

APPROVED  
By the Order No. ĮsTa \_\_\_\_\_  
of \_\_/\_\_/\_\_\_\_\_  
Director General  
of SE Ignalina Nuclear Power Plant

**DESCRIPTION OF THE PROCEDURE  
FOR ISSUING APPROVAL  
TO A PERSON TO PERFORM OTHER ACTIVITIES PERMITTED BY LAW  
IN THE SANITARY PROTECTION ZONE OF A NUCLEAR ENERGY  
FACILITY, PREPARATION OF A SAFETY SUBSTANTIATING  
DOCUMENT, PREPARATION OF EXPOSURE DOSE ASSESSMENT,  
PERIODIC ASSESSMENT, AND RENEWAL OF SUSPENDED APPROVAL**

**CHAPIER I  
GENERAL PROVISIONS**

1. The Description of the Procedure for Issuing Approval to a Person to Perform Other Activities Permitted by Law in the Sanitary Protection Zone of a Nuclear Power Facility, Preparation of a Document Substantiating Safety, Preparation of Exposure Dose Assessment, Periodic Assessment, Renewal of Suspended Approval (hereinafter referred to as the Description) determines the procedure for issuing approval for third parties (hereinafter referred to as persons) to perform other activities permitted by law (hereinafter referred to as other activities) in the sanitary protection zone (hereinafter referred to as the SPZ) of the nuclear power facilities of State Enterprise Ignalina Nuclear Power Plant (hereinafter referred to as the Ignalina NPP or INPP), preparation of a safety substantiating document, assessment of individual exposure doses, periodic assessment of persons' activities and renewal of suspended approval for other activities.

2. The present Description has been prepared in accordance with:

- 2.1. Law on Nuclear Safety of the Republic of Lithuania;
- 2.2. Law on Nuclear Energy of the Republic of Lithuania;
- 2.3. Law on the Protection of Objects of Importance to Ensuring National Security of the Republic of Lithuania;
- 2.4. Law on Special Land Use Conditions of the Republic of Lithuania;
- 2.5. Resolution No. 1458 of 15 December 2000 of the Government of the Republic of Lithuania "On the List of Objects of State Fees and Charges, their Value and Approval of Rules on Payment and Refund";
- 2.6. Lithuanian Hygiene Standard HN 73:2018 „Basic Standard of Radiation Protection“ approved by the Order No. 663 of 21 December 2001 of the Minister of Health of the

Republic of Lithuania „On Approval of the Lithuanian Hygiene Standard HN 73:2018 „Basic Standard of Radiation Protection“;

2.7. Lithuanian Hygiene Standard HN 99:2019 “Protection of Residents in Case of Radiological or Nuclear Accident” approved by the Order No. V-1040 of 7 December 2011 of the Minister of Health of the Republic of Lithuania „On Approval of the Lithuanian Hygiene Standard HN 99:2019 “Protection of Residents in Case of Radiological or Nuclear Accident”.

2.8. Description of the Procedure for Obtaining Approvals to Perform Other Activities Allowed by Law in the Sanitary Protection Zone of a Nuclear Power Facility, approved by the Order No. 1-345/V-2322/22.3-200 of 21 October 2020 of the Minister of Energy of the Republic of Lithuania, the Minister of Health of the Republic of Lithuania and the Head of the State Atomic Energy Safety Inspectorate “On Approval of the Description of the Procedure for Obtaining Approvals to Perform Other Activities Allowed by Law in the Sanitary Protection Zone of a Nuclear Power Facility”;

2.9. Nuclear Safety Requirements BSR-1.3.1-2020 “Enforcement of Emergency Preparedness in Nuclear Installations” approved by the Order No. 22.3-18 of 21 January 2020 of the Head of the State Nuclear Power Safety Inspectorate „On Approval of the Nuclear Safety Requirements BSR-1.3.1-2020 “Enforcement of Emergency Preparedness in Nuclear Installations”;

2.10. Nuclear Safety Requirements BSR-1.9.3-2016 “Radiation Protection in Nuclear Facilities” approved by the Order No. 22.3-95 of 6 October 2011 of Head of the State Nuclear Power Safety Inspectorate “On Approval of the Nuclear Safety Requirements BSR-1.9.3-2016 “Radiation Protection in Nuclear Power Facilities ”.

3. The definitions used in this Description correspond to the definitions used in the legislation specified in Clause 2 of the Description.

## **CHAPTER II**

### **SUBMISSION OF AN APPLICATION, ITS REVIEW AND INITIAL EVALUATION**

4. Persons seeking approval to perform other activities at the sanitary protection zone of State Enterprise Ignalina Nuclear Power Plant (hereinafter referred to as INPP SPZ) must submit the filled-in application form to the INPP provided for in Annex 1 to this Description.

5. Together with the application, a person must submit:

5.1. A written undertaking (the form is provided for in Annex 2 of this Description);

5.2. The person’s emergency preparedness plan intended to protect residents participating in other activities performed by the person and the person’s contractors from the possible consequences of a nuclear or radiological accident at a nuclear energy facility (s), providing for the training of residents participating in other activities performed by the person and the person’s

contractors (the form of the emergency preparedness plan is provided for in Annex 3 to the Description);

5.3. Information about the types of waste (if any) and by-products (if any) generated during the performance of other activities and their disposal methods;

5.4. Information about possible industrial accidents and potential emergency situations that may occur during the person's other activities with an assessment of possible consequences;

5.5. An environmental impact assessment report of the planned economic activity or the selection information regarding the environmental impact assessment, if these documents must be prepared for other activities planned to be carried by the person, in accordance with the Law on the Environmental Impact Assessment of the Proposed Economic Activity of the Republic of Lithuania;

5.6. A conclusion issued by the Commission for Coordination of Protection of Objects of Importance to Ensuring National Security regarding the applicant's compliance with the criteria for the assessment of an investor's conformity to national security interests established in the Law on the Protection of Objects of Importance to Ensuring National Security of the Republic of Lithuania and that the applicant does not pose a threat to national security interests. In case a negative conclusion regarding the applicant is received, no further actions related to the issuance of approval for the person to perform other activities at the INPP SPZ shall be carried out.

6. Before submitting the documents specified in Clause 5 of the Description, the person must pay for the initial assessment of these documents and submit a document confirming the payment together with the application.

7. Upon receipt of a person's application and a document confirming that a payment has been made in accordance with the approved tariff, the Ignalina NPP shall perform an initial assessment of the sufficiency of information (data) within 5 working days. If any deficiencies or errors are identified during this assessment, the applicant shall be notified in writing of the need to submit the missing documents or to correct the deficiencies in the formalization of the documents and shall be warned that the deadline for making a decision on approval to perform other activities is counted from the date of receipt of all properly formalized and submitted documents. If the application and other mandatory documents specified in this Description are submitted as required, the person shall be informed about the readiness of the Ignalina NPP to conduct the assessment of the radiation exposure of residents participating in other activities planned by the person, including residents participating in the activities of contractors, and about the readiness to prepare a document on the safety, provided the results of the radiation exposure assessment are favourable in respect to the applicant.

