

July 29, 1983

50-320

Tennessee Valley Authority  
ATTN: Mr. H. J. Green, Director  
of Nuclear Power  
1750 Chestnut Street, Tower II  
Chattanooga, TN 37401

Gentlemen:

SUBJECT: OPERATOR AND SENIOR OPERATOR LICENSING EXAMINATIONS

In a telephone conversation between Mr. C. O. Brewer, Training Supervisor, and Mr. Art Johnson, License Examiner, Operator Licensing Section, arrangements were made for the administration of the examinations at the Watts Bar facility.

The written and plant examinations are scheduled for the week of October 3, 1983.

In order for us to meet the above schedule, it will be necessary for the facility to furnish the approved reference material discussed in the above mentioned telephone conversation by August 12, 1983. Any delay in receiving this material will result in a delay in administering of the examinations. Our examinations are scheduled far in advance with considerable planning to utilize our present limited examiner manpower and to meet the examination date requested by various facilities. Therefore, missing the August 12, 1983, deadline even by a few days, will likely result in a long delay, since it would not be possible to reschedule examinations at other facilities. Mr. Brewer has been advised of our reference material requirements, the number of reference material sets that are required, and the examiners' names and addresses where each set is to be mailed.

The facility management is responsible for providing adequate space and facilities in order to properly conduct the written examinations. The enclosure, "Administration of Operator Licensing Written Examinations" describes our requirements for conducting these examinations. Mr. Brewer has also been informed of these requirements.

All operator and senior license applications should be submitted at least 60 days prior to the first examination date so that we will be able to review the training and experience of the candidates, process the medical certifications, and prepare final examiner assignments after candidate eligibility has been determined.

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Thank you for your consideration in this matter. If you have any questions regarding the examination procedures and requirements, please contact either Mr. Bruce A. Wilson, 404/221-5542, or Mr. Art Johnson, 404/221-5601.

Sincerely,

(Original signed by D. M. Verrelli)

D. M. Verrelli, Chief  
Project Branch 1  
Division of Project and  
Resident Programs

Enclosure:  
"Administration of Operator  
Licensing Written Examinations"

cc w/encl:  
C. H. Noe, Facility Training Supervisor,  
W. Cottle, Plant Manager

T. P. Hamrick  
Oak Ridge National Lab  
Bldg. 3001, Rm. 109  
Oak Ridge, Tennessee 37830

bcc w/encl:  
Resident Inspector  
Document Management Branch

RII AB  
AJohnson  
07/27/83

RII AB  
BWilson  
07/27/83

RII AB  
AGibson  
07/27/83

RII  
DVerrelli  
07/28/83

L Johnson  
7/28

ENCLOSURE

ADMINISTRATION OF OPERATOR  
LICENSING WRITTEN EXAMINATIONS

Operator Licensing Branch Requirements:

1. A single room shall be provided for completing the written examination. The location of this room and supporting restroom facilities shall be such as to prevent contact with all other facility/contractor personnel during the duration of the written examination. If necessary, the facility should make arrangements for the use of a suitable room at a local school, motel, or other building. Obtaining this room is the responsibility of the licensee.
2. Minimum spacing is one candidate per 5 X 2½ ft., minimum size table with 3 foot spacing between tables. No wall charts, models, and/or other training materials shall be present in the examining room.
3. Suitable arrangements are to be made by the facility for the candidates to have lunch, coffee, etc. These arrangements will be reviewed by the examiner and/or proctor.
4. The facility shall arrange to have a maximum of three knowledgeable personnel available to review the examination questions and answer key. This review will only begin after the start of the written examination and normally be limited to two hours.
5. The examiner will provide pads of paper for each candidate's use in completing the examination. All reference material needed to complete the examination will be furnished by the examiner. Candidates can bring calculators or slide rules but no other equipment or reference material to the examination room.
6. Only black ink or dark pencil should be used for writing answers to questions.