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**TVA / NEI Pandemic Planning Matrix**

**TVA / NEI Pandemic Planning Matrix**

<b>Phase 1 Pandemic Alert</b>	<b>Phase 2 Localized Human-To-Human</b>	<b>Phase 3 General Outbreak</b>	<b>Phase 4 Maximum Disruption</b>	<b>Phase 5 Recovery</b>
<b>Maintain Awareness and Communicate</b>				
<p>1. Company medical resources should monitor for health threats via official bulletins or web sites.</p> <p>2. Provide staff and decision makers with the most up-to-date information available by documenting specific characteristics of the virus, such as the following:</p> <ul style="list-style-type: none"> <li>• Mechanism (s), speed, and ease of transmission by which the virus is spread, and mode (s) of transmission, such as droplet, airborne, person-to person, etc.</li> <li>• Time the virus remains active on surfaces, such as door handles.</li> <li>• Incubation period, time to exhibit symptoms, and maximum contagious period.</li> </ul>	<p>1. Company medical resources should monitor for health threats via official bulletins or web sites.</p> <p>2. Provide staff and decision makers with the most up-to-date information available by documenting specific characteristics of the virus, such as the following:</p> <ul style="list-style-type: none"> <li>• Mechanism (s), speed, and ease of transmission by which the virus is spread, and mode (s) of transmission, such as droplet, airborne, person-to person, etc.</li> <li>• Time the virus remains active on surfaces, such as door handles.</li> <li>• Incubation period, time to exhibit symptoms, and maximum contagious period.</li> </ul>	<p>1. Company medical resources should monitor for health threats via official bulletins or web sites.</p> <p>2. Provide staff and decision makers with the most up-to-date information available by documenting specific characteristics of the virus, such as the following:</p> <ul style="list-style-type: none"> <li>• Mechanism (s), speed, and ease of transmission by which the virus is spread, and mode (s) of transmission, such as droplet, airborne, person-to person, etc.</li> <li>• Time the virus remains active on surfaces, such as door handles.</li> <li>• Incubation period, time to exhibit symptoms, and maximum contagious period.</li> </ul>	<p>1. Company medical resources should monitor for health threats via official bulletins or web sites.</p> <p>2. Provide staff and decision makers with the most up-to-date information available by documenting specific characteristics of the virus, such as the following:</p> <ul style="list-style-type: none"> <li>• Mechanism (s), speed, and ease of transmission by which the virus is spread, and mode (s) of transmission, such as droplet, airborne, person-to person, etc.</li> <li>• Time the virus remains active on surfaces, such as door handles.</li> <li>• Incubation period, time to exhibit symptoms, and maximum contagious period.</li> </ul>	<p>1. Company medical resources should monitor for health threats via official bulletins or web sites.</p> <p>2. Provide staff and decision makers with the most up-to-date information available by documenting specific characteristics of the virus, such as the following:</p> <ul style="list-style-type: none"> <li>• Mechanism (s), speed, and ease of transmission by which the virus is spread, and mode (s) of transmission, such as droplet, airborne, person-to person, etc.</li> <li>• Time the virus remains active on surfaces, such as door handles.</li> <li>• Incubation period, time to exhibit symptoms, and maximum contagious period.</li> </ul>
<p>3. Communicate early and regularly to staff, and include recommendations such as maintaining appropriate social distance during discussions to minimize potential transfer of infectious agents, so these measures can be practiced and internalized. Anticipate fear; there may be no vaccine and the supply of other medicine may be limited. Identify community resources for timely and accurate information. If medicine is available in the community describe how to get it.</p>	<p>3. Communicate early and regularly to staff, and include recommendations such as maintaining appropriate social distance during discussions to minimize potential transfer of infectious agents, so these measures can be practiced and internalized. Anticipate fear; there may be no vaccine and the supply of other medicine may be limited. Identify community resources for timely and accurate information. If medicine is available in the community describe how to get it.</p>	<p>3. Communicate early and regularly to staff, and include recommendations such as maintaining appropriate social distance during discussions to minimize potential transfer of infectious agents, so these measures can be practiced and internalized. Anticipate fear; there may be no vaccine and the supply of other medicine may be limited. Identify community resources for timely and accurate information. If medicine is available in the community describe how to get it.</p>	<p>3. Communicate early and regularly to staff, and include recommendations such as maintaining appropriate social distance during discussions to minimize potential transfer of infectious agents, so these measures can be practiced and internalized. Anticipate fear; there may be no vaccine and the supply of other medicine may be limited. Identify community resources for timely and accurate information. If medicine is available in the community describe how to get it.</p>	<p>3. Communicate early and regularly to staff, and include recommendations such as maintaining appropriate social distance during discussions to minimize potential transfer of infectious agents, so these measures can be practiced and internalized. Anticipate fear; there may be no vaccine and the supply of other medicine may be limited. Identify community resources for timely and accurate information. If medicine is available in the community describe how to get it.</p>

