

SECTION IV

FUEL CYCLE SAFEGUARDS INSPECTOR - PHYSICAL SECURITY NRC INSPECTOR QUALIFICATION JOURNAL

Applicability

This NRC Inspector Qualification Journal implements NRC Manual Chapter 1246, Appendix A, Section IV, by establishing the minimum training requirements for personnel assigned to perform fuel cycle safeguards inspection (physical security) activities at fuel facilities.

The NRC Inspector Qualification Journal serves as a guideline for the development of a Qualification Journal, and establishes the minimum training requirements consistent with NRC Manual Chapter 1246. The Qualification Journal must provide traceable documentation to show that minimum requirements are met for each inspector.

The NRC Inspector Qualification Journal consists of a series of qualification guides and signature cards. Each signature card is used to document task completion, as indicated by the appropriate signature blocks. The corresponding qualification guide establishes the minimum knowledge levels or areas of study that must be completed for each signature card.

Most of the qualification guides are divided into sections. The review sections of the qualification guides identify references with general application to the inspector's qualification. The inspector is expected to have a general familiarity with these references. Other sections of the qualification guides identify specific references that have direct application to an inspection discipline. The inspector is expected to demonstrate detailed knowledge of the inspection discipline specific references.

In order to support the review of upper tier documents, programs, and policies, the inspector's immediate supervisor will assign one or more specific fuel facilities as reference facilities. The selection of a reference facility is intended to provide the inspector's management with the ability to tailor the qualification process to the experience and training level of the inspector, and to meet the inspection needs of the NRC. The use of specific real world material will reinforce the qualification process.

INSPECTOR QUALIFICATION JOURNAL
 Fuel Cycle Safeguards Inspector - Physical Security

Name _____ Title _____ Branch _____ Section _____

To complete your qualification as a Fuel Cycle Safeguards Inspector - Physical Security you are to complete the following signature cards. All signoffs shall include the signature of the responsible reviewer and the date. Maintain these cards in a notebook along with any background or written material required by the program. This notebook will comprise your NRC Inspector Qualification Journal.

| | | <u>Signature When Complete</u> | <u>Date</u> |
|-----|---|--------------------------------|-------------|
| 1. | NRC Orientation | _____ First Line Supervisor | _____ |
| 2. | Code of Federal Regulations | _____ First Line Supervisor | _____ |
| 3. | Office Instructions/ Regional Procedures | _____ First Line Supervisor | _____ |
| 4. | Regulatory Guidance | _____ First Line Supervisor | _____ |
| 5. | NRC Inspection Manual Chapters (MC) | _____ First Line Supervisor | _____ |
| 6. | Industry Codes and Standards | _____ First Line Supervisor | _____ |
| 7. | Inspection Accompaniments | _____ First Line Supervisor | _____ |
| 8. | NRC Management Directives | _____ First Line Supervisor | _____ |
| 9. | Review of Significant Fuel Cycle Security Events | _____ First Line Supervisor | _____ |
| 10. | Review of Site Security Plans and Procedures | _____ First Line Supervisor | _____ |
| 11. | Formal Training | _____ First Line Supervisor | _____ |

Qualification Board
Requirement Met

Second Level Supervisor
or Board Chairman

Recommended as a qualified inspector

Second Level Supervisor

Certification Memo Issued

Second Level Supervisor

Qualification Card 1
NRC Orientation

| A. | Site Orientation | <u>Initials</u> | <u>Date</u> |
|----|--|--------------------------------|-------------|
| 1. | New employee processing package completed | _____ Employee | _____ |
| 2. | Facility tour and introduction | _____ First Line Supervisor | _____ |
| B. | NRC Organization | | |
| 1. | Review of NRC headquarters and regional organization | _____ Employee | _____ |
| 2. | Discussion of NRC organization | _____ First Line Supervisor | _____ |

Qualification Card 2
Code of Federal Regulations (CFR)

|

| | <u>Initials</u> | <u>Date</u> |
|--|--------------------------------|-------------|
| A. Familiarization with selected CFR parts completed | _____ Employee | _____ |
| B. Discussion completed on CFR parts related to the fuel cycle safeguards physical security inspection program | _____ First Line Supervisor | _____ |

Qualification Card 3
Office Instructions/Regional Procedures

| | <u>Initials</u> | <u>Date</u> |
|--|--------------------------------|-------------|
| A. Familiarization with office/ regional policies and procedures | _____ Employee | _____ |
| B. Discussion completed on office/regional policies and procedures | _____ First Line Supervisor | _____ |

