue in the TSC and record significant events and the times that they occur including:

1. Classification changes.

2. Changes in release rates.

3. Off-site protective actions recommended.

4. Report of missing persons, injuries or other related events.

C. As Flipchart sheets are filled they should be prominently posted in a designated location (hallway immediately outside the TSC).

6.8.2 Emergency Director Recorder (Narrative Log Keeper)

A. The Emergency Director Recorder should make all entries into the ED Log Book (or an equivalent log consisting of narrative log sheets which are numbered sequentially and bound in a three-ring binder).

B. The ED Recorder should be stationed immediately adjacent to the ED to facilitate the timely and accurate flow of information.

C. The ED Recorder should document all significant information and communications involving the Emergency Director (e.g., decisions made, strategies developed and messages communicated) in accordance with A.2-502.

D. The ED Recorder should periodically review the entries in the log with the Emergency Director to verify accuracy of the entries.

6.8.3 Document Control

A. The TSC Support Group member assigned to document control should be stationed near the Support Group Leader in the TSC.

B. TSC Document Control should receive completed, approved original documents and forms from various TSC personnel (Emergency Communicators, REC, etc.) when their immediate use is no longer required.

C. TSC Document Control should review the forms for completeness and file in an appropriate container provided for emergency records.

D. TSC Document Control should periodically inventory the blank forms in the TSC Controlled Forms file to ensure sufficient blank forms are available.

6.8.4 Form Duplicating and Distribution (copy machine operator)

A. The TSC support group member assigned form duplicating and distribution should be stationed near the Support Group Leader.

B. The copy machine operator should receive documents for printing (and distribution) from the Emergency Communicators, Support Group Leader or other TSC personnel.

C. The copy machine operator should obtain the rubber stamp indicating the distribution of duplicated forms (to personnel), stamp the original document, make the required number of copies and distribute as follows:

1. Prior to NRC Initial Site team arrival:

   a. Stamp the document with the TSC Copy Distribution Stamp only.

   b. Distribute in accordance with stamp instructions.

2. After NRC Initial Site Team arrival:

   a. Stamp the document with both TSC and NRC distribution stamps.

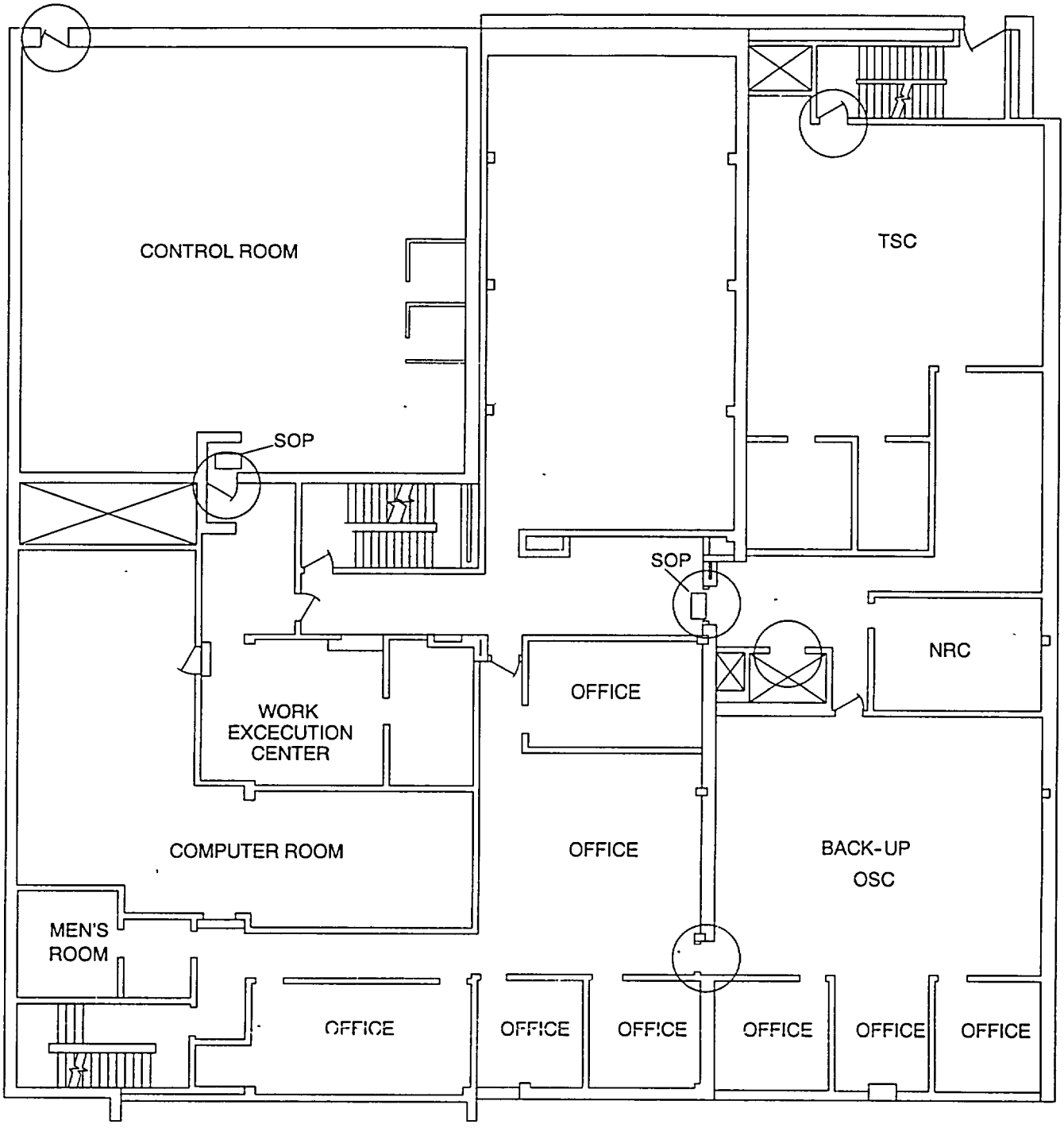
   b. Distribute in accordance with stamp instructions.

D. Upon completion of copying completed forms for distribution, the copy machine operator should forward the original document to TSC Document Control and inform the requestor that copying and distribution is complete.

7.0 FIGURES

FIGURE

7.1 EFT/EVS Boundary Floor Plan



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EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

Prepared By:	Reviewed By:	
OC Review Req'd: YES	OC Meeting Number: 2355F	Date: 2/27/03
Approved By:		Date: 2/27/03

FOR ADMINISTRATIVE USE ONLY

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1.0 PURPOSE

This procedure provides instructions and guidance for activation and continued operation of the primary Operational Support Center (OSC) during a declared emergency (Alert or higher) at the MNGP.

Section 6.9 satisfies commitment M82031A and M85091A.

2.0 APPLICABILITY

2.1 An emergency classification (Alert or higher) has been declared at the Monticello Plant and,

2.2 The Emergency Director has ordered the Operational Support Center activated.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The OSC Coordinator is responsible for:

3.1.1 Overall coordination of activation and operation of the Operational Support Center.

3.1.2 Performance of personnel accountability for OSC personnel in the event of an evacuation.

$ 3.1.3 Selecting, assembling and dispatching OSC emergency teams as requested by the TSC and Control Room.

3.2 The Radiation Protection Coordinator (RPC) is responsible for:

3.2.1 Radiological monitoring and control in the OSC including habitability surveys.

3.2.2 Development and issuance of Emergency RWPs and radiological briefings of OSC emergency team members as directed by the OSC Coordinator.

3.2.3 Providing radiation protection support for OSC emergency teams, in-plant survey teams, on-site (out-of-plant) survey teams and off-site Field Teams.

3.3 The Chemistry Coordinator is responsible for:

3.3.1 Coordination of in-plant chemistry sampling and analysis activities.

3.3.2 Coordination of sample logging, identification and documentation.

3.4 Mechanical, Electrical and I&C Maintenance Supervisors are responsible for:

3.4.1 Selection, assembly and briefing of OSC emergency teams as directed by the OSC Coordinator.

3.5 Maintenance Engineering personnel are responsible for:

3.5.1 Technical support in the OSC including manning technical communications links with the TSC, maintaining status boards, OSC team coordination (via portable radios) and technical support to the OSC Coordinator.

3.6 Materials Engineering Support personnel are responsible for:

3.6.1 Warehouse and inventory control support in the OSC including spare/replacement parts identification and retrieval.

4.0 DISCUSSION

This procedure provides instructions for the activation, staffing and operation of the Operational Support Centers. The Primary OSC is located on the first floor of the Plant Administration building. This facility consist of a Command center (located in the Maintenance Supervisor's area) and a staging area for OSC teams (in the Plant Lunch Room). Plant drawings and technical reference materials are readily available in the area and adjacent maintenance offices.

The OSC is staffed by personnel from the Maintenance Group (e.g., mechanical, electrical and I&C), Radiation Protection, Chemistry, and Nuclear Plant Helper Groups. Initial staffing of key OSC positions is facilitated by the OSC ERO Tag Board located in the OSC Command Center. The tag board is designed to provide initial direction to OSC personnel in the initial (staffing) stages of an emergency when the OSC Coordinator may not be available (not yet staffed) to coordinate the various emergency response activities.

A backup (alternate) Operational Support Center is located on the second floor of the Plant Administration building. The backup OSC is located within the TSC Emergency Ventilation System boundary and would be activated and used in the event the Primary OSC becomes uninhabitable.

Instructions in this procedure apply to both the operation of the Primary OSC and the Back-up OSC unless noted otherwise.

5.0 PRECAUTIONS

5.1 Search and rescue of missing persons should take precedence over repair or corrective actions unless such actions are necessary to effect rescue or protect the immediate health and safety of the general public.

5.2 Emergency repair/re-entry team members should be selected from volunteers if the team mission involves high risk or exposure expected to be in excess of MNGP administrative or NRC limits.

6.0 INSTRUCTIONS

6.1 Initial Activation and Staffing

6.1.1 Upon notification of an emergency, refer to the OSC ERO Tagboard to determine initial OSC Coordinator assignment as follows:

A. If no one has assumed the OSC Coordinator position, turn the tag and sign-in as OSC Coordinator.

6.1.2 Establish residence at the OSC Command table (in the maintenance support area adjacent to the Lunchroom).

6.1.3 Initiate and complete Form 5790-107-06 (OSC COORDINATOR CHECKLIST) to support initial activation and staffing of the OSC.

NOTE: The fitness of individuals should be assessed prior to their engaging in safety-related emergency response activities. The fitness-for-duty assessment should include, at a minimum, a determination of whether individuals have consumed alcohol within the last five hours.

6.1.4 If FFD questioning is conducted (off-hours only), coordinate the disposition of individuals that indicate they are not fit-for-duty or that have consumed alcohol within the last five hours as follows:

A. Evaluate whether the individual is essential to the emergency response and the individual's ability to perform assigned functions.

B. Individuals considered essential to the emergency response should be immediately tested for BAC (i.e., breathalyzer) and:

1. Individuals whose test results are less than FFD guidelines (0.04% BAC) may engage in emergency response activities.

2. Individuals whose test results exceed FFD guidelines should be evaluated to determine if they are able to perform their duties and, if so, may be assigned emergency response duties under supervision.

C. Non-essential personnel may be directed to a waiting area (e.g., Lunchroom), sent home, or evacuated (if a Plant or Site evacuation is conducted). Personnel assigned to the next ERO shift should be directed in accordance with Section 6.2.

6.1.5 When the OSC is fully staffed, direct excess personnel as follows:

A. If in an Alert, personnel may return to their normal work duties (restricted to activities outside the Controlled Area depending on the event) or they may be instructed to standby in the Lunchroom (or Cold Machine Shop depending on habitability).

B. If a Plant (or Site) evacuation is imminent (i.e., in a Site Area or General Emergency) excess OSC personnel should be evacuated with other non-essential personnel. Prior to their departure from the Assembly Point (or site) 24-hour OSC staffing should be considered in accordance with Section 6.2.

6.1.6 Review Form 5790-107-06 for completeness and refer to Section 6.3 for continuing OSC operating instructions.

6.2 ERO Shift Scheduling

6.2.1 If the duration of the event could exceed 12-hours, evaluate the OSC staffing required to support 24-hour coverage.

6.2.2 If and when requested by the Maintenance Group Leader (or TSC Coordinator), coordinate the assignment of ERO shifts for the OSC groups by assisting with the completion of Form 5790-106-07 (ERO SHIFT SCHEDULE - MAINTENANCE GROUP) and forwarding the completed schedule to the Maintenance Group Leader.

6.2.3 Coordinate the completion of ERO Shift Schedules for other groups (represented in the OSC) with their respective Group Leader in the TSC.

6.2.4 If 24-hour coverage is required, coordinate the departure of "next shift" OSC personnel as follows:

A. Ensure ERO personnel are informed of their next ERO shift in accordance with the ERO Shift Schedule.

B. Ensure personnel are instructed to contact the TSC if their final destination, after departing the site, is a location other than their permanent residence. In this case, they should provide a telephone number at which they can be reached if needed sooner than their next scheduled shift.

C. Ensure ERO personnel are instructed to carry their Company ID card to regain access to the site (in the event road blocks are established by off-site authorities).

6.2.5 Next shift ERO personnel should depart the site as follows (depending on the situation):

A. If no releases (above ODCM limits) are occurring and no off-site protective actions are in effect, personnel may depart the site as normal.

B. If significant releases are occurring or off-site protective actions are in effect or a Plant/Site evacuation is conducted, coordinate the departure of next shift ERO personnel with other evacuees and the county authorities (Sheriff Dispatcher or County EOC). The departure route should take personnel upwind of any releases.

6.3 Operation of the OSC

6.3.1 Ensure the OSC Coordinator telephone is continuously manned.

6.3.2 Ensure the OSC-TSC Plant Status Communicator link is manned and the OSC Plant Status board maintained in accordance with A.2-504 (EMERGENCY COMMUNICATOR DUTIES IN THE TSC AND OSC).

6.3.3 Ensure the OSC Emergency Work Status Communicator (OSC-TSC telephone) link and the OSC radio console are continuously manned and the OSC PERSONNEL AVAILABILITY and OSC TEAM TRACKING boards are maintained in accordance with A.2-504.

6.3.4 Provide periodic status updates in the OSC (Command Center and Lunchroom as applicable) in accordance with Section 6.4.

6.3.5 Provide periodic status updates to the Maintenance Group Leader in accordance with Section 6.4.

6.3.6 Process Form 5790-107-04 (EMERGENCY WORK REQUEST) and dispatch emergency teams from the OSC in accordance with Section 6.6 and A.2-206 (WORK CONTROL DURING EMERGENCIES).

6.3.7 Ensure OSC Radiation Protection personnel perform periodic habitability surveys in the OSC (Access Control, Security Building, Control Room, etc.) in accordance with Section 6.9 and:

A. Post the survey's results on the OSC Plant Status board.

B. Issue dosimetry to OSC personnel, (if necessary).

C. Establish contamination controls in the OSC (if necessary).

D. As applicable, recommend if/when relocation to the backup OSC is advisable (based on OSC habitability).

6.3.8 As necessary, monitor the SPDS/ERIS data to determine current plant conditions and radiation levels in accordance with Section 6.5.

6.3.9 If/when plant problems arise, evaluate the problem using the collective expertise in the OSC Command Center. Provide recommendations to the TSC via the Maintenance Group Leader.

6.3.10 As necessary, provide OSC personnel for OSC-TSC Task Groups as follows:

A. Task group assignments should be based on the requisite expertise for the particular problem.

B. Task groups may use the work area immediately outside the TSC or TSC NRC Conference Room (if not occupied by the NRC).

C. OSC task group member name tags should be relocated to the OSC TEAM TRACKING BOARD and the task group assigned a team number.

D. Upon completion of their assignment members of the task group may be used to brief OSC teams prior to being dispatched, they may participate on the OSC team itself, or dissolve back into the OSC staff.

6.3.11 If the duty Shift Manager (or Shift Supv) requests additional Operations personnel, dispatch the requested operators and relocate their name tag(s) on the OSC PERSONNEL AVAILABILITY board (to the assigned section).

6.3.12 If spare parts or materials are required, direct OSC personnel (the Support Group members familiar with purchasing, inventory control, and warehousing) to retrieve the spare parts or materials from the on-site warehouses.

6.3.13 If spare parts or materials are required that are not stocked in the on-site warehouse(s), forward the request to the EOF (EOF Coordinator) via the TSC.

6.3.14 As necessary, direct OSC Document Control to retrieve plant drawings, technical manuals or other pertinent documents for use in OSC team briefings or OSC-TSC Task Groups.

6.3.15 If conducting operations from the Primary OSC and habitability or other conditions dictate, request to relocate the OSC function to the backup OSC on 2nd floor of Admin Bldg. If/when directed, relocate the OSC in accordance with Section 6.13.

6.4 Status Update Instructions

6.4.1 The OSC Coordinator (or a designee) should conduct periodic status updates in the OSC (Command Center and Lunchroom as applicable) including the following topics:

A. Plant status including reactor condition (provided by the licensed operations member in the OSC).

B. Accident mitigation strategies (developed by the TSC) and the status of mitigation actions underway or planned.

C. Progress report of OSC teams presently dispatched.

D. On-site and off-site radioactive releases.

E. On-site and off-site protective actions taken (recommended to or implemented by off-site authorities).

F. OSC habitability and in-plant radiation conditions.

G. Status check of staffing in each functional group within the OSC (Electricians, I&C, RP, etc.)

6.4.2 The OSC Coordinator should provide (continuous) status updates to the Maintenance Group Leader which include the following topics:

A. The status of OSC emergency teams out in the field (in-plant).

B. The status of OSC teams ordered (by the TSC) but not yet dispatched.

C. The results of OSC teams that have completed their mission and returned to the OSC.

D. Any personnel injuries, overexposures or contaminations.

E. OSC staffing, habitability and other needs.

6.5 SPDS/ERIS Vax Instructions

6.5.1 Using a PC, log onto the MNGP Computer Network displaying the desktop screen. For access, logon using your current "User name" and "Password".

6.5.2 From the computer terminal desktop "Start" menu, initiate the "VAXes" application by choosing "Apps", "Kea 5.0", and "MT-Larry-PCS" or "MT-Moe-PCS" from the sequential drop down menus.

6.5.3 Respond to the USERNAME: prompt by typing HQEC and pressing RETURN.

6.5.4 Respond to the PASSWORD: prompt by typing HQEC and pressing RETURN.

6.5.5 Respond to the FILE NUMBER: prompt by entering the number of the desired display (1-29).

6.5.6 Review the data display for desired information. Ensure the status code (displayed on the right of the screen) is code 1 indicating the data is good. If not, the accuracy of the data is questionable.

6.5.7 To change display screens (select other data), enter CTRL Y and respond to the WOULD YOU LIKE TO SELECT ANOTHER FILE: prompt by entering Y and pressing RETURN.

6.5.8 To exit the system, enter CTRL Y and respond to the WOULD YOU LIKE TO SELECT ANOTHER FILE prompt by entering N and pressing RETURN.

6.6 Emergency Work Control and Search and Rescue

CAUTION

The process of selecting, briefing and preparing emergency teams should be followed for all emergency teams dispatched from the OSC. However, there are certain emergency tasks for which time may be a crucial factor (lifesaving, etc.). In these cases, team preparation should be expedited while ensuring the safety of team members is adequately protected.

6.6.1 When notified by the TSC of a task requiring an OSC emergency team:

A. Review the EMERGENCY WORK REQUEST form (if one was initiated for the work).

B. Obtain a brief description of the task, the work location and the priority code (1-3) which indicates the timeliness and relative importance of the task to other emergency work already identified.

C. Identify any qualifications or special skills required to perform the task.

6.6.2 Announce and briefly review the task in the OSC Command Center and determine:

A. The type of personnel to assign to the OSC team (e.g., electricians, mechanical maintenance, Rad Prot Tech (RPT), etc.) and personnel available by reviewing the OSC PERSONNEL AVAILABILITY board to identify potential team candidates.

B. The topics to be reviewed in the team pre-job briefing including precautions, tagouts, isolations, and special instructions.

6.6.3 Direct an OSC Maintenance Supervisor and RPC to select, assemble, brief and prepare the emergency team in accordance with Section 6.7.

6.6.4 Assign an emergency team number (the next team number in numerical sequence from the OSC TEAM TRACKING board) and direct the OSC TEAM TRACKING board be updated with the team number, task description and priority (1-3).

6.6.5 When the emergency team members have been assigned, direct the OSC TEAM TRACKING board be updated by moving team member name tags from the OSC AVAILABILITY board to the OSC TEAM TRACKING BOARD.

6.6.6 Complete the EMERGENCY WORK REQUEST form (if used) with the names of the emergency team members.

6.6.7 When the team is prepared, direct the OSC Team Communicator to establish and maintain radio contact with the team.

6.6.8 When the team is dispatched from the OSC, inform the Maintenance Group Leader. Direct the OSC Team Communicator(s) to update the TSC Emergency Work Status board keeper via 2-way link.

6.6.9 If problems are encountered by the emergency team, inform the TSC. Assist the TSC (and emergency team) in developing alternate methods, routes or other strategies to overcome any problems encountered. If necessary, recall the team to the OSC.