**CHAPTER III**  
**PROCEDURE FOR THE PREPARATION OF A SAFETY SUBSTANTIATING**  
**DOCUMENT AND THE ASSESSMENT OF INDIVIDUAL EXPOSURE DOSES**

8. A person, being informed about the sufficiency of the initially provided information, shall pay for the assessment of the exposure doses of the residents participating in the planned other activities, including the residents participating in the activities of contracting organizations, the preparation of a document substantiating the safety, taking into account the person's planned other activities, and submit a document confirming the payment. If the person is going to perform activities in several different locations of the INPP SPZ, the exposure dose assessment shall be carried out individually in respect of such SPZ locations and the assessment of each SPZ location shall be paid separately.

9. A working group of employees competent to assess the applicant's information shall be formed within 3 working days by the order of the General Director of the Ignalina NPP for the purpose of the preparation of a safety substantiating document regarding the activities of persons at the INPP SPZ, the assessment of the individual exposure doses and the decision on approval (disapproval).

10. The assessment of the exposure doses of residents participating in other activities planned by a person, including residents participating in the activities of contracting organizations, shall be carried out in accordance with the methodology coordinated with the State Nuclear Power Safety Inspectorate (hereinafter referred to as VATESI).

11. If, during the assessment, it is established that the established limited dose 0.2 mSv/year might be exceeded, the further preparation of the safety substantiating document shall be terminated and the applicant shall be refunded the payment he made for the preparation of this document and he shall be notified in writing about the termination of further actions.

12. If during the assessment it is determined that the limited dose of 0.2 mSv/year will not be exceeded, then the impact of the activities of persons (including their contractor organizations) on the nuclear power objects of the Ignalina NPP shall be assessed based on the applicant's data provided for in Annex 1 to this Description. The safety substantiating document (report) shall assess the impact of a person's activities on the nuclear power objects of the Ignalina NPP:

12.1. On the limit values and conditions of normal and safe operation parameters (hereinafter referred to as the operating conditions and limits);

12.2. On the condition of structures, constructions, systems and components important to safety, its assessment and the technical maintenance of these structures;

12.3. On physical and cyber security;

12.4. On nuclear and radiation safety;

- 12.5. On fire safety;
- 12.6. On environmental protection and environmental monitoring;
- 12.7. On the safety and health of personnel, including the personnel of suppliers providing services to the Ignalina NPP or performing works;
- 12.8. On emergency preparedness;
- 12.9. On the performed and planned-to-be-performed licensed activities (construction, demolition, radioactive waste and/or spent nuclear fuel management works) during the period of the person's planned activities at the INPP SPZ.

13. The safety substantiating document shall also contain information confirming that, in case of positive approval of the Ignalina NPP for the person to perform other activities, the limit activity of radionuclides emitted into the environment will not lead to exceeding the limited exposure dose of the residents participating in other activities.

14. If after carrying out the assessment referred to in Clause 12 the possibility of negative impact due to the activities of other persons on the nuclear energy objects of the Ignalina NPP is established, the safety substantiating document (report) shall describe the possible measures (organizational and/or technological) to compensate for the identified negative impact, which the person shall implement at his own expense in order he could be issued the approval to perform other activities at the INPP SPZ, and he shall be instructed to submit a preliminary plan for the implementation of compensatory measures.

15. If a person fails to submit a plan for the implementation of compensatory measures described in Clause 14 of the Description to the Ignalina NPP within the set deadline, the procedure for issuing the approval shall be terminated.

#### **CHAPTER IV PROCEDURE FOR ISSUING AND REVOCATING APPROVAL TO PERFORM OTHER ACTIVITIES**

16. After preparing a safety substantiating document (report), the applicant shall be contacted in writing with a request to pay the fee to the settlement account of the Ignalina NPP for the adoption of the decision on the approval of other activities in accordance with the Resolution No. 1458 of 15 December 2000 of the Government of the Republic of Lithuania "On the List of Objects of State Fees and Charges, their Value and Approval of Rules on Payment and Refund" and to submit a document confirming the payment. After receiving the payment, the Ignalina NPP shall transfer the payment to VATESI's current account within 5 working days. The time of payment of the fee for VATESI's decision on the approval of the license holder to perform other activities in accordance

with the legislation of the Republic of Lithuania and the time of submission of the document confirming the payment is not included in the 90-calendar-day period set for obtaining approval to perform other activities permitted by law at the INPP SPZ.

17. A prepared safety substantiating document (report), approved by the Director General of the Ignalina IPP, which also must contain an assessment of the exposure doses of the residents participating in other activities planned by the person, including the exposure doses of the residents participating in the activities of contracting organizations, shall be submitted to VATESI in order it could pass a decision on the license holder's approval for the person to perform other activities at the INPP SPZ. At the same time, a plan for the implementation of compensatory measures specified in Clause 14 of this Description shall be presented if the person is required to prepare such a plan according to the conclusions of the safety substantiating document (report).

18. The comments and deficiencies received by VATESI regarding the safety substantiating document (report) shall be evaluated and eliminated according to the procedure established by the Ignalina NPP. If comments are submitted regarding the content of the compensatory measure implementation plan, then the person shall be addressed in writing with a request to clarify/adjust the plan. The time of adjustment of the compensatory measure implementation plan shall not be included in the 90-calendar-day period set for obtaining approval to perform other legally permitted activities at the INPP SPZ.

19. Upon receipt of the official letter from VATESI about the readiness to approve the safety substantiating document and to give consent for the approval by the Ignalina NPP for other activities of the person, it shall be necessary to receive the written commitment of the person within 5 working days to implement the planned compensation measures within the specified period, if such measures are necessary. In case of a substantiated request of the person, the deadline for submitting the undertaking can be extended. In this case, the Safety Supervision and Quality Management Department of the Ignalina NPP (hereinafter referred to as the SS and QMD) will contact the person in writing within 3 working days regarding the submission of a written undertaking. The time for submitting the person's written undertaking shall not be included in the 90-calendar-day period for obtaining approval to perform other activities at the INPP SPZ. If there are no deficiencies in the compensation measure implementation plan prepared by the person or if its preparation was not necessary, then the actions indicated in Clause 20 of the Description shall be carried out. Approval to perform other activities at the INPP SPZ shall be issued after all planned compensation measures have been implemented.

20. Before issuing approval to a person to perform other activities, the Ignalina NPP shall organize an on-site assessment of other activities in order to make sure that the other activities planned by the person corresponds to the nature of the activities, the scope of the activities or other

conditions of activities that were declared when submitting the application for approval to perform other activities, also whether the person's other activities will not disrupt the operation of the nuclear energy facility, will not interfere with ensuring the compliance with the requirements of nuclear, radiation, physical safety and emergency preparedness and/or will not interfere with the carrying out the construction and demolition of nuclear energy facilities and radioactive waste and spent nuclear fuel management works, as well as whether the assumed written obligations are being followed which were submitted by the person when seeking for approval to perform other activities at the INPP SPZ. The representatives of VATESI shall be invited to participate in the assessment of other activities planned by the person.

21. The assessment shall be organized and carried out, and the results shall be executed by the employees of the safety supervision group of the Safety Supervision and Quality Management Department of the Ignalina NPP.

22. No later than 10 calendar days before the assessment, the assessment plan and a list of participants shall be communicated to the person.

23. During the assessment, the person shall allow the evaluators to familiarize themselves with the requested documents (information), enter the premises of the planned activity in order to make sure that the activity planned by the person corresponds to the nature of the activity, the scope of the activity and other conditions of the activities, which were declared when submitting the application for approval to perform other activities.