Qualification Card 4
Regulatory Guidance

| | <u>Initials</u> | <u>Date</u> |
|--|--------------------------------|-------------|
| A. Review of regulatory guidance | | |
| 1. Regulatory Guides | _____ Employee | _____ |
| 2. Information Notices /Bulletins | _____ Employee | _____ |
| 3. NUREGs | _____ Employee | _____ |
| 4. Generic Letters | _____ Employee | _____ |
| 5. Federal Register Notices | _____ Employee | _____ |
| 6. NRC Branch Technical Positions | _____ Employee | _____ |
| B. Discussion of regulatory guidance with application to the fuel cycle safeguards physical security inspection program | _____ First Line Supervisor | _____ |

Qualification Card 5
NRC Inspection Manual Chapters (MC)

Initials

Date

A. Review of appropriate NRC
MCs completed

Employee

B. Discussion of NRC MCs
and their relation
to the fuel cycle safeguards
physical security
inspection program

First Line Supervisor

Qualification Card 6
Industry Codes and Standards

| | <u>Initials</u> | <u>Date</u> |
|---|--------------------------------|-------------|
| A. Review of selected codes and standards completed | _____ Employee | _____ |
| B. Discussion of the application of codes and standards in the fuel cycle safeguards physical security inspection program | _____ First Line Supervisor | _____ |

Qualification Card 7
Inspection Accompaniments

| | | <u>Initials</u> | <u>Date</u> |
|----|---|--------------------------------|-------------|
| A. | Inspections completed | | |
| 1. | _____ Facility | _____ Employee | _____ |
| 2. | _____ Facility | _____ Employee | _____ |
| 3. | _____ Facility | _____ Employee | _____ |
| 4. | _____ Facility | _____ Employee | _____ |
| B. | Discussion of inspection and employee's role | | |
| 1. | _____ Facility | _____ First Line Supervisor | _____ |
| 2. | _____ Facility | _____ First Line Supervisor | _____ |
| 3. | _____ Facility | _____ First Line Supervisor | _____ |
| 4. | _____ Facility | _____ First Line Supervisor | _____ |

Qualification Card 8
NRC Management Directives

| | <u>Initials</u> | <u>Date</u> |
|---|-----------------------|-------------|
| A. Review of selected portions of the NRC Management Directives completed | _____ | _____ |
| | Employee | |
| B. Discussion of the application of the NRC Management Directives to the fuel cycle safeguards physical security inspection program | _____ | _____ |
| | First Line Supervisor | |

Qualification Card 9
Review of Significant Fuel Cycle Security Events

| | <u>Initials</u> | <u>Date</u> |
|---|--------------------------------|-------------|
| A. Review of selected significant historical fuel cycle security events | _____ Employee | _____ |
| B. Discussion of the importance of these events and lessons learned | _____ First Line Supervisor | _____ |

Qualification Card 10
Review of Site Security Plans and Procedures

Initials

Date

A. Review of selected portions
of site security plans and
procedures

Employee

B. Discussion of site security
plans and procedures and their
relationship to the fuel cycle
safeguards physical security
inspection program

First Line Supervisor

Qualification Card 11
Formal Training

| A. | CORE TRAINING: | <u>Initials</u> | <u>Date</u> |
|-----|---|----------------------|-------------|
| 1. | Fundamentals of Inspection Course (G-101) | _____ | _____ |
| | | Training Coordinator | |
| 2. | Root Cause/Incident Investigation Workshop (G-205) | _____ | _____ |
| | | Training Coordinator | |
| 3. | Inspecting for Performance Course (G-304) | _____ | _____ |
| | | Training Coordinator | |
| 4. | Effective Communication for NRC Inspectors | _____ | _____ |
| | | Training Coordinator | |
| 5. | OSHA Indoctrination Course (G-111) | _____ | _____ |
| | | Training Coordinator | |
| 6. | Site Access Training (H-100) | _____ | _____ |
| | | Training Coordinator | |
| 7. | Physical Security Fundamentals Course (S-103) or equivalent | _____ | _____ |
| | | Training Coordinator | |
| 8. | Sensor System Course (S-118) or equivalent | _____ | _____ |
| | | Training Coordinator | |
| 9. | Fuel Cycle Processes Directed Self-Study Course (F-201S) | _____ | _____ |
| | | Training Coordinator | |
| 10. | Integrated Safety Analysis Course (F-103) or Hazards Analysis for DOE SARs and QRAs | _____ | _____ |
| | | Training Coordinator | |

