

HOLMES & NARVER, INC.
ENERGY SUPPORT DIVISION

NNWSI QUALITY ASSURANCE
PROGRAM PLAN

EFFECTIVE DATE

July 8, 1988

SECTION

N/A

SUBJECT:

NNWSI QAPP APPROVAL

REVISION NO.

1

SUPERSEDES

REV-0

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OF

1


Manager, Nevada Operations

4/25/88
Date


Technical Project Officer

4/21/88
Date


Chief, Quality Assurance

4/20/88
Date

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HOLMES & NARVER, INC.
ENERGY SUPPORT DIVISION

**NNWSI QUALITY ASSURANCE
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HOLMES & NARVER, INC.
ENERGY SUPPORT DIVISION

**NNWSI QUALITY ASSURANCE
PROGRAM PLAN**

EFFECTIVE DATE
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SECTION
Appendix A

SUBJECT: REQUIREMENTS FOR QUALIFICATIONS AND CERTIFICATION OF INSPECTION AND TEST PERSONNEL

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I. PURPOSE

This attachment establishes the qualification and certification requirements for test and inspection personnel.

II. SCOPE

- A. This attachment applies to inspection and test personnel who verify conformance to specified requirements for the purpose of acceptance of items and systems for this project.
- B. This attachment does not apply to nondestructive examination.

III. REQUIREMENTS

A. General Requirements

1. Qualification and certification of inspection and test personnel shall be prescribed by written procedures.
2. Personnel selected to perform inspections and tests shall have experience and/or training commensurate with the activity to be performed, and be indoctrinated to the technical objectives and requirements of the applicable codes, standards, and the Quality Assurance (QA) Programs Plan to be employed.
3. Personnel who do not meet the requirements of this appendix may assist an inspection or test team as data-recorders or equipment operators provided they are supervised by a qualified individual.
4. Training of inspection and test personnel shall be conducted and documented as required. Emphasis shall be placed on first-hand experience gained through actual performance (OJT) of inspections and tests.
5. Performance evaluations of inspection and test personnel shall be conducted at periodic intervals not to exceed three years.
 - a. Reevaluation shall be by evidence of continued satisfactory performance or redetermination of capability.
 - b. If it is determined that the individual's capabilities are not satisfactory, the individual shall be prohibited from performing that activity until the individual is retrained and requalified.
 - c. Individuals who have not performed inspection or testing in their qualified area(s) for a period of one year shall be reevaluated and a redetermination of their qualification made.

6. Special physical characteristics required for the performance of any inspection or test activity shall be identified, including frequency of examination.
- B. Inspection and test personnel shall be qualified to one of the three functional qualification levels, depending upon the complexity of the functions involved.
1. Level I: Level I personnel shall be capable of performing and documenting the results of inspections or tests that are required to be performed in accordance with documented procedures, acceptance standards, and/or industry practices.
 2. Level II: Level II personnel shall have all of the capabilities of Level I personnel for the inspection, test category, or class in question. Additionally, Level II personnel shall have demonstrated capabilities in planning inspections and tests; in setting up tests, including preparation and setup of related equipment, as appropriate; in evaluating the validity and acceptability of inspection and test results.
 3. Level III: Level III personnel shall have all of the capabilities of Level II personnel for the inspection, test category, or class in question. In addition, the individual shall also be capable of evaluating the adequacy of specific programs used to train and certify inspection and test personnel whose qualifications are covered by this section.
- C. Education and Experience Requirements

The following education and experience requirements should be considered with recognition that other factors commensurate with the scope, complexity, or special nature of the activity may provide reasonable assurance that a person can competently perform a particular task. Other factors which may demonstrate capability in a given job are previous performance or satisfactory completion of capability testing. These factors and the basis for their equivalency shall be documented.

1. Level I:
 - a. Two years of related experience in equivalent inspection or testing activities; or
 - b. High school graduation and six months of related experience in equivalent inspection or testing activities; or
 - c. Completion of college-level work leading to an associate degree in a related discipline plus three months of related experience in equivalent inspection or testing activities.

2. Level II:

- a. One year of satisfactory performance as a Level I in the corresponding inspection or test category or class; or
- b. High school graduation plus three years of related experience in equivalent inspection or testing activities; or
- c. Completion of college work leading to an associate degree in a related discipline plus one year of related experience in equivalent inspection or testing activities; or
- d. Graduation from a four-year college plus six months of related experience in equivalent inspection activities or testing activities. activities.

3. Level III:

- a. Six years satisfactory performance as a Level II in the corresponding inspection, test category, or class; or
- b. High school graduation plus ten years of related experience in equivalent inspection or testing activities; or high school graduation plus eight years of experience in equivalent inspection of testing activities with at least two years associated with nuclear facilities; or, if not, at least sufficient training to be acquainted with relevant QA aspects of a nuclear facility; or
- c. Completion of college level work leading to an associate degree and seven years of related experience in equivalent inspection or testing activities with at least two years of this experience associated nuclear facilities or, if not, at least sufficient training to be acquainted with the relevant quality assurance aspects of a nuclear facility; or
- d. Graduation from a four-year college plus five years related experience in equivalent inspection or testing activities with at least two years of this experience associated with nuclear facilities or, if not, at least sufficient training to be acquainted with the relevant QA aspects of a nuclear facility.

D. Certification of Qualification

The qualification of inspection and test personnel shall be certified in writing. The certification shall include:

1. Employer's name
2. Identification of person being certified
3. Activities certified to perform

4. Basis used for certification that includes such factors as:
 - a. Education, experience, and training (when necessary)
 - b. Test results (where applicable)
 - c. Results of capability demonstration
5. Results of periodic evaluation
6. Results of physical examinations (when required)
7. Signature of individual responsible for such certification
8. Dates of certification and certification expiration

IV. DOCUMENTATION

Records of qualification, including actual examinations and results, and certification shall be processed in accordance with Section 17 of this QA Program Plan.

BOLMES & HARVER, INC.
ENERGY SUPPORT DIVISION
TRANSMITTAL RECORD

TO: J. Kennedy

DATE: 7 / 1 / 88

FROM: Chief, Quality Assurance

MANUAL NO. #31

TRANSMITTALS ATTACHED

Document Title & Number	Rev.	Date
H&N/ESD NNWSI QAPP (H.N.-10471-1131)	1	7/8/88

INSTRUCTIONS/REMARKS

Insert QAPP approval page, Rev. 1, QAPP INDEX REV.1, Appendix A, Rev. 1, and
discard corresponding REV.0 versions.

NOTE: No formal training or orientation is required as a result of the revision which
corrected a transcription error made in Appendix A.

PLEASE SIGN BELOW AND RETURN TO THE CHIEF, QUALITY ASSURANCE, M/S 605, MERCURY,
NEVADA

I have received the subject material.

Signature: _____

Date: / /