

March 28, 2003

MEMORANDUM TO: Charles Ader, Manager
Operating Experience Task Force

FROM: R. William Borchardt, Acting Deputy Director /RA/
Office of Nuclear Reactor Regulation

Jack Strosnider, Deputy Director /RA/
Office of Nuclear Regulatory Research

James Caldwell, Deputy Regional Administrator /RA/
Region III

SUBJECT: CHARTER FOR OPERATING EXPERIENCE TASK FORCE

The purpose of this memorandum is to task the Operating Experience Task Force to evaluate the agency's reactor operating experience program and to recommend specific program improvements in accordance with the attached charter. The importance of this Task Force cannot be overstated. It implements the several milestones of the Operating Experience Action Plan addressing the Davis-Besse Lessons Learned Task Force recommendations and its work could significantly impact the overall effectiveness of the agency's operating experience program.

The role of the Steering Committee, as documented in the charter, is to facilitate Task Force activities, review the recommendations of the Task Force, and coordinate final implementation of program improvements with line organization management. The Steering Committee should be periodically informed of the progress and of any emerging challenges.

Attachment: As stated

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301-415-1837
E-mail: ixj@nrc.gov

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ADAMS	NRR/RES Directors	NRR/RES Division Directors
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J. Flack	F. M. Reinhart	S. Rosenberg

ADAMS ACCESSION NUMBER: ML030900117

*See previous concurrence

DOCUMENT NAME: G:\RORP\OES\Subject Folders\OE Program 2003\Operating Experience Task Force Charter.wpd

OFFICE	NRR	NRR	NRR	RES	Region III
NAME	IJung*	TReis*	RWBorchardt	JRStrosnider	JLCaldwell
DATE	3/25/2003	3/26/2003	3/28/2003	3/28/2003	3/27/2003

OFFICIAL RECORD COPY
CHARTER

FOR REACTOR OPERATING EXPERIENCE

TASK FORCE

Objective

The objective of this Task Force is to evaluate the agency's reactor operating experience program and to recommend specific program improvements to an interoffice (NRR, RES and Regions) Steering Committee according to the March 7, 2003 Action Plan, which addresses the recommendations of the Davis-Besse Lessons Learned Task Force (LLTF) on operating experience program effectiveness.

Scope

This Task Force effort covers both the Objective Phase (Part I) and most of the Assessment Phase (Part II) of the Action Plan. In the Objective Phase, the Task Force will identify desirable agency operating experience program objectives and attributes in coordination with various internal user and support organizations. The Task Force will also solicit input from the external stakeholders as necessary. In the Assessment Phase, the Task Force will define functional needs to meet the program objectives and attributes, perform gap and overlap analysis, and develop draft and final reports to the Steering Committee recommending specific program improvements and their bases.

This Task Force, functioning as an independent party, will examine all aspects of the current reactor operating experience program activities. The Task Force work is a prerequisite to the staff proceeding with the Implementation Phase (Part III) of the Action Plan, which contains the remainder of the High-Priority LLTF recommendations associated with operating experience. The LLTF recommendations within the Action Plan that are not focused on operating experience are outside the scope of this Task Force effort.

The more detailed scope of the Task Force effort is described in Appendix A. Appendix B is a list of suggested documents for review and Appendix C lists two High-Priority Davis-Besse LLTF recommendations, 3.1.6(1) and 3.2.4(1), that will be completed by the Task Force.

Expected Product and Schedule

The Task Force shall produce the following:

- Recommendation to the Steering Committee for the objectives and attributes of the agency reactor operating experience program (due by April 30, 2003)
- Draft report to the Steering Committee recommending specific program improvements and their bases (due by September 30, 2003)
- Final report to the Steering Committee (due by November 30, 2003)

Attachment

Staffing

The Task Force will consist of the following members:

Task Force Leader: Charles Ader

Members: Ian Jung, DRIP/NRR
Robert Caldwell, DRIP/NRR
Don Marksberry, DRAA/RES
Jose Ibarra, DSARE/RES
George Lanik, DSARE/RES
David Fischer, DE/NRR
TBD, DET/RES
James Tatum, DSSA/NRR
Allan Barker, DIPM/NRR
Serita Sanders, DIPM/NRR
David Beaulieu, DLPM/NRR
TBD, DLPM/NRR
TBD, Administrative Support

The Task Force should solicit input from a broad spectrum of internal stakeholders, including NRR, RES and regional staff and management, along with input from external stakeholders as necessary. Absent some emergency situation, Task Force activities will be the highest priority assignment for staff assigned to the Task Force. This may require that they work essentially full time on Task Force activities, at least until the draft report to the steering committee is completed.