6.6.10 When teams return to the OSC, assign a Maintenance Supervisor and RPC to debrief the team (if necessary).

6.6.11 Ensure the OSC TEAM TRACKING and OSC PERSONNEL AVAILABILITY boards are updated upon return of the team.

6.6.12 Ensure the OSC Team Communicator updates the TSC Emergency Work Status board keeper via the 2-way link.

6.6.13 When briefed on the results of the emergency team mission, update the Maintenance Group Leader.

6.6.14 Retain Form 5790-107-04, Form 5790-107-02 (EMERGENCY RWP CHECKLIST) and Form 5790-401-01 (EMERGENCY EXPOSURE AUTHORIZATION FORM) and any other documents related to the emergency team mission. Submit the documents to the document control for retention as emergency records.

$ 6.7 Emergency Team Selection, Briefing, and Preparation

6.7.1 Select team members by referring to the OSC PERSONNEL AVAILABILITY board and in accordance with the following guidelines:

A. For fire-fighting activities select only Fire Brigade qualified personnel.

B. For operations activities (valving, etc.) select qualified Operators.

C. For search and rescue activities or tasks which involve mechanical, electrical or I&C expertise consider:

1. Soliciting volunteers if the task involves emergency exposures (refer to A.2-401 (EMERGENCY EXPOSURE CONTROL)).

2. Special skills, abilities or experience.

3. Individual's available exposure for tasks which are limited to exposures within MNGP administrative limits.

6.7.2 The Maintenance Supervisor assigned (and a RPT) should complete (if used) PART B of Form 5790-107-04.

NOTE: If protective anti-contamination clothing will be required, team members may suit-up during the pre-job briefing (to expedite team preparation).

6.7.3 The RPC should assign a RWP number to PART B of Form 5790-107-04 in accordance with the following criteria:

A. If current radiological conditions are normal (or near normal and the potential for significant change during the job is low), consider assigning the work to an existing Extended or Specific RWP (provided protective clothing and precautions specified on the existing RWP are adequate).

B. If radiological conditions are significantly elevated or there is high potential for changes in conditions during the job, assign the work to an existing Emergency Extended RWP (provided protective clothing and precautions specified on the existing Emergency Extended RWP are adequate).

C. If conditions are such that work cannot be assigned to an existing Extended, Specific, or Emergency Extended RWP, then initiate and complete Form 5790-107-02 in accordance with Section 6.12.

6.7.4 If emergency exposure(s) in excess of MNGP administrative limits are authorized for the task, the RPC assigned (or other RP personnel present) should initiate a Form 5790-401-01 for each team member in accordance with A.2-401.

6.7.5 The Maintenance Supervisor, emergency team members (or other OSC personnel) should obtain any reference or technical information (prints, drawings, etc.) to be reviewed during the pre-job briefing. The support group member (assigned to document control) should assist with print/drawing, technical manual retrieval as necessary.

6.7.6 The Maintenance Supervisor and RPC or RPT should conduct a pre-job briefing with the emergency team members as follows using Form 5790-107-09 (EMERGENCY TEAM BRIEFING/DEBRIEFING CHECKLIST).

A. The Maintenance Supervisor should review the completed Form 5790-107-04 issued for the job and:

1. Associated documents (e.g., prints, drawings, technical references, etc.).

2. The work location, work scope and the estimated time at the work site.

3. Any equipment isolation (valving or de-energizing) or jumper/bypass required to perform the work.

4. Any tools, equipment and/or spare parts that may be required to perform the job including type, size and coordination of obtaining tools or parts.

5. Special precautions or instructions that should be observed when performing the work.

B. The RPC or assigned RPT should review the completed Form 5790-107-02 or the existing Extended/Specific RWP if used including:

1. RPT in attendance requirements.

2. Existing or anticipated radiological conditions in the work area and travel routes.

3. Protective clothing and respirator equipment requirements (may be specified earlier to expedite team preparation). If respirators or SCBAs are required they should be obtained from Access Control.

4. Dosimetry and personnel monitoring requirements including back-out criteria (if used).

5. Designated travel routes and the plant exit point (if specified).

6. Any controlled keys required.

7. Emergency exposures authorized including reviewing Form 5790-401-01 and having team sign the form(s).

C. If necessary, the following technical reference materials should be reviewed during the pre-job briefing:

1. Plant drawings from the OSC Aperture Card file or Construction Drawing file (in the Work Execution Center (WEC) Office).

2. Applicable technical manuals.

3. The travel route and work sites on CEVUE.

6.7.7 If spare parts and/or tools are required, the Maintenance Supervisor should:

A. If spare parts (from the on-site warehouse) are required, direct the Material Specialist (warehouse personnel in the OSC) to coordinate the retrieval of the spare parts from the warehouse.

B. If tools are required (from the Cold Shop), dispatch OSC personnel (not team members) to obtain the necessary tools/equipment.

C. Direct the personnel obtaining tools and spare parts to deliver them to the OSC, Access Control, or another location convenient to the OSC team enroute to the work area.

6.7.8 During or immediately following the pre-job briefing, the emergency team members should don appropriate protective clothing specified on the RWP or Emergency RWP Checklist.

6.7.9 If respirators or SCBAs are required, the team members may obtain them at Access Control (after departing the OSC) or the required respirators may be brought to the OSC during team preparation.

6.7.10 Personal dosimetry, specified on the RWP, should be issued to the emergency team members by the RPT assigned (or another OSC RPT) as follows:

A. If electronic dosimeters are used, the team members should log-in at the RWP Sign-in station. A RPT (or Access Control RPT if one is not assigned to the team) should accompany the team to the RWP Sign-in station if manual setting of the electronic dosimeters dose and dose rate alarms is required.

B. If an electronic dosimeters reader (and dosimeters) are relocated to the OSC, log-in may occur in the OSC (prior to team departure) with a RPT manually setting the dose and dose rate alarms if required.

C. If Direct Reading Dosimeters (DRDs) are used, they should be issued to emergency team members in the OSC (prior to team departure). Dosimeters available in the OSC supply cabinet include 0-5R, 0-10R and 0-200R.

D. If DRDs are used (or electronic dosimetry is used in the manual mode), all individual exposure received by emergency team members should be recorded and tracked on Form 5790-107-08 (EMERGENCY TEAM LOG-IN). The form should be used to correct individual exposure files in the computer data base.

6.7.11 When prepared to depart the OSC, the emergency team should obtain a portable radio and establish radio contact with the OSC Team Communicator prior to departing the OSC.

6.7.12 If respirator protection equipment and/or electronic dosimeters are needed, the emergency team should proceed directly to Access Control after departing the OSC.

6.7.13 When the team is dispatched, the Maintenance Supervisor and RPC should inform the OSC Coordinator and await reassignment to prepare another emergency team.

6.7.14 When a team returns, debrief the team in accordance with PART II of Form 5790-107-09.

6.7.15 All completed forms (associated with an emergency team) should be assembled and the package delivered to the OSC Coordinator for retention as emergency records.

6.8 Evacuation and Personnel Accountability

6.8.1 When directed, perform personnel accountability in accordance with one of the following:

A. Using an Accountability Card reader (located at Access Control and the I&C Shop for the Primary OSC or the TSC for the Back-up OSC).

1. Direct each individual to insert his/her badge into the Accountability Card reader.

2. Using Form 5790-107-01 (EMERGENCY ACCOUNTABILITY SIGN-IN FORM), prepare a list of all personnel assigned to the OSC but not present during the accountability process (e.g., OSC emergency teams, etc.).

3. Using Form 5790-107-01, prepare a list of essential OSC Command Center personnel who will not be leaving the OSC Command Center to badge into the card reader.

B. If an Accountability Card reader is not operational:

1. Using Form 5790-107-01, prepare a list of all personnel present in the OSC and all personnel assigned to the OSC but not present during the accountability process (e.g., OSC emergency teams, etc.).

6.8.2 If the card reader method was used, inform the Security Group leader immediately upon completion of the card entry process.

6.8.3 Immediately forward the completed Form 5790-107-01 compiled in 6.8.1 to the Security Group Leader in the TSC.

6.8.4 Excess OSC personnel that were released to their work station or are in standby (in the Lunchroom or Cold Machine Shop) should evacuate with other non-essential personnel. Prior to their departure from the Assembly Point (or site) coordinate the assignment of next-shift personnel in accordance with Section 6.2.

6.8.5 Upon completion of the personnel accountability process, maintain continuous accountability of OSC personnel using the OSC PERSONNEL AVAILABILITY and OSC TEAM TRACKING boards. If more detailed accountability is desired, initiate Form 5790-106-10 (EMERGENCY RESPONSE FACILITY SIGN-IN/OUT LOG) for the OSC and update the log as personnel leave or enter the OSC.

NOTE: Prior to a Plant (or Site) Evacuation, continuous accountability of personnel assigned to the OSC (i.e., present and not present in the OSC) may be accomplished using the OSC TEAM TRACKING and OSC PERSONNEL AVAILABILITY boards.

6.9 Radiation Protection Coordinator Instructions

NOTE: The RPC work area in the Primary OSC may need to be rearranged (move cubicle partitions) to provide good interface with the OSC Coordinator and a portable radio obtained to allow the RPC to communicate with OSC dispatched teams.

6.9.1 Upon activation, the RPC and RPTs should refer to the OSC Tag Board for initial OSC assignments.

6.9.2 The RPC should obtain the RWP Books (including in-plant dose rate maps) from the RPC Office and report to the OSC Command Center.

6.9.3 Activate the Emergency RWPs (RWPs #900, 901, and 902).

6.9.4 Ensure the following activities are initiated (in accordance with tagboard instructions):

A. Verify four field team personnel (two surveyors and two drivers) are obtaining vehicle keys and are initiating out-of-plant surveys in accordance with A.2-410 (OUT-OF-PLANT SURVEYS).

B. If radiological conditions are a concern, verify habitability surveys are initiated in the OSC, TSC, Control Room, Access Control, and Security Building. Ensure survey results are posted on applicable facility status boards.

C. Ensure one RPT is available for assistance at the on-site Assembly Point.

D. Ensure one RPT is available to man Main Access Control.

E. Ensure several RPTs are available to support OSC teams and pre-job briefings.

F. If conducting operations from the Primary OSC, ensure the protective clothing cabinet in the Lunchroom is unlocked.

6.9.5 If operating from the Primary OSC, perform the following:

A. Relocate and activate the OSC Continuous Air Monitor (CAM) in the first floor hallway at the top of the stairway to Access Control. (CAM is stored in a cabinet by the vending machines.)

B. Locate and activate the OSC Dosimeter Area Radiation Monitor (DARM) in the OSC (Lunchroom).

6.9.6 If operating from the Back-up OSC, perform the following:

A. Ensure the TSC Continuous Air Monitor (CAM) is setup and activated in the hallway by elevator.

B. Locate, preferably by east windows, and activate the OSC Dosimeter Area Radiation Monitor (DARM) in the back-up OSC.

6.9.7 If desired, relocate an Electronic Dosimeter Reader and a rack of Electronic Dosimeters to the OSC.

6.9.8 Provide one (or more if required) RPTs to man Main Access Control to assist emergency teams with respirator or SCBA issuance and log-in.

6.9.9 Respond to TSC (REC or MSL) requests for in-plant surveys and out-of-plant surveys by dispatching RPTs from the OSC. Ensure RPTs dispatched are tracked (as an OSC team) on the OSC TEAM TRACKING board.

6.9.10 Assist with emergency team selection, briefing, and preparation in accordance with Section 6.7.

6.9.11 Continuously monitor in-plant radiation levels on SPDS/ERIS using the instructions in Section 6.5. If ARM readings are not available via SPDS use Form 5790-107-03 (EMERGENCY ARM LOG) and obtain readings from the Control Room.

6.9.12 Maintain periodic contact with the RPTs that are manning Main Access Control. Provide periodic relief for them and consider the use of protective clothing or relocating Access Control to the OSC as radiological conditions warrant.

6.9.13 Maintain communications with the REC (and/or MSL) in the TSC.

6.9.14 If the REC and/or ED determine conditions exist that require dosimetry, issue dosimetry to all OSC personnel in accordance with Section 6.11.

6.9.15 If radiological conditions warrant, recommend to the OSC Coordinator to establish strict contamination control measures in the OSC or relocate the Primary OSC to the Back-up OSC as applicable.

6.10 Chemistry Coordinator Instructions

6.10.1 Upon activation, all Chemistry Coordinators should refer to the OSC Tag Board for initial Chemistry Coordinator assignment.

6.10.2 Obtain any necessary administrative suppliers from the OSC File Cabinet or Access Control.

6.10.3 Monitor Chemistry group augmentation and initial assignments and ensure Chemistry personnel are assigned to perform the following emergency response functions (in accordance with OSC Tag Board assignments):

A. TSC MIDAS Operator.

B. Start-up and preparation of the Gas Chromatograph.

C. Set-up and preparation of the Plant Count Room.

D. Set-up and preparation of the Chemistry Lab.

6.10.4 Ensure Chemistry Technicians (CTs) are dispatched to the EOF to perform the following functions (in accordance with OSC Tag Board assignment). Coordinate these assignments with the REC (in the TSC) and RPSS (in the EOF):

A. EOF Count Room CT.

B. EOF MIDAS Operator.

6.10.5 Consider relocating the Chemistry Coordinator function to the Chemistry Lab (Access Control). Determination should be based primarily on habitability conditions and coordinated with the RPC and OSC Coordinator.

6.10.6 If the Chemistry Coordinator function is relocated to the Chemistry Lab, establish residence in the Chemistry Lab. Notify the Chemistry Section Leader of your relocation to the Chemistry Lab.

6.10.7 Implement the applicable section of A.2-108 (ACCESS CONTROL DURING EMERGENCIES) for Chemistry Lab set-up and operation instructions. (A copy of the procedure is included in the PASS Procedures Manual at Access Control.)

6.10.8 Maintain communication with the OSC Coordinator and RPC (in the OSC) and the Access Control RPT.

NOTE: Chemistry personnel dispatched (from the lab) for sampling activities should be identified, assigned a team number, tracked and coordinated by the OSC via radio (talk group 5d).

6.10.9 Notify the OSC Coordinator (and/or RPC) prior to dispatching any (and all) Chemistry personnel for chemistry sampling (e.g., to the Stack or in-plant areas).

6.10.10 Coordinate in-plant chemistry sampling activities and sample analysis (in the Chemistry Lab) in accordance with A.2-408 (SAMPLE COORDINATION DURING EMERGENCIES) and as directed by the Chemistry Section Leader or REC.

6.10.11 If habitability conditions in the Chemistry Lab dictate (or as directed by the OSC Coordinator) relocate the Chemistry Coordinator function back to the OSC.

6.11 OSC Habitability and Personnel Monitoring

6.11.1 The RPC should coordinate the conduct of periodic habitability surveys including smears, dose rates and air samples (particulate, iodine, etc.) as directed by the REC (or MSL) in the following areas:

A. OSC Command Center and Lunchroom areas as appropriate.

B. Access Control.

C. TSC (including the NRC Conference Room and other areas within the EVS envelope).

D. Control Room and Work Execution Center.

E. Security Building.

F. If radiological conditions dictate, areas within the EFT envelope.

6.11.2 Habitability survey results should be reported to the RPC and REC. Results should also be posted on the status board in the respective facilities.

6.11.3 If a Site Area Emergency is declared or a plant (or site) evacuation is conducted due to radiological exposure concerns, the RPC (as directed by the REC) should ensure 0-5R dosimeters (DRDs) or electronic dosimeters are issued to all OSC personnel as follows:

A. DRD Issuances:

1. Obtain the dosimeters and sufficient copies of Form 5790-201-02 (DOSIMETRY ISSUANCE LOG) from the OSC storage cabinet.

2. Verify all OSC personnel have a TLD and rezero (if necessary) and issue one 0-5R dosimeter to each person in the OSC (and Lunchroom).

3. Log the dosimetry issuance information on the Dosimetry Issuance Log.

4. When dosimetry issuance is complete (to all OSC personnel), retain the dosimetry issuance log(s).

5. If necessary, log, rezero and reissue dosimeters when individual dosimeters reach 3/4 scale (4 rem).

B. Electronic Dosimeters Issuance:

1. Instruct all OSC personnel to obtain an electronic dosimeter (either available at Access Control or the OSC) and log in using an Emergency Extend RWP.

C. Ensure all personnel reporting to the OSC (after the dosimetry issuance process) have a 0-5R dosimeter or electronic dosimeter and TLD.

6.11.4 If smearable contamination levels in the OSC (Command Center) or personnel staging areas exceed 1000 dpm/100 Cm^2, consider establishing strict contamination control measures in the OSC area by:

A. Designating one OSC exit/entrance point (preferably the Lunchroom entrance for the Primary OSC and the doorway by the elevator for the Back-up OSC) and establishing a Step-Off-pad (and frisking station) at that location.

B. Ensure all OSC personnel frisk before entering the OSC.

C. Conduct followup surveys in the OSC and initiate decontamination (if feasible).

D. Control eating and drinking in the OSC until all foodstuffs and surfaces are surveyed for contamination.

E. Consider protective clothing use (paper coveralls or inneralls) for OSC personnel use.

6.11.5 If operating from the Primary OSC and radiological conditions warrant, consider relocating the OSC function (both work control and radiation protection) to the backup OSC. Inform the Maintenance Group Leader, REC and ED.

6.12 Emergency RWP Instructions

6.12.1 The RPC should initiate Form 5790-107-02 for all emergency tasks requiring an OSC team that cannot be assigned to an existing Specific or Extended RWP.

6.12.2 Review Form 5790-107-04 or the WO issued for the job (if either are used) to determine the job scope and work location.

6.12.3 The RPC should complete page 1 of Form 5790-107-02 as follows :

A. Indicate whether a RPT should be in attendance on the job (assigned to the OSC Team).

B. Determine if emergency exposures (in excess of MNGP administrative or NRC limits) are authorized. If so, initiate Form 5790-401-01 for each team member authorized emergency exposure.

C. Indicate the recommended travel route based on existing or expected radiological conditions and the highest anticipated travel route dose rate.

D. Indicate the designated plant exit point for the team (e.g., Access Control, Radwaste, etc.)

6.12.4 The RPC or RPT should complete page 2 of Form 5790-107-02 as follows:

A. Determine the electronic dosimetry alarm setpoints as follows:

1. The electronic dosimeter dose alarm setpoint should be set at the lowest available dose of the team members (i.e., the available dose of the team member with the lowest dose for the job should be assigned to all team members as the authorized dose and the electronic dosimeter set at that limiting dose).

2. Determine the electronic dosimeter dose rate alarm setpoint by taking the electronic dosimeters dose alarm setpoint divided by the expected time (in hours) at the work area.

3. Compare the expected work area dose rate to the electronic dosimeter dose rate alarm setpoint determined above.

4. IF the electronic dosimeter dose rate alarm setpoint is lower than the expected work area dose rates,
THEN the job should not be performed until additional job planning is completed and approved by the REC.

B. Determine the travel route backout dose rate by using 3 times the highest expected travel route dose rate.

C. Determine if any Rad Prot keys are required based on the recommended travel route (indicated by the RPC on page 1).

D. Determine the required protective clothing, respiratory protection and dosimetry for the job and indicate the requirements on the Emergency RWP Checklist.

E. Sign, date and time the completed Emergency RWP Checklist.

6.12.5 Retain the EMERGENCY RWP CHECKLIST in the OSC and record the final dosimetry information upon completion of the job.

6.12.6 Forward the completed form to OSC Document control for retention as emergency records.

6.13 Transfer to the Backup (alternate) OSC

6.13.1 If radiological conditions or other circumstance dictate, consider relocating the OSC to the backup OSC.

6.13.2 Contact the Maintenance Group Leader (or Emergency Director) to discuss the transfer to the backup OSC.

6.13.3 When directed, relocate the OSC function to the backup OSC in accordance with A.2-109 (ACTIVATION AND OPERATION OF THE BACKUP OSC).

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

Prepared By: [signature]	Reviewed By: Gerald A. Holthaus	
OC Review Req'd: YES	OC Meeting Number: 2355F	Date: 2/27/03
Approved By: [signature]		Date: 2/27/03

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1.0 PURPOSE

1.1 This procedure provides guidance for responding to a credible security threat by the plant staff resulting in a declared emergency.

2.0 APPLICABILITY

2.1 This procedure ***SHALL*** apply to the duty Shift Manager, Control Room Supervisor, Plant Manager, Emergency Director and plant personnel during a credible security threat. Specific Security Force actions and responses are described in the Safeguards Contingency Plan and procedures.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Plant Manager or designee has responsibility to assist the Shift Manager during a plant security event.

3.2 The Operations Shift Manager has responsibility for safe operation of the plant and initiation of the Emergency Plan during a plant security event.

3.3 Operations Control Room Supervisor has responsibility for plant operations and assessment of operational aspects of the emergency.

3.4 Nuclear Security Manager/designee has responsibility to implement the Safeguards Contingency Plan during a security event and support the Operations Shift Manager as necessary.

4.0 DISCUSSION

Once a security threat (i.e., bomb threat, adversary threat, etc.) is determined to be HIGH credible security threat per NMC Security Threat Assessment (SE 0018), an ALERT should be declared per A.2-101 (CLASSIFICATION OF EMERGENCIES) and A.2-103 (ALERT).

Once a security threat (i.e., bomb threat, adversary threat, etc.) is determined to be LOW credible security threat per NMC Security Threat Assessment (SE 0018), an NUE should be declared per A.2-101 and A.2-102 (NOTIFICATION OF UNUSUAL EVENT (NUE)).

