



STP Procedure Approval

Agreement State Participation as IMPEP Team Members

SA-120

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NOTE

The STP Director's Secretary is responsible for the maintenance of this master copy document as part of the STP Procedure Manual. Any changes to the procedure will be the responsibility of the STP Procedure Contact.



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I. INTRODUCTION

This document describes the procedure for the coordination, recruitment and participation of Agreement State staff as Integrated Materials Performance Evaluation Program (IMPEP) team members by the Office of State and Tribal Programs (STP) and the Organization of Agreement States (OAS).

II. OBJECTIVES

- A. To provide guidance to both STP and OAS on the recruitment of Agreement State participants for IMPEP teams.
- B. To provide guidance to OAS and STP on coordination of Agreement State participants for IMPEP reviews.

III. BACKGROUND

It is the policy of the U.S. Nuclear Regulatory Commission (NRC) to evaluate the NRC's regional materials programs and Agreement States' radiation control programs in an integrated manner. Approximately ten to twelve IMPEP reviews are conducted annually. Agreement State staff participate as team members of the IMPEP team in accordance with Management Directive (MD) 5.6, *Integrated Materials Performance Evaluation Program (IMPEP)* and MD 5.10, *Formal Qualifications for Integrated Materials Performance Evaluation Program (IMPEP) Team Members*.

IV. ROLES AND RESPONSIBILITIES

- A. OAS Executive Board:
 - 1. Designates an OAS member to be responsible for coordination with the IMPEP Project Manager, STP, for the participation of Agreement State team members in IMPEP reviews;
 - 2. Sets a year by year term of service given approval of the volunteer's management and the OAS Executive Board;
 - 3. Coordinates any interest by Agreement State staff to participate in IMPEP with STP; and,

4. Identifies attendees for the annual IMPEP new team member/refresher training.
- B. STP Director:
1. Designates the IMPEP Project Manager or alternate designee to be responsible for coordination with the OAS designee on Agreement State participation in IMPEP reviews;
 2. Provides annual training for new team members, which will include travel support.
- C. OAS Designee:
1. Provides recruitment guidance to interested Agreement States, including responding to unsolicited interest by Agreement States, outside of the normal recruitment cycle;
 2. Determines the timing of recruitment of new Agreement State team members.
- D. IMPEP Project Manager:
1. Coordinates the annual IMPEP schedule and resource needs for Agreement State participation in IMPEP reviews with the OAS designee;
 2. Provides details on the timing, funding, and expectations of annual training;
 3. Maintains a list of eligible Agreement State team members and their IMPEP qualifications.
- E. Individual Agreement State team members:
1. Will usually be available for 1-2 IMPEP reviews per year;
 2. Attend IMPEP training when required, and submit IMPEP qualifications to the IMPEP Project Manager per MD 5.10.

V. GUIDANCE

A. Participation in IMPEP reviews by Agreement State Participants

1. Specific guidance given in STP Procedure SA-100, *Implementation of the Integrated Materials Performance Evaluation Program (IMPEP)*, should be utilized for preparing, conducting and reporting results of IMPEP reviews.
2. Specific guidance on reviewing individual common performance indicators can be found in STP Procedure SA-101, *Reviewing the Common Performance Indicator, Status of Materials Inspection Program*; STP Procedure SA-102, *Reviewing the Common Performance Indicator, Technical Quality of Inspections*; STP Procedure SA-103, *Reviewing the Common Performance Indicator, Technical Staffing and Training*; STP Procedure SA-104, *Reviewing the Common Performance Indicator, Technical Quality of Licensing Actions*; and STP Procedure SA-105, *Reviewing Common Performance Indicator #5, Response to Incidents and Allegations*.
3. Specific guidance on reviewing individual non-common performance indicators can be found in STP Procedure SA-107, *Reviewing Non-Common Performance Indicator #1, Legislation and Program Elements Required for Compatibility*; STP Procedure SA-108, *Reviewing the Non-Common Performance Indicator, Sealed Source and Device Evaluation Program*; STP Procedure SA-109, *Reviewing the Non-Common Performance Indicator, Low-Level Radioactive Waste Disposal Program*; and STP Procedure SA-110, *Reviewing the Non-Common Performance Indicator, Uranium Recovery Program*.
4. Normally, the expected time commitment from an Agreement State participant is 4 weeks per review (significant weaknesses identified in specific reviews may take additional resources).

VI. APPENDICES

Not Applicable

VII. REFERENCES

1. NRC Management Directive 5.6, *Integrated Materials Performance Evaluation Program (IMPEP)*.
2. NRC Management Directive 5.10, *Formal Qualifications For Integrated Materials Performance Evaluation Program (IMPEP) Team Members*.
3. STP Procedure SA-100, *Implementation of the Integrated Materials Performance Evaluation Program (IMPEP)*.
4. STP Procedure SA-101, *Reviewing the Common Performance Indicator, Status of Materials Inspection Program*
5. STP Procedure SA-102, *Reviewing the Common Performance Indicator, Technical Quality of Inspections*.
6. STP Procedure SA-103, *Reviewing the Common Performance Indicator, Technical Staffing and Training*.
7. STP Procedure SA-104, *Reviewing the Common Performance Indicator, Technical Quality of Licensing Actions*.
8. STP Procedure SA-105, *Reviewing Common Performance Indicator #5, Response to Incidents and Allegations*.
9. STP Procedure SA-107, *Reviewing Non-Common Performance Indicator #1, Legislation and Program Elements Required for Compatibility*.
10. STP Procedure SA-108, *Reviewing the Non-Common Performance Indicator, Sealed Source and Device Evaluation Program*.
11. STP Procedure SA-109, *Reviewing the Non-Common Performance Indicator, Low-Level Radioactive Waste Disposal Program*.
12. STP Procedure SA-110, *Reviewing the Non-Common Performance Indicator, Uranium Recovery Program*.