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Level 2 Administrative Procedure

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1.0 PURPOSE

- 1.1** This procedure establishes responsibilities for site personnel and provides guidance for actions needed immediately before, during, and after severe weather such as tornadoes, high winds, flooding, lightning, thunderstorms, and intense precipitation.
- 1.2** This document implements applicable regulatory requirements. They are listed in Appendix A, *Regulatory Requirements Flow Down*.

2.0 SCOPE AND APPLICABILITY

This Level 2 procedure applies to the following Portsmouth Gaseous Diffusion Plant (PORTS) personnel: Fluor-BWXT Portsmouth LLC (FBP) employees, FBP Contracted Labor Resource personnel, and tenant organizations: (i.e., Ohio Valley Electric Corporation [OVEC] visitors, US Department of Energy [DOE] employees, DOE contractors/subcontractors, American Centrifuge Plant [ACP] personnel, Depleted Uranium Hexafluoride Project [DUF6] employees, and North Wind Dynamics, LLC [NWD] employees).

3.0 GENERAL INFORMATION

- 3.1** Plant site personnel and visitors must be ready to follow additional instructions on protective actions if the situation deteriorates due to the advent of an operational or classified emergency during a severe weather event.
- 3.2** This procedure addresses actions that need to be taken by the general plant population in response to severe weather conditions.

4.0 USE REFERENCES

FBP-EM-PRO-00061, *Plant Shift Superintendent and Facility Manager Actions in Severe Weather Response*

5.0 RESPONSIBILITIES

5.1 PSS/Incident Commander (IC)

Implements response actions in accordance with FBP-EM-PRO-00061.

5.2 Plant Site Personnel or Visitor

- 5.2.1** Ensures they have knowledge of designated severe weather shelter locations by accessing the Designated Severe Weather Shelter Location listing on the FBP Intranet in the Emergency Management section Severe Weather Shelter list or ACP Intranet, as necessary.
- 5.2.2** Remains in the severe weather shelters until the “ALL CLEAR” is given or the PSS/IC directs otherwise.

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- 5.2.3 Evacuates as directed by the PSS/IC in the unlikely event a Criticality Accident Alarm System (CAAS) or other evacuation alarm occurs while employees are sheltered in place (e.g., tornado warning) since the evacuation alarm takes precedence.
- 5.2.4 Remains aware of the hazards that may be present following severe weather at PORTS.
- 5.2.5 Does not re-enter any building, area, etc., affected by an emergency condition unless approved by the IC or an “ALL CLEAR” is given.
- 5.2.6 Parks government vehicles near vehicle portals during a severe weather event and enters the plant on foot and proceeds to nearest shelter.

5.3 Emergency Management

- 5.3.1 Maintains the Designated Severe Weather Shelter Location listing on the FBP intranet.

NOTE

Some DOE Contractor and ACP personnel do not have access to the FBP Intranet.

- 5.3.2 Provides a hard copy and/or electronic copy of the Designated Severe Weather Shelter Location listing to Emergency Management counterparts for ACP, DOE, and DOE contractors, as appropriate.

5.4 Protective Force Personnel

- 5.4.1 Maintains access control to damage facilities.
- 5.4.2 Ensures safeguards and security measures are maintained.

5.5 Supervisors

- 5.5.1 Remains aware of weather conditions when personnel are working outdoors.
- 5.5.2 Ensures personnel move indoors if the weather worsens and to a severe weather shelter as appropriate.

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6.0 ACTIONS

6.1 Severe Weather Shelters

Emergency Management

- 6.1.1 Maintain the Designated Severe Weather Shelter Location listing on the FBP intranet in the Emergency Management section Severe Weather Shelter list.
- 6.1.2 Provide a hard copy and/or electronic copy of the Designated Severe Weather Shelter Location listing to Emergency Management counterparts for ACP, DOE, and DOE contractors, as appropriate.

6.2 High Winds

NOTE

The PORTS site has a large quantity of temporary office facilities (trailers, modular buildings, etc.) that may be adversely impacted by high wind events.

Plant Site Personnel or Visitors

WHEN high winds are present, **THEN** remain cognizant of the weather conditions and be prepared to move to designated severe weather shelters, if necessary.

