

William J. Cahill, Jr.  
Vice President

Consolidated Edison Company of New York, Inc.  
4 Irving Place, New York, N Y 10003  
Telephone (212) 460-3819

June 20, 1978

Indian Point Station

Docket No. 50-247

Mr. Boyce H. Grier, Director  
Office of Inspection and Enforcement  
U. S. Nuclear Regulatory Commission, Region 1  
631 Park Avenue  
King of Prussia, Pennsylvania 19406

Dear Mr. Grier,

This refers to Inspection 50-247/78-16, conducted by Mr. L. Briggs, Reactor Inspector, on May 9-12, 1978, of activities authorized by NRC License No. DPR-26 at Indian Point Station. Your May 25, 1978 letter stated that it appeared that one of our activities was not conducted in full compliance with NRC requirements, as set forth in the Notice of Violation enclosed therewith as Appendix A. Our response to this item of non-compliance is presented in the following paragraphs.

The Station Administrative Order manual assigned to the Maintenance Sub-section has been updated to achieve full compliance with Station Administrative Order 100, Revision 5. This included the identification of the subject manual as a "controlled copy", and the removal of SAO's which had been cancelled.

The notice of cancellation for all SAO's designated SAO-103, referred to all such SAO's issued prior to the date of that notice, which was January 30, 1976. Thus, the issuance of SAO-103, Revision 0, on November 1, 1977, was valid, and rightfully should have been incorporated as part of the subject manual. To eliminate confusion, however, the notice of cancellation has been removed from the Maintenance Sub-section copy of the SAO manual.

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To preclude recurrence of this situation, the control and issuance of Station Administrative Orders will be centralized under the Technical Engineering Director. It is his responsibility to assure that those copies of the Station Administrative Orders manual designated "controlled copy" are updated as necessary. Concurrently, SAO-100 is being revised to reflect designation of controlled copies of the Station Administrative Order manual. It is expected that this revision will be completed by July 15, 1978.

Very truly yours

A handwritten signature in cursive script, appearing to read "William J. Kelly". The signature is written in dark ink and is positioned below the typed text "Very truly yours".