

Nuclear Generation Group – Fitness for Duty  
**FITNESS FOR DUTY REQUIREMENTS**

By acceptance of this order requiring the unescorted physical presence of its employees on Exelon Nuclear station property, vendor commits its employees to cooperate with and follow Exelon's Fitness For Duty Program and Policies that are involved in work on Exelon property. Any failure by contractor to follow the program will be a material breach of the contract.

Exelon Nuclear will perform all drug and alcohol testing and will provide Nuclear General Employee Training (NGET), including Fitness For Duty training for contractor personnel as required per 10CFR Part 26.

Vendor will communicate to employees the "five hour abstinence rule" which is abstaining from alcohol five hours prior to reporting to work. Vendor will also conduct call-outs for unscheduled work according to the Fitness For Duty Call-Out Guideline (which is received in NGET) including the following steps:

*Individuals conducting a call-out are responsible for asking and documenting "Have you consumed alcohol in the past 5 hours" and "Are you fit for Duty?"*

*Individuals being called out are responsible to make a statement regarding the previous questions.*

Vendor will retain the documentation of call-outs on-site and make it available to Exelon Nuclear for annual audits. A Continual Behavioral Observation Program (CBOP) is required per the Access Authorization Rule 10CFR 73.56 and Regulatory Guide 5.66 which is covered in NGET.

UNESCORTED ACCESS REQUIREMENTS

To request unescorted access to a Exelon Nuclear generating station, contractors/vendors must first contact the Station Security Administrators Office for badging instructions. Effective May 1, 1996, each of our six nuclear stations has developed in-processing centers. Each respective in-processing center will be staffed with dedicated in-processing coordinators responsible for clearing contractor employees for unescorted access to the nuclear station.

**To cancel unescorted access, the contractor/vendor must notify each Station Security Department where the employee has unescorted access at, within twenty-four hours of termination of any contractor employee or completion of the on site project at any Exelon Nuclear station. Cancellation of unescorted access shall be provided to each of the station's security department the employee has unescorted access at, by telephone or fax within twenty-four hours, utilizing the attached Exhibit A—"Cancellation of Unescorted Access." (If contact is made initially by telephone, please forward Exhibit A – "Cancellation of Unescorted Access" by fax or mail. UTILIZING U.S. MAIL ALONE IS NOT ACCEPTABLE) See Exhibit B for contacts during and outside normal business hours.**

Be advised when a contractor/vendor terminates an employee “for cause” who is granted unescorted access to any Exelon Nuclear station, the vendor shall immediately notify the Station Security Administrator (SSA) prior to or simultaneous with the termination. “For cause” does not include contractor employee work reductions. Notification to the SSA can be done telephonically or by personal visit. Notification of termination “for cause” shall never occur while the individual to be terminated is in a vital area. Additionally, the terminated individual shall be escorted from the time of notification until he/she exits the Protected Area of the station. Individuals badged at Exelon Nuclear sites have the ability to keep their badge while off site. The need to notify security “prior to” or “simultaneously with” terminations “for cause” for people not on site is the same as if they were on site. Therefore, if your company plans to involuntarily terminate an employee “for cause,” and that person is badged at one or more of our nuclear stations, your company must inform each Station Security Department “prior to” or “simultaneously with” notification irrespective if the individual is on or off Exelon Nuclear property. (NOTE: Any time an individual is terminated, for whatever the reason, the individual’s security badge(s) must be retrieved from the individual and returned to the Station Security Department as soon as possible.

**Additionally, all contracting firms must inform their employees granted unescorted access of his/her responsibility to report all arrests other than minor traffic violations (i.e., speeding, parking tickets) to Exelon Nuclear’s NGG Security Department. Failure to report an arrest could result in unescorted access being denied.**

Exelon Nuclear considers the aforementioned requirements to be extremely important and failure to comply is considered a non-compliance, a violation of security requirements and could result in your company’s removal from our Security Approved Vendor List.

Exhibit B

DURING NORMAL BUSINESS HOURS: Monday – Friday 8am – 4pm  
**FAX or Telephone Cancellations to Station Security Badge Fabrication**

**Braidwood Station**

Station Security Badge Fabrication  
(815) 417-2930  
Fax Number  
(815) 417-2939  
East of IL Rt. 53  
1½ Miles S. of Rt. 113  
Braceville, IL 60407

**Byron Station**

Station Security Badge Fabrication  
(815) 406-2930  
Fax Number  
(815) 406-2939  
4450 N. German Church Road  
Byron, IL 61010

**Dresden Station**  
Station Security Badge Fabrication  
(815) 416-2930  
Fax Number  
(815) 416-2939  
6500 N. Dresden Road  
Morris, IL 60450

**LaSalle County Station**  
Station Security Badge Fabrication  
(815) 415-2930  
Fax Number  
(815) 415-2939  
2601 N. 21<sup>st</sup> Road  
Marseilles, IL 61341

**Quad Cities Station**  
Station Security Badge Fabrication  
(309) 227-2930/2931  
Fax Number  
(309) 227-2939  
22710 206<sup>th</sup> Ave North  
Cordova, IL 61242

**Zion Station**  
Station Security Badge Fabrication  
(847) 746-2084 ext. 2710  
Fax Number  
(847) 731-4257  
101 Shiloh Blvd.  
Zion, IL 60099

**OUTSIDE NORMAL BUSINESS HOURS 4pm – 8am CONTACT STATION SECURITY  
BY TELEPHONE ONLY AT:**

**Braidwood Station**  
Station Security (815) 417-2941

**Byron Station**  
Station Security (815) 406-2943

**Dresden Station**  
Station Security (815) 416-2619

**LaSalle County Station**  
Station Security (815) 415-2941

**Quad Cities Station**  
Station Security (309) 227-2941

**Zion Station**  
Station Security (847) 746-2084 ext. 2710

Exhibit A

Cancellation of Unescorted Access

Date: \_\_\_\_\_

Station Security Administrator  
Commonwealth Edison Company

Braidwood Station

Dresden Station

Quad Cities  
Station

Byron Station

LaSalle Co. Station

Zion Station

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Name of Company

Unescorted access is hereby cancelled for the personnel listed below:

NAME

SOCIAL SECURITY NUMBER

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Signature

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Print or Type

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Title