6.3 Thunderstorm Watch

NOTE

A severe thunderstorm watch means conditions are right for a severe thunderstorm to develop. Actions for a watch require only a heightened sense of awareness that weather conditions in the area may deteriorate.

The PSS will make Public Address (PA) and radio announcements to notify PORTS personnel a severe thunderstorm watch is in effect for Pike County, Ohio.

Plant Site Personnel or Visitors

- 6.3.1 Listen to all Plant PA System and Plant Radio System announcements for further information and instructions.

Supervisors

- 6.3.2 Monitor weather conditions and ensure personnel working outside are prepared to move to a shelter if the weather conditions worsen.

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6.4 Severe Thunderstorm/Lightning Warning

NOTE

A Severe Thunderstorm/Lightning Warning means a severe thunderstorm is imminent in the area. These warnings can last for long periods depending on the size and severity of the storm event.

Severe thunderstorms are generally accompanied by lightning and rain which may be heavy at times.

Announcements will be made to notify PORTS personnel of a lightning warning.

Plant Site Personnel or Visitor

6.4.1 Curtail outside work and move indoors.

Supervisors

6.4.2 Ensure personnel working outside move indoors.

Plant Site Personnel or Visitor

6.4.3 Listen to all PA and radio announcements for further information and instructions.

NOTE

Employee discretion is required to determine if personnel feel safe leaving a vehicle for a building, moving from one building to another, entering and leaving site through portals, etc., during a severe weather event. While many times it is prudent to remain inside during a weather event each person must decide if their next meeting, appointment, or other activity warrants their movement outdoors.

6.4.4 Wait for an “ALL CLEAR” to be given before returning to work activities outside.

6.5 Tornado Watch

NOTE

A Tornado Watch is a notice from the National Weather Service (NWS) that weather conditions in the watch area are favorable for the development of tornadoes or severe thunderstorms, or both.

The PSS/IC will make PA and radio announcements to notify PORTS personnel a tornado watch has been issued for Pike County, Ohio.

Plant Site Personnel or Visitor

6.5.1 Listen to all Plant PA System and Plant Radio System for further information and instructions.

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- 6.5.2** IF working outside or in facilities that do not have severe weather shelters, THEN consider relocating into a building that contains a severe weather shelter.

Supervisors

- 6.5.3** Monitor weather conditions and ensure personnel working outside are prepared to move indoors if the weather conditions worsen.

NOTE

A Tornado Warning is a notice from the NWS of a report of actual visual or radar sighting of tornado (funnel cloud) in the warning area. Persons in this area are advised to take shelter immediately.

The PSS/IC will make PA and radio announcements to notify PORTS personnel of a tornado warning for southern Pike County, Ohio. Announcements will be followed with a wailing rise and fall siren for a period of three to five minutes indicating personnel should take cover immediately.

6.6 Tornado Warning

Plant Personnel or Visitor

IF the PSS/IC has declared a tornado warning or the tornado warning sirens are sounding, THEN perform the following:

NOTE

The safest area in a building with no basement is on the bottom floor preferably in a small closet, room, or hallway nearest the building's center and away from windows.

Posted signs in buildings direct personnel to approved designated severe weather shelters (see Appendix B, *Examples of Severe Weather Sheltering Directional Signs*).

The listing of Designated Severe Weather Shelter Locations is posted on the FBP Intranet under the Severe Weather Shelter link. The Severe Weather Shelter Locations for ACP facilities is located on the ACP Intranet.

- 1) Proceed immediately to a designated severe weather shelter.
- 2) Restrict travel between buildings except to reach designated severe shelter areas.
- 3) In the unlikely event a CAAS or other evacuation alarm occurs while employees are sheltered in place (i.e., tornado warning), the evacuation alarm takes precedence and employees will evacuate as directed by the PSS/IC.

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- 4) **IF** outside with **NO** designated shelter nearby, **THEN** seek best available protection such as a culvert or depression in ground.
- 5) **DO NOT** leave designated severe weather shelter areas until the take cover order has been terminated by the declaration of an “ALL CLEAR”.

