

CONTROL ROOM SUPERVISOR'S RESPONSIBILITIES, DUTIES AND AUTHORITY

TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 OBJECTIVE	2
2.0 REFERENCES	2
3.0 PREREQUISITES	3
4.0 PRECAUTIONS	3
5.0 CHECK-OFF LIST(S)	3
6.0 PROCEDURE	3
6.1 Authority and Responsibilities	3
6.2 Duties	5
6.3 Special Assignments	7
7.0 RECORDS	7
8.0 ATTACHMENTS	7

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MANAGER, OPERATIONS

0623g

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1.0 OBJECTIVE	2
2.0 REFERENCES	2
3.0 PREREQUISITES	3
4.0 PRECAUTIONS	3
5.0 CHECK-OFF LIST(S)	3
6.0 PROCEDURE	3
6.1 Authority and Responsibilities	3
6.2 Duties	5
6.3 Special Assignments	7
7.0 RECORDS	7
8.0 ATTACHMENTS	7

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CONTROL ROOM SUPERVISOR'S RESPONSIBILITIES, DUTIES AND AUTHORITY

1.0 OBJECTIVE

1.1 To delineate the responsibilities, duties and authority of the Control Room Supervisor.

2.0 REFERENCES

2.1 Cross-reference to Licensing Commitment Requirements

- 2.1.1 Section 6.1.1 complies with Technical Specification 6.1.2.
- 2.1.2 Section 3.2 complies with 10 CFR 55, Operator's Licenses.
- 2.1.3 Sections 6.1.8 and 6.1.9 comply with NUREG 0660 Section I.A.1.2.

2.2 Station Orders

- 2.2.1 S023-0-1, "Organization and Responsibilities of the Operating Section"
- 2.2.2 S023-0-4, "Station Operations"

2.3 Station Procedures

- 2.3.1 S0123-VI-1.0, "Station Orders, Procedures and Instructions - Preparation, Revision, Review, Approval and Publication"
- 2.3.2 S0123-VI-1.0.1, "Temporary Change Notice(s), Preparation, Review, Approval and Distribution"

2.4 Operating Instructions

- 2.4.1 S023-0-1, "Shift Superintendent's Responsibilities, Duties and Authority"
- 2.4.2 S023-0-10, "Operations Shift Relief Procedure"
- 2.4.3 S023-0-13, "Work Authorizations"
- 2.4.4 S023-0-14, "Shift Manning"
- 2.4.5 S023-0-16, "Temporary Facility Modification Control"

2.4 Operating Instructions (Continued)

- 2.4.6 S02(3)-0-17, "Locking of Critical Valves and Breakers-Unit 2(3)"
- 2.4.7 S02(3)-0-17.1, "Locking of Nonsafety-Related Critical Valves and Breakers-Unit 2(3)"
- 2.4.8 S023-0-23, "Equipment Status Control"
- 2.4.9 S023-0-34, "Control Room Access and Conduct"
- 2.4.10 S023-0-35, "Use of Procedures"
- 2.4.11 S023-0-36, "Control of System Alignments"

3.0 PREREQUISITES

- 3.1 Prior to use of an uncontrolled (pink) copy of this Station Document to perform work, verify that it is current by checking a controlled copy and any TCNs or by use of the method described in S0123-VI-1.0.
- 3.2 The Control Room Supervisor shall hold and maintain a Senior Reactor Operators License. (Ref. 2.1.2)

4.0 PRECAUTIONS

- 4.1 This instruction is not a complete outline of the Control Room Supervisor's duties but together with applicable procedures should be used as a guide.

5.0 CHECK-OFF LIST(S)

- 5.1 None

6.0 PROCEDURE

6.1 Authority and Responsibilities

- 6.1.1 The Control Room Supervisor, shall normally assume the Control Room Command function (designated as SRO Operations Supervisor) until properly relieved. He shall exercise the necessary decision and command authority over activities or operations affecting either the safety of the plant, station personnel, or the general public while performing his duties as the required Senior Reactor Operator on his assigned unit. (Ref. 2.1.1)
- .1 While holding the Control Room Command function, he shall stay within the physical boundaries delineated by S023-0-14.
- 6.1.2 The Control Room Supervisor's primary responsibility and highest priority shall be to assure the safe, efficient operation of the unit at all times and under all conditions.

6.0 PROCEDURE (Continued)

- 6.1.3 The Control Room Supervisor has the authority to stop or defer any plant modification, test, engineering or maintenance activity which in his opinion could jeopardize continued safe operation or the ability to shutdown and cooldown the plant.
- 6.1.4 The Control Room Supervisor is responsible for plant operation within the requirements of the Operating License Technical Specifications, orders of the Nuclear Regulatory Commission, and approved Station Procedures and Operating Instructions.
- 6.1.5 The Control Room Supervisor is responsible for and shall initiate a shutdown of the reactor if he determines the safety of the unit is in jeopardy, or if system operating parameters exceed the reactor protection setpoints and an automatic shutdown has not occurred.
- 6.1.6 The Control Room Supervisor normally dictates Control Room access per S023-0-34 for the unit he is assigned.
- 6.1.7 The Control Room Supervisor shall be aware of the Shift Superintendent's responsibilities, duties and authority per S023-0-1.
- 6.1.8 The Control Room Supervisor shall remain in the Control Room during emergencies to direct the activities unless he has been relieved by the Shift Superintendent. (Ref. 2.1)
- 6.1.9 The Control Room Supervisor is responsible for maintaining a broad perspective of operational conditions affecting the safety of the plant. He should refrain from becoming involved in single operations when multiple operations may be required. (Ref. 2.1.3)
- 6.1.10 The Control Room Supervisor shall direct the activities of the licensed operators unless properly relieved by the Shift Superintendent or other designated management personnel authorized to relieve the Shift Superintendent holding an active Senior Reactor Operator License.
- 6.1.11 The Control Room Supervisor is responsible for the use of safe and efficient work practices to maintain occupational radiation exposure "As Low As Reasonably Achievable".
- 6.1.12 The Control Room Supervisor is responsible for reviewing and approving temporary facility modifications per S023-0-16. This review shall include the impact of the modification on any Technical Specification LCO.