24. If, during the assessment referred to in Clause 20, it is determined that the person's planned other activities will disrupt the operation of nuclear power plant facilities and prevent the implementation of the requirements of nuclear, radiation and physical safety and emergency preparedness and/or construction and demolition of nuclear power facilities, radioactive waste and spent nuclear fuel management works, as well as if the written commitments submitted by the person when seeking for approval to perform other activities are not complied with, the assessment report shall indicate the circumstances and identified deficiencies. If the identified deficiencies are not eliminated within the specified time and factual evidence is not provided, the Ignalina NPP shall not approve the person's request regarding the performance of other activities, and the approval procedure shall be terminated. The Ignalina NPP shall inform the person about the adopted decision in writing.

25. With VATESI's consent for the approval of other activities of a person and the approval of the Radiation Protection Centre (hereinafter referred to as the RPC) and with the favourable conclusions of the assessment referred to in Clause 20, a person shall be granted approval to perform other activities at the INPP SPZ (the form is provided for in Annex 4 to this Description).

26. The Ignalina NPP, when making a decision on approval to perform other

activities, may issue approval by determining its validity period, when a person indicates in his application that an activity will be carried out for a limited period, or issue approval for an indefinite period.

27. The first assessment after granting approval to perform other activities at the INPP SPZ to a person shall be carried out no later than 6 months after the start of an activity. The applicant shall notify the Ignalina NPP in writing about the actual start of activity no later than 5 working days before its start. If the applicant does not notify about the start of the actual activity, the Ignalina NPP shall have the right to conduct assessments on-site of other activities being carried out at any time, and in case of non-compliance of the activities being carried out with the conditions of the approval, to apply appropriate measures of impact (to terminate or revoke the approval).

28. Every three years, the Ignalina NPP, together with the representatives of VATESI and the RPC, will conduct a periodic assessment during which they will make sure at the place of performance of other activities that the activities performed by a person comply with the nature of the activities, the scope of the activities as well as other conditions of the activities that were declared when submitting the application for approval to perform other activities, will make sure that the measures specified by the Ignalina NPP have been implemented aimed at the compensation for the impact of other activities performed by the person on nuclear energy facilities and that the activities allow to ensure the implementation of the requirements of nuclear, radiation and physical safety and emergency preparedness, and do not conflict with the requirements set forth in the Law on Special Land Use Conditions, Description of the Procedure for Obtaining Approvals to Perform Other Activities Allowed by Law in the Sanitary Protection Zone of a Nuclear Power Facility, approved by the Order No. 1-345/V-2322/22.3-200 of 21 October 2020 of the Minister of Energy of the Republic of Lithuania, the Minister of Health of the Republic of Lithuania and the Head of the State Atomic Energy Safety Inspectorate “On Approval of the Description of the Procedure for Obtaining Approvals to Perform Other Activities Allowed by Law in the Sanitary Protection Zone of a Nuclear Power Facility” or in other legal acts regulating the determination of special land use conditions, nuclear, radiation, physical safety and emergency preparedness, and how the person during the performance of other activities adheres to the written obligations that he gave when receiving approval from the Ignalina NPP to perform other activities.

29. The Ignalina NPP shall notify a person about the dates of the scheduled periodic assessment and shall request payment for the assessment before the assessment date. If the applicant does not pay for the performance of the periodic assessment, the charge shall be recovered in accordance with the procedure established by the legislation.

30. The Ignalina NPP shall initiate an extraordinary assessment at the place of performance of other activities if information is received about possible inconsistencies in other



activities performed by a person. The representatives of VATESI and the RPC along with the representatives of the Ignalina NPP shall participate in the extraordinary assessment of the nuclear power facility, in order to inspect according to their competence whether the requirements of the legislation regulating nuclear and radiation safety are being met.

31. The procedure for periodic and extraordinary assessment shall correspond to the provisions of Clauses 21–24 of this Description.

32. The Ignalina NPP shall suspend or revoke the approval to perform other activities at the INPP SPZ and shall notify the person performing other activities by an official letter about this, if one of the following circumstances is established:

32.1. If the person's activity interferes with ensuring the safe operation (decommissioning) of the nuclear power facilities of the Ignalina NPP, ensuring the requirements of nuclear, radiation, physical safety and emergency preparedness, and/or carrying out construction and demolition of nuclear power facilities, radioactive waste and spent nuclear fuel management;

32.2. When the other activity actually performed by the person does not correspond to the nature of the activity, the scope of the activity or other conditions of the activity, which were declared when submitting the application for approval to perform other activities and/or contradicts the requirements established in the Law on Special Conditions of Land Use or other legal acts regulating the determination of special conditions of land use and nuclear, radiation, physical safety and emergency preparedness;

32.3. If the identified deficiencies (recommendations are implemented) are not eliminated in a timely and appropriate manner upon establishing of unfavourable results of a periodic assessment or the person does not fulfil the conditions specified in the written commitments submitted to the Ignalina NPP;

32.4. If the person does not pay for a periodic assessment within the specified period;

32.5. If there is a threat to the national security of the Republic of Lithuania in relation to the activities performed by the person as well as a threat to the compliance with the interests of the national security established for an investor in the Law on the Protection of Objects of Importance to Ensuring National Security

33. The Ignalina NPP shall notify the person about the cancellation of approval for other activities by phone, if a nuclear or radiological accident occurs, as a result of which the Ignalina NPP declares an emergency preparedness.

34. The Ignalina NPP, indicating the circumstances, shall notify VATESI and the RPC in writing about the issuance or suspension of the approval for this activity, of the renewal of the suspended approval.

35. If the activity operator does not stop the activity after the Ignalina NPP has taken

a decision to suspend or revoke the approval, then the following authorities shall be notified in writing about a possible threat to the safety of the nuclear power facility:

35.1. VATESI;

35.2. Ministry of Energy of the Republic of Lithuania;

35.3. Local municipal administration;

35.4. Radiation Protection Center.

36. The Ignalina NPP shall renew the approval to perform other activities when the person removes the reasons for which the approval was suspended and provides evidence that the reasons have been removed and the payment has been made (the payment which is to be paid for the initial application and all assessments for the issuance of the approval to perform other activities). If necessary, an on-the-spot assessment of the person's other activity may be carried out in accordance with the procedure provided for in Clause 20 of this Description.

## **CHAPTER V MANAGEMENT OF DOCUMENTS AND DATA RECORDS**

37. A person seeking approval to PERFORM other activities at the INPP SPZ shall provide a document registration number to the prepared emergency preparedness plan (see Annex to 3 of the Description) in accordance with his documentation plan.

38. Approval to perform other activities in the territory of the INPP SPZ takes effect from the date of its registration, if no other date of its entry into force is specified in the approval.

## **CHAPTER VI FINAL PROVISIONS**

39. This Description shall be revised as needed, as well as in the event of changes in the legal acts setting the requirements for nuclear, radiation and physical safety and emergency preparedness.

40. All decisions made by the Ignalina NPP can be appealed in accordance with the procedure established by the legislation.