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**TVA / NEI Pandemic Planning Matrix**

<b>Phase 1 Pandemic Alert</b>	<b>Phase 2 Localized Human-To-Human</b>	<b>Phase 3 General Outbreak</b>	<b>Phase 4 Maximum Disruption</b>	<b>Phase 5 Recovery</b>
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
<p>4. Communicate early and regularly to staff, and include recommendations that minimize potential transmission of the virus among staff, so that these measures can be practiced and internalized.</p> <ul style="list-style-type: none"> <li>Publicize what actions will be expected of employees who either become ill or exposed to an ill person, both when at work or outside of work.</li> </ul>	<p>4. Coordinate with public health departments or emergency management agencies on the identification of critical staff as recipients of any available vaccine and anti-viral medicine in the event of a Pandemic flu outbreak.</p>	<p><b>Equipment and Facilities</b></p>	<p><b>Equipment and Facilities</b></p>	
<p>5. Encourage influenza vaccines for all employees, regardless of the pandemic phase. While the standard influenza vaccination is not effective for H5N1 it may prevent an employee from contracting both simultaneously.</p>	<p><b>Equipment and Facilities</b></p>	<p>1. Post personal protection techniques such as hand washing and social distance posters in all washrooms and common areas (kitchens, break rooms, etc.)</p>	<p>1. Post personal protection techniques such as hand washing and social distance posters in all washrooms and common areas (kitchens, break rooms, etc.)</p>	
<p><b>Develop Plans</b></p>	<p>1. As a part of a program to help reduce the spread of influenza, consideration should be given to the disinfection of fixed surfaces that are shared by multiple employees. This applies to any devices which would be used by individuals from several different shifts such as tools (i.e. test equipment, wrenches, screwdrivers etc) computer keyboards and mouse pointing devices, fork lift steering wheels and shifters, crane controls, telephone handsets etc.</p> <p>Essentially, consider any surface that is used or controlled by handling that is shared among several different personnel. Each of these devices has different types of disinfection methods. For instance, tools, steering wheels and shift levers are considerably more robust structures and can be washed or wiped down with strong disinfecting agents. Test equipment and computer components cannot withstand such disinfecting regimes.</p>	<p>2. Close non-critical common areas, such as exercise room and cafeteria.</p>	<p>2. Close non-critical common areas, such as exercise room and cafeteria.</p>	

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**TVA / NEI Pandemic Planning Matrix**