Senior Management Interface

A Steering Committee consisting of William Borchardt, Jack Strosnider, and James Caldwell will provide counsel and guidance to the Task Force. The Task Force should periodically brief the Steering Committee on the status of the effort and provide early identification of significant concerns as appropriate. Should any schedule or resource problems arise that could impact the approved schedule, the Task Force should immediately notify the Steering Committee. The role of the Steering Committee is to facilitate Task Force activities, review the recommendations of the Task Force, and coordinate final implementation of program improvements with line organization management.

Appendix A: Scope of the Operating Experience Task Force Effort

1. Objective Phase

- a. The Task Force will review the history of operating experience programs prior to attempting to define objectives and attributes. A starting point for the historical perspective can be found in SECY-98-228 and attachments along with associated SRM dated December 10, 1998.

The Task Force will develop draft desirable agency reactor operating experience program objectives and attributes. The objectives and attributes will be compared with Management Directive 8.5 and distributed for comments to various internal organizations responsible for operating experience functions and use of operating experience information and analyses. After incorporation of the comments, a recommendation to the Steering Committee shall be prepared documenting the proposed desirable agency operating experience program objectives and attributes. The purpose of this recommendation is to obtain endorsement from executive management on the objectives and attributes and for moving forward to the Assessment Phase.

2. Assessment Phase

- a. Based on the program objectives and attributes endorsed by the Steering Committee, the Task Force will define functional needs and processes to meet the objectives and attributes.
- b. The Task Force will review and evaluate the current operating experience program activities.
- c. The Task Force will identify specific program improvements:
 - i. Based on a. and b. above, perform a gap and overlap analysis for each functional need/area
 - ii. Identify specific improvements to fill the gaps and minimize the overlaps for individual needs/areas
 - iii. Assess coordination among NRC organizational units
 - iv. Propose functional changes for additional program effectiveness
 - v. Assess the scope and adequacy of the current requirements governing licensee operating experience review
 - vi. Review and evaluate other program improvements
 - vii. Recommend the functional roles and responsibilities (lead and support) for each improvement identified
- d. The Task Force will document its observations, conclusions, and recommendations and issue a draft report to the Steering Committee by September 30, 2003.
- e. The Task Force will issue its final report to the Steering Committee by November 30, 2003.

Appendix B: Suggested Background Documents for Review

(1) Documents Pertinent to Action Plan

- Memorandum from A. Howell, III, to W. Kane, "Degradation of the Davis-Besse Nuclear Power Station Reactor Pressure Vessel Head Lessons Learned Report," 9/02
- Memorandum from C. Paperiello to W. Travers, "Senior Management Review of the Lessons-learned Report for the Degradation of the Davis-Besse Nuclear Power Station Reactor Pressure Vessel Head," 11/02
- Memorandum from W. Travers to Commissioners, "Senior Management's Review of the Davis-Besse Lessons Learned Task Force Report," 1/03
- Memorandum from W. Travers to S. Collins and A. Thadani, "Actions Resulting from the Davis-Besse Lessons Learned Task Force Report Recommendations," 1/03
- Staff Requirements Memorandum, "Staff Requirements - Briefing on NRC Lessons Learned: Davis-Besse Reactor Head Degradation, 1:00 P.M., Tuesday, January 14, 2003, Commissioners' Conference Room, One White Flint North, Rockville, Maryland," 1/03
- Memorandum from S. Collins and A. Thadani to W. Travers, "Actions Resulting from the Davis-Besse Lessons Learned Task Force Report Recommendations," 3/03

(2) Historical Documents

- Report of the President's Commission, "The Accident of the Three Mile Island," 10/79
- NUREG-0632, "Views and Analysis on the Recommendations of the President's Commission on the Accident at TMI," 11/79
- NUREG-1355, "The Status of Recommendations of the President's Commission on the Accident at Three Mile Island," 3/89
- NRC Report, "Report of the Review of Operational and Occupational Event Review, Evaluation, and Followup," 8/94
- Management Directive 8.5, "Operational Safety Data Review," 12/97
- SECY-98-228, "Proposed Streamlining and Consolidation of AEOD Functions and Responsibilities," 10/98
- NRC Report, "Self-Assessment of Operational Safety Data Review Processes," 12/98

Appendix C: Two High-Priority LLTF Recommendations on Operating Experience within the scope of the Task Force activities

3.1.6(1) The NRC should take the following steps to address the effectiveness of its programs involving the review of operating experience: (1) evaluate the agency's capability to retain operating experience information and to perform longer-term operating experience reviews; (2) evaluate thresholds, criteria, and guidance for initiating generic communications; (3) evaluate opportunities for additional effectiveness and efficiency gains stemming from changes in organizational alignments (e.g., a centralized NRC operational experience "clearing house"); (4) evaluate the effectiveness of the Generic Issues Program; and (5) evaluate the effectiveness of the internal dissemination of operating experience to end users.

3.2.4(1) The NRC should assess the scope and adequacy of its requirements governing licensee review of operating experience.