11. SPECIALIZED TRAINING

Other training courses required for inspectors performing inspections in specific areas:

| <u>Course Title</u> | <u>Course #</u> | <u>Initials</u> | <u>Initials</u> | <u>Date</u> |
|---------------------|-----------------|---------------------|-------------------------------|-------------|
| _____ | _____ | _____ Supervisor | _____ Training Coordinator | _____ |
| _____ | _____ | _____ Supervisor | _____ Training Coordinator | _____ |
| _____ | _____ | _____ Supervisor | _____ Training Coordinator | _____ |
| _____ | _____ | _____ Supervisor | _____ Training Coordinator | _____ |

Qualification Guide 1
NRC Orientation

A. Site Orientation

1. The qualifying individual should read and complete, as appropriate, the following forms for processing into the NRC:
 - a. Personnel information
 - b. Health insurance elections
 - c. Retirement plan elections
 - d. Savings elections (e.g. U.S. Savings Bonds, TSP, etc.)
 - e. Fitness for Duty requirements and physical examination
 - f. Any other forms which may be required by NRC Office of Human Resources
 - g. Forms for issuance of tagged, controlled NRC equipment
 - h. Payroll forms and time cards
 - i. Regulatory Information Tracking System (RITS)
2. The First Line Supervisor should orient the qualifying individual to the facility as follows:
 - a. Tour the facility and introduce the qualifying individual to the staff
 - b. Indicate to the qualifying individual the location of controlled documents, reference material, supplies, office equipment, etc.

B. NRC Organization

1. The qualifying individual should review and become familiar with:
 - a. Organizational charts of division, NMSS, regions and headquarters and overall NRC organization (NUREG 0325)
 - b. Role of Headquarters in policy and interpretation of regulations
 - c. Role of NRC General Counsel
 - d. Role of NRC Inspector General
 - e. Role of NRC Public Affairs
 - f. Role of NRC Office of Investigations
 - g. Role of NRC Office of Enforcement

- h. Physical location of NRC offices and regions |
- i. Role of NRC as a regulatory agency |
 - (1) 10 CFR Part 1 (Organization)
 - (2) Atomic Energy Act of 1954, as amended
 - (3) Energy Reorganization Act of 1974, as amended |
 - (4) NRC Enforcement Policy (NUREG 1600) |
 - (5) Incident Response Plan (NUREGs 0728 and 0845)
 - (6) Energy Policy Act of 1992
- 2. The First Line Supervisor should discuss NRC organization and role with the qualifying individual to ensure the qualifying individual has a full understanding of NRC's organization and mission and the role of the inspector in that mission.

Qualification Guide 2
Code of Federal Regulations (CFR)

A. A selection of currently applicable CFR Parts should be made by the First Line Supervisor. The selection should include the references listed below and be documented. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. This review may be accomplished by self-study, study-quizzes, briefings, or discussions.

1. 10 CFR Part 1 Statement of organization and general information
2. 10 CFR Part 2 Rules of practice for domestic licensing proceedings and issuance of orders
3. 10 CFR Part 9 Public Records
4. 10 CFR Part 19 Notices, instructions and reports to workers; inspections
5. 10 CFR Part 20 Standards for protection against radiation (includes selected Questions and Answers, Q & As)
6. 10 CFR Part 21 Reporting of defects and noncompliance
7. 10 CFR Part 25 Access Authorization for Licensee Personnel
8. 10 CFR Part 30 Rules of general applicability to domestic licensing of byproduct material
9. 10 CFR Part 40 Domestic licensing of source material
10. 10 CFR Part 51 Environmental protection regulations for domestic licensing
11. 10 CFR Part 61 Licensing requirements for land disposal of radioactive waste
12. 10 CFR Part 70 Domestic licensing of special nuclear material
13. 10 CFR Part 71 Packaging and transportation of radioactive material
14. 10 CFR Part 73 Physical protection of plants and materials
15. 10 CFR Part 74 Material control and accounting of special nuclear material
16. 10 CFR Part 75 Safeguards on nuclear material
17. 10 CFR Part 76 Certification of Gaseous Diffusion Plants
18. 10 CFR Part 95 Security facility approval and safeguarding of national security information and restricted data
19. 10 CFR Part 170 Fees for facilities, materials, import and export licenses and other regulatory services under the Atomic Energy Act of 1954, as amended

- 20. 10 CFR Part 171 Annual fees for reactor operating licenses, and fuel cycle licenses and materials licenses including holders of certificates of compliance, registrations, and quality assurance program approvals and government agencies licensed by NRC
- 21. 29 CFR Part 1910 Occupational Safety and Health Standards

B. Following completion of the qualifying individual's self study of the listed 10 CFR Parts, a discussion will be held with the qualifying inspector by the First Line Supervisor to test the qualifying inspector's knowledge of these Parts. To the extent possible, recent application of various sections, new regulatory initiatives, and current industry issues should be emphasized.