<b>Phase 1 Pandemic Alert</b>	<b>Phase 2 Localized Human-To-Human</b>	<b>Phase 3 General Outbreak</b>	<b>Phase 4 Maximum Disruption</b>	<b>Phase 5 Recovery</b>
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
	<p>1. For more sensitive items such as electronic devices consideration should be made to provide washable type devices such as those that can be found in use in the medical practices area. Examples of these would be membrane keyboards or disposable keyboard covers. In the first case, the keyboard itself would be washed at the beginning and end of each shift and for the latter the cover is replaced. Pointing devices like touch pads that can be readily disinfected can be used instead of mice that would require more effort to clean. For test equipment either guidance from the manufacturer should be solicited and followed or equipment with washable surfaces should be acquired.</p>			
<p>1. Coordinate with public health officials or emergency management agencies and review plans and preparations with them.</p>	<p>2. Provide each workstation with a disinfecting agent, paper towels, and latex or vinyl gloves.</p>	<p>3. If appropriate, isolate certain areas, post signs stating temporary quarantine at all exits, and change access control list.</p>	<p>3. If appropriate, isolate certain areas, post signs stating temporary quarantine at all exits, and change access control list.</p>	
<p>2. Develop appropriate level response and contingency plans and procedures, include the following as a minimum:</p> <ul style="list-style-type: none"> <li>• Criteria for the recognition of an incident or threat, and appropriate response levels considering various international, federal, state and commercial resources.</li> <li>• Roles and responsibilities of staff, supervisor, and staff medical personnel.</li> <li>• State and local public health and medical contacts and phone numbers.</li> <li>• Internal contacts for notification.</li> <li>• Plans and procedures should include support and assistance at an increased level, if necessary, from Human Resources staff to employees' families.</li> <li>• Prevention of spreading influenza virus.</li> </ul>	<p>3. Purchase and store sufficient quantities of personal protective equipment (masks and gloves). Some masks deliver better speech clarity than others. Some masks are designed to protect the person wearing the mask; other masks protect exposure of others from the person wearing the mask. N95 mask seem to provide an appropriate level of assurance to prevent the spread of an influenza virus. Before the N95 masks are used for respiratory protection, a written respiratory protection program must be implemented meeting all OSHA requirements such as medical evaluation, training and fit testing. Surgical masks may also be considered as part of the strategy to prevent influenza virus transmission. Shelf life should be considered for masks and gloves. Used masks and gloves may contain respiratory droplets that are the influenza transmission vector so they would be considered medical waste. Consideration for handling a larger than normal volume of medical waste must be made. Training should be provided to persons outside current group who handle medical waste.</p>			

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**TVA / NEI Pandemic Planning Matrix**

<b>Phase 1 Pandemic Alert</b>	<b>Phase 2 Localized Human-To-Human</b>	<b>Phase 3 General Outbreak</b>	<b>Phase 4 Maximum Disruption</b>	<b>Phase 5 Recovery</b>
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
<p>3. Consider a plan to separate the work forces to establish independent locations, and/or preserve a "clean" site.</p> <ul style="list-style-type: none"> <li>• Consider a paperless work process to reduce human contact.</li> <li>• Establish a team at a site remote from the plant to screen people before they go to the plant site.</li> <li>• Consider measures to sequester staff.</li> </ul>	<p>4. Stock up on ready to eat meals, disposable plates and utensils, water, beverage and other food especially items require heating. Heating to the proper temperature kills the influenza virus. Also procure other item required if staff will be sequestered at the plant. This would include medical supplies, bedding, laundry supplies and personal care items. Consider sufficient supplies for a long duration.</p>	<p>When employee has contracted or suspects that they have contracted the influenza virus, the employee is to seek medical attention immediately and advise his or her supervisor or line manager accordingly.</p>	<p>When employee has contracted or suspects that they have contracted the influenza virus, the employee is to seek medical attention immediately and advise his or her supervisor or line manager accordingly.</p>	
<p>4. Identify those functions in your company critical to continued around the clock operations for six or eight weeks, and identify the people needed for those positions.</p> <ul style="list-style-type: none"> <li>• Consider having as many staff as practical work from home. Determine whether IT support, plant and local internet structure are adequate. Block non-vital users or establish a priority access methodology. Since there will be many organizations with employees telecommuting it may be advisable to have as many people telecommute on evening or night shifts as possible. This may lessen the delays sure to occur due to overloads on all modes of internet connectivity.</li> <li>• Pre-screen critical staff to ensure their willingness to receive an influenza vaccine and antiviral medicine.</li> <li>• Involve your human resources staff as well as established mechanisms such as joint health and safety committees early.</li> <li>• At a minimum include operations, security, chemistry, health physics, maintenance, and information technology.</li> <li>• Consider supplies and accommodations needed for sequestered staff at each location.</li> <li>• Re - license or requalify those who previously had senior reactor operator licenses or specific qualifications including but not limited to non-operators, chemistry technicians, Provide cross training for critical tasks. Consider use of retirees to supplement existing work force.</li> </ul>		<b>Response Actions by Plant Management to be Implemented throughout The Plant</b>	<b>Response Actions by Plant Management to be Implemented throughout The Plant</b>	