The duty operations Shift Manager remains in charge of the overall plant response to the security threat with assistance from Plant Security, Operations, Local Law Enforcement Agencies (LLEA) and NMC staff.

If changing security or plant conditions warrant escalation to a higher emergency classification, the Shift Manager is responsible to authorize the escalation.

Implementation of Emergency Plan procedures during a security event may need to be modified, depending on the event, in order to protect the safety of plant personnel, vital equipment, or protect the health and safety of the public.

If National Guard or State Police are stationed within the site boundary, a review of the ODCM should be initiated. (May require changes to critical receptor dose calculations.)

4.1 Definitions

4.1.1 HIGH Credible Threat - The threat of physical attack to the plant represents a potential substantial degradation of the level of safety of the plant.

4.1.2 LOW Credible Threat - The threat of physical attack to the plant represents a potential degradation of the level of safety of the plant.

5.0 PRECAUTIONS

If a bomb or sabotage device is found:

5.1 Personnel should remain at a distance of 300 to 500 feet, if possible, from the device.

5.2 Unauthorized MNGP personnel ***SHALL NOT*** touch or disturb any bomb or sabotage device.

5.3 Hand-held electronic devices (i.e., radios, cell phones) should not be operated within a distance of 50 feet from the explosive device.

6.0 INSTRUCTIONS

6.1 Prerequisites:

6.1.1 A credible security related threat exists

AND

6.1.2 A Notification of Unusual Event, Alert, Site Area, or General Emergency has been declared.

6.2 Plant Manager/Designee Actions:

6.2.1 The Plant Manager or designee is to go to the Control Room to provide for communications.

6.3 Duty Shift Manager/Control Room Supervisor Actions:

6.3.1 The Duty Shift Manager/Control Room Supervisor should ensure the following activities are performed or considered.

6.3.2 IF a bomb device exists,
THEN

A. Make the following announcement over the Plant Public Address System (using PA access 305).

B. Repeat the announcement as necessary to ensure that all Plant Personnel are informed.

"ATTENTION ALL PLANT PERSONNEL. ATTENTION ALL PLANT PERSONNEL."

"A BOMB MAY EXIST IN THE _____ AREA."
(specify area)

"STAY CLEAR OF _____."
(specify area)

6.3.3 IF an Alert has been declared based on a HIGH credible security threat,
THEN:

A. Assume the position of Emergency Director in absence of Plant Manager or another Emergency Director designee.

B. Make the following announcement over the Plant Public Address System (using PA access 305). Repeat the announcement as necessary to ensure that all Plant Personnel are informed.

"ATTENTION PLANT PERSONNEL, A THREAT TO PLANT SECURITY EXISTS. ALL EOF PERSONNEL ASSEMBLE AT THE BACKUP EOF. ALL OPERATIONS PERSONNEL AND FIRE BRIGADE PERSONNEL REPORT TO THE CONTROL ROOM. ALL OTHER PERSONNEL EVACUATE THE SITE."

C. Activate ERO notification system to send EOF personnel to staff the Backup EOF in accordance with 5790-104-04 (EMERGENCY CALL LIST - ALERT/SITE AREA/GENERAL).

D. Initiate an orderly evacuation of all personnel in the Owner Controlled Area, including the Site Administration Building, and any trailers or temporary office structures on-site.

E. After initial emergency notifications are complete, ensure that the Shift Emergency Communicator transmits Form 5790-102-03 (EMERGENCY NOTIFICATION FOLLOW-UP MESSAGE) to the State of Minnesota every 30 minutes in accordance with A.2-501 (COMMUNICATIONS DURING AN EMERGENCY).

F. The Shift Manager working with the Emergency Manager is to provide appropriate plant representation in the Local Law Enforcement Agency (LLEA) command center to provide site facility and plant operations advice to the LLEA.

1. Ongoing management communication will take place from the Backup EOF.

2. The hub for security communication will be the NMC Hudson Security Command Post at (715) 377-3353.

G. Follow-up Threat Actions:

1. Ensure that the operator actions specified in C.4-L (RESPONSE TO SECURITY THREATS) are completed as appropriate.

2. IF the threat results in plant damage and security risk to personnel no longer exists,
THEN

a. Activate the ERO Pager Network per the non-security related activation instructions in 5790-104-04.

b. Return to A.2-103 for additional actions.

c. Evaluate the Emergency Classification in accordance with A.2-101.

3. IF the threat is resolved,
THEN

a. Terminate the event per A.2-602 (EVENT TERMINATION OR RECOVERY).

6.3.4 IF a Notification of Unusual Event (NUE) has been declared, based on a LOW credible security threat,
THEN

A. Assume the position of Emergency Director in absence of Plant Manager or another Emergency Director designee.

B. Make the following announcement over the Plant Public Address System (using PA access 305). Repeat the announcement as necessary to ensure that all Plant Personnel are informed.

"ATTENTION PLANT PERSONNEL, A THREAT TO PLANT SECURITY EXISTS. ALL EOF PERSONNEL ASSEMBLE AT THE BACKUP EOF. ALL OPERATIONS PERSONNEL AND FIRE BRIGADE PERSONNEL REPORT TO THE CONTROL ROOM. ALL OTHER PERSONNEL EVACUATE THE SITE."

C. Activate ERO notification system to send EOF personnel to staff the Backup EOF in accordance with 5790-102-04.

D. Initiate an orderly evacuation of all personnel in the Owner Controlled Area, including the Site Administration Building, and any trailers or temporary office structures on-site.

E. After initial emergency notifications are complete, ensure that the Shift Emergency Communicator transmits Form 5790-102-03 to the State of Minnesota every 30 minutes in accordance with A.2-501.

F. The Shift Manager working with the Emergency Manager are to provide appropriate plant representation in the Local Law Enforcement Agency (LLEA) command center to provide site facility and plant operations advice to the LLEA.

1. Ongoing management communication will take place from the Backup EOF.

2. The hub for security communication will be the NMC Hudson Security Command Post at (715) 377-3353.

G. Follow-up Threat actions:

1. Ensure that the operator actions specified in C.4-L (RESPONSE TO SECURITY THREATS) are completed as appropriate.

2. IF threat becomes a higher threshold or plant damage occurs,
THEN

Reclassify and go to Alert Section 6.3.3 of this procedure.

3. Shift Manager coordinate with EOF Manager to assess personnel needed in the EOF and release unnecessary EOF and JPIC personnel.

4. Working with NMC headquarters management personnel, determine what essential activities should proceed. Personnel needed to support these activities should remain at work or called back in. All other personnel should go home. Inform such personnel of the determination through management channels.

5. IF threat is resolved,
   THEN

   Terminate event per A.2-602 (EVENT TERMINATION OR RECOVERY).

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

Prepared By: [signature]	Reviewed By: Gerald G. Hotthaus	
ALARA Coord Review By: [signature]		Date: 2/12/03
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1.0 PURPOSE

This procedure provides instructions and guidance for the direction of on-site radiological monitoring to assess the need for protective actions during an emergency.

2.0 APPLICABILITY

2.1 An emergency classification (Alert or higher) has been declared at the Monticello Plant and the Emergency Director or Radiological Emergency Coordinator has requested on-site radiological surveys.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Radiological Emergency Coordinator (REC) is responsible for:

3.1.1 Overall coordination of radiation protection emergency response activities including on-site radiological monitoring.

3.2 The Monitoring Section Leader (MSL) is responsible for:

3.2.1 Implementation of this procedure.

3.2.2 Coordination of on-site radiological surveys and sampling.

3.3 Rad Prot Coord (RPC) / Rad Prot Tech (RPT) are responsible for:

3.3.1 The conduct of on-site radiological surveys under the direction of the MSL in the TSC.

4.0 DISCUSSION

The extent and degree of on-site radiological monitoring following a release of radioactive material will depend on the nature, the severity, the physical/chemical form, and the radioisotopic composition of the release. The Emergency Director, REC or MSL will determine the extent and nature of post-accident radiological monitoring.

For events that occur during normal working hours, sufficient radiation protection personnel would normally be available to support several monitoring teams. During other times, the number of radiation protection personnel may be limited at the onset of the event. In this case, the Emergency Director, REC, or MSL will assign priorities for radiological monitoring based on the known or expected extent and severity of the release and/or related radiological conditions while the emergency organization is being augmented.

5.0 PRECAUTIONS

5.1 Exposures of on-site monitoring personnel should be in accordance with administrative control levels. They should have proper dosimetry, which is frequently checked, remain alert to their own exposure and request relief if cumulative exposure approaches administrative control levels. The Emergency Director may authorize exposure limit extensions if necessary (refer to EPIP A.2-401 (EMERGENCY EXPOSURE CONTROL)). All exposures should be maintained ALARA.

5.2 During portable radio communications, observe the following precautions.

5.2.1 Radio communications can be intercepted by commercially available scanners. All communications must be brief, factual and free of exclamatory or alarming expressions.

5.2.2 Carefully word transmissions to minimize confusion, in particular, avoid abbreviations such as "mrem" which could be misinterpreted as "Rem".

6.0 INSTRUCTIONS

6.1 MSL Recordkeeping

6.1.1 Record data, trends, and other information of radiological significance in the REC log book in accordance with the following guidance:

A. Significant events an the time(s) which they occur including changes in plant conditions, radiological releases, and trends.

B. Record key decisions and strategies developed (or implemented).

6.1.2 Periodically monitor the distribution of completed forms in the Radiation Protection area (of the TSC) to ensure accurate, consistent, approved information is used by REC.

6.1.3 Ensure all completed forms are filed in the appropriate container provided and retained as emergency records.

6.2 On-site (Out of Plant) Surveys

6.2.1 If a radioactive release is occurring or has occurred, determine (estimate) if the release is equivalent to or greater than the levels specified in GUIDELINE 1 (entitled "Radioactive Effluents") of EPIP A.2-101 (CLASSIFICATION OF EMERGENCIES) for an ALERT or higher classification.

6.2.2 If the release is determined or estimated to exceed the Alert levels, in A.2-101, direct the RPC (or any available RPT if the RPC is not yet manned) to assemble a survey team to perform on-site, out-of-plant survey in accordance with the following guidance:

A. Assemble a monitoring team to perform surveys per EPIP A.2-410 (OUT-OF-PLANT SURVEYS).

B. If necessary, initiate an Emergency RWP Checklist in accordance with EPIP A.2-107 (ACTIVATION AND OPERATION OF THE OSC).

C. Brief the team on affected sectors to be surveyed, potential radiological conditions or other hazards, precautions and protective clothing requirements.

D. Equip the team with a Rad Team frequency radio (from the TSC), direct the team to establish and maintain radio communication with the Field Team Communicator in the TSC.

E. Dispatch the team to perform surveys in affected areas.

6.2.3 Determine the starting point of the survey based on the release point, source term, magnitude of the release, wind direction, and dose projection data (if applicable). Request the initial surveys in this portion (affected sector) of the protected area.

6.2.4 Direct the team be dispatched to the selected survey points on Form 5790-201-04 (PROTECTED AREA SURVEY POINTS) and conduct Beta/Gamma dose rate surveys. Surveys should be performed in the following areas, as applicable.

A. Site areas which may be affected by shine from 1027 EL Reactor Building;

B. Stack area (if high stack release occurring);

C. Plant structure perimeter (if significant fuel damage has occurred or is suspected) especially outside Rx Bldg railroad doors;

D. Protected area perimeter;

E. Security Officer station in the gatehouse or the plant access road (if posted);

F. Other site locations where personnel are or may be present such as the Cold Machine Shop, office trailers and SAB.

6.2.5 Direct the Field Team Communicator to record survey results on Form 5790-202-01 (OFF-SITE SURVEY RESULTS DATA SHEET).

6.2.6 Direct the Field Team Communicator to periodically up-date the team(s) on plant conditions, emergency classification changes, protective actions, etc. as information becomes available.

6.2.7 Direct the team to check personal dosimetry and request relief if their exposure approaches administrative limits.

6.2.8 Based on initial survey results request back-up surveys or confirmatory sampling as necessary.

6.2.9 Upon completion of on-site, out-of-plant survey operations direct the team(s) to report to OSC for exposure processing, de-briefing and re-assignment.

6.3 **In-Plant Surveys**

NOTE: In-Plant survey team(s) are coordinated and directed by the RPC (when manned) in the OSC via portable radio.

6.3.1 Direct the RPC (or any available RPT) to assemble survey team(s) as necessary, to perform in-plant surveys/sampling.

6.3.2 Direct the RPC to dispatch team(s) to selected survey areas and conduct surveys/sampling activities. Depending on the event, perform surveys in the following areas, as applicable.

A. In-plant area(s) that were locally evacuated based on Area Radiation Monitors (ARMs) or Continuous Air Monitors (CAMs) should be surveyed to verify the alarm condition.

B. In-plant area(s) that have higher than normal radiation levels (as indicated by ARM or CAM) to determine the reason for the elevated levels.

C. Pre-job surveys for areas in which work is planned or scheduled to occur in accordance with Form 5790-107-04 (EMERGENCY WORK REQUEST) and where radiological or environmental (steam area) conditions are NOT subject to rapid change.

6.3.3 Direct the RPC to notify the MSL of any significant changes in surveys/samples obtained from team.

6.3.4 Periodically up-date the team(s) on plant conditions, emergency classification changes, protective actions, etc. as information becomes available.

6.3.5 Upon completion of in-plant survey operations the team(s) should report to OSC for exposure processing, de-briefing and re-assignment.

6.3.6 Direct the RPC to forward survey results to the MSL by telephone or hardcopy via messenger.

6.4 Habitability and On-Site Protective Actions

NOTE: Initial habitability surveys should consist of general area dose rates. If significant releases are occurring or if the Continuous Air Monitors (CAM) alarms, initiate periodic air sampling (particulate and iodine) and smearable contamination surveys in the affected response centers.

6.4.1 Direct the RPC to perform habitability surveys in the following occupied areas:

A. Control Room

B. Operational Support Center (OSC)

C. Technical Support Center (TSC)

D. Access Control (including SAS)

E. Security Building

F. Designated on-site Assembly Point

G. Gate House

6.4.2 Review the habitability survey results and compare the results to the ON-SITE PROTECTIVE ACTION GUIDELINES, listed in FIGURE 7.1. Recommend on-site protective actions to the Radiological Emergency Coordinator (REC) as necessary.

6.4.3 Monitor effluent release paths. If effluent levels exceed the alarm setpoint(s) (alert levels in A.2.101) consider placing the EFT and EVS systems in service.

6.4.4 If loose surface contamination levels in manned response centers, within the Control Room EFT and TSC Emergency Ventilation System (EVS) envelopes reach 1000 dpm/100cm^2, coordinate the establishment of strict contamination control measures for the EFT and EVS envelopes as follows:

A. Ensure the EFT and EVS boundaries doors are closed and properly posted in accordance with EPIP A.2-106, (ACTIVATION AND OPERATION OF THE TSC).

B. Direct the setup of a step-off pad and personnel frisking station at the designated entrance doors to the Control Room EFT and TSC EVS boundaries.

C. Process contaminated personnel in accordance with EPIP A.2-402 (ON-SITE RADIOLOGICAL MONITORING).

D. Continue periodic habitability surveys in manned response centers.

6.4.5 If and when strict contamination control measures are implemented within the EFT and EVS envelopes consider restricting eating, drinking and chewing.

6.4.6 Recommend the issuance of personal dosimetry in manned response centers to the REC/ED if dose rate in manned response centers is increasing and expected to reach .5 mr/hr (refer to FIGURE 7.1). Coordinate the issuance of dosimetry in the Control Room, TSC and OSC. Form 5790-201-02 (DOSIMETRY ISSUANCE LOG) should be used to record personal dosimetry data in each response center when Pocket Ion Chambers are used.

NOTE: Electronic dosimeters are the preferred choice of dosimetry.

6.4.7 Ensure habitability survey results are posted on the Radiological Status Board in the TSC and OSC.

6.4.8 Recommend relocating TSC and OSC personnel to another location (i.e. Emergency Operations Facility, if operational), when dose rates in manned response centers ≥ 1000 mrem/hr.

7.0 FIGURES

FIGURE

7.1 On-Site Protective Action Guidelines

DDE BODY EXPOSURE RATES (mrem/hr)

0.5	2.5	100	1000
Issue dosimetry in occupied Response Centers. Evacuate unnecessary personnel and declared pregnant women (DPW)	Evacuate occupied areas not part of the emergency response.	Evaluate Personnel Doses. Implement A.2-401 for vital personnel, evacuate all others.	Consider evacuation of all affected areas except the Control Room

SMEARABLE SURFACE CONTAMINATION (dpm/100 cm2)

1000	5000
Establish EFT and EVS contamination control. Evacuate occupied areas within the Clean Area not part of the emergency response effort. Control eating, drinking, and smoking in occupied Response Centers.	Consider Implementing Protective Clothing use in Response Centers.

AIRBORNE RADIOACTIVITY DERIVED AIR CONCENTRATION

DAC-Ratio

.3	1.0	10
Evacuate occupied areas not part of the emergency response effort.	Evaluate personal DAC Hours. Consider respirator use.	Evacuate ALL personnel not vital to the emergency response effort. Consider KI use.

FIGURE

7.2 Forms Utilized in this Procedure

1. 5790-201-04 PROTECTED AREA SURVEY POINTS
2. 5790-202-01 OFF-SITE SURVEY RESULTS DATA SHEET
3. 5790-201-02 DOSIMETRY ISSUANCE LOG
4. 5790-107-04 EMERGENCY WORK REQUEST

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

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1.0 PURPOSE

The purpose of this procedure is to delineate the responsibilities for off-site dose projection activities (using the MIDAS computer model) in the TSC and EOF. It also provides general instructions for the initiation of dose projection activities. The specific instructions for off-site dose projection activities are contained in the MONTICELLO MIDAS USERS MANUAL.

2.0 APPLICABILITY

2.1 An emergency classification (Alert or higher) has been declared.

OR

2.2 An airborne release of radioactive materials in excess of environmental technical specifications has occurred, is suspected to have occurred, or is imminent.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Radiation Emergency Coordinator (REC) is responsible for:

3.1.1 Overall direction of Radiation Protection and Chemistry Group activities in the TSC.

3.1.2 Dose projection activities in the TSC.

3.2 The Radiation Protection Support Supervisor (RPSS) is responsible for:

3.2.1 Dose projection activities in the EOF.

3.2.2 Overall direction of Radiation Protection Support Group activities in the EOF.

3.3 The Chemistry Tech (CT) is responsible for:

3.3.1 Implementation of this procedure.

3.3.2 Running the MIDAS Computer Program.

3.3.3 Dose projection plots.

3.3.4 Validation of radiological and meteorological data.

3.4 The Chemistry Section Leader (CSL) is responsible for:

3.4.1 Assisting the MIDAS operator.

4.0 DISCUSSION

Prior to EOF activation, the TSC is responsible for MIDAS operation and maintaining system integrity. After EOF activation, responsibility for off-site dose projection is transferred to the EOF.

5.0 PRECAUTIONS

5.1 Dose projection results should be routed directly to the REC or RPSS. Requests for results should be referred to the REC/RPSS.

5.2 If there is any sign of bad data or an indication that a report may be erroneous, notify the REC/RPSS immediately.

5.3 Avoid running the dose projections at the TSC and EOF simultaneously.

6.0 INSTRUCTIONS

6.1 Initiation and Activation of the MIDAS System.

6.1.1 Report to the TSC and notify the REC.

6.1.2 Initiate and operate the MIDAS system as prescribed in the MIDAS User Manual.

6.1.3 Perform dose projections as requested by the REC or CSL.
IF an off-site release is imminent, in progress, or a significant change in release rate has occurred, perform dose projections approximately every 15 minutes,
ELSE perform dose projections approximately every 30 minutes.

6.1.4 Obtain and post an 8 hour weather forecast from the National Weather Service (NWS) or National Oceanic Atmosphere Adm (NOAA). The NWS telephone number is found in the "Monticello and Prairie Island Nuclear Emergency Preparedness Telephone Directory". |

6.1.5 Review the Emergency Follow-up Message and forward to the REC.

6.1.6 Update the Radiation Protection Status Board as new information is gathered.

6.1.7 When requested by the REC, transfer off-site dose projection responsibilities to the EOF.

6.2 Initiation of MIDAS Operations at the EOF

6.2.1 Report to the RPSS in the Dose Assessment Area of the EOF. |

6.2.2 Initiate and operate the MIDAS system as prescribed in the MIDAS User Manual.

6.2.3 When directed, contact the TSC to coordinate the transfer of dose projection to the EOF.

6.2.4 Perform dose projections as requested by the RPSS.
IF an off-site release is imminent, in progress, or a significant change in release rate has occurred, perform dose projections approximately every 15 minutes,
ELSE perform dose projections approximately every 30 minutes.

6.2.5 Review Follow-up Messages and forward to the RPSS.

6.2.6 Ensure the Radiation Protection Status board is updated after each MIDAS run.

7.0 FIGURES

None

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

Prepared By: [signature]	Reviewed By: Gerald G. Hathaway	
OC Review Req'd: YES	OC Meeting Number: 2355F	Date: 3/5/03
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1.0 PURPOSE

The purpose of this procedure is to provide instructions and guidance for the monitoring and decontamination of personnel and vehicles evacuating from the MNGP or areas within the plant during an emergency.