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COORDINATED BY THE LETTER OF  
VATESI  
2022-12-28\_ Nr. (3.1Mr-43) 22.1-851

COORDINATED BY THE LETTER OF

the Ministry of Energy  
2022-12-28\_ Nr. (12.11-14Mr) 3-2427

COORDINATED BY THE LETTER OF  
the Radiation Protection Centre  
2023-01-05\_ Nr. (1.28 E) 2-28

to the Description of the Procedure for Issuing Approval to a Person to Perform Other Activities Permitted by Law in the Sanitary Protection Zone of a Nuclear Power Facility, Preparation of a Document Substantiating Safety, Preparation of Exposure Dose Assessment, Periodic Assessment, Renewal of Suspended Approval

**(Form of Application to Conduct an Assessment of the Impact of Other Activities Planned to be Performed in the Sanitary Protection Zones of SE Ignalina Nuclear Power Plant and to Approve it)**

\_\_\_\_\_  
(Name of legal entity / Name and surname of natural person)

\_\_\_\_\_  
(Legal form of legal entity, code, registered office address, telephone number, e-mail address / Personal identification number of natural person (if the natural person does not have the number, then the exact date of birth), correspondence address, telephone number, e-mail address)

Attn.: SE Ignalina nuclear power plant

**APPLICATION  
TO CONDUCT AN IMPACT ASSESSMENT OF THE  
\_\_\_\_\_ ACTIVITY PLANNED TO BE**

*(Activity)*

**PERFORMED IN THE SANITARY PROTECTION ZONE OF A NUCLEAR  
POWER FACILITY AND TO GRANT APPROVAL**

\_\_\_\_\_ No. \_\_\_\_\_  
(Date)

I hereby ask you to conduct an impact assessment of the activity planned to be performed (being performed) in the sanitary protection zone of a nuclear power facility of the Ignalina NPP, taking into account the data describing the activity presented in the following table, and, in case of favourable assessment results and the decisions of the RPC and VATESI, to issue the appropriate approval.

No.	Data
1.	<b>Description of the nature of the activity.</b> <i>(The activity is indicated taking into account the Classification of Economic Activities, approved by the Order No. DJ-226 of 31 October 2007 of the Director General of the Department of Statistics under the Government of the Republic of Lithuania.)</i>
2.	<b>Place of the activity.</b> <i>(The specific place where the activity is intended to be performed (being performed, with the distances to the sanitary protection zone of the nuclear power facility of the Ignalina NPP. It is necessary to describe the transport routes used during the performance of the activity. A map, plan or diagram, the area of land required for performing other activities (including the protection zone of the assets participating on the other activities).</i>
3.	<b>Technologies (equipment) and materials used in the activity.</b> <i>(A list of devices planned to be applied/used (being applied and used) in the applicant's activities is specified. If potentially dangerous equipment is used in the activity, it is necessary to indicate the classification of such equipment into categories according to the list of parameters of potentially dangerous equipment categories, approved by the Resolution No. 61 of 29 January 2020 of the Government of the Republic</i>

	<i>of Lithuania. Data on hazardous and chemical substances used in the activity (if any) are to be provided. Information on possible industrial accidents and potentially emergency (internal and external) situations in the activity, their consequences and preparedness to manage them, including informing the Ignalina NPP. The types of raw materials used in the activity, their supply, their storage locations.</i>
4.	<b>Legality of the activity.</b> <i>(A list of legal acts of the Republic of Lithuania, EU directives and standards regulating the legal activities of the applicant is to be provided)</i>
5.	<b>Energy resources are necessary to carry out the activity.</b> <i>(The maximum need for energy resources (electricity, heat, gas, water, etc.) required for the performance of the activities for the year is to be provided along with a description of how this will be ensured).</i>
6.	<b>Scope and duration of activities.</b> <i>(The maximum volume of the activities to be performed per month and the duration of time for which approval is to be obtained. Information on the types of waste generated during the activity (if any), by-products (if any) and their disposal methods)</i>
7.	<b>Personnel involved in the activity.</b> <i>(The number of residents (personnel) who will participate in other activities, including residents (personnel) of contractor organizations who will participate in the activities, and information about the conditions of work in the sanitary protection zone of the nuclear energy facility (s) that may affect the exposure of the specified residents, i. e. work schedule, description of work places, catering of employees during breaks)</i>

## ATTACHED:

1. Emergency preparedness plan (*Document number, number of pages*).
2. Information about possible industrial accidents and potential emergency situations related to the other activities performed by the person with an assessment of possible consequences.
3. Environmental impact assessment report of the planned economic activity (*Document number, number of pages*).

Note. Other environmental impact assessment information may be submitted, if these documents must be prepared for other activities planned to be performed by the person, in accordance with the Law on Environmental Impact Assessment of Planned Economic Activities of the Republic of Lithuania.

4. Written commitment (the form is provided for in Annex 2 to this Description).
  5. Document confirming the payment for the initial evaluation of documents.
  6. Information about the types of waste (if any) and by-products (if any) generated in other activities and their disposal methods.
  7. The conclusion of the Coordination Commission for the Protection of Objects of Importance to Ensuring National Security regarding the applicant's compliance with the criteria for assessing compliance with national security interests established for the investor in the Law on the Protection of Objects of Importance to Ensuring National Security of the Republic of Lithuania and that the applicant does not pose a threat to national security interests.
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Annex 2  
to the Description of the Procedure for Issuing  
Approval to a Person to Perform Other Activities  
Permitted by Law in the Sanitary Protection Zone  
of a Nuclear Power Facility, Preparation of a  
Document Substantiating Safety, Preparation of  
Exposure Dose Assessment, Periodic Assessment,  
Renewal of Suspended Approval

**(Form of a Written Undertaking that Other Activities, Including Activities Performed by  
Contractors, Will Be Suspended or Terminated)**

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*(Name of legal entity / Name and surname of natural person)*

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*(Legal form of legal entity, code, registered office address, telephone number, e-mail address / Personal  
identification number of natural person (if the natural person does not have the number, then the exact date of  
birth), correspondence address, telephone number, e-mail address)*

## UNDERTAKING

\_\_\_\_\_ No. \_\_\_\_\_  
(Date)

1. I hereby undertake to ensure that the activities performed in the sanitary protection zone of SE Ignalina Nuclear Power Plant, including the activities performed by contractors, will be stopped or terminated within 1 hour upon receipt of a verbal or written notification of a nuclear or radiological accident at the nuclear power facility, or upon submission of a written reasoned notification to the license holder that the activities being performed, including the activities performed by contractors, disrupt the activities of the nuclear power facilities managed by SE Ignalina Nuclear Power Plant and interfere with ensuring of the fulfilment of the requirements of nuclear, radiation and physical safety and emergency preparedness, and I hereby confirm that I will not make any financial claims related by the losses of other activities due to the aforementioned reasons.

2. I hereby undertake to indemnify the license holder for all losses incurred as a result of non-fulfilment of the obligation specified in Clause 1 of this Undertaking.

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*(Name of legal entity / Name and surname of natural person)*

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(Emergency Preparedness Plan Form)

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*(Name of legal entity / Name and surname of natural person)*

**EMERGENCY PREPAREDNESS PLAN**

\_\_\_\_\_ No. \_\_\_\_\_  
(Date)

**1. PURPOSE**

To establish the responsibilities and actions of *(Name of legal entity / Name and surname of natural person)*, the personnel providing services to him and the visitors in the event of:

- 1.1. Industrial accidents and emergency situations (internal and external) occurred in the course of activities in the sanitary protection zone of a nuclear energy facility of SE Ignalina Nuclear Power Plant;
- 1.2. Upon receipt of civil safety signals and voice announcements (verbal notifications) from SE Ignalina Nuclear Power Plant regarding accidents at nuclear energy facilities or emergency situations.