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**TVA / NEI Pandemic Planning Matrix**

<b>Phase 1 Pandemic Alert</b>	<b>Phase 2 Localized Human-To-Human</b>	<b>Phase 3 General Outbreak</b>	<b>Phase 4 Maximum Disruption</b>	<b>Phase 5 Recovery</b>
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
<p>5. Develop plans to buy and stockpile required supplies early and have contracts in place for support:</p> <ul style="list-style-type: none"> <li>• Respiratory masks</li> <li>• Hand washing and sterilization equipment and gloves</li> <li>• Contractors for frequent cleaning and disinfecting of work locations</li> <li>• Medical consultants</li> <li>• Food, water and other living supplies for sequestered staff</li> <li>• Medicines and antiviral</li> <li>• Critical supplies from foreign nations</li> <li>• Other critical supplies typically delivered "just in time."</li> </ul>		<p>1. Advise affected employees to contact their doctors and the company medical staff. Be aware that doctors and medical facilities may be overwhelmed and may not be able to help.</p>	<p>1. Advise affected employees to contact their doctors and the company medical staff. Be aware that doctors and medical facilities may be overwhelmed and may not be able to help.</p>	
<p>6. Develop plans to buy and stockpile consumables supplies (such as compressed gases, chemicals, resin, and lubricants) that will be needed to operate the plant during the period of the pandemic. Early delivery of these items can reduce the workload during peak absentee periods and can also reduce the extent to which the site population is exposed to outside personnel who may transmit the disease.</p>		<p>2. Line manager or supervisor contacts the company medical staff to follow up on affected employees.</p>	<p>2. Line manager or supervisor contacts the company medical staff to follow up on affected employees.</p>	
<p>7. Develop plans to request regulatory relief:</p> <ul style="list-style-type: none"> <li>• Required numbers of senior reactor operators</li> <li>• Senior reactor operator recertification's</li> <li>• Required numbers of security officers</li> <li>• Security officer continuing training and exercises</li> <li>• A diminished emergency response organization</li> <li>• Work hours limits</li> <li>• Certain maintenance and surveillances</li> <li>• Rapidly re-licensing individuals who had been SROs.</li> </ul>		<p>3. Implement a process such that all employees and visitors to critical facilities are subject to appropriate screening to aid in identifying whether they are a potential risk. (For example: Have you visited a high risk location in the past two days?). Post screening tool (s) at all entrances. NOTE that a screening for fever is not effective for influenza. The screening may be done t the security check point, further out on the access road (s) or at entrances to the plant buildings.</p>	<p>3. Implement a process such that all employees and visitors to critical facilities are subject to appropriate screening to aid in identifying whether they are a potential risk. (For example: Have you visited a high risk location in the past two days?). Post screening tool (s) at all entrances. NOTE that a screening for fever is not effective for influenza. The screening may be done t the security check point, further out on the access road (s) or at entrances to the plant buildings.</p>	
<p>8. Develop a contingency plan for diminished local law enforcement capability for activities such as evacuation route alerting and as responders for security events.</p>		<p>4. If appropriate, contract a cleaning service/agency and request the disinfection of the affected employees workstation and shared work areas as well as shared equipment and facilities (including washrooms, kitchen areas and meeting rooms). Assess the need for separation of plant staff from cleaning personnel if they are from off-site.</p>	<p>4. If appropriate, contract a cleaning service/agency and request the disinfection of the affected employees workstation and shared work areas as well as shared equipment and facilities (including washrooms, kitchen areas and meeting rooms). Assess the need for separation of plant staff from cleaning personnel if they are from off-site.</p>	
<p>9. Develop plans to coordinate civil authorities' requests for National Guard or federal troops to provide security. Incorporate planning for segregation of supplemental forces after their arrival.</p>		<p>5. Close non-critical common areas, such as exercise room, or perhaps the cafeteria.</p>	<p>5. Close non-critical common areas, such as exercise room, or perhaps the cafeteria.</p>	

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**TVA / NEI Pandemic Planning Matrix**