2.0 APPLICABILITY

2.1 An emergency (Alert or higher classification) has been declared at the MNGP, and

2.2 An evacuation of on-site personnel is being implemented in accordance with EPIP A.2-301 (EMERGENCY EVACUATION), and

2.3 Events have occurred or are likely to occur during the evacuation process which will result in personnel and/or vehicles becoming radiologically contaminated.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Radiation Emergency Coordinator is responsible for:

3.1.1 Overall coordination of on-site personnel monitoring and decontamination.

3.1.2 Coordination of off-site personnel and vehicle monitoring and decontamination until the Radiation Protection Support Supervisor (RPSS) position in the EOF is staffed.

3.2 The RPSS is responsible for:

3.2.1 Coordination of off-site personnel and vehicle monitoring and decontamination.

3.3 Radiation Protection Technicians are responsible for:

3.3.1 Implementation of this procedure including performing on-site and off-site personnel and vehicle monitoring and decontamination.

4.0 DISCUSSION

There are three types of evacuations that may be implemented during an emergency at the MNGP. They are Local, Plant and Site, and all are intended to minimize or prevent personnel exposure or contamination. During a Local Evacuation, personnel evacuate the affected area (usually in the Radiological Controlled Area) and personnel monitoring would occur at Main Access Control. During a Plant Evacuation, personnel evacuate the Protected Area (except Emergency Response Centers) and assemble at the on-site Assembly Point where personnel monitoring would be performed. In the event of a Site Evacuation personnel evacuate the site (except Emergency Response Centers) and assemble at an off-site Assembly Point where personnel and vehicle monitoring would be performed. For Site Evacuations, personnel and vehicle monitoring (and decon) activities will be coordinated by the RPSS at the EOF (when staffed).

5.0 PRECAUTIONS

5.1 The safety of personnel takes precedence over the monitoring of personnel and vehicles for contamination control purposes. The monitoring of personnel or vehicles should be terminated (or not implemented) if the monitoring may increase the hazard to personnel.

5.2 If personnel are injured refer to Procedure A.5-100 (ON-SITE MEDICAL EMERGENCIES). If a person is suspected of receiving significant exposure refer to EPIP A.2-401 (EMERGENCY EXPOSURE CONTROL).

5.3 Personnel monitoring should occur at (or near) the on-site Assembly Point and/or the off-site Assembly Point. Vehicle monitoring may occur at either location, conditions permitting. The selection of monitoring station locations, other than those listed, should be based on ALARA considerations.

6.0 INSTRUCTIONS

6.1 Personnel Monitoring During a Local Evacuation

6.1.1 If available, and background radiation levels are acceptable, direct evacuating personnel to use the whole body contamination monitors (e.g. friskall) located at Access Control. If background radiation levels render the whole body contamination monitors inoperable, initiate whole body frisking with a Count Rate Meter with 2" pancake probe.

6.1.2 If a whole body contamination monitor or frisking indicates a person is contaminated, implement Radiation Protection Procedures R.02.05 (PERSONNEL CONTAMINATION ASSESSMENT AND DECONTAMINATION) as necessary.

6.1.3 If internal contamination is suspected or indicated by nasal smear, perform a Body Burden Analysis on the individual in accordance with R.14.02 (WHOLE BODY COUNTING FASTSCAN).

6.1.4 If contamination of Access Control has occurred or is likely, establish contamination control measures (such as a Step-off Pad area). Refer to EPIP A.2-108 (ACCESS CONTROL DURING EMERGENCIES) for instructions on area setup and control.

6.1.5 If background radiation levels in the Access Control area render both the whole body monitors and friskers inoperable, consider moving the location where personnel monitoring is performed.

NOTE: An alternate location for personnel monitoring is the hallway outside the Women's Locker Room. To establish contamination control in this area, rope off the stairway leading from Access Control to the Lunch Room and place a Step-off Pad at the doorway to the hallway outside the locker room. Locker room facilities are available for personnel decontamination. Inform the REC contaminated water is entering the plant sewer system.

6.1.6 Record the results of all personnel contaminations on Form 5552 (MNGP PERSONNEL CONTAMINATION RECORD) and submit for Radiation Protection Coordinator review.

6.2 Personnel Monitoring During a Plant Evacuation

CAUTION

Personnel monitoring *SHALL NOT* delay the accountability process in the Assembly Point.

6.2.1 Assess the need for contamination control measures and personnel contamination monitoring in the on-site Assembly Point using the following criteria:

A. If no contaminating events have occurred or are occurring (i.e. radioactive airborne releases or spills) at the time evacuating personnel arrive at the Assembly Point, general radiological monitoring of all evacuating personnel and contamination control measures at the Assembly Point are not required. Monitoring of personnel evacuating directly out of the Controlled Area should be performed on a case-by-case basis.

B. If contaminating events are occurring, or have occurred prior to evacuee arrival at the Assembly Point, strict contamination control measures should be established (Step-off Pads, etc.) and all evacuating personnel should be monitored for contamination.

6.2.2 If personnel contamination monitoring is required, perform monitoring in accordance with Section 6.5. Initiate Form 5790-407-03 (PERSONNEL AND VEHICLE SURVEY LOG) and record the name and survey results of contaminated personnel.

6.2.3 If background radiation levels in the Assembly Point increase such that monitoring with available instruments is not possible, contact the REC and consider the following options:

A. Moving the evacuees to an alternate on-site Assembly Point for monitoring and decontamination.

B. Evacuating personnel to the EOF for monitoring and decon.

C. Evacuating personnel to a designated off-site Assembly Point for monitoring and decon.

6.2.4 If frisking indicates a person is contaminated, initiate Form 5790-407-01 (WHOLE BODY SURVEY FORM) and record the applicable information.

NOTE: When initiated, Form 5790-407-01 should remain in the possession of the contaminated individual until decontamination is complete. After decon, the record (white) copy of the form should be attached to Form 5790-407-03 and retain as emergency records.

6.2.5 If internal contamination is suspected or indicated by nasal smear, indicate Body Burden Analysis Required on Form 5790-407-01. Perform a Body Burden Analysis on the individual in accordance with R.14.02 (WHOLE BODY COUNTING FASTSCAN) as soon as practical after the event.

6.2.6 **NOTE: Decontamination supplies and facilities at the on-site Assembly Point is limited. The supplies available are useful for simple decontamination methods and are adequate for a limited number of personnel.**

Select on-site personnel decontamination facilities in accordance with the following criteria:

A. If the actual (or anticipated) number of contaminated persons is small (5-10) decontamination may be performed at the on-site Assembly Point. If more thorough decon techniques are warranted, the contaminated persons may be directed to Main Access Control for decontamination.

B. If the actual (or anticipated) number of contaminated persons is large (10 or more) decontamination should be performed either at the EOF (if an off-site assembly will not be activated, see Section 6.3) or the designated off-site Assembly Point.

6.2.7 Perform personnel decontamination in accordance with Section 6.6, as necessary.

6.2.8 Record the applicable survey and decontamination data on Form 5790-407-01. Upon completion of decontamination retain the record (white) copy of the form and attach it to Form 5790-407-03 and retain as emergency records.

6.3 **Personnel and Vehicle Monitoring During Removal of Non-essential Personnel From the Site**

6.3.1 When the Emerg Dir (or REC) direct the removal of non-essential personnel from the site (Assembly Point) contact the REC to determine if vehicle monitoring will be required in accordance with the following criteria:

A. If no contaminating event (i.e., radioactive airborne release, etc.) has or is occurring the evacuees may be unconditionally released to go home, etc.

B. If a contaminated event is occurring or has occurred at the time the evacuees are released they should be instructed to proceed directly to an off-site Assembly Point for monitoring.

6.3.2 If vehicle monitoring is necessary, contact the REC to determine the selected off-site personnel and/or vehicle monitoring location.

NOTE: The location selected for vehicle monitoring should be based on wind direction, extent of contamination off-site and available facilities and resources. The off-site Assembly Points are considered the preferred locations for vehicle monitoring and decontamination.

6.3.3 If an off-site location (Assembly Point) is selected for vehicle or personnel monitoring and decontamination, the RPT assigned to perform monitoring should obtain the Vehicle and Personnel Decontamination Kit locker contents, portable survey instrumentation, and Radiation Protection frequency radio from the Emergency Vehicle Equipment Storage Building (EVES) before proceeding to the off-site monitoring location.

NOTE: The procession of evacuating personnel to an off-site Assembly Point should be led by the Assembly Point Coordinator and RPT assigned to the on-site Assembly Point.

6.3.4 Proceed to the selected off-site Assembly Point, in accordance with Form 5790-301-04 (SITE EVACUATION INSTRUCTIONS).

6.3.5 Establish vehicle and personnel traffic patterns in accordance with FIGURE 7.1, 7.2, or 7.3, as applicable. Direct all evacuating personnel to park their vehicles in the designated parking area.

6.3.6 Initiate Form 5790-407-03 and record the pertinent information for all personnel and/or vehicles monitored.

6.3.7 Initiate personnel monitoring in accordance with Section 6.5 for all evacuees. If monitoring indicates a person is contaminated, initiate Form 5790-407-01 and record the applicable information.

NOTE: **When initiated, Form 5790-407-01 should remain in the possession of the contaminated individual until decon is complete. After decon, attach the RECORD copy of Form 5790-407-01 to the PERSONNEL AND VEHICLE SURVEY LOG and retain for emergency records.**

6.3.8 Decontaminate any personnel found contaminated in accordance with Section 6.6.

6.3.9 If internal contamination is suspected or indicated by nasal smear indicate Body Burden Analysis Required on Form 5790-407-01. Perform a body burden analysis on the individual in accordance with Procedure R.14.02 (WHOLE BODY COUNTING FASTSCAN) as soon as practical after the event.

6.3.10 Perform vehicle monitoring and decontamination in accordance with Sections 6.7 and 6.8. Vehicle monitoring and decontamination should be performed as time allows depending on personnel and resources available.

NOTE: **If Radiation Protection assistance is required at the off-site Assembly Point, the RPT should request assistance from the TSC or EOF (whichever is directing the off-site monitoring teams).**

6.3.11 Control and properly package all potentially contaminated trash and material used during monitoring and decontamination activities.

6.4 Personnel and Vehicle Monitoring During a Site Evacuation

6.4.1 Contact the REC to determine which off-site Assembly Point has been selected (Sherco or Monticello Service Center).

6.4.2 Obtain the Vehicle and Personnel Decontamination Kit locker contents, portable survey instrumentation, and Radiation Protection frequency radio from the Emergency Vehicle and Equipment Storage (EVES) Building before proceeding to the off-site Assembly Point.

6.4.3 Proceed to the designated Assembly Point in accordance with Form 5790-301-04.

6.4.4 Establish personnel and vehicle traffic patterns in accordance with FIGURE 7.1 and 7.2 for Sherco Off-site Assembly Point, and FIGURE 7.3 for Monticello Service Center Off-site Assembly Point as applicable. Direct all evacuating personnel to park their vehicles in the designated parking area.

6.4.5 Initiate Form 5790-407-03 and record the pertinent information for all personnel and/or vehicles monitored.

6.4.6 Monitor all evacuees for contamination in accordance with Section 6.5.

6.4.7 If monitoring indicates a person is contaminated, initiate Form 5790-407-01 and record the applicable information.

NOTE: **When initiated, Form 5790-407-01 should remain in the possession of the contaminated individual until decontamination is complete. After decon the record (white) copy of the form should be attached to Form 5790-407-03 and retain as emergency records.**

6.4.8 Perform personnel decontamination in accordance with Section 6.6, as necessary.

6.4.9 If internal contamination is suspected or indicated by nasal smear, indicate Body Burden Analysis Required on Form 5790-407-01. Perform a Body Burden Analysis on the individual in accordance with R.14.02 (WHOLE BODY COUNTING FASTSCAN) as soon as practical after the event.

6.4.10 Perform vehicle monitoring and decontamination in accordance with Section 6.7 and 6.8, respectively. Vehicle monitoring and decontamination should be performed as time allows, depending on personnel and resources available.

6.4.11 Control and properly package all potentially contaminated trash and material used during monitoring and decontamination activities. Return the material to the plant for proper disposal.

6.5 Personnel Monitoring Procedures

NOTE: **Personnel monitoring takes precedence over vehicle monitoring activities.**

6.5.1 Monitoring team personnel should don protective clothing appropriate for anticipated conditions.

6.5.2 Record the date, time and individual's name and survey data on Form 5790-407-03 for each individual monitored.

6.5.3 Using a Count Rate Meter with a 2" pancake probe, quickly scan each evacuee to identify any highly contaminated individuals.

6.5.4 Segregate monitored personnel into three groups using the following criteria:

Highly Contaminated- > 5000 CPM

Contaminated - > 100 CPM

Uncontaminated - < 100 CPM

6.5.5 Initiate Form 5790-407-01 (WHOLE BODY SURVEY FORM) for each highly contaminated or contaminated individual.

6.5.6 Perform contamination monitoring beginning with highly contaminated individuals as follows:

A. Perform a whole body frisk of the individual.

B. Record the results of the initial whole body frisk on Form 5790-407-01.

C. If the individual's clothes are contaminated, instruct the individual to remove the clothing and resurvey the area.

D. Survey around the individual's mouth and nose to identify potential inhalation/ingestion cases. Contamination levels of 1000 CPM around the nose or mouth area requires further bioassay information. Obtain a nasal smear (using a Q-tip) from the individual. Count the smear and if the results are > 100 CPM indicate Body Burden Analysis Required on Form 5790-407-01.

E. If the individual's skin is contaminated, initiate decontamination efforts in accordance with Section 6.6.

F. If personal clothing items are confiscated, properly bag and label the bag with the individual's name and SSN.

6.5.7 Complete Form 5790-407-01 as individuals are monitored and decontaminated. Attach the record (white) copy of the form to Form 5790-407-03 retain as emergency records.

6.5.8 When monitoring of highly contaminated evacuees is complete, monitor the contaminated evacuees in accordance with Section 6.5.6.

6.6 Personnel Decontamination Procedures

6.6.1 Decontamination team personnel should don protective clothing appropriate for anticipated conditions.

6.6.2 Establish an area for personnel decontamination in accordance with FIGURE 7.2 or 7.3 as applicable.

6.6.3 Refer to the individual's Form 5790-407-01 and decontaminate the individual using the following methods as necessary:

A. Using soap and water, wash the contaminated area.

1. Resurvey the area, if survey results indicate less than 100 CPM, complete Form 5790-407-01 and release the individual.

2. If the survey indicates the person is still contaminated, rewash the area with soap and water. Repeat washing and resurveying until the individual is uncontaminated or until repeated washing attempts are not effective in reducing the contamination levels.

3. If repeated attempts are unsuccessful proceed to B.

B. Make a paste using plain water and Tide detergent. Apply the paste to the contaminated area using a soft cloth. Wait two minutes and rinse the area with copious amounts of plain water, then dry.

1. Resurvey the area, if survey results indicate less than 100 CPM, complete Form 5790-407-01 and release the individual.

2. If the survey indicates the person is still contaminated, reapply another paste. Repeat paste applications and resurveying until the individual is uncontaminated or until repeated attempts are not effective in reducing the contamination levels.

3. If the survey indicates the person is still contaminated, notify the REC (RPSS). Further decontamination should only be attempted under medical supervision.

6.6.4 Complete Form 5790-407-01 for each individual decontaminated. Attach the record (white) copy of the form to Form 5790-407-03 and retain as emergency records.

6.6.5 Control and properly package (bag and label) all potentially contaminated trash and material used for personnel decon and arrange for transport of the material to the plant.

6.6.6 Survey the facility used for personnel decontamination. Properly post and control all affected areas until surveyed and decontaminated, if necessary.

6.7 Vehicle Monitoring Procedures

NOTE: Vehicle monitoring and decontamination should be performed concurrently with personnel monitoring, time and resources permitting.

6.7.1 Monitoring team personnel should don protective clothing appropriate for anticipated conditions.

6.7.2 Establish an area for vehicle monitoring and separate areas for "clean" and contaminated vehicles in accordance with the traffic patterns in FIGURES 7.2 or 7.3, as applicable.

6.7.3 Initiate Form 5790-407-03 and record the pertinent data for each vehicle surveyed in the log.

6.7.4 **NOTE: Frisker background levels should be less than 400 CPM.**

Using a Count Rate Meter with 2" pancake probe, masslin cloths and smears perform initial vehicle monitoring as follows:

A. Using the masslin cloth, take one or two large area wipes on the external surfaces of the vehicle (one wipe is sufficient for small vehicles, two should be used for trucks and larger vehicles). Survey the masslin wipe(s) using the Count Rate Meter.

B. For wipes that indicate less than 100 CPM (above background) the vehicle is considered uncontaminated. For wipes that indicate greater than 100 CPM the vehicle is considered contaminated and should be impounded for further survey and decontamination when time allows.

C. For uncontaminated vehicles, frisk the interior surfaces if internal contamination is suspected. If an area indicates greater than 100 CPM (direct frisk), consider the area contaminated.

NOTE: If contamination levels are minor and limited to a small area simple decontamination methods should be properly used to allow the vehicle to be released. Vehicles contaminated to a much larger extent should be impounded and thoroughly decontaminated.

D. Indicate the initial survey results on Form 5790-407-03. If the vehicle is contaminated, initiate Form 5790-407-02 (VEHICLE SURVEY FORM) record the initial survey results and attach Form 5790-407-02 (both copies) inside the vehicle's windshield.

6.7.5 Release uncontaminated vehicles, and impound contaminated vehicles in a designated holding area until decontamination can be performed in accordance with Section 6.8.

6.7.6 For vehicles identified as contaminated during the initial monitoring process, perform follow-up monitoring, when time allows, using the following method:

A. Don appropriate protective clothing for anticipated conditions.

B. Obtain Form 5790-407-02 from the vehicle windshield and review to determine the approximate extent and level of contamination.

C. Using cloth smears, locate and define areas of contamination by smearing the external and internal surfaces of the vehicle. Count the smears and determine the smearable levels.

D. Frisk interior surfaces not appropriate for smearing.

E. If an area indicates greater than 100 CPM (frisk) or greater than 1000 DPM/100cm^2, consider the area contaminated and identify the area by outlining with tape.

F. Indicate the follow-up survey results on Form 5790-407-02 and attach the form to the windshield for use during vehicle decontamination. For uncontaminated vehicles, retain the completed Form 5790-407-02 as emergency records.

6.7.7 Control and properly package all potentially contaminated material generated during vehicle monitoring activities.

6.7.8 Initiate vehicle decontamination in accordance with Section 6.8 when time and personnel resources permit.

6.8 Vehicle Decontamination Procedures

6.8.1 Decontamination team personnel should don protective clothing appropriate for the anticipated conditions.

6.8.2 Establish an area for vehicle decontamination per traffic patterns in FIGURES 7.2 or 7.3.

NOTE: Area should be set up close to a hose station or water supply with drainage away from personnel and uncontaminated vehicles.

6.8.3 Obtain the completed Form 5790-407-02 from the vehicle windshield and review the form to determine contaminated portions of the vehicles.

6.8.4 Decontaminate the vehicle using the following methods as applicable:

A. Vehicles with small areas of contamination.

1. Using masslin cloths or spray bottle with Radiac Wash or equivalent, wipe down the contaminated area(s).

2. Remove contaminated materials (i.e. air filter) as needed.

3. After each wipe-down, survey the area by smear and frisk and record readings.

NOTE: Use clean gloves when surveying vehicle to prevent contaminating the frisker probe or cross-contaminating the smears.

B. Vehicles with large areas of contamination and/or a contaminated radiator.

1. Connect and line up equipment for the water supply as needed. (An eductor is included in the Vehicle Decontamination Kit for mixing detergent directly into a 1.5 inch water line.)

2. Wash vehicle by soaping it down, scrubbing and rinsing.

3. Wash radiator, as needed, by raising the hood of vehicle and spraying water through the back side of radiator toward the front of vehicle.

4. After each wipe-down, survey the area by smear and frisk and record readings.

NOTE: Use clean gloves when surveying vehicle to prevent contaminating the frisker probe or cross-contaminating the smears.

6.8.5 Release vehicles when smearable contamination levels are below 1000 DPM/100cm^2 (100 CPM) and/or fixed activity is less 100 CPM above background (direct frisk).

