

February 3, 2003

AGREEMENT STATES WITH STAFF SERVING AS IMPEP TEAM MEMBERS (ARKANSAS, CALIFORNIA, COLORADO, FLORIDA, GEORGIA, KANSAS, MAINE, MASSACHUSETTS, NEW YORK STATE DEPARTMENT OF HEALTH, NORTH CAROLINA, OHIO, AND TEXAS)

RE-QUALIFICATION OF INTEGRATED MATERIALS PERFORMANCE EVALUATION PROGRAM (IMPEP) TEAM MEMBERS (SP-03-012)

On January 5, 1999, Management Directive (MD) 5.10, Formal Qualifications for IMPEP Team Members, formally established minimum knowledge, skill, and ability qualifications for IMPEP team members and team leaders. This document can be found on the Office of State and Tribal Programs (STP) homepage at: <http://www.hsrp.doe.gov/nrc/special/md0510.pdf>.

As noted in Part 2 of the Handbook, one of the training requirements for team members is to complete refresher training every two years. IMPEP refresher training was held January 15, 2003. We have enclosed a list of all State participants who attended this training for your information. Part I, Section (B) of the Handbook states: "The Agreement State radiation control program director should ensure, at NRC's written request, that Agreement State personnel acting as IMPEP team members achieve and maintain qualifications in accordance with the guidelines in this handbook." Given the refresher training and the amount of time since the last qualification authorization, we are requesting a new qualification form for all IMPEP team members prior to their participation on a review team. We have enclosed a summary of the MD 5.10 qualifications and a blank "IMPEP Qualification Form." Please return a completed "IMPEP Qualification Form" for the IMPEP team member(s) in your program prior to their next IMPEP review, but no later than eight weeks* of receiving this letter. The forms should be sent to U.S. Nuclear Regulatory Commission, Office of State and Tribal Programs, ATTN: Lance Rakovan, Mail Stop O-3C10, Washington, D.C. 20555-0001.

We will continue to use the information from these forms to help determine the makeup of IMPEP review teams, as well as to assign responsibility for the review of specific performance indicators. We are also corresponding with the NRC office managers and requesting that they complete and return the form for each IMPEP team member.

If you have any questions regarding this correspondence, please contact me or the individual named below.

POINT OF CONTACT: Lance J. Rakovan
TELEPHONE: (301) 415-2589

INTERNET: LJR2@NRC.GOV
FAX: (301) 415-3502

/RA/
Paul H. Lohaus, Director
Office of State and Tribal Programs

Enclosures: As stated

*This information request has been approved by OMB 3150-0029, expiration 06/30/04. The estimated burden per response to comply with this voluntary collection is approximately 6 hours. Forward any comments regarding the burden estimate to the Information and Records Branch (T-6F33), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, and to the Paperwork Reduction Project (3150-0029), Office of Management and Budget, Washington, DC 20503. If a document does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, a collection of information.

STP-03-012

February 3, 2003

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LIST OF PARTICIPANTS AT THE JANUARY 15, 2003 IMPEP TRAINING

AGREEMENT STATE STAFF

Muhammadali Abbaszadeh, TX
Gary Baker, NYSH
Cathey Bradley, AR
Lee Cox, NC
David Fogle, TX
Robert Gallagher, MA
Barbara Hamrick, CA
James Harris, KS
Eric Jameson, GA
Cynthia Sanders, GA
Shawn Seeley, ME
Michael Snee, OH
Michael Stephens, FL
Ken Weaver, CO
David Wesley, CA
Michael Whalen, MA
Kim Wiebeck, AR

IMPLEMENTING MANAGEMENT DIRECTIVE 5.10,
FORMAL QUALIFICATIONS FOR IMPEP TEAM MEMBERS

To act as a principal reviewer of an indicator or become an IMPEP team leader, an individual must meet or complete the appropriate training and qualification requirements as described in Management Directive (MD) 5.10. An individual may be qualified to participate in IMPEP per MD 5.10 as follows:

1. **Status of Materials Inspection Program** , Technical Staffing and Training¹, Allegation Response (Limited Review)¹, Legislation and Program Elements Required for Compatibility, Low-Level Radioactive Waste Disposal Program, Uranium Recovery Program, or Fuel Cycle Inspection Program:** To qualify as principal reviewer for these performance indicators, complete the general IMPEP training requirements in Part II, Section (B)^{***}, and the identified self-study and professional experience requirements, as appropriate, for the specific performance indicator.
2. **Technical Quality of Inspections¹, Technical Quality of Licensing Actions¹, Incident Response (Limited Review)¹, and/or Site Decommissioning Management Plan:** To qualify as principal reviewer for these performance indicators, complete the general IMPEP training requirements in Part II, Section (B)², and the identified self-study, core training, refresher training, and professional experience requirements as appropriate for the specific performance indicator.
3. **Response to Incidents and Allegations¹:** To qualify as a principal reviewer, complete the training requirements to act as principal reviewer for both Incident Response and Allegation Response.
4. **Sealed Source and Device Evaluation Program:** To qualify as a principal reviewer, meet either the qualifications for a full technical review or limited scope review as detailed in Part II, Sections (K) and (L).
5. **Team leader:** To qualify as a team leader, complete the general IMPEP training requirements in Part II, Section (B), and the identified self-study, core training, refresher training, and professional experience requirements in Part II, Section (Q).
6. **Grandfathering:** An IMPEP team member may be designated as qualified to independently review any appropriate performance indicator(s) on the basis of previous experience and training (see Part I, Paragraph (C)(3)).
7. **Interim qualification:** An IMPEP team member who has not completed all requirements for qualification for a specific performance indicator may obtain interim qualification to participate in an IMPEP review. See Part I, Paragraph (C)(5).

** An IMPEP team member who is journal qualified as an inspector or license reviewer under NRC Inspection Manual Chapter 1246, or an Agreement State equivalent, is by definition qualified to act as principal reviewer for the common performance indicators (including Status of Materials Inspection Program), as appropriate.

*** Part II, Paragraph (A)(2) of MD 5.10 should read: "Individuals assigned as IMPEP team members or team leaders must successfully complete the general IMPEP team member requirements as described in **Part II, Section (B)** of this handbook, as well as the applicable requirements listed in Sections **(C)** through **(Q)** of this part." (emphasis added)



IMPEP QUALIFICATION FORM

IMPEP Team Member:

Signature

Date

Printed Name

Title

Office Director, Regional Administrator, or Agreement State Program Director (or Designee):

Signature

Date

Printed Name

Title

QUALIFICATION AUTHORIZATION

(Please check all applicable boxes)

TEAM LEADER

NON-COMMON PERFORMANCE INDICATORS

COMMON PERFORMANCE INDICATORS

- Status of Materials Inspection Program
- Technical Quality of Inspections
- Technical Staffing and Training
- Technical Quality of Licensing Actions
- Response to Incidents and Allegations:
Incident Response Limited Review
- Response to Incidents and Allegations:
Allegation Response Limited Review

- Legislation and Program Elements Required for
Compatibility
- Sealed Source and Device Evaluation Program:
Full Technical Review
- Sealed Source and Device Evaluation Program:
Limited Scope Review
- Low-Level Radioactive Waste Disposal Program
- Uranium Recovery Program
- Fuel Cycle Inspection Program
- Site Decommissioning Management Plan

NOTE

Based on the guidelines established in Management Directive 5.10, Formal Qualifications for IMPEP Team Members, the manager above verifies that this IMPEP team member is fully qualified to act as principal reviewer and/or team leader, as noted.