<b>Phase 1 Pandemic Alert</b>	<b>Phase 2 Localized Human-To-Human</b>	<b>Phase 3 General Outbreak</b>	<b>Phase 4 Maximum Disruption</b>	<b>Phase 5 Recovery</b>
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
<p>10. Develop plans to address pandemic issues that affect other critical infrastructure.</p> <ul style="list-style-type: none"> <li>• Transportation issues</li> <li>• Telephone and related communications failures.</li> <li>• Food and water issues.</li> <li>• Plant consumables such as diesel and chemicals</li> <li>• Keep staff informed if supplies from infected areas need to be restricted.</li> </ul>		<p>6. Assess the need to direct staff to maintain a safe distance from each other.</p>	<p>6. Assess the need to direct staff to maintain a safe distance from each other.</p>	
<p>11. Develop plans to integrate with other corporate pandemic plans as appropriate.</p> <ul style="list-style-type: none"> <li>• Prioritize generation units to keep on-line if there is a personnel shortage.</li> </ul>		<p>7. Assess the need for complete separation of staff including the activation of any backup facilities.</p>	<p>7. Assess the need for complete separation of staff including the activation of any backup facilities.</p>	
<p>12. Review Emergency Preparedness procedures. Use more extensive readiness reporting by individuals to know which ones are fit to respond on a daily or more frequent basis. Consider alternate methods to "all-call" staffing of facilities to reduce exposure of key individuals at a single time and location.</p>		<p>8. Assess the need to release non-critical staff from on-site duties to reduce the risk of infection of critical staff.</p>	<p>8. Assess the need to release non-critical staff from on-site duties to reduce the risk of infection of critical staff.</p>	
<p>13. Develop plans for flu occurrence during various types of outages. Consider that there may be more than one wave of influenza.</p> <ul style="list-style-type: none"> <li>• Minimize the number of off-site personnel.</li> <li>• Defer work required by regulatory requirements after licensing review unless needed for continued operation.</li> <li>• Establish refueling contractors as critical staff.</li> <li>• Quarantine outage workers prior to allowing them on site. The quarantine period should be based on the actual influenza incubation period.</li> <li>• Review outage plans with local public health officials.</li> <li>• For forced outages consider implications of off-site workers on spread of influenza virus.</li> </ul> <p>Consider coasting if the load demand will allow.</p>		<p>9. If appropriate, provide each workstation with a disinfecting agent, paper towels, and latex or vinyl gloves. Have each crew member wipe down all equipment and surfaces before and after each shift. Provide each workstation with sanitizing lotion with instructions on use.</p>	<p>9. If appropriate, provide each workstation with a disinfecting agent, paper towels, and latex or vinyl gloves. Have each crew member wipe down all equipment and surfaces before and after each shift. Provide each workstation with sanitizing lotion with instructions on use.</p>	
<p>14. Develop plans for return to normal operations.</p>		<p>10. Provide regular communication to all staff with the latest medical advisories and emphasize adherence to actions suggested. This includes actions to be taken to prevent the spread of the influenza virus.</p>	<p>10. Provide regular communication to all staff with the latest medical advisories and emphasize adherence to actions suggested. This includes actions to be taken to prevent the spread of the influenza virus.</p>	

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**TVA / NEI Pandemic Planning Matrix**