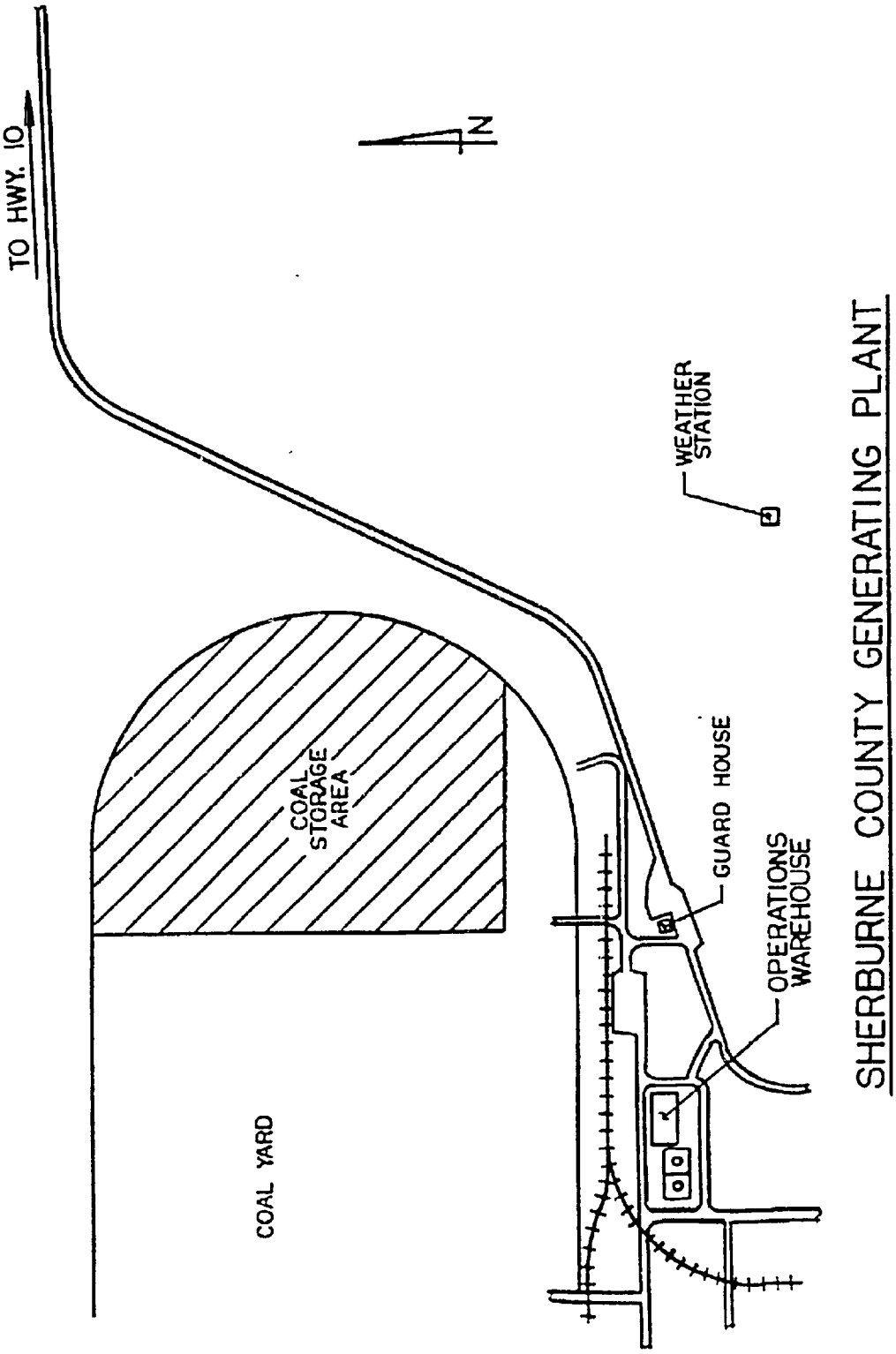
6.8.6 If after a reasonable number of attempts to release the vehicle is unsuccessful, isolate vehicle in a holding area for further evaluation.

6.8.7 Control and properly package all potentially contaminated material generated during vehicle decontamination activities.

6.8.8 Indicate the final survey results on Form 5790-407-03. Attach the record (white) copy of Form 5790-407-02 to the Survey Log and retain as emergency records.

7.0 FIGURES

7.1 Sherco Off-Site Assembly Point Location



FIGURE

7.2 Sherco Assembly Point Layout

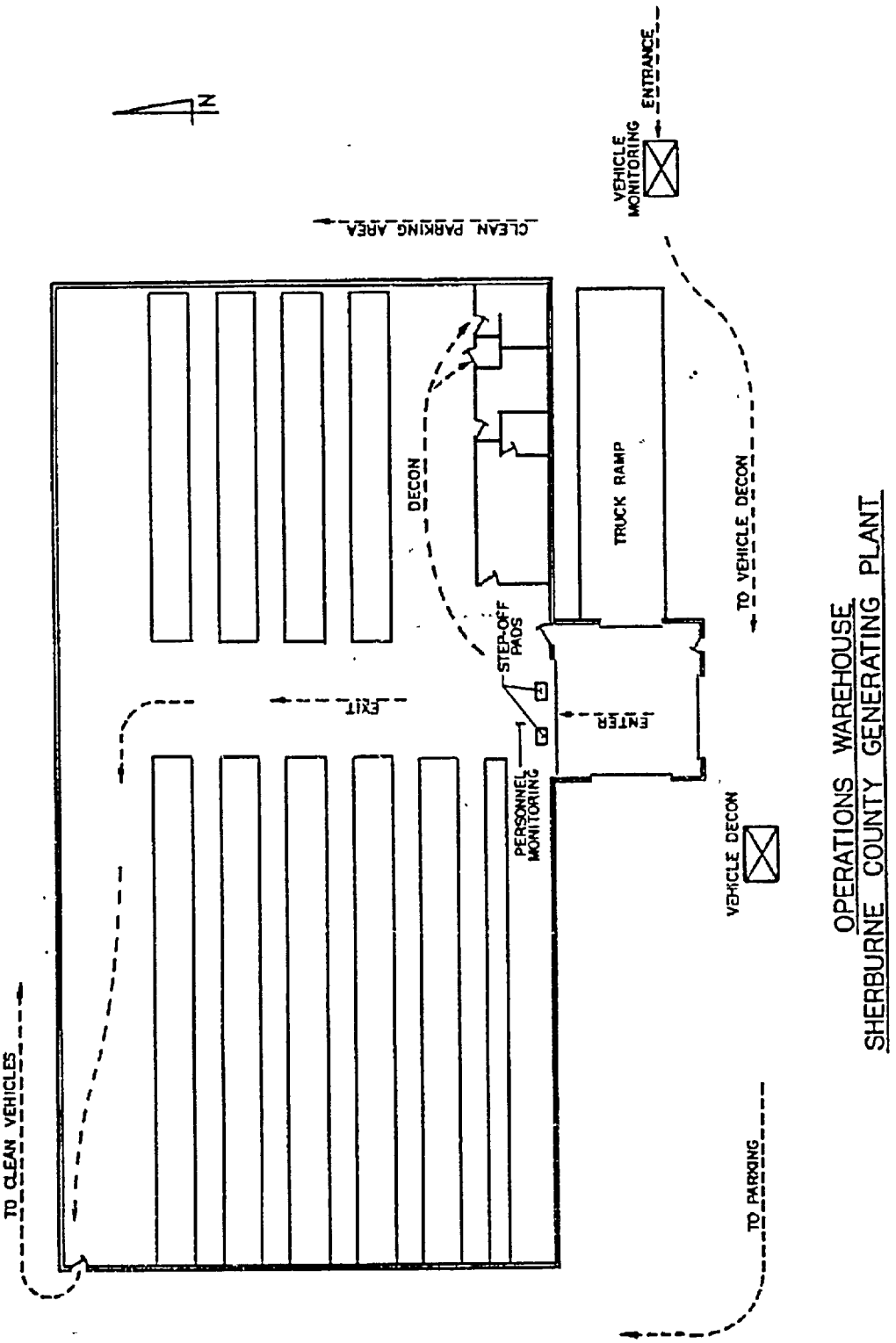


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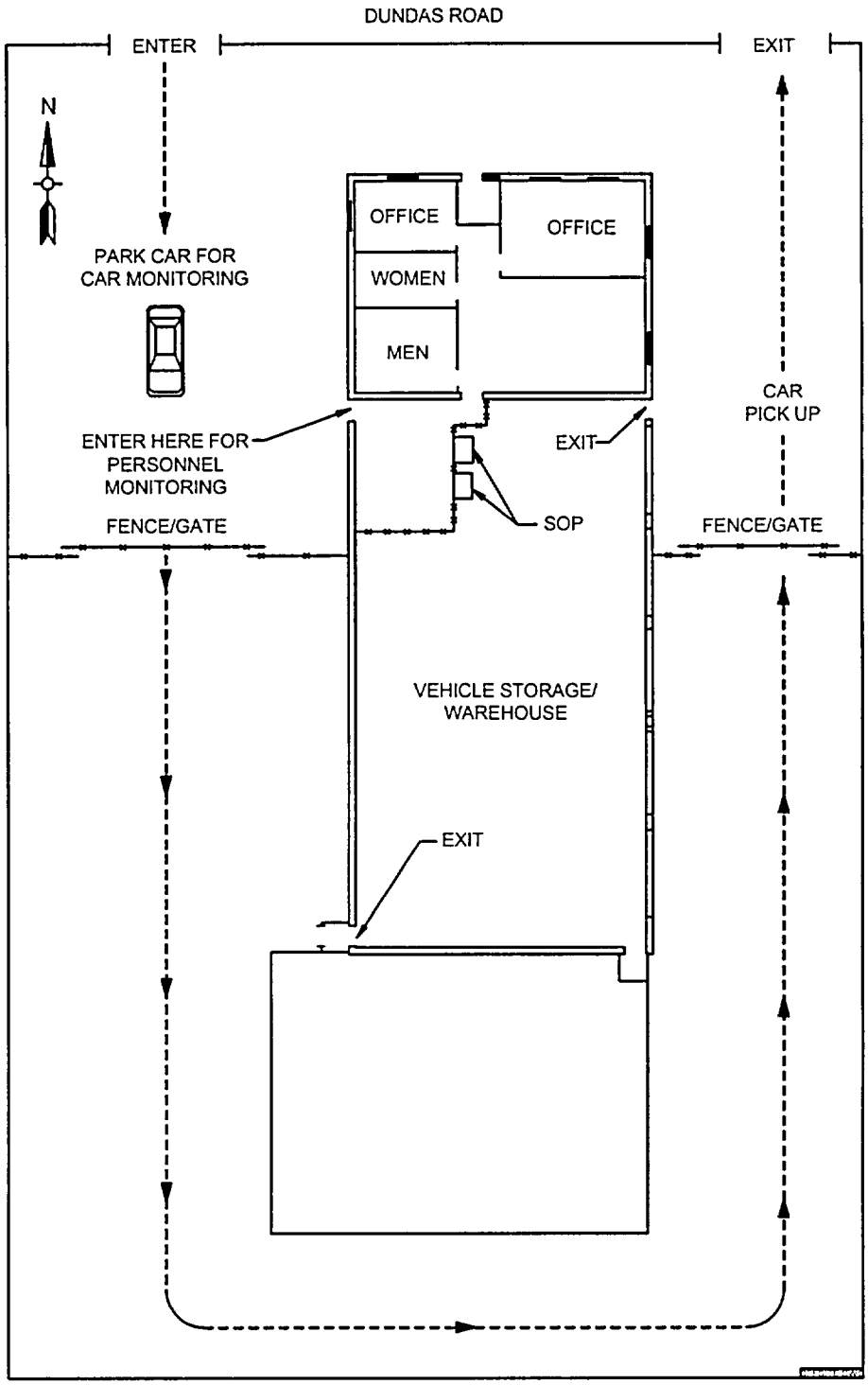
FIGURE

7.3 Monticello Service Center Off-Site Assembly Point Location



l/mab

FIGURE

7.4 Forms Utilized in this Procedure

1. 5790-407-3 Personnel and Vehicle Survey Record
2. 5790-407-1 Whole Body Survey Form
3. 5790-301-4 Site Evacuation Instructions
4. 5790-407-2 Vehicle Survey Form

MONTICELLO NUCLEAR GENERATING PLANT		A.2-409
TITLE:	SELF CONTAINED BREATHING APPARATUS (SCBA) USE DURING AN EMERGENCY	Revision 8
		Page 1 of 5

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

Prepared By: [signature]	Reviewed By: [signature]	
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FOR ADMINISTRATIVE USE ONLY

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1.0 PURPOSE

This procedure provides instructions for the issuance and use of Self Contained Breathing Apparatus (SCBA) during an emergency.

2.0 APPLICABILITY

2.1 Actual or potential airborne radioactivity or other hazardous in-plant conditions exist which require the use of SCBA equipment for personal protection.

OR

2.2 SCBA use is required for fire-fighting activities.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Radiation Protection Coordinator is responsible for:

3.1.1 Radiological assessment to determine the need for SCBA use.

3.1.2 Radiation Work Permit preparation which includes requiring SCBA use when appropriate.

3.2 Radiation Protection Tech (RPT) are responsible for:

3.2.1 Implementation of this procedure and SCBA issuance to qualified emergency response personnel.

3.2.2 Assist emergency response personnel with donning and use of SCBA equipment IAW this procedure and current plant respiratory protection policies.

3.3 Emergency Response Personnel are responsible for:

3.3.1 Properly donning and using SCBA equipment in accordance with this procedure.

3.4 Plant Helpers are responsible for:

3.4.1 Deconning SCBA equipment and assisting with refilling SCBA bottles.

4.0 DISCUSSION

In the event of a radiological release to in-plant environs the use of SCBA equipment may be required for emergency response activities such as radiological surveys, emergency repair, PASS sampling, search and rescue. SCBA use may also be required for personnel protection from conventional hazards such as fire-fighting or toxic chemical spills.

SCBAs used at Monticello are self-contained units designed to provide approximately 30 minutes of breathable air per cylinder while allowing maximum mobility. For emergencies requiring extended use periods (> 30 minutes) in the Control Room, up to 8 units may be connected to the Control Room air system which will then provide in excess of 3 hours of breathing air for the Control Room operator without change out of the large bottles and in excess of 6 hours with bottle change out (Commitment M83186A). Units also have quick-fill and trans-fill capability. The units provide the user with adequate respiratory protection while in hostile atmospheres regardless of oxygen deficiencies. Each unit consists of a full face mask harness, air cylinder and regulator assemblies and is equipped with an audible alarm when air cylinder pressure reaches about 25% of rated capacity.

The SCBA unit provides a protection factor of 10,000. SCBA units are maintained, inspected and functional tested IAW Radiation Protection Procedure R.05.07.

5.0 PRECAUTIONS

5.1 Self Contained Breathing Apparatus (SCBA) is the only approved respirator protective device for entry into unknown atmospheres or atmospheres that are known or suspected to be immediately dangerous to life or health.

5.2 SCBA equipment should only be issued to and used by personnel trained and qualified in its operation.

5.3 Emergency response personnel entering an affected area which requires respiratory protection should be properly attired in protective clothing appropriate for anticipated conditions in accordance with plant procedures and Radiation Work Permits (RWPs) which apply to that area.

6.0 INSTRUCTIONS

6.1 SCBA Issuance

NOTE 1: Fire Brigade members are required to maintain SCBA qualifications. The issuance of SCBAs to fire Brigade members does not conform to the requirements of this section.

NOTE 2: SCBAs are available in the Control Room for immediate use by qualified shift personnel. Section 6.1 is not applicable in this case.

6.1.1 Verify that the SCBA user is qualified and issue the SCBA unit IAW Radiation Protection Procedure R.05.03.

6.1.2 Instruct the users in the operation of the SCBA IAW Section 6.2 of this procedure.

6.2 SCBA Donning Operating Instructions

NOTE: If an emergency is due to fire, the Fire Brigade turn-out gear is acceptable protective clothing.

6.2.1 Don the protective clothing specified by the RWP, the RPC and/or the pre-job briefing.

6.2.2 Don and operate the SCBA equipment in accordance with 4 AWI-08.04.04 (RESPIRATORY PROTECTION).

6.2.3 After use, return all used SCBA equipment to a designated area for cleaning, inspection, refilling, and reuse.

6.3 Obtaining Additional SCBA Equipment During Emergencies

6.3.1 Contact the OSC Coordinator to dispatch an RPT to:

NOTE: If the OSC Coordinator is not available, contact the duty Shift RPT directly.

A. Transport and refill SCBA bottles per Rad Prot Group Procedure RPGP-05.06.

B. Ensure all SCBA units and bottles are cleaned, inspected, filled, repaired and decontaminated.

CAUTION

Assure compressed air bottles are labeled, "Approved for human consumption, Grade D".

6.3.2 If breathable air supply is being depleted, contact Central McGowan using the Emergency Telephone Directory List by Organization to make arrangements to send additional bottle filling capacity to the Monticello Plant.

6.3.3 If additional SCBA equipment is needed, contact the following individuals using the Emergency Telephone Directory List by Organization to make arrangements to send available SCBA equipment to the Monticello Plant.

A. SherCo Plant Shift Supv.

B. Prairie Island Plant Shift Supv.

6.3.4 Ensure equipment is returned to respective storage areas and off-site sources once the emergency is terminated.

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

* The following Instruction sections begin with a new page for ease of use in the field: 6.2, 6.3, 6.4, 6.5, 6.6, 6.7, 6.8, 6.13, & 6.14.

Prepared By: [signature]	Reviewed By: Gerald A. Holthaus	
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1.0 PURPOSE

This procedure provides instructions for the activation of Off-site Radiological Monitoring Teams (Field Teams) and the various methods of radiological and environmental monitoring during a declared Emergency at either the Monticello or Prairie Island plants.

2.0 APPLICABILITY

2.1 Abnormal conditions exist which involve an airborne or liquid radiological release to the Monticello plant environs and out-of-plant surveys have been requested.

2.2 An emergency (Alert or higher classification) has been declared at the Prairie Island Nuclear Generating Plant and Monticello's assistance has been requested.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Radiological Emergency Coordinator (REC) is responsible for:

3.1.1 Overall direction and control of the Field Teams until these responsibilities are assumed by the Emergency Operations Facility (EOF).

3.2 The Radiation Protection Support Supervisor (RPSS) is responsible for:

3.2.1 Overall direction and control of the Field Teams after these responsibilities are transferred from the Technical Support Center (TSC).

3.3 The Field Team Communicator(s) are responsible for:

3.3.1 Coordination of the Field Teams via radio communication from the TSC or EOF.

3.4 The Field Teams are responsible for:

3.4.1 Implementation of this procedure.

3.4.2 Maintaining a constant communication link with the Field Team Communicator in the TSC or EOF.

3.4.3 Performing surveys in accordance with applicable instructions contained in this procedure and as directed by the Field Team Communicator.

3.5 The Sample Courier(s) are responsible for:

3.5.1 Transportation of samples (taken by the Field Teams) to the EOF.

4.0 DISCUSSION

Off-site surveys during an emergency are normally performed by sister plant Radiation Protection personnel when the EOF is fully activated. Prior to this, off-site surveys must be performed by the affected plant's personnel. Surveys of on-site, out-of-plant areas are always assigned to the affected plant's personnel.

During the initial stage of an emergency, the number of personnel available to perform surveys may be limited. The REC will make decisions on deployment of personnel resources. When the RPSS position is staffed and the EOF is fully operational, control of the Field Teams will be transferred to the RPSS.

There are normally two vehicles designated for off-site monitoring purposes. The Radiation Protection Coordinator maintains control of the keys (24 or 25) for these vehicles.

The EOF Count Room is the primary off-site facility for the receipt and analysis of radioactive samples. The EOF Count Room is staffed by Chemistry personnel from the affected plant who are familiar with its equipment and operation. Unless circumstances dictate otherwise, the EOF Count Room will be used for most samples taken pursuant to this procedure.

5.0 PRECAUTIONS

5.1 Monitoring and sampling instruments ***SHALL*** be operated in accordance with standard procedures for each instrument type.

5.2 During off-hours activations, Field Team personnel should verify their fitness-for-duty (FFD) with appropriate supervisory personnel (F/T communicator) prior to engaging in activities which directly affect the Health and Safety of the public (e.g. off-site surveys to validate MIDAS projections). This confirmation may be conducted via radio (or telephone) and need not occur in person.

5.3 Minnesota has severe weather conditions which can seriously affect instrument operation. The following guidelines have been established to eliminate or minimize cold weather instrument problems:

5.3.1 Allow approximately 5 minutes for the instrument to warm up completely.

5.3.2 If the outside temperature is greater than 32°F(0°C), instrument use is not restricted by temperature.

5.3.3 If the outside temperature is between 32°F (0°C) and 0°F (-18°C), use the instrument outside no more than 5 (five) minutes.

5.3.4 If the outside temperature is between 0°F (-18°C) and -20°F (-28°C), use the instrument outside no more than 2 (two) minutes.

5.3.5 If the outside temperature is below -20°F (-28°C), the instrument should not be used outside unless special batteries (alkaline or Ni-Cd) are installed in the instrument. These batteries increase the minimum temperature range to -40°F (-40°C) but allows less than 30 seconds of use in this type of environment.

5.4 If an instrument malfunctions or "pegs out" during survey operations, immediately exit the area by the same route used to enter, and obtain a new instrument if necessary.

5.5 During radio and cellular phone communications, observe the following precautions:

5.5.1 Since radio and cellular phone communications can be intercepted by commercially available scanners, all communications must be brief, factual and free of all exclamatory or alarming expressions.

5.5.2 Carefully word data transmission to minimize confusion, in particular, avoid abbreviations such as "mrem" which could be misinterpreted as "rem".

5.5.3 Use the phonetic alphabet when communicating sample points location, etc., as follows:

A	ALPHA	J	JULIET	S	SIERRA
B	BRAVO	K	KILO	T	TANGO
C	CHARLIE	L	LIMA	U	UNIFORM
D	DELTA	M	MIKE	V	VICTOR
E	ECHO	N	NOVEMBER	W	WHISKEY
F	FOXTROT	O	OSCAR	X	X-RAY
G	GOLF	P	PAPA	Y	YANKEE
H	HOTEL	Q	QUEBEC	Z	ZULU
I	INDIA	R	ROMEO		

5.5.4 Preface each communication with the title or name of the receiving party and your title and name. For example: "Monticello TSC"; Monticello Field Team 1..."

After the communication is completed, request the receiving party to repeat the message, if numerical data was relayed.

End message transmission with an appropriate termination phrase. For example: "Monticello Field Team 1, out." During drills always include the words, "THIS IS A DRILL," with each transmission.