**2. SCOPE OF APPLICATION**

2.1. This plan is designed for/aimed at:

- 2.1.1. Instructing of *(Name of legal entity / Name and surname of natural person)*, the personnel providing services to him and visitors, and their skills development in order to ensure readiness to respond to industrial accidents and emergency situations (internal and external) in the course of the performance of the activities in the sanitary facilities of a nuclear energy facility of SE Ignalina Nuclear Power Plant;
- 2.1.2. Management and employees of *(Name of legal entity / Name and surname of natural person)* related to acting and responding to industrial accidents and emergency situations (internal and external) while performing activities in the sanitary facilities of a nuclear energy facility of SE Ignalina Nuclear Power Plant and upon receiving civil safety signals and voice announcements (verbal notifications) from SE Ignalina Nuclear Power Plant regarding accidents at nuclear energy facilities or emergency situations;
- 2.1.3. The management personnel of the emergency preparedness organization of SE Ignalina Nuclear Power Plant in the management of accidents at nuclear power facilities, liquidation of their consequences or in the case of emergency situations, if there is a threat to the life and health of the personnel of *(Name of legal entity / Name and surname of natural person)*.

### 3. DEFINITIONS AND ABBREVIATIONS

3.1. The following definitions are used in this Emergency Preparedness Plan:

- 3.1.1. **Emergency preparedness** – the ability to effectively reduce the consequences of nuclear and/or radiological accidents, as well as any other events that may endanger the health and safety of people, their property and the environment and occur as a result of the operation of nuclear power facilities or the use of nuclear materials and/or the use of nuclear fuel cycle materials.
- 3.1.2. **An emergency preparedness organization** – a temporary unit of SE Ignalina Nuclear Power Plant, which is activated or cancelled according to the procedure established by the Ignalina NPP and which consists of qualified specialists working at the Ignalina NPP, trained and prepared to deal with nuclear or radiological incidents and/or accidents occurring in a facility or facilities.
- 3.1.3. **A nuclear energy facility** – a nuclear (atomic) power plant, a nuclear (atomic) power unit, a non-energy nuclear reactor, a nuclear material storage, a radioactive waste management facility.
- 3.1.4. **A meeting point** – a place marked with a special sign, where personnel must arrive when hearing the civil safety and emergency preparedness signals of SE Ignalina Nuclear Power Plant and verbal announcements in case of nuclear, radiological accidents and emergency situations.
- 3.1.5. **Emergency situation** – a situation resulting from an extreme event, which may cause sudden great danger to the life or health of residents (employees), property, the environment, or the death, injury or other damage of residents.
- 3.1.6. **An extreme event** – a natural, technical, ecological or social event that meets, reaches or exceeds the established criteria, which endangers the life or health of residents, their social conditions, property and/or the environment.

3.2. Abbreviations used in this Emergency Preparedness Plan:

**EPO** – emergency preparedness organization;

**NPW** – nuclear power facility;

**CS** – civil safety;

**SPZ** – sanitary protection zone;

**SSCIFS** – structures, systems and components important for safety;

**SE INPP** – State Enterprise Ignalina Nuclear Power Plant.

*(May be supplemented as needed)*

### 4. REFERENCES

4.1. The following documents were used in the preparation of this plan:

- 4.1.1. Law on Civil Protection of the Republic of Lithuania;
- 4.1.2. Lithuanian Hygiene Standard HN 73:2018 „Basic Standard of Radiation Protection“;
- 4.1.3. Lithuanian Hygiene Standard HN 99:2019 “Protection of Residents in Case of Radiological or Nuclear Accident”;
- 4.1.4. Nuclear Safety Requirements BSR-1.3.1-2020 “Enforcement of Emergency Preparedness in Nuclear installations”;



- 4.1.5. Civil Safety Training Model Program for Employees of Economic Entities and Other Institutions;
- 4.1.6. Emergency Preparedness Plan of SE INPP (General Part);
- 4.1.7. Description of Civil Safety Signals and the Procedure for Their Use, Approved by the Order No. 1-244 of 27 August 2015 of the Director of the Fire and Rescue Department under of the Ministry of the Interior;
- 4.1.8. Instructions for the Planning and Organization of Emergency Preparedness and Civil Safety Training at SE INPP;
- 4.1.9. Instructions regarding the actions of the personnel of SE INPP in case of the announcement by the headquarters of an emergency preparedness organization (EPO) if an accident occurs.

*(May be supplemented with other documents as needed)*

**5. LIST OF POSSIBLE INDUSTRIAL ACCIDENTS, EXTREME SITUATIONS AND DESCRIPTION OF CONSEQUENCES AND ACTIONS OF** *(Name of legal entity / Name and surname of natural person)*

5.1. *(Please provide information about possible industrial accidents, emergency situations, the consequences of which could potentially spread in the sanitary protection zones of SE Ignalina NPP outside the territory belonging to the organization, what the maximum consequences would be and how they are planned to be managed and liquidated. Please name other organizations (services) that would be engaged for the liquidation of the consequences. Also please provide a description of personnel actions for such situations).*

**6. CLASSES OF ACCIDENTS AT THE NUCLEAR ENERGY FACILITIES OF THE IGNALINA NPP**

6.1. Pursuant to the Lithuanian Hygiene Standard HN 99:2019 “Protection of Residents in Case of Radiological or Nuclear Accident”, the following classes of nuclear or radiological accidents are determined at an EPO of SE Ignalina NPP:

- **Advance preparedness;**
- **Accident at a facility;**
- **Local accident;**
- **General accident.**

6.2. Accidents that occurred during the transportation of radioactive materials outside the territory of an EPO of SE Ignalina NPP are assigned to the “other accidents” class and the 4<sup>th</sup> category of emergency preparedness.

6.3. The classification of possible accidents at an EPO of SE Ignalina NPP by categories is presented in Table 1:

**Table 1. Classification of possible accidents at SE INPP.**

No.	Emergency preparedness organization of State Enterprise Ignalina Nuclear Power Plant	Emergency preparedness category	Classes of nuclear or radiological accidents				
			Advance preparedness	Accident at a facility	Local accident	General accident	Another accident
1.	1 <sup>st</sup> power unit	I	☒	☒	☒	☒	-
2.	2 <sup>nd</sup> power unit		☒	☒	☒	☒	-

No.	Emergency preparedness organization of State Enterprise Ignalina Nuclear Power Plant	Emergency preparedness category	Classes of nuclear or radiological accidents				
			Advance preparedness	Accident at a facility	Local accident	General accident	Another accident
3.	Solid radioactive waste management and storage complex (B3/4)	II	☒	☒	☒-	-	-
4.	Dry-type intermediate storage facility for spent nuclear fuel (PBKS-1) (building 192)	III	☒	☒	-	-	-
5.	Temporary storage for spent nuclear fuel (PBKS-2) (B1)		☒	☒	-	-	-
6.	Storage for cemented liquid radioactive waste (158/2 past.)		☒	☒	-	-	-
7.	Storage for bituminous radioactive waste (building 158)		☒	☒	-	-	-
8.	Liquid radioactive waste storage capacities (structures 151/154). Radioactive waste cementation facility (building 150)		☒	☒	-	-	-
9.	Buffer storage for short-lived very low-level radioactive waste (B19-1)		☒	☒	-	-	-
10.	Solid radioactive waste removal and initial treatment facilities (B2)		☒	☒	-	-	-
11.	Landfill for short-lived very low-level radioactive waste (B19-2)		☒	☒	-	-	-
12.	Surface landfill of low and medium activity short-lived radioactive waste (B25)		☒	☒	-	-	-
13.	Maisiagala Radioactive Waste Storage Facility		☒	☒	-	-	-
14.	Territory outside an EPO of SE Ignalina NPP	IV	-	-	-	-	☒