6.7 Accessing the Limited Area During a Tornado Warning

Plant Personnel or Visitor

NOTE

During a tornado warning, the MAC II Portals at X-108A or X-108B Pedestrian Portal will be switched to free wheel status to allow unrestricted entry to the Limited Area.

Protective Force Officers will evacuate the portals to take cover.

- 6.7.1** Access the portal by pushing on the turnstile and walk through.

NOTE

Uncleared personnel entering the Limited Area should advise a cleared individual of their uncleared status.

No escort requirements are in place during this emergency condition.

- 6.7.2** **IF** entering the X-108A MAC II Portal, **THEN** follow the signs to the X-104A Indoor Firing Range Designated Severe Weather Shelter.
- 6.7.3** **IF** entering the X-108B MAC II Portal, **THEN** proceed into the X-720 and enter a Designated Severe Weather Shelter.
- 6.7.4** **IF** entering X-108S MAC II Portal (X-151 Trailer Area), **THEN** proceed into a Designated Severe Weather Shelter.
- 6.7.5** **WHEN** approaching the drive gate in a vehicle, **THEN** perform the following:
- 1) Pull your vehicle to the side of the road and park. **DO NOT** block the vehicle gates.
 - 2) Exit the vehicle.
 - 3) Enter through the MAC II Portal.
 - 4) Proceed to nearest Severe Weather Shelter.

6.8 After Tornado Warning Has Passed the PORTS Reservation

Plant Personnel and Visitor

- 6.8.1** Plant personnel and visitors exit the designated severe shelters when an “ALL CLEAR” has been declared by the PSS/IC.

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- 6.8.2** Exercise extreme caution when moving around plant-site after a tornado event and be alert for the following:
- Additional PA and radio warnings and instructions related to ongoing plant emergency conditions resulting from the tornado
 - Fallen electric wires
 - Broken steam lines
 - Radioactive material release and/or chemical reactions, other toxic chemicals, or hazardous waste materials
 - Falling objects in, on, or from damaged buildings
 - Potential criticality hazards due to rearrangement or damage of equipment, containers, or cylinders containing uranium causing unsafe spacing, geometry, or loss of moderator control
 - Fires
- 6.8.3** **DO NOT** re-enter any building, area, etc., affected by an emergency condition unless approved by the PSS/IC or an “ALL CLEAR” is issued.
- 6.8.4** Plant personnel, visitors, and subcontractors report emergencies by any of the following methods:
- Calling 911 on plant telephones
 - Calling 740-897-2444 from a cell phone
 - Using a plant radio
 - Activating a fire alarm box
 - Reporting in person to the X-300 or X-1007 Fire Station, if accessible

Protective Force Personnel

- 6.8.5** Control access to damaged structures.
- 6.8.6** Ensure safeguards and security measures are maintained.

6.9 Flooding/Intense Precipitation

Plant Site Personnel or Visitor

- 6.9.1** **IF** localized flooding is observed such as that caused by clogged storm drains or rain induced building/equipment damage, **THEN** report events to the PSS.

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6.9.2 IF standing water is encountered on roadways or other areas, THEN do not drive through it.

7.0 RECORDS

7.1 Records Generated

None

7.2 Requirements

Records generated or received as a result of performing this procedure shall be managed according to FBP-BS-PRO-00062, *Records Management Process*.