Qualification Guide 3
Office Instructions/Regional Procedures

A. Office/Division Policies and Procedures

1. Read the NMSS Policy and Procedures Manual
2. The qualifying individual should review the NMSS policies and practices on:
 - a. Travel, including Management Directive 14.1 Official Temporary Duty Travel
 - b. Telephone use
 - c. Policies on use of annual leave and sick leave and excused leave, including Bulletin 4135, Leave Administration.
 - d. Work schedule, including NRC Appendix 4136, Hours of Work and Premium Pay
 - e. Use of government equipment, including computers (NUDOCS and ADAMS) and Management Directive 13.1, Property Management
 - f. Union activities, including Management Directive 10.102. Labor-Management Relations Program for Federal Employees
 - g. Communications outside NRC
 - h. Policies on outside employment and acceptance of gifts
 - i. Participation in political activities
 - j. Routing of mail and procedures for sending mail and materials (via U.S. Mail, Federal Express, etc.), including Management Directive 3.23, Mail Management
 - k. Ordering of documents (e.g NUREGs)
 - l. Emergency and evacuation procedures
 - m. Employee appraisal system and Individual Development Plan (IDP)
 - (1) Employee trial period (Management Directive 10.14, Employment and Staffing)
 - (2) Employee appraisals (Management Directive 10.67, Non-SES Performance Appraisal System)
 - n. Differing Professional Views or Opinions (Management Directive 10.159, General Personal Management Provisions)

- B. The First Line Supervisor should discuss these policies and practices with the qualifying individual to ensure that the qualifying individual has a full and complete understanding.

Qualification Guide 4
Regulatory Guidance

A. A selection of currently applicable regulatory guidance should be identified by the First Line Supervisor. It should be noted that not all of the referenced regulatory guides will be applicable to each inspector's area of responsibility. These references should be selected from those listed below and should be documented. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. The review may be accomplished by self-study, study-quizzes, briefings, or discussions. Note that many Regulatory Guides reference or endorse industry codes and standards listed in Qualification Guide 6. Study of corresponding and subtier codes and standards is recommended.

1. Regulatory Guides (use latest revision)

- 3.71 Nuclear Criticality Safety Standards for Fuels and Materials Facilities (Draft DG-3013 published 1/98) (Guide Withdraws RG 3.1, 3.4, 3.43, 3.45, 3.47, 3.57, 3.58, 3.68, 3.70, and 8.12)
- 5.7 Entry/Exit Control for Protected Areas, Vital Areas, and Material Access Areas
- 5.11 Nondestructive Assay of Special Nuclear Material Contained in Scrap and Waste
- 5.12 General Use of Locks in the Protection and Control of Facilities and Special Nuclear Materials
- 5.13 Conduct of Nuclear Material Physical Inventories
- 5.15 Tamper-Indicating Seals for the Protection and Control of Special Nuclear Material
- 5.21 Nondestructive Uranium 235 Enrichment Assay by Gamma Ray Spectrometry
- 5.26 Selection of Material Balance Areas and Item Control Areas
- 5.31 Specially Designed Vehicle with Armed Guards for Road Shipment of Special Nuclear Material
- 5.37 In Situ Assay of Enriched Uranium Residual Holdup
- 5.43 Plant Security Forces
- 5.52 Standard Format and Content of a Licensee Physical Protection Plan for Strategic Special Nuclear Material at Fixed Sites
- 5.59 Standard Format and Content for a Licensee Physical Security Plan for the Protection of Special Nuclear Material of Moderate or Low Strategic Significance
- 5.61 Intent and Scope of the Physical Protection Upgrade Rule Requirements for Fixed Sites
- 5.62 Reporting of Safeguards Events

