

6.0 ADMINISTRATIVE CONTROLS

6.1 RESPONSIBILITY

6.1.1 The Plant Manager has overall on-site responsibility for plant operation. In the absence of the Plant Manager, the succession to this responsibility shall be in the following order:

- a. Maintenance Superintendent
- b. Operations Superintendent
- c. Assistant Superintendent Operations
- d. Plant Services Superintendent
- e. Shift Supervisor

6.2 ORGANIZATION

OFFSITE

6.2.1 The offsite organization for plant management and technical support shall be basically as shown on Figure TS 6.2-1.

FACILITY STAFF

6.2.2 The plant organization shall basically be as shown on Figure TS 6.2-2 and:

- a. Each on-duty shift complement shall consist of at least:
 - (1) One Shift Supervisor (SRO)
 - (2) Two licensed Reactor Operators
 - (3) One Auxiliary Operator
 - (4) One Equipment Operator
- b. In the event that one of the shift members becomes incapacitated due to illness or injury, reactor operations may continue with the reduced complement until his replacement arrives. In all but severe weather conditions, a replacement is required within two hours.

Manager on matters related to
nuclear safety.

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COMPOSITION

6.5.1.2 The PORC shall be composed of, but not
necessarily limited to:

Chairman: Plant Manager

Required Members: Maintenance Superintendent
Operations Superintendent
Plant Services
Superintendent
Assistant Superintendent -
Operations
Reactor Supervisor
Quality Control Supervisor

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ALTERNATES

6.5.1.3 Alternate members shall be appointed in
writing by the PORC Chairman to serve on a
temporary basis; however, no more than two
alternates shall participate in PORC meetings
at any one time.

MEETING FREQUENCY

6.5.1.4 The PORC shall meet at least once per calendar
month and as convened by the Chairman.

QUORUM

6.5.1.5 A quorum of the PORC shall consist of the
Chairman or his designated successor plus three
members of which not more than two shall be
alternates.

RESPONSIBILITIES

6.5.1.6 The PORC shall be responsible for:

- a. Review of operating, maintenance or other procedures or changes to those procedures as determined by the Plant Manager to affect nuclear safety.
- b. Review of all proposed tests and experiments that affect nuclear safety.
- c. Review of all proposed changes to the Technical Specifications.
- d. Review of all proposed changes or modifications to plant systems or equipment that affect nuclear safety.
- e. Review all reports covering the investigation of all violations of the Technical Specifications and the recommendations to prevent recurrence.
- f. (Deleted)
- g. Performance of special reviews and investigations and prepare reports thereon as requested by the Chairman of the Nuclear Safety Review and Audit Committee.
- h. Review of the Security Plan and Emergency Plan and their respective implementing procedures and shall submit recommended

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changes to the Manager Nuclear
Power

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AUTHORITY

6.5.1.7 The PORC shall:

- a. Recommend to the Plant Manager approval or disapproval of items considered under 6.5.1.6a through d above.
- b. Make determinations with regard to whether or not each item considered under 6.5.1.6a through e above constitutes an unreviewed safety question.
- c. Provide immediate notification in the form of draft meeting minutes to the Assistant Manager-Nuclear Power and the Chairman-Nuclear Safety Review and Audit Committee of disagreement between the PORC and the Plant Manager. The Plant Manager shall have responsibility for resolution of such disagreements.

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RECORDS

6.5.1.8 Minutes shall be kept of all meetings of the PORC and copies shall be sent to the Assistant Manager -Nuclear Power and the Chairman-Nuclear Safety Review and Audit Committee.

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6.5.2 CORPORATE NUCLEAR ENGINEERING STAFF (CNES)

FUNCTION

6.5.2.1 The CNES shall function to provide engineering,

technical and quality assurance activities in support of the Kewaunee Plant Staff.

ORGANIZATION

6.5.2.2 The CNES consists of the following groups:

- a. Nuclear Licensing and Systems
- b. Nuclear Services
- c. Fuel and Fossil Operations
- d. Quality Assurance
- e. Power Plant Design and Construction
- f. Administrative

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ACTIVITIES

- 6.5.2.3
- 1. Review and report all violations of the Technical Specifications, codes, regulations, and statutes.
 - 2. Review all activities associated with nuclear safety for technical adequacy and compliance with internal procedures or instructions.
 - 3. Review and report significant operating abnormalities or deviations from normal and expected performance of plant equipment that affect nuclear safety.
 - 4. Review and report all events which are required by regulations or Technical Specifications to be reported to the NRC (Plant personnel will provide the initial reporting of those events requiring prompt notification.)
 - 5. Investigate any indication of an unanticipated deficiency in some aspect of design or operation of safety related structures, systems or components.