5.6 Observe respiratory protection and exposure precautions at all times while performing off-site monitoring. If substantial airborne activity or contamination is suspected, don appropriate protective clothing as directed by the REC (or RPSS) IAW the following guidelines:

5.6.1 Field Team members should don respirators with GMR canisters if the following conditions occur:

A. A General Emergency is declared and the affected sectors have been evacuated; and

B. Measured dose rates are more than 100 mrem/hr true Beta.

5.6.2 Respiratory equipment may be removed if the following is indicated:

A. Field measurements of gross iodine activity indicates less than 1E-7 μCi/CC; or

B. The REC/RPSS indicates that no significant iodine is or has been released from the plant; and

C. Measured dose rates are less than 100 mrem/hr true Beta.

5.7 Exposures of survey team personnel ***SHALL*** be IAW administrative control levels. All Field Team members and Sample Couriers ***SHALL*** have proper dosimetry, which is frequently checked. They ***SHALL*** remain alert to their own exposure and request relief if cumulative exposure approaches administrative control levels. The Emergency Director may authorize exposure limit extensions if necessary (refer to A.2-401). All exposures ***SHALL*** be maintained AS LOW AS REASONABLY ACHIEVABLE aided by the following guidelines:

5.7.1 Field Teams should not linger in areas greater than 100 mr/hr.

5.7.2 Field Teams should not proceed to areas projected to be greater than 1000 mrem/hr unless directed by the REC or RPSS.

5.7.3 Field Teams ***SHALL NOT*** proceed to areas projected to exceed 10,000 mrem/hr.

5.8 During off-site monitoring operations, vehicles and/or survey instruments could become highly contaminated and plume, ground contamination or background radiation conditions may be encountered which could interfere with sample analysis or survey results. Remain alert to these conditions and take appropriate precautions to ensure accurate sample/survey results (i.e., move away from vehicle to analyze samples, prevent instrument contamination by bagging instrument, prevent sample from cross-contamination, etc.).

6.0 INSTRUCTIONS

6.1 Field Team Activation

6.1.1 If responding to a MNGP event, refer to the OSC tagboard to determine Field Team assignment.

6.1.2 Obtain Emergency vehicle keys. (From the Radiation Protection Controlled Key Cabinet.) If necessary obtain a dose rate meter for use enroute to the EVES Building.

6.1.3 Obtain respirator corrective lenses, as applicable.

6.1.4 Log in on RWP 902. If responding to an event at MNGP, then retain your personal dosimetry (TLD, and electronic dosimeter) from the plant when exiting. If responding to an event at Prairie Island or circumstances prevent use of normal plant dosimetry, then obtain dosimetry from the Emergency Kits in the EVES building.

6.1.5 At the EVES Building initiate Form 5790-410-02 (OUT-OF-PLANT SURVEY CHECKLIST).

NOTE: Emergency Instrument and Equipment Kits may be stored in the vehicles.

6.1.6 Obtain one (1) Instrument Kit (aluminum case) and one (1) Equipment Kit (grey case) from the storage area in the EVES Building, if not in vehicle.

6.1.7 Ensure that each member of the monitoring team has dosimetry (one TLD and either an electronic dosimeter, or a 0-200 mrem DRD and a 0-5000 mrem DRD).

6.1.8 Record the applicable dosimetry information for each member of the team on Form 5790-410-02.

NOTE: A "check source" is provided in the EVES Building for this purpose.

6.1.9 Obtain a count rate meter with 2" pancake probe and dose rate meter from the cabinet and perform the applicable operability and source checks. Leave the instruments on.

6.1.10 Obtain one (1) cellular phone and one (1) cellular phone adapter unit from the EVES Building and install in vehicle.

NOTE: Instructions for using the cellular phones are located in each vehicle.

6.1.11 Perform an operability check of the mobile radios by establishing contact with the TSC or EOF (when staffed). Obtain a phone number in the area (TSC or EOF) to call. Perform an operability check of the cellular phone by calling the number obtained.

6.1.12 For emergency events at the Monticello plant, contact the Field Team Communicator (TSC/EOF). When ready to depart, obtain updated information pertaining to the event and wait for further instructions.

6.1.13 If responding to a PI event, refer to Section 6.3 of EPIP A.2-702 (RESPONSE TO AN EMERGENCY AT PRAIRIE ISLAND) for travel routes and instructions for response to the Prairie Island EOF.

6.1.14 When departing the plant site area (or entering PI 10 mile EPZ), initiate a plume search (if applicable) IAW Section 6.2 of this procedure.

6.1.15 Document all survey/sample data on Form 5790-410-01 (EMERGENCY SAMPLE RESULTS LOG) or Form 5790-410-03 (GROUND DEPOSITION SAMPLE RESULTS LOG) as applicable.

6.1.16 Report all survey/sample results to the Field Team Communicator.

6.1.17 Forward samples which require further analysis (as directed by the Field Team Communicator) to the EOF Count Room via sample courier or retain the samples for future analysis and/or disposal as directed.

6.1.18 When directed, return to the EOF for debriefing and reassignment. Complete and submit all sample result logs and Form 5790-410-02 to the RPSS for review.

6.2 Plume Search Procedure

6.2.1 With the count rate meter on the lowest scale (on which meter deflection can be observed) place the probe on the dashboard facing the windshield and observe the instrument for meter deflection while in transit.

NOTE: A BETA reading indicates that the plume has been encountered. A GAMMA reading with zero BETA indicates the plume is elevated or displaced.

6.2.2 If a meter deflection is observed, stop the vehicle and perform a dose rate survey in accordance with Section 6.5

NOTE: If the survey location is NOT at a predesignated survey point, identify the location using known landmarks or road intersections, etc.

6.2.3 Report the survey results to the Field Team Communicator as recorded on Form 5790-410-01.

6.3 Particulate and Iodine Air Sampling

6.3.1 Install a particulate filter and a Silver Zeolite cartridge into the air sampler cartridge/filter holder.

NOTE 1: Engine should be running to maintain a steady battery voltage.

NOTE 2: If precipitation is occurring, the sample should be drawn from a covered area. The umbrella included in the Emergency Kit may be used for this purpose.

6.3.2 Connect the air sampler to the vehicle power supply and start the air sampler.

6.3.3 Record the sample START TIME, SURVEY POINT (sample location), sample FLOW RATE and SURVEY TYPE on Form 5790-410-01.

NOTE: Whenever possible air samples should be a standard 25 cu. ft. sample (i.e. 7.07 E+5 CCs or approximately 10 minute sample run time).

6.3.4 When the desired sample time has lapsed, stop the air sampler and record the sample STOP TIME.

6.3.5 Calculate and record the sample volume in cubic centimeters (cc) using the following formula:

Sample Volume in CCs = (Flow Rate in CFM) x (Sample Time in Minutes) x (2.83 E+4 CCs/ft^3).

6.3.6 Remove the particulate filter and the Silver Zeolite cartridge from the filter cartridge holder, place them in SEPARATE plastic sample bags and seal the bags.

6.3.7 Complete a pre-printed sample label including the sample time and date, sample location, sample volume and the contact dose rate and attach a label to each sample bag.

6.3.8 In a low background area (i.e. < 1000 CPM) determine the gross activity of each sample by using the following methods:

A. Particulate Activity

1. Count the particulate filter using a count rate meter with a 2" pancake probe. Subtract the background to determine the Net CPM of the sample.

NOTE 1: Probe Efficiency = 0.1 (10%) for Count Rate Meter with a 2" pancake probe.

NOTE 2: Correction Factor (CF) = 0.3 for 4" filter paper counted with a 2" pancake probe or 1.0 for 2" filter paper counted with a 2" pancake probe.

2. Calculate the gross particulate activity of the sample using the Gross Particulate Activity Table (FIGURE 7.4) or the following formula:

$$\text{ACTIVITY } (\mu Ci/CC) = \frac{(\text{NET CPM}) \times (4.5 \text{ E-7 } \mu Ci/DPM)}{(\text{PROBE EFFICIENCY}) \times (\text{SX VOLUME in CCs}) \times (\text{CF})}$$

B. Iodine Activity

1. Count the Silver Zeolite cartridge using a count rate meter with a 2" pancake probe. Subtract the background to determine the Net CPM of the sample.

2. Calculate the sample activity using the Gross Iodine Activity Table (FIGURE 7.1) or the following formula:

$$\text{IODINE ACTIVITY } (\mu Ci/CC) = \frac{(\mu Ci(s) \text{ on cartridge determined by Table})}{(\text{SX volume in CCs})}$$

6.3.9 Record the results on Form 5790-410-01.

6.4 Gaseous Air Sampling

CAUTION

If hands are contaminated, handle chamber with clean surgeon gloves.

6.4.1 Obtain the gas sampling chamber, suction bulb and filter assembly from the Emergency Kit. (See FIGURE 7.2 for assembly diagram.)

6.4.2 Install a new filter in the filter holder assembly.

6.4.3 Connect the suction bulb, sample chamber and filter assembly such that air passes through the filter assembly into the sample chamber then to the suction bulb.

6.4.4 Open the stop cocks on the gas sample chamber, squeeze the suction bulb ten (10) times to obtain a representative sample, then shut the stop cocks on the gas sampling chamber.

6.4.5 Record the SAMPLE TIME, SURVEY POINT, (sample location) and SAMPLE TYPE on Form 5790-410-01.

6.4.6 In a low background area (i.e., <1000 CPM) determine the activity of the gas sample (μCi/CC of Xe 133 equivalent) using the following method:

A. Count the gas sample chamber using a count rate meter with a 2" pancake probe by placing the probe on the chamber over the mylar window. Record the results as GROSS CPM on Form 5790-410-01;

B. Obtain a second "empty" gas sample chamber from the Emergency Kit and count the "empty" chamber using a count rate meter with a 2" pancake probe by placing the probe on the chamber over the mylar window. Record the result as the BACKGROUND CPM in Form 5790-410-01;

C. Calculate the NET CPM.

D. Determine the gas sample activity by using the NET CPM and the Gas Chamber Table (FIGURE 7.2).

6.4.7 Record the sample results on Form 5790-410-01.

6.4.8 Complete a pre-printed sample label with all applicable sample data. Place the sample in a plastic sample bag, seal the bag and attach the label to the bag.

6.5 **Stationary Dose Rate Survey**

6.5.1 Energize the Dose Rate Meter and allow the instrument to stabilize (approximately 30 seconds) then re-zero the meter.

6.5.2 Perform a BETA/GAMMA survey of the area as follows:

A. With the window open, hold the instrument approximately one (1) meter from ground level and survey the area for the maximum meter deflection;

B. Record the "WINDOW OPEN" (BETA/GAMMA) reading.

C. Close the instrument window and obtain the GAMMA reading;

D. Record the 'WINDOW CLOSED' (GAMMA) reading.

NOTE: Assume a BETA CORRECTION FACTOR of 5.0 if the BETA CORRECTION FACTOR for the instrument is unknown.

E. Calculate the "TRUE BETA" reading as follows:

TRUE BETA = (WINDOW OPEN - WINDOW CLOSED) X (BETA CORRECTION FACTOR)

NOTE: If the survey location is NOT a predesignated survey point, identify the location using known landmarks or road intersections, etc.

F. Record the TRUE BETA results on Form 5790-410-01.

6.6 Liquid Sampling

NOTE: An additional supply of sample bottles are available at the EOF.

6.6.1 Obtain a 1 liter sample bottle and install the bottle in the holder.

6.6.2

CAUTION

Use the appropriate radiological precautions when handling potentially radioactive samples.

Cast or lower the bottle into the water to be sampled, allow the bottle to fill completely then withdraw and cap the bottle.

6.6.3 Bag the sample bottle, complete a pre-printed label. Attach the label to the sample bottle, label and seal the plastic bag.

6.6.4 Record the sample TIME, SURVEY POINT (sample location) and SURVEY TYPE on Form 5790-410-01.

6.6.5 In a low background area (i.e., <1000 CPM) determine the gross activity of the sample using the following method:

A. Count the sample using a count rate meter with a 2" pancake probe by placing the probe on the sample as indicated on the Gross Liquid Activity Table (FIGURE 7.3). Subtract the background to determine the Net CPM of the sample.

B. Record the background, and Net CPM on Form 5790-410-01 (EMERGENCY SAMPLE RESULTS LOG);

C. Determine the activity of the sample using the Gross Liquid Activity Table (FIGURE 7.3) and the NET CPM of the sample.

6.6.6 Record the sample results on Form 5790-410-01.

6.7 Discharge Canal Sampling (Monticello Only)

6.7.1 Obtain 1 liter sample bottles from an Emergency Kit or from the Chemistry lab.

6.7.2 Obtain the keys for one of the Plant vehicles (if needed) and a hand held radio. (Radios are available in the TSC and OSC. Use talk group 2A unless directed otherwise.)

6.7.3 Proceed to the Discharge Canal Sample Station (DCSS) located on the south bank of the discharge canal approximately 550' downstream of the discharge structure. (FIGURE 7.5) Sample point (3) of on-site liquid sample locations map.

6.7.4 In the DCSS Building locate pumps P-112A and P-112B. Verify the sample flow into the drain trough down stream of CW-27 is at least 10 GPM as indicated by reading flow indicator FIS-1905 centered above pumps P-112A and P-112B.

6.7.5 Using a 1 liter bottle, take the desired sample(s) from the 1.5 inch line dumping water into the trough.

6.7.6 Bag the sample bottle, complete a pre-printed sample label, attach the label to the sample bottle, label and seal the plastic bag.

6.7.7 Record the sample TIME, SAMPLE POINT (sample location) and SURVEY TYPE on Form 5790-410-01.

6.7.8 Determine the gross activity of the sample using the following method:

A. Count the sample using a count rate meter with a 2" pancake probe by placing the probe on the sample as indicated in Gross Liquid Activity Table (FIGURE 7.3). Subtract the background to determine the Net CPM of the sample.

B. Record the background and Net CPM on Form 5790-410-01;

C. Determine the activity of the sample using the Gross Liquid Activity Table (FIGURE 7.3) and the Net CPM of the sample.

6.7.9 Record sample results on the Form 5790-410-01.

6.8 Ground Deposition - Direct Frisk Survey

6.8.1 Obtain a count rate meter with a 2" pancake probe or equivalent.

6.8.2 Proceed to the designated survey point and carefully scan flat surfaces in the area (e.g., roads, lawns, mailboxes, vehicles, fields, etc.).

6.8.3 Record the sample TIME and SURVEY POINT (sample location) on Form 5790-410-03.

6.8.4 Calculate the ground deposition activity as follows:

$$\mu Ci/m^2 = \frac{\text{Net CPM}}{400}$$

6.8.5 Record sample results on Form 5790-410-03.

6.9 Ground Deposition - Smear Samples

6.9.1 Obtain the appropriate number of cloth smears from the Emergency Kit and number the smears (if necessary).

NOTE: Each smear area should be clearly identified on a map of the area or in a written description of the area.

6.9.2 Proceed to area to be surveyed and smear approximately 100cm^2 of selected smooth surfaces (e.g., cars, mail boxes, machinery, rain gutters etc.).

6.9.3 Place the smear(s) in plastic sample bag(s) and seal and label the bag(s).

6.9.4 Record the sample TIME AND SURVEY POINT (sample location) SURVEY TYPE on Form 5790-410-03.

6.9.5 In a low background area (i.e., <1000 CPM), calculate the smearable activity of each smear sample using the following method:

A. Establish an area suitable for counting potentially contaminated smears;

B. Determine the background CPM;

C. Remove the smear(s) from the bag(s) and count using count rate meter with a 2" pancake probe.

D. Calculate the ground deposition activity as follows:

$$\mu Ci/m^2 = \frac{\text{Net CPM}}{200}$$

6.9.6 Rebag the smear sample(s). Contact the Field Team Communicator and arrange to have the sample(s) transported to the EOF Count Room for analysis or retain the sample(s) for future analysis and proper disposal.

6.9.7 Record smear sample results on Form 5790-410-03.

6.10 Ground Deposition - Gamma Dose Rate Survey

6.10.1 Obtain a dose rate meter. Energize the dose rate meter and allow the instrument to stabilize (approximately 30 seconds) then re-zero the meter.

6.10.2 Proceed to the designated survey area and perform a closed window dose rate survey of the area at 1 meter above the ground.

6.10.3 Record the sample TIME, SURVEY POINT (sample location) and mrem/hr readings under Gamma Survey on Form 5790-410-03.

6.10.4 Calculate ground deposition as follows:

$\mu Ci/m^2 = 100 \times$ (CLOSED WINDOW mr/hr READING)

6.10.5 Record sample results on Form 5790-410-03 and report the results to the Field Team Communicator.

6.11 Ground Deposition Samples - Snow/Dirt Survey

NOTE: The selection should be based on an evaluation of current weather and ground cover conditions (high winds, rain, snow, etc.) such that the sampled area is representative of the ground cover surface. Sample the area where the deposition of contamination is most likely to occur.

6.11.1 Proceed to the designated survey area and select an area where the sample will be taken.

6.11.2 Obtain the aluminum scoop and a large plastic sample bag from the Emergency Kit.

NOTE: The area of the scoop is approximately 1,000cm^2. When removing surface snow to a depth of 1 centimeter the volume of the melted snow is approximately 100 CC of liquid. This assumes a 10:1 snow to water ratio.

6.11.3 Using the scoop, remove snow/dirt from a surface area of about 1000 cm^2 to a depth of about 1 centimeter (0.4 inches).

6.11.4 Place the sample material in a large zip-lock bag, seal and label.

6.11.5 Record the sample TIME, SURVEY POINT (sample location), and the SAMPLE TYPE on Form 5790-410-03.

6.12 Ground Deposition - Vegetation/Food Sampling

6.12.1 Proceed to the designated survey area and select the area where the sample will be taken.

NOTE: The selection should be based on locating herbage eaten by grazing animals, since the herbage provides a key pathway to human exposure. Also, depending on season of year, plant fruit (strawberries, sweet corn, beans, wheat, oats, etc.) may be selected for sampling.

6.12.2 Obtain scissors or trimming device and large zip-lock bag from the Emergency Kit.

NOTE: If the vegetation is grass an area of at least 1 m^2 of ground should be sampled. The vegetation should be cut at approximately .5 to 1 inch from the ground and should not be contaminated in the process by soil.

6.12.3 Obtain enough vegetation/food to fill the zip-lock bag. This is about a 1/3 of a kilogram.

6.12.4 Compress the air from the bag, seal and label bag.

6.12.5 Record the sample TIME, SURVEY POINT (sample location) and SURVEY TYPE on Form 5790-410-03.

NOTE: This calculation is based on I-131 and CS-137.

6.12.6 Calculate the activity of the sample using the following method:

A. Flatten the bag and lay probe of a count rate meter with 2" pancake probe on the center of the bag.

B. Wrap bag around probe and note reading.

C. Calculate the activity using the following formula:

$$\mu Ci/kg = \frac{\text{Net CPM}}{1.32}$$

6.12.7 Record the sample results on Form 5790-410-03 and report the results to the Field Team Communicator.

6.13 Off-Site Sample Courier Instructions

6.13.1 When dispatched by the OSC Coordinator, obtain an electronic dosimeter (either from the OSC or Access Control), respirator corrective lenses, as applicable, and log onto Emergency RWP 902. Retain your TLD and dosimeter when departing the plant.

6.13.2 Obtain the keys for a plant vehicle and the keys to EVES building. Keys may be obtained from the Security Building or Nuclear Plant Helper Supervisor key cabinet.

6.13.3 Obtain one Sample Courier Kit (aluminum case), one portable mobile radio kit (Channel 2A) from the EVES Bldg.

6.13.4 Place the Sample Courier Kit in the vehicle and install the mobile radio and antenna.

6.13.5 Perform an operability check of the installed radio unit, prior to departing the EVES Building, by contacting the TSC (or EOF). Ensure the radio is selected to Channel 2A.

6.13.6 Proceed to the EOF Command Center, using the back (Receiving Area) personnel entrance, and contact the Radiation Protection Support Supervisor (RPSS) immediately upon arrival.

6.13.7 Standby in the EOF for assignments as directed by the RPSS.

6.13.8 When dispatched from the EOF to pick up samples:

A. Logout of the EOF (if necessary) with EOF Security (ensure you keep your dosimetry when departing the EOF).

B. Establish and maintain constant radio communication with the Field Team Communicator and follow the communicators instructions regarding travel routes, etc.

C. Rendezvous with Field Teams at designated locations for sample pickup.

D. Frequently check your dosimeter and notify the Field Team Communicator when exposure approaches administrative limits.

6.13.9 When picking up samples from the Field Team(s):

A. Obtain any special instructions for handling the sample(s) from the RPSS (e.g. ALARA precautions, etc.).

B. Ensure the sample(s) are properly packaged (bagged) and labeled.

NOTE: Protective clothing is provided in the Sample Courier Kit.

C. Confirm radiological conditions along your travel route(s) with the RPSS and follow the instructions regarding the use of protective clothing (e.g. respiratory protection) that may be warranted.

6.13.10 Transport the sample(s) promptly to the EOF Count Room for analysis. While enroute (to the EOF) contact the EOF Count Room (by radio) and inform the Count Room Tech you will be delivering samples.

6.13.11 Upon arrival at the EOF use the back (Receiving area) personnel entrance into the EOF Controlled Area (the posted Contaminated area in the EOF loading dock) and:

A. Notify the Count Room Tech samples have arrived.

B. Ensure the samples are properly re-bagged, re-labeled and surveyed (with a frisker or dose rate meter) prior to transfer out of the posted Contaminated Area into the EOF Count Room.