Phase 1 Pandemic Alert	Phase 2 Localized Human-To-Human	Phase 3 General Outbreak	Phase 4 Maximum Disruption	Phase 5 Recovery
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
<b>Develop Plans</b>		11. Provide on-site personnel with personal protective equipment.	11. Provide on-site personnel with personal protective equipment.	
Periodically test and verify your preparedness plans and procedures via a simulation exercise, table top exercise or process walk through. Also test the IT infrastructure internally.		12. If appropriate, isolate the building, post signs stating temporary quarantine at all exits.	12. If appropriate, isolate the building, post signs stating temporary quarantine at all exits.	
<b>Develop Policies</b>		13. Notify all staff on site to leave their full name, employee ID, and after-hours contact number (s), including numbers where they may be potentially relocated, such as parents, family, etc. Instruct all employees when they are allowed to return to work, such as the following business day unless advised otherwise.	13. Notify all staff on site to leave their full name, employee ID, and after-hours contact number (s), including numbers where they may be potentially relocated, such as parents, family, etc. Instruct all employees when they are allowed to return to work, such as the following business day unless advised otherwise.	
1. Develop and update staff travel policy. <ul style="list-style-type: none"> <li>Do not travel to influenza areas even if human to human virus mutation has not occurred.</li> <li>Do not let people who traveled to influenza areas back to work until after the influenza incubation period has ended.</li> <li>Perform a thorough review of the need for travel and minimize or curtail travel as appropriate.</li> <li>Consider mode of travel on potential impact for increased exposure to influenza virus.</li> </ul>		14. Have visitors provide their home and company contact numbers as well as after-hours contact numbers for follow-up.	14. Have visitors provide their home and company contact numbers as well as after-hours contact numbers for follow-up.	
2. Develop and update meetings policy. <ul style="list-style-type: none"> <li>Minimize personal contact by using telephones, email, teleconferences, video conferences and web conferences.</li> </ul>		15. Coordinate with corporate staff and with groups such as electric system operators, LLEA, local hospitals and the local health department. Be aware that hospitals and other medical facilities may be overwhelmed and may not be able to help. Consider coordination with all supporting critical infrastructure sectors. <ul style="list-style-type: none"> <li>Chemicals</li> <li>Dams</li> <li>Emergency Services</li> <li>Energy</li> <li>Food and Agriculture</li> <li>Information Technology</li> <li>Postal and Shipping</li> <li>Public Health</li> <li>Telecommunications</li> <li>Transportation</li> <li>Water</li> </ul> Coordinate with other sectors as needed based on local conditions. In some locales coordination between sectors may be coordinated by emergency management agencies.	15. Coordinate with corporate staff and with groups such as electric system operators, LLEA, local hospitals and the local health department. Be aware that hospitals and other medical facilities may be overwhelmed and may not be able to help. Consider coordination with all supporting critical infrastructure sectors. <ul style="list-style-type: none"> <li>Chemicals</li> <li>Dams</li> <li>Emergency Services</li> <li>Energy</li> <li>Food and Agriculture</li> <li>Information Technology</li> <li>Postal and Shipping</li> <li>Public Health</li> <li>Telecommunications</li> <li>Transportation</li> <li>Water</li> </ul> Coordinate with other sectors as needed based on local conditions. In some locales coordination between sectors may be coordinated by emergency management agencies.	
3. Develop a visitor policy that is to be implemented in the event of an employee health incident or threat.		16. If antiviral medicine is available consider the time sensitivity of reporting the illness to begin the antiviral course as soon as possible.	16. If antiviral medicine is available consider the time sensitivity of reporting the illness to begin the antiviral course as soon as possible.	

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TVA / NEI Pandemic Planning Matrix

Phase 1 Pandemic Alert	Phase 2 Localized Human-To-Human	Phase 3 General Outbreak	Phase 4 Maximum Disruption	Phase 5 Recovery
Maintain Awareness and Communicate	Maintain Awareness and Communicate	Maintain Awareness and Communicate	Maintain Awareness and Communicate	Maintain Awareness and Communicate
Develop Policies				
<p>4. Develop and update human resources policies.</p> <ul style="list-style-type: none"> <li>• As permitted by federal, state and local was then in effect, update the confidentiality policy for releasing names of staff that potentially have been exposed, to allow effective exposure tracking to be completed. Also include sick employees with sick families. Local and state public health officials have great latitude in containing serious diseases. Coordinate with them.</li> <li>• Develop a policy regarding support of families for workers at plant for long periods.</li> <li>• Determine how employee practices will be monitored and enforced.</li> <li>• Encourage employees to stay home after they have been exposed to influenza. Consider:               <ul style="list-style-type: none"> <li>➢ Temporarily liberalizing the sick policy to allow employees to stay home.</li> <li>➢ Grant an appropriate amount of time off to accommodate the influenza recovery period.</li> </ul> </li> <li>• The Family and Medical Leave Act permits most long term employees to stay home and care for sick family members.</li> </ul> <p>Consider paying employees who do so.</p> <ul style="list-style-type: none"> <li>• Update the policy to process a larger than normal volume of survivor benefits for families in expectation of the death of several employees in a short time period.</li> <li>• Develop or update the policy to accommodate employees with several deaths in the family.</li> </ul>		<p>17. Update procedures for operator rounds and routine maintenance to accommodate reduced staff.</p>	<p>17. Update procedures for operator rounds and routine maintenance to accommodate reduced staff.</p>	
<p>5. Develop and update telecommuting policy for office staff.</p>		<p>18. Establish a Rumor Control Organization to deal with possible misinformation that may spread by employees.</p>	<p>18. Establish a Rumor Control Organization to deal with possible misinformation that may spread by employees.</p>	