- 5.65 Vital Area Access Controls, Protection of Physical Security Equipment, and Key and Lock Controls
- 5.67 Material Control and Accounting For Uranium Enrichment Facilities Authorized to Produce Special Nuclear Material of Low Strategic Significance
- 8.1 Radiation Symbol
- 8.5 Criticality and Other Interior Evacuation Signals
- 8.7 Instructions For Recording and Reporting Occupational Radiation Exposure Data
- 8.10 Operating Philosophy for Maintaining Occupational Radiation Exposure As Low As Is Reasonably Achievable
- 8.13 Instruction Concerning Prenatal Radiation Exposure
- 8.29 Instruction Concerning Risks from Occupational Radiation Exposure

2. Information Notices (IN) and Bulletins(BL)

- IN 89-24 Nuclear Criticality Safety
- IN 90-09 Extended Interim Storage of Low-Level Radioactive Waste by Fuel Cycle and Materials Licensees
- IN 91-84 Problems with Criticality Alarm Components/Systems
- IN 92-11 Soil and Water Contamination at Fuel Cycle Facilities
- IN 92-14 Uranium Oxide Fires at Fuel Cycle Facilities
- IN 93-60, Supplement 1 Reporting Fuel Cycle and Materials Events to the NRC Operations Center
- IN 94-73 Clarification of Criticality Reporting Criteria
- IN 96-71 Licensee Response to Indications of Tampering, Vandalism, or Mischief
- IN 98-05 Criminal History Record Information
- IN 98-35 Threat Assessments and Considerations of Heightened Physical Protection Measures
- IN 99-16 Federal Bureau of Investigation's Nuclear Site Security Program
- BL 91-01 Supplement 1 Reporting Loss of Criticality Safety Controls
- Bulletin 38 Necessary Penetrations of Material Access Area Barriers (issued by Licensee Safeguards Guidance Group, LSGG)

Others as selected by the First Line Supervisor

3. NUREGs (latest revision, where applicable)

| | |
|---------------------------------|--|
| NUREG 0674 | Security Personnel Training and Qualification Criteria |
| NUREG 0845 | Agency Incident Response Actions |
| NUREG 1189, Vol. 1 and 2 | Assessment of the Public Health Impact From the Accidental Release of UF ₆ at the Sequoyah Fuels Corporation Facility at Gore, Oklahoma |
| NUREG 1198 | Release of UF ₆ From A Ruptured Model 48Y Cylinder at Sequoyah Fuels Corporation Facility |
| NUREG 1198, Supplement No. 1 | Release of UF ₆ From a Ruptured Model 48Y Cylinder at Sequoyah Fuels Corporation Facility: Lessons-Learned Report |
| NUREG 1324 | Proposed Method for Regulating Major Materials Licensees |
| NUREG 1450 | Potential Criticality Accident at the General Electric Nuclear Fuel and Component Manufacturing Facility, May 29, 1991 |
| NUREG 1520 | Standard Review Plan for the Review of a License Application for a Fuel Cycle Facility |
| NUREG/BR 0006 | Instructions for Completing Nuclear Material Transaction Reports |
| NUREG/BR 0007 | Instructions for Completing Material Balance Reports and Physical Inventory Listings |
| NUREG/BR 0096 | Instructions and Guidance for Completing Physical Inventory Summary Reports |
| NUREG/CR 2078 | Handbook of Nuclear Safeguards Measurement Methods |
| NUREG/CR 4604 | Statistical Methods For Nuclear Material Management |

Others as selected by the First Line Supervisor

4. Generic Letters(GL)

| | |
|-------------|---|
| GL 88-19 | Use of Deadly Force by Licensee Guards to Prevent Theft of Special Nuclear Material |
| NMSS Letter | Letter to CAT-I Licensees, Night Firing Light Levels, dated November 22, 1988 |
| GL 89-20 | Protected Area Long Term Housekeeping |
| GL 91-003 | Reporting of Safeguard Events |
| GL 95-001 | NRC Staff Technical Position on Fire Protection For Fuel Cycle Facilities |

Others as selected by the First Line Supervisor

5. Federal Register Notices

U.S. Nuclear Regulatory Commission, "Guidance on Management Controls/Quality Assurance, Requirements for Operation, Chemical Safety, and Fire Protection for Fuel Cycle Facilities," *Federal Register* 54 (No. 53), 11590-11598, March 21, 1989

U. S. Nuclear Regulatory Commission, "Guidance on Fire Protection for Fuel Cycle Facilities," *Federal Register* 57 (No. 154), 35607-35613, August 10, 1992

Others as selected by the First Line Supervisor

6. NRC Branch Technical Positions

None

- B. The application of these guidance documents to the fuel cycle safeguards physical security inspection program should be studied in detail by the qualifying individual and covered by the First Line Supervisor in discussions, interviews, or oral quizzes.