6.4. Possible consequences of accidents and primary response actions depending on the class of nuclear or radiological accidents or nuclear incidents at an EPO of SE Ignalina NPP are indicated in Table 2:

**Table 2. Consequences of possible accidents at SE INPP.**

Classes of nuclear or radiological accidents	Possible consequences
<b>Advance preparedness</b>	An unusual event at an EPO in the event of which: <ul style="list-style-type: none"> <li>• permissible concentrations of radionuclides at an EPO premises may be exceeded;</li> <li>• the established personnel exposure dose limits may be exceeded;</li> <li>• malfunctions occurred at SSCIFs, which may result in the weakening of the physical barriers system that prevent ionizing radiation and radioactive substances from spreading into the environment, and/or the system of technical and organizational measures that protect these barriers and maintain their effectiveness.</li> </ul>
<b>Accident at a facility</b>	A nuclear or radiological accident at an EPO, in the event of which: <ul style="list-style-type: none"> <li>• the permissible concentration of radionuclides in the premises of an EPO are exceeded or the permissible limits of radionuclide pollution in its territory are exceeded;</li> <li>• the established personnel exposure dose limits are exceeded;</li> <li>• SSCIFs were damaged, which resulted in the weakening of the physical barriers system that prevent ionizing radiation and radioactive substances from spreading into the environment, and/or the system of technical and organizational measures that protect these barriers and maintain their effectiveness.</li> <li>• the consequences of the accident do not spread beyond an EPO of SE Ignalina NPP.</li> </ul>
<b>Local accident</b>	A nuclear or radiological accident at an EPO of SE Ignalina NPP, in the event of which:

Classes of nuclear or radiological accidents	Possible consequences
	<ul style="list-style-type: none"> <li>• An amount of radioactive materials exceeding the permitted values has been spread in the SPZ, which requires the application of protective measures to the personnel of the INPP;</li> <li>• Population exposure or environmental pollution with radionuclides exceeding the set permissible limits IS possible;</li> <li>• SSCIFs were damaged, at the same time possibly damaging the system of physical barriers that prevent ionizing radiation and radioactive substances from spreading into the environment, and/or the system of technical and organizational measures that protect these barriers and maintain their effectiveness;</li> <li>• the consequences of the accident may spread beyond an EPO of SE Ignalina NPP.</li> </ul>
<b>General accident</b>	<p>A nuclear or radiological accident at an EPO of SE Ignalina NPP, in the event of which:</p> <ul style="list-style-type: none"> <li>• The spread of an amount of radioactive materials exceeding the established permissible values outside an EPO of SE Ignalina NPP has occurred or is imminent, which necessitates the application of preventive emergency and urgent protective measures (hiding(s), evacuation(s) of residents, blocking the thyroid gland with iodine preparations) and elimination of the consequences of the accident actions;</li> <li>• SSCIFs were significantly damaged, at the same time damaging both the system of physical barriers that prevent ionizing radiation and radioactive substances from spreading into the environment, and the system of technical and organizational measures that protect these barriers and maintain their effectiveness.</li> </ul>
<b>Other accident</b>	<p>An unusual event during the transportation of radioactive materials outside the territory of an EPO of SE Ignalina NPP, which occurs when:</p> <ul style="list-style-type: none"> <li>• the established personnel exposure dose limits may be exceeded;</li> <li>• population exposure or environmental pollution with radionuclides exceeding the established permissible limits is possible.</li> </ul>

## 7. CIVIL SAFETY AND EMERGENCY PREPAREDNESS NOTIFICATION SIGNALS ESTABLISHED BY THE IGNALINA NUCLEAR POWER PLANT AND THEIR ANNOUNCEMENT

7.1. The following civil safety and emergency preparedness signals have been established at SE Ignalina Nuclear Power Plant aimed at warning of an imminent or occurring nuclear, radiation accident or emergency situation:

7.1.1. Warning sound signal – “**Attention everyone**”;

7.1.2. Voice warning signals – “**Radiation hazard**”, “**Air alert**”, “**Hurricane alert**”, “**Chemical hazard**”, “**Flood alert**”;

7.1.3. Voice warning evacuation signals – “**Preparation for evacuation**”, “**Evacuation**”.

7.2. Descriptions of the warning sound signal “**Attention everyone**” and the warning signals “**Radiation hazard**”, “**Air alert**”, “**Hurricane alert**”, “**Chemical hazard**”, “**Flood alert**”, “**Preparation for evacuation**”, “**Evacuation**” are provided for in Table 3:

**Table 3. Civil safety and emergency preparedness signals of SE Ignalina NPP and their meanings**

Signal name	Signal meaning and content
“ <b>ATTENTION EVERYONE</b> ”	<p>This is a pulsating (wavy) humming sound signal lasting for 3 minutes. This signal is activated to warn the employees of the Ignalina Nuclear Power Plant about an imminent or occurring accident or an emergency situation, or about an <b>important announcement</b> being prepared. The signal is also activated during scheduled inspections of the sirens of the CS notification system.</p> <p><b>Note.</b> The signal can be activated during the complex exercises of the EPO of SE Ignalina NPP or during the CS exercises at the request of the inspectors.</p>