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**TVA / NEI Pandemic Planning Matrix**

Phase 1 Pandemic Alert	Phase 2 Localized Human-To-Human	Phase 3 General Outbreak	Phase 4 Maximum Disruption	Phase 5 Recovery
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
<b>Develop Policies</b>				
6. Develop and update policies for employee compensation and sick-leave absences unique to a pandemic.		19. Take reasonable action that departs from a license condition or a technical specification (contained in a license issued under this part in an emergency when this action is immediately needed to protect the public health and safety and no action consistent with license conditions and technical specifications that can provide adequate or equivalent protection is immediately apparent. This is permitted by 10CFR50.54(x).	19. Take reasonable action that departs from a license condition or a technical specification (contained in a license issued under this part in an emergency when this action is immediately needed to protect the public health and safety and no action consistent with license conditions and technical specifications that can provide adequate or equivalent protection is immediately apparent. This is permitted by 10CFR50.54(x).	
7. Develop and update workforce deployment policies regarding teams and crews working together and the potential need to keep employees separated.		<b>Response Actions by Medical Staff</b>	<b>Response Actions by Medical Staff</b>	
		1. Communicate regularly with company senior management. Consider assisting management in designing health decision trees for employees to follow, anticipating that they may require ongoing updates according to most recent available information.	1. Communicate regularly with company senior management. Consider assisting management in designing health decision trees for employees to follow, anticipating that they may require ongoing updates according to most recent available information.	
		2. Advise the affected employee to contact their doctor and to adhere to the advice given.	2. Advise the affected employee to contact their doctor and to adhere to the advice given.	
		3. Advise the affected employee to contact their direct supervisor if they have not already done so.	3. Advise the affected employee to contact their direct supervisor if they have not already done so.	
		4. Request that the affected employee keep you informed of their condition.	4. Request that the affected employee keep you informed of their condition.	
		5. Advise the affected employee not to return to work until directed to do so by their doctor and the company doctor/nurse.	5. Advise the affected employee not to return to work until directed to do so by their doctor and the company doctor/nurse.	
		6. Support and provide input into employee communications.	6. Support and provide input into employee communications.	
		7. Arrange for the placement of waterless hand cleaner and cleansers and/or wipes at key communal areas (washrooms, kitchens, workstations). They should be at each person's work station to encourage hourly hand cleaning.	7. Arrange for the placement of waterless hand cleaner and cleansers and/or wipes at key communal areas (washrooms, kitchens, workstations). They should be at each person's work station to encourage hourly hand cleaning.	

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**TVA / NEI Pandemic Planning Matrix**

<b>Phase 1 Pandemic Alert</b>	<b>Phase 2 Localized Human-To-Human</b>	<b>Phase 3 General Outbreak</b>	<b>Phase 4 Maximum Disruption</b>	<b>Phase 5 Recovery</b>
<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>	<b>Maintain Awareness and Communicate</b>
		<b>Response Actions by Medical Staff</b>	<b>Response Actions by Medical Staff</b>	
		8. Provide regular communication to all staff on the latest health advisories and recommend adherence to actions suggested.	8. Provide regular communication to all staff on the latest health advisories and recommend adherence to actions suggested.	
		9. Provide regular communications to all staff on any additional specific requirements or information.	9. Provide regular communications to all staff on any additional specific requirements or information.	
		10. Provide employees means to access mental health and social services providers.	10. Provide employees means to access mental health and social services providers.	