6.13.12 While at the EOF:

A. Check and report dosimeter readings to the RPSS.

B. Perform a whole body frisk (check) prior to proceeding back into the field (if immediately dispatched).

C. If remaining at the EOF, doff protective clothing (if applicable) and perform a whole body frisk when exiting the posted Contaminated Area (at the Step-Off-Pad).

D. Perform personnel decontamination (as necessary) under the direction of the Count Room Tech.

6.13.13 Upon completion of sample delivery notify the Field Team Communicator you are ready to be dispatched again.

6.13.14 If dispatched into the field again, obtain additional sampling supplies (e.g. sample bottles, filters, etc.) from the storage cabinet in the Receiving Area and deliver the supplies to the Field Teams (as requested).

6.13.15 When sample courier(s) are no longer required (or when relieved by the next shift) report to the RPSS for debriefing and next shift assignments.

6.14 Prairie Island Off-Site Field Team Driver Instructions

6.14.1 When dispatched by the OSC Coordinator, obtain an electronic dosimeter (either from the OSC or Access Control), respirator corrective lenses, as applicable, and log onto Emergency RWP 902. Retain your TLD and electronic dosimeter when departing the plant.

6.14.2 Report to the EOF and check in with the Radiation Protection Support Supervisor (RPSS).

6.14.3 Serve as a driver for the Prairie Island Off-Site Survey Team. The EOF Field Team Communicator will provide instruction on desired sample points.

6.14.4 Request advice from the RPSS regarding procedures or special precautions which should be considered when approaching or searching for the plume.

6.14.5 Provide assistance to the Field Team as requested.

7.0 FIGURES

FIGURE

7.1 Gross Iodine Activity Table

Using Count Rate Meter with 2 inch Pancake Probe and Silver Zeolite Absorber

CFM Flow	Time Min.		Volume
2.5	10.0	=	707500 cc
3.0	8.3	=	707500 cc
3.5	7.1	=	707500 cc
4.0	6.2	=	707500 cc

Probe eff. 0.10
Flow CF 1.0

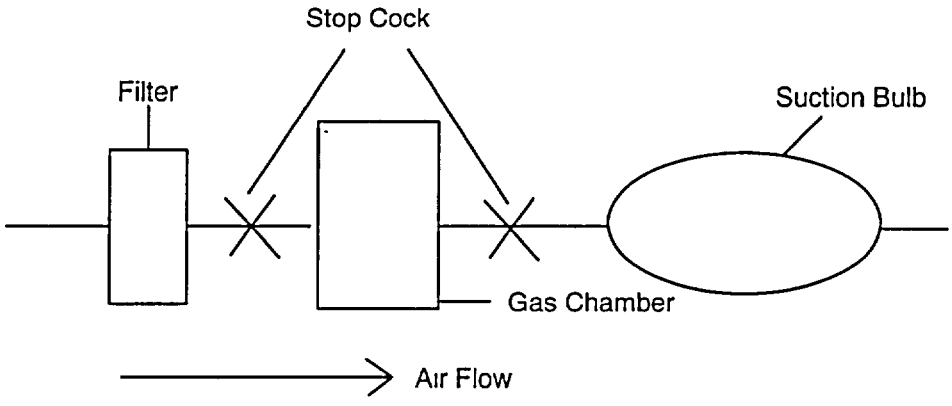
NOTE: The μCi/cc activity assumes the above conditions.

NCPM	μCi Iodine	μCi/cc	NCPM	μCi Iodine	μCi/cc	NCPM	μCi Iodine	μCi/cc
100	4.3E-02	6.E-08	800	4.OE-01	6.E-07	6000	3.2E-00	5.E-06
120	5.3E-02	7.E-08	900	4.6E-01	7.E-07	7000	3.8E-00	5.E-06
140	6.0E-02	8.E-08	1000	5.OE-01	7.E-07	8000	4.5E-00	6.E-06
160	7.OE-02	1.E-07	1200	6.OE-01	8.E-07	9000	5.OE-00	7.E-06
180	9.OE-02	7.E-07	1400	7.OE-01	1.E-06	10000	5.6E-00	8.E-06
200	1.OE-01	1.E-07	1600	8.OE-01	1.E-06	12000	6.0E-00	8.E-06
220	1.2E-01	2.E-07	1800	9.OE-01	1.E-06	14000	7.5E-00	1.E-05
240	1.4E-01	2.E-07	2000	1.0E-00	1.E-06	16000	1.OE+01	1.E-05
260	1.5E-01	2.E-07	2200	1.1E-00	2.E-06	18000	1.3E+01	2.E-05
280	1.6E-01	2.E-07	2400	1.2E-00	2.E-06	20000	1.5E+01	2.E-05
300	1.7E-01	2.E-07	2600	1.4E-00	2.E-06	25000	2.5E+01	4.E-05
350	1.8E-01	3.E-07	2800	1.5E-00	2.E-06	30000	3.3E+01	5.E-05
400	2.0E-01	3.E-07	3000	1.6E-00	2.E-06	35000	5.OE+01	7.E-05
450	2.3E-01	3.E-07	3500	1.8E-00	3.E-06	40000	6.OE+01	8.E-05
500	2.6E-01	4.E-07	4000	2.1E-00	3.E-06	45000	1.OE+02	1.E-04
600	3.0E-01	4.E-07	4500	2.5E-00	4.E-06			
700	3.6E-01	5.E-07	5000	2.8E-00	4.E-06			

FIGURE

7.2 Gas Chamber Table
using Count Rate Meter with 2 inch Pancake Probe and 100 cc S.S. Gas Chamber

NCPM	µCi/cc (Xe-133 equiv.)	NCPM	µCi/cc (Xe-133 equiv.)
100	1.OE-05	2500	4.5E-04
150	1.5E-05	3000	5.5E-04
200	2.OE-05	3500	6.5E-04
250	2.5E-05	4000	8.OE-04
300	3.2E-05	4500	9.OE-04
350	4.OE-05	5000	1.1E-03
400	4.5E-05	5500	1.3E-03
450	5.1E-05	6000	1.5E-03
500	6.0E-05	8000	1.8E-03
600	7.5E-05	10000	2.5E-03
800	1.1E-04	12000	3.0E-03
1000	1.5E-04	14000	3.5E-03
1200	1.7E-04	16000	4.OE-03
1400	2.OE-04	18000	4.7E-03
1600	2.5E-04	20000	5.5E-03
1800	3.OE-04	25000	7.5E-03
2000	3.5E-04	30000	9.5E-03

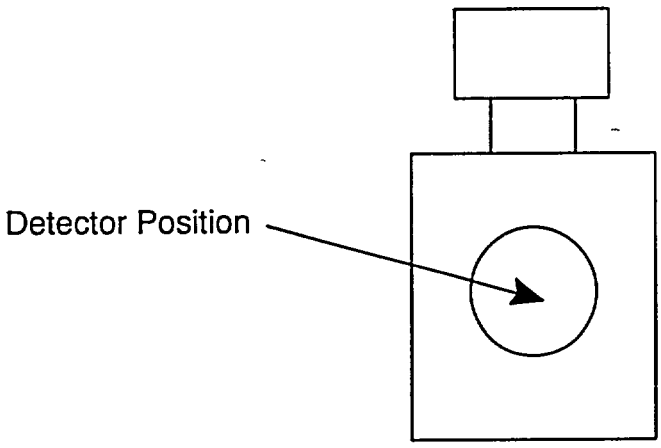


l/mab

FIGURE

7.3 Gross Liquid Activity Table
using Count Rate Meter with 2 inch Pancake Probe and 1000 ML Poly Bottle

NCPM	µCi/ML
100	1.5E-04
200	2.5E-04
300	3.5E-04
400	4.5E-04
500	5.5E-04
600	6.5E-04
700	7.5E-04
800	8.5E-05
900	9.5E-05
1000	1.0E-03
2000	1.8E-03
3000	2.6E-03
4000	3.4E-03
5000	4.1E-03
6000	4.8E-03
7000	5.5E-03
8000	6.2E-03
9000	6.9E-03
10000	7.6E-03



l/mab

FIGURE

7.4 Gross Particulate Activity Table
using Count Rate Meter with 2 inch Pancake Probe

CFM Flow	Time Min.		Volume	
2.5	10.0	=	707500 cc	Probe eff. 0.10
3.0	8.3	=	707500 cc	Flow CF 1.0
3.5	7.1	=	707500 cc	4" filter CF 0.3
4.0	6.2	=	707500 cc	Conversion 4.51E-07 μCi/dpm

NOTE: The μCi/cc activity assumes the above conditions.

NCPM	μCi/cc	NCPM	μCi/cc	NCPM	μCi/cc
100	2.E-09	900	2.E-08	6000	1.E-07
120	3.E-09	1000	2.E-08	7000	1.E-07
140	3.E-09	1200	3.E-08	8000	2.E-07
160	3.E-09	1400	3.E-08	9000	2.E-07
180	4.E-09	1600	3.E-08	10000	2.E-07
200	4.E-09	1800	4.E-08	12000	3.E-07
220	5.E-09	2000	4.E-08	14000	3.E-07
240	5.E-09	2200	5.E-08	16000	3.E-07
260	6.E-09	2400	5.E-08	18000	4.E-07
280	6.E-09	2600	6.E-08	20000	4.E-07
300	6.E-09	2800	6.E-08	25000	5.E-07
350	7.E-09	3000	6.E-08	30000	6.E-07
400	8.E-09	3500	7.E-08	35000	7.E-07
500	1.E-08	4000	8.E-08	40000	8.E-07
600	1.E-08	4500	1.E-07	45000	1.E-06
700	1.E-08	5000	1.E-07		
800	2.E-08	5500	1.E-07		

FIGURE

7.5 On-Site Liquid Sample Locations

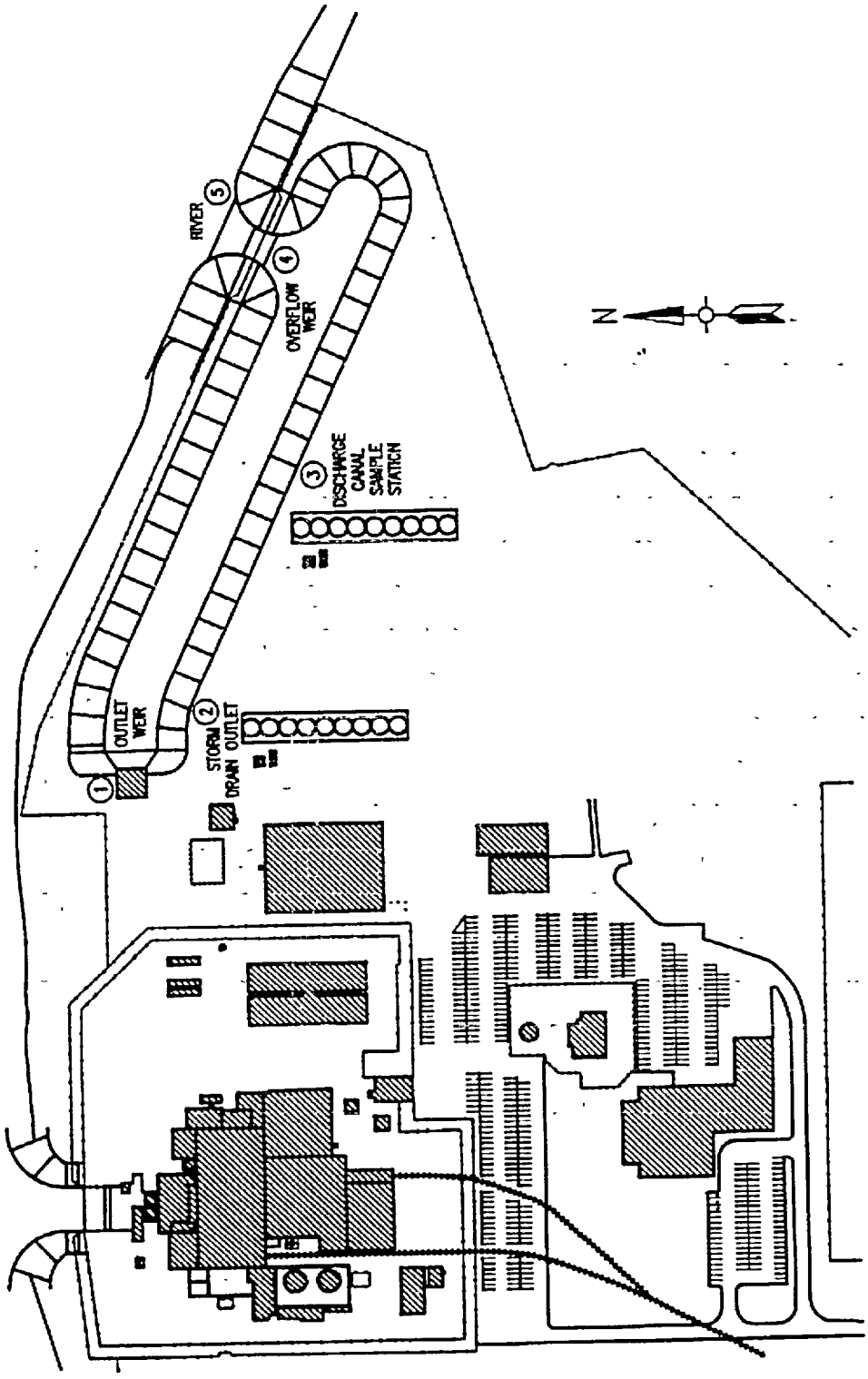


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FIGURE

7.6 Forms Utilized in this Procedure

1. 5790-410-02 OUT-OF-PLANT SURVEY CHECKLIST
2. 5790-410-01 EMERGENCY SAMPLE RESULTS LOG
3. 5790-410-03 GROUND DEPOSITION SAMPLE RESULTS LOG

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

Prepared By: [signature]	Reviewed By: [signature]	
OC Review Req'd: YES	OC Meeting Number: 2355F	Date: 3/3/03
Approved By: [signature]		Date: 3/5/03

FOR ADMINISTRATIVE USE ONLY

This revision incorporates Volume F Memos: None

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Resp Supv: EP	Assoc Ref A 2		SR: N	Freq 1/ yrs
ARMS: A 2-411	Doc Type: 1060	Admin Initials:		Date: 3/10/03

l/mab

1.0 PURPOSE

The purpose of this procedure is to provide guidelines for the establishment of a secondary access control point, ensuring that all personnel are properly badged with TLD badges and dosimeters when normal access control point has been evacuated.

2.0 APPLICABILITY

2.1 An emergency condition has been declared at the Monticello Nuclear Generating Plant.

2.2 A Plant or Site evacuation has been conducted and Access Control is to be relocated.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 Emergency Director (ED) is responsible for:

3.1.1 Overall responsibility.

3.1.2 Directing the establishment of the Secondary Access Control Point (SACP).

3.2 Radiological Emergency Coordinator (REC) is responsible for:

3.2.1 Assess/evaluate survey information and recommend to the ED when establishment of a SACP is necessary.

3.2.2 Supervision and coordination of Radiation Protection activities.

3.3 Radiation Protection Group is responsible for:

3.3.1 Reporting all abnormalities to the REC.

3.3.2 To monitor for abnormal radiation levels, contamination levels, and Airborne problems throughout the site.

3.3.3 Radiation exposure control at SACP.

3.4 Security Force is responsible for:

3.4.1 Assisting in establishing and maintaining the SACP.

4.0 DISCUSSION

4.1 A SACP (established in the Security Building or at a designated area further from the plant) may become necessary due to:

4.1.1 High radiation levels, high contamination levels, and/or high radioactive airborne levels at the normal Access Control; or,

4.1.2 Abnormal radiation levels, contamination levels, and/or high airborne problems throughout the plant site in non-controlled areas.

4.2 A SACP should be established whenever a site evacuation is necessary.

5.0 PRECAUTIONS

5.1 The REC ***SHALL*** control all radiological exposure (internal and external) occurring on-site as per A.2-401 (EMERGENCY EXPOSURE CONTROL).

5.2 All exposure ***SHALL*** be recorded properly, ensuring that it is recorded on the individual's record.

5.3 Any individual approaching the administrative limits ***SHALL*** be reported to the REC.

5.4 All personnel ***SHALL*** have a NRC Form 4 for the current year prior to entry into the plant's controlled area, which could result in exposure exceeding 250 millirem.

5.5 Some security measures may be suspended in an emergency when this action is immediately needed to protect the Public Health and Safety. The measures that could be suspended include:

5.5.1 Access Control for selected vital areas.

5.5.2 The searching and identification of responding personnel, their vehicles, and hand-carried items.

5.5.3 The use of badges and registration of responding personnel.

6.0 INSTRUCTIONS

6.1 The Radiation Survey Team should routinely monitor the radiation levels and airborne levels throughout the plant as the emergency progresses.

6.2 All survey results ***SHALL*** be reported and/or routed to the REC for review.

6.3 When recommended by the REC, the Emergency Director should direct the establishment of a SACP at the Security Building (or at a designated area further from the plant, such as Classroom 12 of Monticello Training Center), whenever a site evacuation is necessary.

6.4 Initiate Form 5790-411-01 (SECONDARY ACCESS CONTROL POINT CHECKLIST). If time and radiation conditions allow, transfer all TLD badges, electronic dosimeters, TLD issue forms, and exposure forms from the normal Access Control Point to the designated SACP. If not, transfer the SACP supplies from the OSC, TSC, and EOF to the designated SACP, as necessary.

6.5 Radiation Protection Group personnel should move a computer and electronic dosimeter reader to SACP if electronic dosimetry will be used.

6.6 Radiation Protection Group personnel should maintain exposure control at the SACP on a continuous basis (twenty-four hours per day).

6.7 Request assistance from the Security Force in establishing and maintaining the SACP. Security officers should take "plant staff" security badges with them to the designated SACP.

6.8 Issuance of TLDs and dosimeters ***SHALL*** be in accordance with A.2-401 and the Radiation Protection procedures.

6.9 IF electronic dosimetry available,
THEN use electronic exposure recording.

IF electronic dosimetry is not available,
THEN issue pencil dosimetry and record exposure on Form 5790-201-02 (DOSIMETRY ISSUANCE LOG).

6.10 The Radiation Protection Group should periodically obtain a current exposure summary. Any exposure at or near the administrative limits ***SHALL*** be reported to the REC.

6.11 The SACP ***SHALL*** remain functional until otherwise directed by the REC and/or the Emergency Director.

EMERGENCY PLAN IMPLEMENTING PROCEDURE - TABLE OF CONTENTS

Prepared By: [signature]	Reviewed By: Gerald A. Hobbs	
OC Review Req'd: YES	OC Meeting Number: 2355F	Date: 3/5/03
Approved By: [signature]		Date: 3/5/03

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l/mab

1.0 PURPOSE

This procedure provides instructions and guidance for the conduct of various communication functions at the Technical Support Center (TSC) and Operations Support Center (OSC) during an emergency at the MNGP.

2.0 APPLICABILITY

An Alert or higher emergency has been declared at the MNGP and the TSC/OSC has been activated.

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 TSC/OSC Emergency Communicators and Technical Emergency Communicators are responsible for performing the duties described in this procedure as directed by the appropriate TSC or OSC personnel.

4.0 DISCUSSION

Personnel qualified to fill these positions are identified in the Emergency Communicators section of Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION).

5.0 PRECAUTIONS

5.1 The initial notifications to the State and Counties must be completed within 15 minutes after the declaration or re-classification of an emergency. The initial notification of the NRC should be completed immediately after State, County, and ERO notifications and must be completed within 1 hour after declaring or re-classification of an emergency.

5.2 The transmission of off-site Protective Action Recommendations (PARs) to the State EOC (State Duty Officer and Counties if the State is not activated) ***SHALL*** be completed within 15 minutes of the PAR authorization by the Emergency Director.

5.3 All inquiries from the news media and/or general public should be directed to the Joint Public Information Center (JPIC) at the State Emergency Operations Center (EOC). Emergency response organization personnel should not release information to the media or general public without prior approval of the Chief Nuclear Officer or designee.

5.4 Communications regarding the existence of severity of the event, or protective action recommendations should be made on circuits that cannot be readily intercepted by persons outside the established emergency organizations. Telephone circuits ***SHALL*** serve as the primary means with radio as a backup method.

5.5 Communications by radio should be brief, factual, free of exclamatory or alarming expressions and worded so as to not cause undue anxiety.

5.6 Messages should be worded to avoid possible errors in transcription or interpretation. Avoid the use of technical jargon (particularly in communications with off-site agencies), ensure the message is complete, avoid the use of abbreviations (i.e., millirem vs. MR) and read numbers individually (i.e., 100 as one-zero-zero).

5.7 All communications during drills, exercises, or tests should begin and end with "THIS IS A DRILL" or "THIS IS A TEST".

6.0 INSTRUCTIONS

6.1 Initial Activation Instructions

6.1.1 Upon activation of the TSC/OSC all communicators should report to the TSC.

6.1.2 The Communicator positions should be staffed in the following order.

NOTE: The Assembly Point Coordinator position should be staffed immediately IF a plant or site evacuation is in progress. The Assembly Point Coordinator position may be staffed prior to the declaration of a plant or site evacuation in anticipation of the need for a plant or site evacuation.