Signal name	Signal meaning and content
<p><b>“RADIATION HAZARD”</b></p>	<p><b>“Attention everyone. Attention everyone. Attention everyone. Important message.”</b>  <b>Meaning:</b> A verbal signal that warns of the real or imminent danger of a nuclear or radiation accident and radioactive contamination.  <b>Content:</b> <b>“Radiation hazard. Radiation hazard. Radiation hazard.</b> Employees of the Ignalina Nuclear Power Plant, please proceed to the service premises, close the windows and doors, turn off the air conditioners and, if available, the ventilation, turn on the Lithuanian Radio, and wait for instructions.”</p>
<p><b>“AIR ALERT”</b></p>	<p><b>“Attention everyone. Attention everyone. Attention everyone. Important message.”</b>  <b>Meaning:</b> A verbal signal to warn of impending weather danger:  <b>Contents:</b> <b>“Air danger. Air hazard. Air hazard.</b> The operational personnel of the Ignalina Nuclear Power Plant – please remain at your workplaces. The heads and personnel of the emergency preparedness organization’s services and teams please remain at your departments, hide in basements if possible. The managing employees of the Emergency Preparedness Organization headquarters – please arrive at the Emergency Management Center. Turn on the Lithuanian Radio, wait for instructions. Other employees of the Ignalina NPP – urgent evacuation outside the territory of the Ignalina Nuclear Power Plant! Urgent evacuation outside the territory of the Ignalina Nuclear Power Plant! Urgent evacuation outside the territory of the Ignalina Nuclear Power Plant!”</p>
<p><b>“HURRICANE ALERT”</b></p>	<p><b>“Attention everyone. Attention everyone. Attention everyone. Important message.”</b>  <b>Meaning:</b> A verbal signal issued to warn of an upcoming hydrometeorological phenomenon that may damage safety-important structures, systems or components at the Ignalina Nuclear Power Plant.  <b>Contents:</b> <b>“Hurricane alert. Hurricane alert. Hurricane alert.</b> The employees of the Ignalina Nuclear Power Plant, please proceed to the service premises, close the windows and doors, turn on the Lithuanian Radio, and wait for instructions.”</p>
<p><b>“CHEMICAL HAZARD”</b></p>	<p><b>“Attention everyone. Attention everyone. Attention everyone. Important message.”</b>  <b>Meaning:</b> A verbal signal issued to warn of a real or imminent danger of chemical pollution in the territory of the Ignalina Nuclear Power Plant.  <b>Contents:</b> <b>“Chemical hazard. Chemical hazard. Chemical hazard.</b> The employees of the Ignalina Nuclear Power Plant, please proceed to the service premises, close the windows and doors, turn on the Lithuanian Radio, and wait for instructions.”</p>
<p><b>“FLOOD ALERT”</b></p>	<p><b>“Attention everyone. Attention everyone. Attention everyone. Important message.”</b>  <b>Meaning:</b> A verbal signal issued to warn of the threat of flooding to the buildings and territory of the Ignalina Nuclear Power Plant due to flood season or intense rains.  <b>Contents:</b> <b>“Flood alert. Flood alert. Flood alert.</b> The employees of the Ignalina Nuclear Power Plant, please proceed to the service premises, close the windows and doors, turn on the Lithuanian Radio, and wait for instructions.”</p>
<p><b>“PREPARATION FOR EVACUATION”</b></p>	<p><b>“Attention everyone. Attention everyone. Attention everyone. Important message.”</b>  <b>Meaning:</b> A verbal signal issued to warn of the necessary preparations for evacuation.  <b>Contents:</b> <b>“Preparation for evacuation! Preparation for evacuation! Preparation for evacuation!</b> The employees of the Ignalina Nuclear Power Plant, please turn off electrical household and heating appliances, combustible gas and water supply, tightly close the windows of the offices. Arrive at the meeting point designated for your unit and wait for instructions.”</p>
<p><b>“EVACUATION”</b></p>	<p><b>“Attention everyone. Attention everyone. Attention everyone. Important message.”</b>  <b>Meaning:</b> A verbal signal issued to indicate the start of the evacuation.  <b>Contents:</b> <b>“Evacuation! Evacuation! Evacuation!</b> The employees of the Ignalina Nuclear Power Plant, after receiving the instruction from your managers or the coordinators of the implementation of evacuation measures, please proceed, without panic, to the motor vehicle parking lots in order to leave for the city of Visaginas.”</p>

7.3. **Once a month**, the effectiveness of the notification and communication system is checked at SE Ignalina NPP, by activating the acoustic sirens according to a pre-prepared schedule and informing the employees each time about the activation of the sirens for inspection.

**8. ACTION TO BE CARRIED OUT BY THE PERSONNEL OF SE IGNALINA NPP, (Name of legal entity / Name and surname of natural person), SERVICE PERSONNEL AND VISITORS FOLLOWING CIVIL SAFETY AND EMERGENCY SIGNALS AND VERBAL ANNOUNCEMENTS**

- 8.1. The head of the *(Name of legal entity / Name and surname of natural person)*, or the persons deputizing him, as well as the persons responsible for civil safety and emergency preparedness in the organization, upon hearing the intermittently repeating (three times) pulsating sound signal (siren) emanating from SE Ignalina NPP, meaning “ATTENTION EVERYONE”, must:
- *Stop work and arrive at the designated personnel meeting point (please specify the specific meeting point);*
  - *Turn on the Lithuanian Radio receiver and listen to the announced information about the actions that must be carried out further;*
  - *Wait for a call from an employee of the EPO of SE Ignalina NPP in order to receive information about an accident or emergency situation and about further actions;*
  - *Acquaint the employees with the received information, instruct them on further actions.*
  - *According to the recommendations of the EPO of SE Ignalina NPP, organize the implementation of personnel protective actions at the personnel meeting point.*
- 8.2. The employees of the *(Name of legal entity / Name and surname of natural person)*, and employees providing services to it, present in the sanitary protection zone of SE Ignalina NPP, upon hearing the intermittently repeating (three times) pulsating sound signal (siren) emanating from SE Ignalina NPP, meaning “ATTENTION EVERYONE”, must:
- *Stop working;*
  - *Turn on the Lithuanian Radio receiver and listen to the announced information.*
- 8.3. The employees of the *(Name of legal entity / Name and surname of natural person)*, and employees providing services to it, present in the sanitary protection zone of SE Ignalina NPP, after completing the measures according to the signal “ATTENTION EVERYONE” and listening to the voice announcement “RADIATION HAZARD”, must:
- *Turn off equipment, instruments, electrical household and heating devices, compressed combustible gas and water supply;*
  - *In service premises, close doors and windows, turn off air conditioners and fans;*
  - *Arrive at the personnel meeting place set by the organization (please specify the specific meeting point);*
  - *Listen to the information of the manager (the person substituting him/her) or the persons responsible for civil safety and emergency preparedness in the organization about the situation, possible health risks (received from SE Ignalina NPP), listen to the briefing on further actions;*
  - *Perform the necessary protective measures against harmful ionizing radiation in accordance with the received instructions of the EPO of SE Ignalina NPP.*
- 8.4. The employees of the *(Name of legal entity / Name and surname of natural person)*, and employees providing services to it, present in the sanitary protection zone of SE Ignalina NPP, after completing the measures according to the signal “ATTENTION EVERYONE” and listening to the voice announcement “AIR ALERT”, must:
- *Self-evacuate as quickly as possible outside the sanitary protection zone of SE Ignalina NPP;*
  - *The head of the organization or his/her deputy, as well as the persons responsible for civil safety and emergency preparedness in the organization, must notify the management of SE Ignalina NPP by phone about the completed evacuation.*
- 8.5. The employees of the *(Name of legal entity / Name and surname of natural person)*, and employees providing services to it, present in the sanitary protection zone of SE Ignalina NPP, after completing the measures according to the signal “ATTENTION EVERYONE”



and listening to the voice announcement “**HURRICANE ALERT**” or “**FLOOD ALERT**”, must:

- *Turn off equipment, instruments, electrical household and heating devices, compressed combustible gas and water supply;*
  - *In service premises, close doors and windows;*
  - *Arrive at the personnel meeting place set by the organization (please specify the specific meeting point);*
  - *Listen to the information of the manager (the person substituting him/her) or the persons responsible for civil safety and emergency preparedness in the organization about the threat, wait for further instructions.*
- 8.6. The employees of the *(Name of legal entity / Name and surname of natural person)*, and employees providing services to it, present in the sanitary protection zone of SE Ignalina NPP, after completing the measures according to the signal “**ATTENTION EVERYONE**” and listening to the voice announcement “**CHEMICAL HAZARD**”, must:
- *Turn off equipment, instruments, electrical household and heating devices, compressed combustible gas and water supply;*
  - *In service premises, close doors and windows, turn off air conditioners and fans;*
  - *Arrive at the personnel meeting place set by the organization (please specify the specific meeting point);*
  - *Listen to the information of the manager (the person substituting him/her) or the persons responsible for civil safety and emergency preparedness in the organization about the threat, wait for further instructions.*
- 8.7. The manager *(Name of legal entity / Name and surname of natural person)* (the person substituting him/her), and the persons responsible for civil safety and emergency preparedness in the organization, after completing the measures according to the signal “**ATTENTION EVERYONE**”, having gathering at the personnel meeting point and listening to the voice announcement “**PREPARATION FOR EVACUATION**” or “**EVACUATION**”, must:
- *Wait for a call from the representative of the EPO of SE Ignalina NPP in order to receive information on the safe evacuation and decontamination of the personnel;*
  - *Organize transport for the evacuation of employees or ensure the departure of employees by their own transport on a safe route. Compile lists of evacuated personnel;*
  - *Give subordinate employees the command “EVACUATION”, instruct them and ensure an organized safe evacuation to the city of Visaginas;*
  - *Notify by telephone the representative of the EPO of SE Ignalina NPP about the end of the evacuation of the organization’s employees and data about the evacuated personnel.*
- 8.8. The employees of the *(Name of legal entity / Name and surname of natural person)*, and employees providing services to it, present in the sanitary protection zone of SE Ignalina NPP, after completing the measures according to the signal “**ATTENTION EVERYONE**” and listening to the voice announcement “**PREPARATION FOR EVACUATION**” or “**EVACUATION**”, must:
- *Listen to a briefing on the issues of evacuation and decontamination from the manager (the person substituting him/her) or the persons responsible for civil safety and emergency preparedness in the organization;*
  - *Leave for the city of Visaginas in an organized manner, without panic, on the specified route;*
  - *Provide assistance to employees who feel ill during evacuation;*

