

August 19, 2003

MEMORANDUM TO: Laura Dudes, Section Chief
New Reactors Section
New, Research and Test Reactors Program
Division of Regulatory Improvement Programs, NRR

FROM: Michael Scott, Project Manager */RA/*
New Reactors Section
New, Research and Test Reactors Program
Division of Regulatory Improvement Programs, NRR

SUBJECT: SUMMARY OF AUGUST 6, 2003, TELEPHONE CONFERENCE CALL
WITH DOMINION ENERGY, INC. REGARDING QUALITY
ASSURANCE INSPECTIONS FOR THE PROSPECTIVE NORTH ANNA
EARLY SITE PERMIT APPLICATION

On Wednesday, August 6, 2003, a telephone conference call was held among representatives of Dominion Energy, Incorporated (Dominion) and the Nuclear Regulatory Commission (NRC) staff. The purpose of the conference was to communicate the staff's plans and information needs for quality assurance (QA) inspections in support of the staff's review of a prospective early site permit (ESP) application for the North Anna site, and to solicit any feedback from Dominion regarding the timing of the inspections or document availability.

In preparation for the conference call, the staff provided to Dominion, by e-mail, a proposed meeting agenda for a September 3, 2003, public meeting on the subject of the staff's planned QA inspections for Dominion's ESP application. The staff also provided, by separate e-mail, a list of documents that the staff will request Dominion to provide to support the staff's inspections. Copies of both items sent by e-mail are attached.

During the telephone call, the staff representatives briefly discussed the staff's QA inspection plans. They noted that prompt inspection of QA measures and identification of any issues will make the staff's review more efficient, effective, and timely. The staff also discussed the proposed September 3, 2003, meeting agenda, with which Dominion representatives had no concern. Finally, the staff discussed the list of requested documents. Dominion representatives indicated that much of the requested information could be provided to the staff while visiting Dominion's offices on September 3, 2003. However, they added that some data and possibly other information will likely not be available at that time, but would be provided as soon as it is available. The staff representatives expressed no concern with this plan.

Project No. 719

Attachments: As stated

cc w/atts: See next page

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OFFICIAL RECORD COPY

AUGUST 6, 2003
TELEPHONE CONFERENCE CALL SUMMARY
LIST OF PARTICIPANTS

Nuclear Regulatory Commission

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K. Coyne

Dominion

J. Hegner
M. Smith
T. Brunelli
S. Semmes
D. Batalo
T. Banks
R. Baker (Bechtel)

**DRAFT MEETING AGENDA
SEPTEMBER 3, 2003
U.S. NUCLEAR REGULATORY COMMISSION (NRC) INSPECTION PLANS
FOR QUALITY ASSURANCE (QA) CONTROLS IN SUPPORT OF
DOMINION ENERGY'S PROSPECTIVE EARLY SITE PERMIT APPLICATION
FOR THE NORTH ANNA SITE**

Location: ? (Richmond, VA)

<u>Time</u>	<u>Topic</u>	<u>Lead</u>
10:00 a.m.	Introductory Remarks	NRC/Dominion
10:15 a.m.	NRC QA inspections - Plan and Schedule	NRC
11:30 a.m.	Lunch	
12:30 p.m.	Description/status of Dominion QA Plan	Dominion
1:30 p.m.	Closing Remarks/Summary	NRC/Dominion
2:00 p.m.	Adjourn*	

* Public will be given an opportunity to provide comments before any break, lunch, and adjournment

Quality Assurance Audit Documentation Request for the Dominion Early Site Permit Application

Dominion Energy, Inc. (Dominion) is requested to provide the following information to support the U.S. Nuclear Regulatory Commission (NRC) staff's quality assurance (QA) controls audit in support of the early site permit (ESP) application review.

1. A description of Dominion's implemented QA controls applied to site characterization data collection and analysis.
2. Copies of Dominion's procedures used to implement QA controls.
3. A description and schedule (or dates, for items previously performed) of significant site activities, evaluations, analyses, and milestones supporting the ESP application.
4. If published data sources will be used to collect site data, rather than the performance of measurement, a description of these data sources (e.g., meteorological, seismic, etc).
5. Identification of contractors used for performing ESP-related activities and for what purpose, and description of quality controls applied to contractor activities and procedures for implementing those controls.
6. Training lesson plans developed for Dominion's staff related to ESP activities and associated training records, and similar records for contractors.
7. Records of audits and self-assessments associated with site characterization and ESP application development.

In addition to the above items, the NRC team will need access to data collected and the controls applied for review and inspection. The team may request copies of some data to carry back for in-office review. If the information is stored on a computer, the staff will work with Dominion to determine how the staff can obtain requested data.

NORTH ANNA EARLY SITE PERMIT
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