Qualification Guide 5
NRC Inspection Manual Chapters (MC)

A. A selection of currently applicable NRC MC and Inspection Procedure (IP) references with direct application to the fuel cycle safeguards physical security inspection program should be identified by the First Line Supervisor. The application of the specific references to the fuel cycle safeguards physical security inspection program should be studied in detail by the qualifying individual.

1. REPORTS/COMMUNICATIONS/FOLLOW-UP

| | |
|----------|---|
| MC 0030 | Policy and Guidance for Development of NRC Inspection Manual Programs |
| MC 0230 | Morning Report |
| MC 0610 | Inspection Reports |
| MC 0620 | Inspection Documents and Records |
| MC 0720 | NRC Bulletins and Information Notices |
| MC 0730 | Generic Communications Regarding Materials and Fuel Cycle Issues |
| MC 0801 | Inspector Feedback |
| MC 1120 | Preliminary Notifications |
| IP 92701 | Follow-up |
| IP 92703 | Follow-up of Confirmatory Action Letters |

2. INSPECTIONS

| | |
|---------|--|
| MC 0300 | Announced and Unannounced Inspections |
| MC 0312 | Technical Assistance for Radiation Safety Inspections at Nuclear Fuel Cycle Facilities and Material Licensee's Sites |
| MC 0630 | Analysis of the Impact of Noncompliance with Physical Security Requirements |
| MC 1246 | Formal Qualification Programs in Nuclear Material Safety and Safeguards Program Area |
| MC 2600 | Fuel Cycle Facility Operational Safety and Safeguards Inspection Program |
| MC 2681 | Safeguards Inspection of Fuel Facilities, Transport of SNM and Irradiated Fuel, and SNM Imports and Exports |
| MC 2682 | Technical Assistance for Safeguards MC & A Inspections at Fuel Facilities |
| MC 8800 | Fuel Facility Inspection |

| | |
|----------|---------------------------|
| IP 88102 | Surveillance Observations |
|----------|---------------------------|

3. INTERACTIONS WITH OTHER FEDERAL AGENCIES

| | |
|----------|---|
| MC 1007 | Interfacing Activities Between Regional Offices of NRC and OSHA |
| IP 93001 | OSHA Interface Activities |

4. INCIDENT RESPONSE

| | |
|----------|--|
| MC 1300 | Incident Response Actions - Responsibility and Authority |
| MC 1301 | Response to Radioactive Material Incidents that Do Not Require Activation of the NRC Incident Response Plan |
| MC 1302 | Action Levels for Radiation Exposures and Contamination Associated with Materials Events Involving Members of the Public |
| MC 1360 | Use of Physician and Scientific Consultants in the Medical Consultant Program |
| IP 88003 | Reactive Inspection for Events at Fuel Cycle Facility Program |

- | 5. WASTE MANAGEMENT
 - MC 8400 Radioactive Waste Management
- | 6. FUEL CYCLE SAFETY PROGRAM
 - MC 8100 Physical Security
 - MC 8500 Material Control and Accountability
 - MC 8800 Fuel Facility Inspection
- | 7. RADIATION PROTECTION
 - MC 8300 Radiation Protection
- | 8. OTHER
 - MC 1100 Notification of Significant Meetings
 - MC 1201 Conduct of Employees
 - MC 2900 Performance Appraisal Program

B. The First Line Supervisor will hold discussions, interviews, or oral quizzes to test the qualifying individual's knowledge and understanding of the application of the selected references to the fuel cycle safeguards physical security inspection program.

Qualification Guide 6
Industry Codes and Standards

A. A selection of currently applicable industry codes and standards should be identified by the First Line Supervisor. These references should be selected from those listed below for the specific area of the inspector's responsibility and be documented. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. This review may be accomplished by self study, study quizzes, briefings, or discussions.