- *Hand over the personal protective equipment used during the evacuation for disposal at the used personal protective equipment collection points (along the transport routes on the way to the city of Visaginas). **ATTENTION! Throwing away or taking home used personal protective equipment is strictly prohibited.***

**9. MEETING POINTS FOR THE PERSONNEL OF** *(Name of legal entity / Name and surname of natural person)*, **SPZ OF SE IGNALINA NPP, PERSONNEL PROVIDING SERVICES AND VISITORS**

9.1. *(Please provide information about:*

- *Installed (or potentially planned) personnel meeting points, indicating the specific number of employees (positions) for which the meeting is intended;*
- *Describe the installed (or planned to use) reliable means of communication that will be used to send messages after declaring an emergency preparedness by SE Ignalina NPP and the procedure for ensuring their proper condition (periodicity, responsible employee);*
- *Personal protection equipment against possible harmful ionizing radiation intended for the organization's personnel, personnel providing services and visitors, and the procedure for ensuring their proper condition (periodicity, responsible employee).*

**10. PROCEDURE FOR INSTRUCTION AND PERIODICAL TRAINING OF THE PERSONNEL OF** *(Name of legal entity / Name and surname of natural person)*, **SPZ OF SE IGNALINA NPP, PERSONNEL PROVIDING SERVICES**

10.1. *(Please provide the description of the procedure in which employee training is carried out (memoranda, records, etc.), who performs it in the organization, and how it is planned to cooperate with SE Ignalina NPP's emergency preparedness specialists in training the organization's employees, personnel providing services to it to respond to possible nuclear accidents at the nuclear power facilities of SE Ignalina NPP or emergency situations.)*

**11. RESPONSIBILITY**

- 11.1. The head of *(Name of legal entity / Name and surname of natural person)* is responsible for:
- 11.1.1. The appointment of the person(s) responsible for civil safety and emergency preparedness in the organization and the provision of their contact details to the Ignalina NPP for the purpose of communication and forwarding information and instructions in the event of accidents and their liquidation or emergency situations at the Ignalina NPP, and the relevance of these data;
- 11.1.2. Determining the meeting point(s) of the organization's employees, personnel providing services to it and visitors after hearing civil safety and emergency preparedness signals of SE Ignalina NPP and verbal announcements in case of nuclear, radiological accidents and emergency situations, and equipping these places with appropriate protection and communication means;
- 11.1.3. The readiness of the organization's employees and the personnel providing services to it to act properly after hearing the civil safety and emergency preparedness signals of SE Ignalina NPP and verbal announcements in case of nuclear, radiological accidents and emergency situations and for the organization of periodic training of appropriate skills;
- 11.1.4. Timely elimination of deficiencies identified by SE Ignalina NPP or implementation of proposed measures in matters of emergency preparedness.

- 11.2. The responsible person (responsible persons) appointed by the manager of *(Name of legal entity / Name and surname of natural person)* for civil safety and emergency preparedness in the organization is responsible for:
- 11.2.1. Briefing the organization's employees, the personnel providing services to it and visitors on proper conduct after hearing civil safety and emergency preparedness signals of SE Ignalina NPP and verbal announcements in case of nuclear, radiological accidents and emergency situations;
  - 11.2.2. Maintenance of the meeting point(s) of the organization's employees, the personnel providing services to it and visitors, designed for meeting after hearing the civil safety and emergency preparedness signals of SE Ignalina NPP and verbal announcements in the case of nuclear, radiological accidents and emergency situations, in a suitable condition as well as the means contained in it;
  - 11.2.3. Cooperation as needed with the emergency preparedness specialists of SE Ignalina NPP in training the actions of the organization's employees, the personnel providing services to it, to respond to possible accidents at nuclear power facilities of SE Ignalina NPP or emergency situations.
- 11.3. The employees of *(Name of legal entity / Name and surname of natural person)* the personnel providing services to it and visitors are responsible for compliance with the requirements and procedures set forth in this Emergency Preparedness Plan:
- 11.3.1. Developing actions to respond to possible accidents at nuclear power facilities of SE Ignalina NPP or emergency situations;
  - 11.3.2. Acting after hearing civil safety and emergency preparedness signals of SE Ignalina NPP and verbal announcements in case of nuclear, radiological accidents and emergency situations.

## **12. MANAGEMENT OF DOCUMENTS AND DATA RECORDS**

- 12.1. (Please describe the procedure of the management of documents and data records, instructing employees, training their skills, and who performs it in the organization)*

## **13. FINAL PROVISIONS**

*(Remark of compiler, coordinator)*

## **ANNEXES**

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to the Description of the Procedure for Issuing Approval to a Person to Perform Other Activities Permitted by Law in the Sanitary Protection Zone of a Nuclear Power Facility, Preparation of a Document Substantiating Safety, Preparation of Exposure Dose Assessment, Periodic Assessment, Renewal of Suspended Approval

**(Form of Approval on Performance of Activities in the Sanitary Protection Zone of a Nuclear Energy Facility of the Ignalina Nuclear Power Plant)**



**STATE ENTERPRISE  
IGNALINA NUCLEAR POWER PLANT**

**APPROVAL**

\_\_\_\_\_  
(Name of legal entity / Name and surname of natural person)

\_\_\_\_\_  
(Legal form of legal entity, code, registered office address, telephone number, e-mail address / Personal identification number of natural person, correspondence address, telephone number, e-mail address)

**ON PERFORMANCE OF ACTIVITIES IN THE SANITARY PROTECTION  
ZONE OF A NUCLEAR ENERGY FACILITY OF THE IGNALINA  
NUCLEAR POWER PLANT**

\_\_\_\_/\_\_\_\_/20\_\_ No. \_\_\_\_\_  
**Visaginas**

Issued pursuant to:

1. Application No. \_\_\_\_ of \_\_\_\_/\_\_\_\_/20\_\_\_\_\_;
2. Approval No. \_\_\_\_ of \_\_\_\_/\_\_\_\_/20\_\_\_\_\_ issued by the Radiation Protection Centre;
3. Consent No. \_\_\_\_ of \_\_\_\_/\_\_\_\_/20\_\_\_\_\_ of VATESI.

**Valid until** \_\_\_\_\_  
(Validity date)

Translation fully corresponds to the original document.

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Article 235 of the Criminal Code of the Republic of Lithuania

