

November 13, 2001

Mr. Edward Ehrlich  
Nuclear Test Reactor Manager  
General Electric Company  
Vallecitos Nuclear Center  
6705 Vallecitos Road  
Sunol, CA 94586

Dear Mr. Ehrlich:

I have enclosed with this letter the retake examination for Mr. Peterson (Category A). Please proctor the examination according to NRC rules, a copy of which is enclosed. The examination must be completed within one (1) hour.

If the candidate has any questions regarding examination test items, please respond by telling him to answer the question as best he can, and make a note of the question so that we may discuss it later. If there are any major problems, I can be reached by telephone at (301)415-1833, or e-mail at [wje@nrc.gov](mailto:wje@nrc.gov).

I have also enclosed a security agreement which must be executed whenever a licensee reviews an examination prior to its administration. Note that the agreement must be signed both prior to and after the examination. At the conclusion of the examination, please return the examination, answer sheet and security agreement in the envelope provided.

The NRC has been administering retake examinations in this manner for a few years. We hope that we may continue this process to realize cost savings and efficiencies. Thank you for your cooperation and support.

Sincerely,

**/RA/**

Warren J. Eresian  
Operational Experience and Non-Power Reactors Branch  
Division of Regulatory Improvement Programs  
Office of Nuclear Reactor Regulation

Docket No: 50-073

Enclosures:

1. Administration of Written Examinations
2. Procedures for the Administration of Written Examinations
3. Facility Review of Written Examinations
4. Category A Retake Examination

General Electric Company (NTR)

Docket No. 50-73

cc:

Mr. Steve Hsu  
Radiologic Health Branch  
State Department of Health Service  
P.O. Box 942732  
Sacramento, CA 94234-7320

California Department of Health  
ATTN: Chief, Environmental Radiation  
Control Unit  
Radiological Health Section  
714 P Street, Room 498  
Sacramento, CA 95814

Mr. Chuck Bassett, Manager  
Regulatory Compliance  
Vallecitos and Morris Operations  
Vallecitos Nuclear Center  
General Electric Company  
6705 Vallecitos Road  
Sunol, CA 94586

Test, Research, and Training  
Reactor Newsletter  
University of Florida  
202 Nuclear Sciences Center  
Gainesville, FL 32611

Mr. Chris Hamilton  
Senior Licensing Engineer  
Certified Six Sigma Green Belt  
Vallecitos Nuclear Center  
Sunol, CA 94586

Mr. Harold Neems  
General Electric Company  
Nuclear Energy Business Operations  
175 Cutner Avenue  
Mail Code 123  
San Jose, CA 95125

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DISTRIBUTION w/o enclosures

PUBLIC                      REXB r/f                      MMendonca, PM                      Facility File(EBarnhill)

ADAMS ACCESSION #: ML013060582

TEMPLATE #: NRR-056

OFFICE	REXB:CE	IOLB	REXB:SC
NAME	WEresian	EBarnhill	PMadden
DATE	11/ 05 /2001	11/ 06 /2001	11/ 13 /2001

C = COVER

E = COVER & ENCLOSURE  
OFFICIAL RECORD COPY

N = NO COPY

## ADMINISTRATION OF WRITTEN EXAMINATIONS

1. A single room must be provided for administration of the written examination. The location of this room and supporting restroom facilities should be such as to prevent contact with all other facility personnel during the written examination.
2. The proctor must maintain minimum spacing between candidates to ensure examination integrity.
3. The facility licensee may provide pads of 8 ½ by 11 inch lined paper in unopened packages for each applicant's use in completing the examination.
4. Applicants may bring pens, pencils, calculators or slide rules into the examination room. Only black ink or dark pencils should be used for writing answers to questions.
5. No wall charts, models, and/or other training materials can be present in the examination room. No other equipment or reference material will be allowed unless provided by the NRC.
6. The facility staff has a copy of the written examination and answer key. The facility staff has five (5) working days from the administration of the examination to provide formal written comments with supporting documentation regarding written examination questions and answers to the NRC.

## PROCEDURES FOR THE ADMINISTRATION OF WRITTEN EXAMINATIONS

1. Verify candidate identity.
2. Pass out examinations and all handouts. Remind applicants not to review examination until instructed to do so.