1. American National Standards Institute (ANSI)

| | |
|---------------|---|
| ANSI N15.15 | Nuclear Materials - Assessment of the Assumptions of Normality (Employing Individual Observed Values) |
| ANSI N15.18 | Nuclear Materials - Mass Calibration Techniques for Control |
| ANSI N15.19 | Nuclear Materials Control - Volume Calibration Techniques |
| ANSI N15.20 | Guide to Calibrating Nondestructive Assay Systems |
| ANSI N15.22 | Nuclear Materials - Plutonium-Bearing Solids - Calibration Techniques for Calorimetric Assay |
| ANSI N15.28 | Nuclear Materials Control - Guide for Qualification and Certification of Safeguards and Security Personnel |
| ANSI N15.37 | Guide to the Automation of Nondestructive Assay Systems for Nuclear Material Control |
| ANSI N15.41 | Derivation of Measurement Control Programs - General Principles |
| ANSI N15.51 | Nuclear Materials Management - Measurement Control Program - Nuclear Materials Analytical Chemistry Laboratory |
| ANSI N15.54 | Instrumentation - Radiometric Calorimeters - Measurement Control Program |
| ANSI/ANS 8.1 | Nuclear Criticality Safety in Operations with Fissionable Materials Outside Reactors |
| ANSI/ANS 8.3 | Criticality Accident Alarm System |
| ANSI/ANS 8.5 | Use of Borosilicate-Glass Raschig Rings as a Neutron Absorber in Solutions of Fissile Material |
| ANSI/ANS 8.7 | Guide for Nuclear Criticality Safety in the Storage of Fissile Materials |
| ANSI/ANS 8.9 | Nuclear Criticality Safety Criteria for Steel-Pipe Intersections Containing Aqueous Solutions of Fissile Material |
| ANSI/ANS 8.17 | Criticality Safety Criteria for the Handling, Storage, and Transportation of LWR Fuel Outside Reactors |

- ANSI/ANS 8.19 Administrative Practices for Nuclear Criticality Safety
- ANSI/ANS 8.20 Nuclear Criticality Safety Training
- ANSI NQA-1 Quality Assurance Requirements for Nuclear Facilities

Others as selected and documented by the First Line Supervisor

ANSI NFPA Standards as selected and documented by the First Line Supervisor
(NOTE: a list is provided in Section 8.4.2 of NUREG 1520).

Institute of Electrical and Electronic Engineers (IEEE) standards associated with security and analysis equipment

2. American Society for Testing and Materials (ASTM)

ASTM F792-82 Standard Practice for Design and Use of Ionizing Radiation Equipment for the Detection of Items Prohibited in Controlled Access Areas

3. General Service Administration (GSA)

W-A-450C/1 Federal Specification Components for Interior Alarm Systems, Balanced Magnetic Switches

W-A-450B Federal Specification Interior Security Components for Alarm Systems

4. Sandia National Laboratory (SAND)

SAND 87-1927 Entry Control Systems Technology Transfer Manual

SAND 87-1926 Access Delay Technology Transfer Manual

SAND 89-1924 Video Assessment Technology Transfer Manual

SAND 78-0400 Security Seal Handbook

5. Underwriters Laboratory

Underwriters Laboratories, Inc. (UL) Standard 555, "Standard for Fire Dampers and Ceiling Dampers"

6. NRC Accepted HP Computer Codes

PC-DOSE
Varskin
RASCAL
REMIT

7. Other

Draft Regulatory Guide, DOE/NCT-04, A Review of Criticality Accidents, W. R. Stratton, Revised by D. R. Smith, U.S. DOE, March 1989

- B. The First Line Supervisor should test the qualifying individual's knowledge of application of these codes and standards to the fuel cycle safeguards physical security inspection program by discussions, interviews, or oral quizzes.

Qualification Guide 7
Inspection Accompaniments

- A. Each inspector should accompany certified inspectors on at least four inspections. At least two of these inspections should be performed at a facility other than the designated lead plant.
- B. The following is a guide for material that should be studied and discussed with the inspector in charge during these inspection accompaniments. The First Line Supervisor will discuss these items, as appropriate, following each inspection accompaniment.
 - 1. The Inspection Program
 - MC 2600 Fuel Facility Inspection Program
 - MC 2681 Safeguards Inspection of Fuel Facilities, Transport of SNM and Irradiated Fuel, and SNM Imports and Exports
 - MC 2681/05 Physical Security Inspection for Category I Fuel Cycle Facilities
 - MC 8100 Physical Security
 - IP 81000 Physical Security Procedure series
 - White Paper Risk-Informed and Performance-Based Regulation
 - 2. Scheduling and Preparation for Inspections
 - MC 0300 Announced and Unannounced Inspections
 - 3. Scope of Inspection
 - 4. Entrance/Exit Interviews
 - 5. Conduct of Inspection, Accumulation of Data
 - 6. Post-inspection Activities of Inspectors
 - MC 0610 Inspection Reports
 - MC 0630 Analysis of the Impact of Noncompliance with Physical Security Requirements
 - MC 1100 Notification of Significant Meetings
 - 7. Morning Reports
 - MC 0230 Morning Report
 - 8. Non-routine Licensee Events
 - MC 1110 Potential Abnormal Occurrences
 - Management Directive 8.3 NRC Incident Investigation Program
 - Management Directive 8.9 Accident Investigation