A. Lead Emergency Communicator - Tagboard #20

B. Assistant Emergency Communicators - Tagboard #21 & #22

C. Emergency Director Communicator - Tagboard #23

D. Plant Status Communicator - TSC - Tagboard #25

E. Plant Status Communicator - Control Room - Tagboard #26

F. OSC Plant Status Communicator - OSC Tagboard #2

G. TSC Work Status Communicator - Tagboard #27

H. OSC Work Status Communicator - OSC Tagboard #3

I. OSC Radio console Communicator

J. Emergency Notification System (ENS) Communicator

K. Assembly Point Coordinator - Tagboard #24

6.2 Lead Emergency Communicator Instructions

6.2.1 Report to the TSC Tagboard, review the instructions on Tag #20, and assume the Lead Emergency Communicator duties by turning over Tag #20.

6.2.2 The Lead Emergency Communicator should establish residence in the TSC Communications Room.

6.2.3 Determine the status of initial notifications in progress.

A. Assess the notifications in progress or completed by the duty Shift Emergency Communicator(s) (SECs) via Form 5790-104-04 (EMERGENCY CALL LIST - ALERT/SITE AREA/GENERAL) and provide necessary assistance to the SEC in completion of the initial notifications.

6.2.4 Obtain staffing of the TSC Emergency Communicator positions.

A. Two Assistant Emergency Communicators should be assigned (TSC Tagboard #21, #22). If these positions are not filled, contact the Engineering Coordinator or Support Group Leader and request that these positions are filled.

NOTE: **All five 3739 extensions must be activated at the same time or the callers will not receive a busy signal. If there are more phones ringing than can be answered, leave some of the phones off the hook.**

6.2.5 Activate the five incoming 3739 extensions in the TSC communications room prior to or during the initial notification process.

6.2.6 When time permits, activate the TSC - Control Room Intercom and the TSC - State EOC Low Band Radio. This equipment is in the TSC communications room.

6.2.7 Assume responsibilities for off-site notifications.

A. Once the 2 Assistant Emergency Communicator positions are filled and the SECs are ready to turnover communication duties, assume responsibility for all off-site communications from the TSC. The duty SECs should be released to their assigned emergency response duties once this transfer has occurred.

B. The Lead Emergency Communicator should review all emergency forms, used for off-site communications, for accuracy and completeness prior to their transmission.

NOTE: Upon completion of the initial emergency notifications, Emergency Follow-up Messages should be transmitted at 30 minute intervals or as directed by the State.

C. Transmit Emergency Notification Follow-up Messages in accordance with the instructions provided in A.2-501 (COMMUNICATIONS DURING AN EMERGENCY).

D. Maintain the emergency Call Log in accordance with the instructions provided in A.2-501.

E. If or when changes in emergency classification occur (i.e., escalation or termination), make the notifications in accordance with A.2-501.

6.2.8 Transfer of off-site communications to the EOF.

A. An EOF Off-Site Communicator should contact you to determine the status of off-site notifications and determine the appropriate timing for transfer of off-site communication responsibilities. Transfer should not occur while emergency notifications are in progress (i.e., notification of a classification change).

CAUTION

Do not transfer off-site communications responsibilities to the EOF until you have completed Part B (Immediate Notifications) and Part C (NRC Notifications) of Form 5790-104-04for the current emergency classification.

B. Transfer responsibilities as appropriate.

C. After the transfer of off-site communications to the EOF a TSC Emergency Communicator should monitor transmissions and communications from the EOF (i.e., Emergency Follow-up Messages, Classification Changes etc.) and ensure that copies of the transmissions are routed to the appropriate personnel in the TSC.

6.3 Emergency Director Communicator Instructions

6.3.1 Report to the TSC Tagboard, review the instructions on Tag #23, and assume the duties by turning over Tag #23.

6.3.2 Assist the Emergency Director with the use of Emergency Plan Implementing Procedures.

6.3.3 Review and monitor the implementation of A.2-213 (RESPONSIBILITIES OF THE EMERGENCY DIRECTOR).

6.3.4 Monitor and inform the ED of emergency communications in progress.

6.3.5 If a change in emergency classification is declared, make a public address (PA) announcement of the new emergency classification. The announcement should include a brief description of the situation, the reason for declaration and specific instructions for plant/site personnel. The announcement should be made to all site area (using page access 305) and repeated a minimum of three times. Example announcements are as follows:

ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY

"ATTENTION SITE PERSONNEL, AN (ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY) HAS BEEN DECLARED. THE (ALERT, SITE AREA EMERGENCY, OR GENERAL EMERGENCY) WAS DECLARED AS A RESULT OF (state reason for declaration). "ALL MEMBERS OF THE EMERGENCY ORGANIZATION SHOULD REPORT TO THEIR DUTY STATIONS. ALL OTHER PERSONNEL STAND-BY FOR FURTHER INSTRUCTIONS."

6.3.6 Update placards.

6.4 TSC Plant Status Technical Communicator Instructions

6.4.1 Report to the TSC Tagboard, review the instructions on Tag #25, and assume the duties by turning over Tag #25.

6.4.2 This communicator will establish communications with Technical Communicators in the Control Room (Simulator Control Room for drills/exercises), OSC, and EOF.

6.4.3 The assigned communicator should establish residence at the phone near the TSC Operational Status Board. If a white board is covering the status board it must be removed. A headset is stored at the communicator's phone. Directions for use of the headset are posted near the phone.

6.4.4 When the communication link has been established with the Control Room or Simulator Control Room obtain technical and operational data related to the event including:

A. Reactor and containment systems and component status.

B. Critical plant parameters (i.e., temperatures, flows, water levels, etc.).

C. EOP/SAMG implementation status.

D. Accident mitigation strategies employed by the Control Room.

E. As necessary, monitor the SPDS terminal to supplement the information obtained from the Control Room.

F. Continuously update and maintain the TSC Operational Status Board.

NOTE: Use the Bell to obtain the attention of the TSC staff prior to announcing significant operational events.

G. If significant operational events occur (i.e., ECCS failure, radioactive release, etc.), immediately announce the event in the TSC.

6.4.5 Adding other technical communicators to the link.

A. As the technical communicator positions are staffed in the OSC and EOF, they will be calling into the TSC to join the communication link. Complete the following steps to add another communicator to the link.

1. When an in-coming call is received, inform the party(s) currently on the link that you will be adding another and placing them on hold. Push the phone's conference button once, this places members currently on the link on hold.

2. Answer the in-coming call by pushing the phone's 1126 button that is flashing slowly. Determine who is being added to the link and ask them to hold while you add them to the link.

3. Push the phone's conference button once and verify that all of the conference members are on the link.

4. Repeat the above steps as necessary to complete the link.

6.5 Plant Status Technical Communicator (Control Room - Simulator Control Room for drills) Instructions

6.5.1 Report to the TSC Tagboard, review the instructions on Tag #26, and assume the duties by turning over Tag #26.

6.5.2 This communicator will establish communications with Technical Communicator in the TSC.

6.5.3 Obtain a telephone headset and necessary administrative supplies from the TSC cabinet.

6.5.4 The assigned communicator should establish residence at the Control Room or Simulator Control Room back-counter.

6.5.5 Install the headset on the Plant Status Communicator telephone (Control Room extension 1478, Simulator Control Room extension 1815) and establish the link with the TSC Technical Communicator by calling extension 1126.

6.5.6 When the communication link has been established, obtain the technical and operational data related to the event as requested by other members of the link.

6.6 OSC Plant Status Technical Communicator Instructions

6.6.1 Report to the OSC Tagboard, review the instructions on Tag #2, and assume the duties by turning over Tag #2.

6.6.2 Obtain necessary administrative supplies (markers, etc.) from the OSC supply cabinet.

6.6.3 Establish residence near the OSC Operational Status Board.

6.6.4 Install the headset on the Plant Status Communicator telephone (1260) and establish the link with the TSC Technical Communicator by calling extension 1126.

6.6.5 When the communication link has been established, obtain technical and operational data related to the event including:

A. Reactor and containment systems and component status.

B. Critical plant parameters (i.e., temperatures, flows, water levels, etc.).

C. EOP/SAMG implementation status.

D. Accident mitigation strategies employed by the Control Room.

E. As necessary, monitor the SPDS terminal to supplement the information obtained from the Control Room.

F. Continuously update and maintain the OSC Operational Status Board.

G. If significant operational events occur (i.e., ECCS failure, radioactive release, etc.), immediately announce the event in the OSC.

6.6.6 Update placards.

6.7 TSC Emergency Work Status Communicator Instructions

6.7.1 Report to the TSC Tagboard, review the instructions on Tag #27, and assume the duties by turning over Tag #27.

6.7.2 Obtain necessary administrative supplies (markers, etc.).

6.7.3 Establish residence near the TSC Emergency Work Status Board.

6.7.4 Install the headset on the TSC-OSC Communicator telephone (1461) and establish contact with the OSC Team Tracking Board by calling extension 1219.

6.7.5 When the communication link is established begin updating the TSC Emergency Work Status Board with available information on emergency teams already dispatched by the Control Room or OSC (if any).

6.7.6 Monitor emergency response discussions in the TSC to determine when Operators or an OSC Team may be needed.

6.7.7 When the TSC requests an Emergency Team be dispatched (Operators from the Control Room or an OSC Team), notify the OSC Communicator and:

A. Inform the OSC Communicator that a team has been requested and the details of the team assignment and the priority assigned to the task (by the TSC).

B. Identify the Team Number (next team number in order) assigned by the OSC Communicator. Do not reuse OSC Team numbers to avoid confusion.

6.7.8 Update the TSC Emergency Work Status Board with the Team Number, Priority and task description.

6.7.9 When the team is dispatched, monitor the team progress. Inform the TSC of team progress as requested.

6.7.10 Report any problems encountered by the team immediately to the TSC Group Leaders.

6.7.11 Continuously maintain the TSC Emergency Work Status Board.

6.7.12 As teams complete their missions and report back to the OSC, obtain missions results and update the TSC Emergency Work Status Board by indicating the completion status on the team on the Board.

NOTE: Do not erase completed tasks from the Board unless space is needed for new team and then erase the oldest completed task from the Board.

6.8 OSC Emergency Work Status Communicator Instructions

6.8.1 Report to the OSC Tagboard, review the instructions on Tag #3, and assume the duties by turning over Tag #3.

6.8.2 Obtain necessary administrative supplies (markers, etc.) from the OSC supply cabinet.

6.8.3 Establish residence near the OSC Personnel Availability Board and the OSC Team Tracking Board.

6.8.4 Install the headset on the OSC-TSC Communicator telephone (1219) and establish contact with the TSC Emergency Work Status Board Communicator (1461).

NOTE: When the 2-way link is established and the operational test of the OSC radio console is complete, inform the OSC Coordinator that you are prepared to direct OSC teams.

6.8.5 When the TSC requests an OSC Team be dispatched:

A. Inform the OSC Coordinator an OSC Team has been requested and the details of the team assignment.

B. Assign a Team Number (next team number in order) and inform the TSC Emergency Work Status Board keeper. Do not reuse OSC Team numbers to avoid confusion.

C. Record the job (team mission) on the OSC Team Tracking Board (adjacent to the team number).

D. As the OSC Coordinator assigns personnel to the team, relocate their name tag from the OSC Personnel Availability Board to the OSC Team Tracking Board.

6.8.6 Provide information regarding the OSC emergency team progress to the TSC.

6.8.7 Report problems encountered by the OSC teams immediately to the OSC Coordinator.

6.8.8 Continuously maintain the OSC Team tracking Board and the OSC Personnel Availability Board.

6.8.9 As OSC teams complete their missions and report back to the OSC, remove their entry from the OSC Team Tracking Board and relocate the name tags to the OSC Personnel Availability Board.

NOTE: Do not erase completed tasks from the Board unless space is needed for new team and then erase the oldest completed task from the Board.

6.9 OSC Radio Console Communicator Instructions

6.9.1 Activate the OSC radio console and perform an operations test of the console as follows:

A. Set the console to the scan mode (indicated by a triangle being highlighted on the LED display above the SCAN button).

B. Contact one of the OSC portable radios on Talk Groups 1A (Cont. Room) and 5D (Misc.).

6.9.2 As teams are dispatched from the OSC ensure that they are issued a portable radio (set to talk group 5D) and establish radio communications with the team prior to the team's departure from the OSC.

6.9.3 Maintain continuous radio contact with the OSC team(s) and direct the team(s) as directed by the OSC Coordinator.

6.9.4 If necessary, when communicating with the OSC teams, use the phonetic alphabet:

A	ALPHA	J	JULIET	S	SIERRA
B	BRAVO	K	KILO	T	TANGO
C	CHARLIE	L	LIMA	U	UNIFORM
D	DELTA	M	MIKE	V	VICTOR
E	ECHO	N	NOVEMBER	W	WHISKEY
F	FOXTROT	O	OSCAR	X	X-RAY
G	GOLF	P	PAPA	Y	YANKEE
H	HOTEL	Q	QUEBEC	Z	ZULU
I	INDIA	R	ROMEO		

6.9.5 Report problems encountered by the OSC teams immediately to the OSC Coordinator.

6.10 Emergency Notifications System (ENS) Communicator Instructions

NOTE: The ENS link with the NRC Headquarters *SHALL* be continuously staffed at the Alert classification (or higher) as requested by the NRC. The link could be maintained in the Control Room, TSC, or EOF depending on the resources available and the availability of timely information.

6.10.1 Obtain a telephone headset and necessary administrative supplies from the TSC Supply cabinet.

6.10.2 Establish residence in the TSC Engineering Support area, near the FTS-ENS telephone.

NOTE: The NRC may request continuous staffing of the ENS link upon completion of the initial NRC notification.

6.10.3 If staffing the ENS during initial TSC activation, determine if the initial NRC notification has been completed by the TSC Emergency Communicator staff. If the initial notification has not been completed, provide assistance as necessary to complete the notification. If the initial notification is complete, determine if continuous staffing of the ENS is required.

6.11 Assembly Point Coordinator Instructions

6.11.1 Report to the TSC Tagboard, review the instructions on Tag #24, and assume the duties by turning over Tag #24.

6.11.2 Perform the duties of the Assembly Point Coordinator in accordance with A.2-302 (ACTIVATION OF THE ASSEMBLY POINTS).

6.12 Communicator Shift Turnover Instructions

6.12.1 Check in with the Engineering Coordinator upon arrival at the TSC to determine communication assignments.

6.12.2 Oncoming Communicators should review the TSC Chronological Flipcharts, Status Boards, and other available information prior to or during their turnover discussions.

6.12.3 When generally familiar with the event status the oncoming Communicator(s) should conduct a turnover review with their counterparts which should include (as applicable):

A. The status of communication activity in-progress in their respective areas including telephone notifications and fax transmissions.

B. Recently transmitted forms or notifications.

C. The status of links and the names of individual contacts on the link.

D. Emergency Call Logs for their respective area.

E. The status of ENS links and NRC counterparts.

6.12.4 Upon completion of the turnover the oncoming Communicator should assume the duties and inform the Support Group Leader of the turnover.

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Prepared By: [signature]	Reviewed By: [signature]	
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1.0 PURPOSE

The purpose of this procedure is to provide instructions and guidance to the Shift Manager, Control Room Supervisor and Shift Emergency Communicator (SEC) at the MNGP in the event of a Public Alert Notification System (PANS) failure or false siren activation.

2.0 APPLICABILITY

2.1 The Monticello Nuclear Generating Plant (MNGP) has been notified of a false (PANS) siren activation by local, state authorities or member(s) of the general public or,

2.2 The MNGP has been notified of a failure of the PANS system during monthly testing by Wright and Sherburne County Sheriff's Department or,

2.3 A failure of the PANS system is indicated during weekly "cancel signal" testing (Surveillance Test 1359), on monthly PANS system activation testing (Surveillance Test 1409).

3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 Site Emergency Preparedness is responsible for:

3.1.1 The overall coordination of follow-up activities and corrective actions.

3.2 Shift Manager is responsible for:

3.2.1 Coordinating the initial response activities.

3.3 Duty Shift Emergency Communicator is responsible for:

3.3.1 Performance of initial notifications under the direction of the Shift Manager.

4.0 DISCUSSION

4.1 This procedure provides a process for the rapid response to a false Public Alert Notification System (PANS) siren activation or system failure (or apparent failure). The procedure involves contacting the various authorities and agencies responsible for the immediate response and follow-up activities required in such an event.

4.2 The procedure directs the duty Shift Manager (SM) to coordinate the contacting of the various response organizations through the utilization of the Shift Emergency Communicator. The SM ***SHALL*** continue to recognize their primary responsibility is the operation of the plant. The activities directed by the procedure ***SHALL NOT*** interfere or disrupt the operation of the plant.

4.3 This procedure describes the actions to be taken when notified of a malfunctioning and/or falsing siren or sirens. A falsing siren is one that has activated due to equipment malfunction and not as a result of an activation signal from the county sheriff dispatch or a siren that has failed to shutdown after a siren activation (sirens should automatically shut down after approximately three (3) minutes of operation). The Control Room Supervisor will normally receive the report of siren malfunction or falsing. The Wright County Sheriff Dispatch, the Sherburne County Sheriff Dispatch, and/or the general public. The County Sheriff's departments are responsible for the deactivation of malfunctioning sirens.

5.0 PRECAUTIONS

5.1 All inquiries from the news media and/or general public should be directed to the Xcel Energy Communications Department. Emergency response organization personnel should not release information to the media or general public without prior approval of Chief Nuclear Officer or designee.

6.0 INSTRUCTIONS

6.1 False Siren Activation(s)

IMPORTANT: This event may be reportable in accordance with the requirements specified in 4 AWI-04.08.01 (EVENT NOTIFICATIONS).

NOTE 1: This event may require a press-release to be issued by Xcel Energy Communications Department, Form 3389 (EVENT NOTIFICATIONS).

NOTE 2: Upon notification of a false siren activation, summon the Shift Emergency Communicator (SEC) to assist (or perform) the following actions.

6.1.1 Attempt to determine the location of the malfunctioning siren(s) using the following sources:

A. Information obtained from the applicable county Sheriff's Dispatcher:

Wright County Sheriff Dispatcher	763-684-0543
Sherburne Country Sheriff Dispatcher	763-241-0801

B. Information provided by the individual reporting the falsing siren (local authorities or general public).

C. Refer to the Monticello Emergency Plant Drawing NF-108565-1, Sirens and Contours, located in the SEC Communications Room in the TSC.

D. Information from other sources which may assist in determining the location of the malfunctioning siren(s).

6.1.2 Identify the malfunctioning siren(s) by the assigned identification number indicated on Emergency Plant Drawing NF-108565-1.

6.1.3 Verify the Sheriff's department(s) has deactivated or is proceeding to deactivate the malfunctioning siren(s).

6.1.4 Notify appropriate Sheriff's Department(s) dispatcher(s) that in case of an emergency requiring siren activation, they will be required to perform special compensatory measures. These measures include the capability to perform "route-alerting" in the affected "deactivated" siren area(s).

6.1.5 Contact the Xcel Energy Communications Department with the following information:

A. A general description of the event (false activation of PANS siren(s)).

B. The location of the malfunctioning siren(s) (provide the physical locations and sirens identification number).

C. The time of the event.

D. Any other details pertinent to the event.

6.1.6 Contact a Site EP to notify them of the event.

6.2 Pans System Test Failures

IMPORTANT: This event may be reportable in accordance with the requirements specified in 4 AWI-04.08.01 and 4 AWI-04.08.02 (10CFR50.72 and 10CFR73.71 IMMEDIATE NOTIFICATION).

NOTE: The PANS system is tested weekly in accordance with Test 1359 (PUBLIC ALERT NOTIFICATION SYSTEMS (PANS) WEEKLY CANCEL SIGNAL TEST). The system is fully tested on the first Wednesday of each month. The monthly test involves the real activation of the sirens and subsequent verification that each siren was activated. In addition to the monthly test, the system is tested each week. The weekly test involves the sending of a "cancel" signal from the county sheriff's office and verification using the EVE unit and PANS computer in the TSC.

6.2.1 Upon notification of an "apparent" system failure (as indicated by the EVE unit, PANS computer, or notification by off-site authorities) determine which sirens (Wright or Sherburne County) have failed to operate.

IMPORTANT: In the case of the monthly test the notification of the siren failure will come from off-site authorities or Site EP personnel. In the case of the weekly cancel signal test the notification of siren failure will come from the plant personnel coordinating the test.

6.2.2 Contact the applicable county Sheriff Dispatchers office and request they attempt the test again.

CAUTION

If the failure occurs during the monthly activation test, DO NOT request the dispatcher activate the sirens again. A cancel signal test should be used as the verification method in lieu of another real siren activation.

Wright County Sheriff Dispatcher	763-684-0543
Sherburne Country Sheriff Dispatcher	763-241-0801

6.2.3 If, during the second test, the system functions properly, notify the applicable sheriff's dispatcher and this procedure is complete. If the system fails during the second test, contact the applicable county sheriff dispatcher's office and inform them of the system failure.

IMPORTANT: The inoperability of a siren or sirens may require special compensatory measures on the part of local authorities. These measures include the capability to perform "route-alerting" in the affected siren area(s) in the event of an emergency.

6.2.4 EP personnel should contact NELCOM Wireless (Monticello and Prairie Island Nuclear Emergency Preparedness Telephone Directory) to inform them of the apparent failure and request they respond to investigate and/or repair the malfunctioning siren(s).

7.0 FIGURES

None