### READ THE FOLLOWING INSTRUCTIONS VERBATIM:

1. Cheating on the examination means an automatic denial of your application and could result in more severe penalties.
2. After the examination has been completed, you must sign the statement on the cover sheet indicating that the work is your own and you have not received or given assistance in completing the examination. This must be done after you complete the examination.

### READ THE FOLLOWING INSTRUCTIONS:

1. Restroom trips are to be limited and only one applicant at a time may leave. You must avoid all contact with anyone outside the examination room to avoid even the appearance or possibility of cheating.
2. Use black ink or dark pencil only to facilitate legible reproductions.
3. Print your name in the blank provided in the upper right-hand corner of the examination cover sheet and each answer sheet.
4. Mark your answers on the answer sheet provided. **USE ONLY THE PAPER PROVIDED AND DO NOT WRITE ON THE BACK SIDE OF THE PAGE.**
5. The point value for each question is indicated in [brackets] after the question.
6. If the intent of a question is unclear, ask questions of the examiner only.
7. When turning in your examination, assemble the completed examination with examination questions, examination aids and answer sheets. In addition, turn in all scrap paper.
8. Ensure all information you wish to have evaluated as part of your answer is on your answer sheet. Scrap paper will be disposed of immediately following the examination.
10. To pass the examination, you must achieve a grade of 70 percent.
11. There is a time limit of one (1) hour for completion of the examination.

ENCLOSURE 2

FACILITY REVIEW OF WRITTEN EXAMINATIONS

1. At the option of the Branch Chief, Operational Experience and Non-Power Reactors Branch, the facility may review the written examination up to two weeks prior to its administration. This review may take place at the facility or an NRC office. The Chief Examiner will coordinate the details of the review with the facility. An NRC examiner will always be present during the review. The examination or written notes will NOT be retained by the facility.

Whenever this option of examination review is utilized, the facility reviewers will sign the following statement prior to being allowed access to the examination.

- a. Pre-Examination Security Agreement

I \_\_\_\_\_ acknowledge that I have acquired specialized knowledge concerning the examination scheduled for \_\_\_\_\_ at \_\_\_\_\_ as of the date of my signature below. I agree that I will not knowingly divulge any information concerning this examination to any unauthorized persons. I understand that I am not to participate in any instruction involving those applicants scheduled to be administered the above examination from this date until after the examination has been administered. I further understand that violation of the conditions of this agreement may result in the examinations being canceled and/or enforcement action against myself or the facility licensee by whom I am employed or represent.

\_\_\_\_\_  
Signature/Date

In addition, the facility staff reviewers will sign the following statement after the written examination has been administered.

- b. Post-Examination Security Agreement

I \_\_\_\_\_ did not, to the best of my knowledge, divulge any information concerning the examinations administered during the week of \_\_\_\_\_ at \_\_\_\_\_ or any instruction to those applicants who were administered the examination from the date I entered into this security agreement until the completion of examination administration.

\_\_\_\_\_  
Signature/Date

ENCLOSURE 3

2. Regardless of whether the above examination review option is exercised, immediately following the administration of the written examination, the facility staff is provided a marked-up copy of the examination and the answer key. The copy of the written examination includes pen and ink changes made to questions during the examination administration.

If the facility did not review the examination prior to its administration, they will have five (5) working days from the day of the written examination to submit formal comments. If the facility reviewed the examination prior to its administration, any additional comments must be given to an examiner prior to his/her leaving the facility. These comments will be addressed to the Chief Examiner by the Reactor Supervisor. Comments not submitted within the required time frame will be considered for inclusion in the grading process on a case-by-case basis. This may cause delays in grading the examinations.

3. The following format should be used for submittal of specific comments:

- a. Listing of NRC question, answer and reference
- b. Facility comment/recommendation
- c. Reference (to support facility comment)

- NOTES:
1. No change to the examination will be made without submittal of a reference to support the facility comment. Any supporting documentation that was not previously supplied, should be provided.
  2. Comments made without a concise facility recommendation will not be addressed.
  3. A two-hour post examination review may be held at the discretion of the Chief Examiner. If this review is held, the facility staff should be informed that only written comments that are properly supported will be considered in the grading of the examination.