6.0 PROCEDURE (Continued)

- 6.1.13 The Control Room Supervisor has the authority and responsibility to believe instrument indications that are supported by a Channel Check, and to respond conservatively per approved procedures. Readings from non-qualified instruments exposed to post-LOCA environment shall be checked against qualified instruments if possible.
- 6.1.14 The Control Room Supervisor is responsible for approving, per S023-0-13, all work authorizations involving systems important to safety or repositioning of locked valves and breakers.
- 6.1.15 The Control Room Supervisor is responsible for approving all abnormal evolutions and alignments per S023-0-36.
- 6.1.16 The Control Room Supervisor is responsible for approving changes to locked valve and breaker positions per S02(3)-0-17 and S02(3)-0-17.1
- 6.1.17 The Control Room Supervisor is responsible for making the initial approval of Equipment Control Forms if not performed by the Supervisor of Plant Coordination or his designee per S023-0-23.
- 6.1.18 The Control Room Supervisor is responsible for approving deviations from procedures and check-off lists per S023-0-35.

6.2 Duties

- 6.2.1 The Control Room Supervisor shall immediately notify the Shift Supervisor of the following conditions:
- .1 A Technical Specification Limiting Condition for Operation is exceeded;
 - .2 An unplanned turbine or reactor trip;
 - .3 The Emergency Plan is initiated;
 - .4 Any condition which cannot be corrected by the operators which may affect the plant or public safety;
 - .5 A Technical Specification Safety Limit exceeded;
 - .6 Any event which, in the opinion of the Control Room Supervisor, may be reportable.
- 6.2.2 The Control Room Supervisor coming on shift will discuss plant conditions with the Control Room Supervisor going off shift. The discussion will be documented by use of the Shift Relief Check List provided by S023-0-10, and shall include the following:

6.0 PROCEDURE (Continued)

- 6.2.2.1 Operations in progress or performed during the preceding shifts;
- .2 Equipment status;
- .3 Operating or maintenance activities which are to occur during the next shift;
- .4 New or revised Operating Instructions.
- 6.2.3 The Control Room Supervisor shall initiate Temporary Change Notices per SO123-VI-1.0.1.
- 6.2.4 The Control Room Supervisor is responsible to the Shift Superintendent.
- 6.2.5 The Control Room Supervisor directs actions to return out of limit chemical conditions to normal.
- 6.2.6 The Control Room Supervisor processes Maintenance Orders submitted by Operations.
- 6.2.7 The Control Room Supervisor reviews surveillance test requirements each shift.
- 6.2.8 The Control Room Supervisor may fill the position of Senior Reactor Operator supervising core alterations when not assigned to the Control Room.
- 6.2.9 The Control Room Supervisor shall read and understand System Operating Bulletins, Station Orders, Operating License, Technical Specifications, Operating Instructions, Emergency Procedures, applicable Radiation Protection and Security Procedures, Accident Prevention Manual including the First Aid Section, Fire Prevention Manual and memoranda available to him.
- 6.2.10 The Control Room Supervisor shall read and assimilate the material in the Final Safety Analysis Report, including any amendments.
- 6.2.11 The Control Room Supervisor should assist the operators in preparing themselves for advancement and assist in the development of trainees assigned to the Station.
- 6.2.12 The Control Room Supervisor should follow a course of study and observation that will prepare him for advancement.
- 6.2.13 The Control Room Supervisor should make an inspection tour of the plant at least 30 minutes per shift.

6.0 PROCEDURE (Continued)

- 6.2.13.1 Since it is not possible to cover the entire plant in 30 minutes, the tours should be planned to cover the entire plant cumulatively at least once per work week.
- .2 The time should be spent inspecting the material condition/cleanliness of the plant and observing the activities of Operations personnel and other groups within the area.
- 6.2.14 In the event of a fire, the Control Room Supervisor:
- .1 Is exempted from fire fighting duties if additional emergencies involving safe shutdown of the plant are in progress.
- .2 May relieve the Assistant Control Operator of the duty as Fire Brigade Advisor if emergencies or operations involving safe shutdown of the plant are not in progress, and he has been properly relieved of the Control Room Command function.

6.3 Special Assignments

- 6.3.1 Each Control Room Supervisor will be assigned areas of special responsibilities, usually on an annual basis. These assignments shall not be performed while performing the duties of the Control Room Supervisor.
- 6.3.2 The Control Room Supervisor performs the following:
- .1 Reviews and approves time cards;
- .2 Acts as member or Chairman of Station Meetings or Committees such as Safety, Fire and Housekeeping;
- .3 Acts as member of Supervisor of Plant Co-Ordination staff (i.e., Outage Supervisor, Procedure Supervisor, Equipment Control Supervisor, Surveillance Supervisor or Staffing Supervisor.);
- .4 Handles employee relation activities such as contract interpretation;
- .5 Handles on shift training and employee qualification.

7.0 RECORDS

7.1 None

8.0 ATTACHMENTS

8.1 None