8.0 DEFINITIONS/ACRONYMS

8.1 Definitions

- A. Accountability** — The formal accounting of personnel following an event which endangers the health and safety of personnel.
- B. Flooding/Intense Precipitation** — Rain of such magnitude and duration that water is unable to drain quickly enough to prevent a rise in water levels that may endanger personnel and property.
- C. Incident Commander (IC)** — The individual responsible for the management of field incident operations. Normally, at PORTS the IC is the PSS on duty.
- D. Lightning Watch** – Similar to a thunderstorm watch issued by the NWS to identify a relatively large area in which conditions are favorable for lightning. A lightning watch can be through the lightning detection system, visual sightings, radio or weather/pager/phone alerts, or other means. A watch range is 5 -10 miles.
- E. Lightning Warning** – Similar to a thunderstorm warning issued by the NWS to inform the population of a specific area that lightning is imminent and in their location. A lightning warning can be through the lightning detection system, visual sightings, radio or weather/pager/phone alerts, or other means. A warning range is 0 -5 miles.
- F. Severe Thunderstorm** — A severe thunderstorm produces wind speeds of up to at least 58 mph or hailstones three-quarters of an inch or larger in diameter. It may produce dangerous lightning and, during downbursts, produce straight-line winds of 150 mph or faster.
- G. Severe Thunderstorm Warning** — Issued by the NWS when either a severe thunderstorm is indicated by the radar or a spotter reports a severe thunderstorm producing hail one inch or larger in diameter and/or winds equal to or greater than 58 miles per hour. Severe thunderstorms can produce tornadoes with little or no advance warning.

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- H. Severe Thunderstorm Watch** — Issued by the NWS when conditions are favorable for the development of severe thunderstorms in and close to the watch area.
- I. Tornado** — A violently rotating column of air, usually pendant to a cumulonimbus, with circulation reaching the ground. It nearly always starts as a funnel cloud and may be accompanied by a loud roaring noise. On a local scale, it is the most destructive of all atmospheric phenomena.
- J. Tornado Warning** — This is issued by the NWS when a tornado is indicated by the WSR-88D radar or sighted by spotters; therefore, people in the affected area should seek safe shelter immediately. They can be issued without a Tornado Watch being already in effect. They are usually issued for a duration of around 30 minutes.
- K. Tornado Watch** — This is issued by the National Weather Service when conditions are favorable for the development of tornadoes in and close to the watch area. Their size can vary depending on the weather situation. They are usually issued for a duration of 4 to 8 hours. They normally are issued well in advance of the actual occurrence of severe weather.

8.2 Acronyms

- A. ACP** – American Centrifuge Plant
- B. CAAS** – Criticality Accident Alarm System
- C. DOE** – Department of Energy
- D. FBP** – Fluor-BWXT Portsmouth LLC
- E. NWD** – North Wind Dynamics, LLC
- F. NWS** – National Weather Service
- G. PA** – Public Address
- H. PORTS** – Portsmouth Gaseous Diffusion Plant
- I. PSS** – Plant Shift Superintendent

9.0 SOURCE REFERENCES

- A.** FBP-EM-PDD-00002, *Emergency Management Program*
- B.** FBP-EM-PL-00026/DUF₆-PLN-045, *Site Emergency Plan*
- C.** FBP-EM-PRO-00010, *Accountability*
- D.** FBP-EM-PRO-00011, *Evacuation*

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- E.** FBP-EM-PRO-00013, *Notification for Classified Emergencies, Operational Emergencies, and Occupational Safety and Health Administration (OSHA) Reporting Requirements*
- F.** FBP-EM-PRO-00016, *Incident Command System*
- G.** FBP-EM-PRO-00017, *Activation of the Emergency Response Organization and Continuity of Operations Emergency Response Group*
- H.** FBP-EM-PRO-00018, *Joint Information Center (JIC) Concept of Operations*
- I.** FBP-EM-PRO-00020, *Emergency Categorization and Classification*
- J.** FBP-EM-PRO-00036, *Development, Maintenance, and Inspection of Facility Emergency Packets and Emergency Action Plans*
- K.** FBP-EM-PRO-00038, *Mutual Aid*
- L.** FBP/PORTS-444, *Documented Safety Analysis for the X-345 and X-744G Facilities at the Portsmouth Gaseous Diffusion Plant Piketon, OH*
- M.** POEF-FBP-001, *Basis for Interim Operation of Former Uranium Enrichment Facilities (FUEF) at the Portsmouth Gaseous Diffusion Plant Piketon, OH*
- N.** POEF-FBP-024, *Documented Safety Analysis for Decontamination and Decommissioning of the X-330 and X-333 Process Buildings Portsmouth Gaseous Diffusion Plant Piketon, OH*

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Appendix A
REGULATORY REQUIREMENTS FLOW DOWN

DOE O 151.1D, *Comprehensive Emergency Management System*

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