- 9. Preliminary Notification
 - MC 1120 Preliminary Notifications
- 10. Bulletins/Information Notices
 - MC 0720 NRC Bulletins and Information Notices)
- 11. Use of Consultants of NRC
 - MC 1360 Use of Physician and Scientific Consultants in the Medical Consultant Program
 - Management Directive 10.6 Use of Consultants & Experts
- 12. Allegations and Investigations
 - Management Directive 8.8 Management of Allegations
- 13. Communication outside NRC
 - Management Directive 5.5 Public Affairs Program
 - Management Directive 3.6 Distribution of Unclassified NRC Staff/Contractor-Generated Reports

Qualification Guide 8
NRC Management Directives

- A. A selection of currently applicable NRC Management Directive (MD) references should be identified by the First Line Supervisor. These references should include those listed below and be documented. The qualifying inspector should be expected to have a general knowledge of the topics addressed in the references. This review may be accomplished by self-study, study-quizzes, briefings, or discussions. The selection should include:
1. NRC MD 9.1 Organization Management
 2. NRC MD 9.29 Organization and Function of Regional Offices
 3. NUREG 0335 USNRC Functional Organization Chart
 4. NRC MD 3.2 Privacy Act
 5. NRC MD 3.1 Freedom of Information Act
 6. NRC MD 10.130 Safety and Health Program Under the Occupational Safety and Health Act
 7. NRC MD 10.131 Protection of NRC Employees Against Ionizing Radiation
 8. NRC MD 14.1 Official Temporary Duty Travel
 9. NRC MD 10.159 Differing Professional Views or Opinions
 10. NRC MD 10.42 Hours of Work and Premium Pay
 11. NRC MD 10.43 Time and Attendance Reporting
 12. NRC MD 10.67 Non-SES Performance Appraisal System
 13. NRC MD 10.101 Employee Grievances
 14. NRC MD 8.3 NRC Incident Investigation Program
 15. NRC MD 8.8 Management of Allegations
- B. Application of the selected NRC Management Directives to the fuel cycle safeguards physical security inspection program will be discussed with the qualifying individual by the First Line Supervisor to test the qualifying individual's knowledge.

Qualification Guide 9
Review of Significant Fuel Cycle Security Events

- A. A selection of significant historical fuel cycle security-related events should be identified by the First Line Supervisor. These events should be studied in detail by the qualifying individual. Such events would include the following. Other events may be chosen but in any case the events chosen should be documented.
1. Sequoyah Fuels accidents in 1986 and in 1992
 2. Potential criticality at the GE Wilmington plant in 1991
 3. Y-12 criticality accident in 1958
 4. UO₂ fires at fuel fabrication plants
 5. United Nuclear - Wood River Junction in 1964
- B. The First Line Supervisor should discuss the selected events in detail with the qualifying inspector and go over recommendations made, lessons learned, and changes identified to prevent recurrence. The relevance of the event to the overall fuel cycle safeguards physical security inspection program should be stressed.

Qualification Guide 10
Review of Site Security Plans and Procedures

- A. The inspector should become generally familiar with several site security plans and procedures as selected by the First Line Supervisor. The inspector's review should include the safety analysis and security plan associated with the license application with special emphasis in the following areas, as appropriate.
1. Site characteristics
 2. Process systems
 3. Safety features
 4. Electric power systems
 5. Quality assurance
 6. Material control systems
 7. Radiation protection and radwaste
- B. Each selected site security plan and procedure should be reviewed with an emphasis on its application to the fuel cycle safeguards physical security inspection program. After reviewing the selected documents, the inspector will be able to specifically address its application to the fuel cycle safeguards physical security inspection program. The inspector may demonstrate knowledge through discussions, interviews or quizzes. These discussion activities should be conducted by the First Line Supervisor or alternatively, by senior inspectors to illustrate recent application of regulatory guidance to the fuel cycle safeguards physical security inspection program. Completion of the discussion activities must be documented.

Qualification Guide 11
Formal Training

The standards for each Training Course are provided in the NRC Technical Training Division Course Catalog and will not be duplicated in the Qualification Guide.