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6. Review and/or prepare safety evaluations of all plant design changes.
7. Audits as required by the Quality Assurance Program and as outlined in Section 6.5.3.8.

AUTHORITY

- 6.5.2.4 Quality Assurance is responsible to the Superintendent - Power Plant Design and Construction. Members of the Fuel and Fossil Operation, and the Power Plant Design and Construction group, although not directly responsible to the Manager Nuclear Power, are available for special projects and support as it applies to the Kewaunee Plant. 42a

6.5.3 NUCLEAR SAFETY REVIEW AND AUDIT COMMITTEE (NSRAC)

- 6.5.3.1 The NSRAC shall function to provide independent review and audit of designated activities in the areas of:
- a. Nuclear Power Plant Operations
 - b. Nuclear Engineering
 - c. Chemistry and Radio-Chemistry
 - d. Metallurgy
 - e. Instrumentation
 - f. Radiological Safety
 - g. Mechanical and Electrical Engineering
 - h. Quality Assurance Practices
 - i. Other appropriate fields as determined by the Committee, to be associated with the unique characteristics of the nuclear power plant.

COMPOSITION

- 6.5.3.2 The NSRAC shall be composed of, but not necessarily limited to:

- a. At least three technically qualified persons who are not members of the plant staff.
- b. One member from the supervisory staff of the plant.
- c. At least two qualified non-company affiliated technical consultants.
- d. Plus in-house staff management advisors as required.

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The Committee membership and its Chairman and Vice Chairman shall be appointed by the Vice-President - Power Supply & Engineering or such person as he shall designate. Each member of the NSRAC shall have an academic degree in an engineering or physical science field; and in addition, shall have a minimum of five years technical experience, of which a minimum shall be in one or more areas given in 6.5.3.1.

ALTERNATES

- 6.5.3.3 Alternate members shall be appointed by the NSRAC Chairman, upon approval by the Vice-President - Power Supply and Engineering, to serve on a temporary basis; however, no more than two alternates shall participate in NSRAC activities at any one time.

CONSULTANTS

- 6.5.3.4 Consultants may be utilized as determined by the Chairman - NSRAC to provide expert advice to the NSRAC.

MEETING FREQUENCY

- 6.5.3.5 The NSRAC shall meet at least once per calendar quarter during the initial year of plant operation following fuel loading and at least once per six months thereafter.

- f. Reports covering significant operating abnormalities or deviations from normal and expected performance of plant equipment that affect nuclear safety.
- g. Reports covering all events which are required by regulations or Technical Specifications to be reported to the NRC in writing within 24 hours.
- h. Reports covering any indication of an unanticipated deficiency in some aspect of design or operation of safety related structures, systems, or components.
- i. Reports and meeting minutes of the PORC.

AUDITS

6.5.3.8 Audits of plant activities shall be performed under the cognizance of the NSRAC; these audits shall include:

- a. Conformance of plant operation to the provisions contained within the Technical Specifications and applicable license conditions at least annually. 42 a
- b. Performance, training and qualifications of the entire plant staff at least annually.
- c. Results of all actions taken to correct deficiencies occurring in plant equipment, structures, systems or method of operation that affect nuclear safety at least semi-annually.
- d. Performance of all activities required by the Quality Assurance Program to meet the criteria of Appendix "B", 10 CFR 50, at least once every two years.
- e. Plant Emergency Plan and Security Plan and their implementing procedures at least once every two years.
- f. The Plant Fire Protection Program, implementing procedures and the independent fire protection and loss prevention program at least once every 24 months. 42 a

6.7 SAFETY LIMIT VIOLATION

6.7.1 The following actions shall be taken in the event a safety limit is violated:

- a. The reactor shall be shutdown and operation shall not be resumed until authorized by the Commission.
- b. The Safety Limit violation shall be reported to the Commission, the Assistant Manager-Nuclear Power, and to the NSRAC-Chairman.
- c. The Report shall be prepared in accordance with Section 6.9 of the Technical Specifications.

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6.8 PROCEDURES

6.8.1 Written procedures and administrative policies shall be established, implemented and maintained that meet the requirements and recommendations of Section 5.1 and 5.3 of ANSI N18.7-1972.

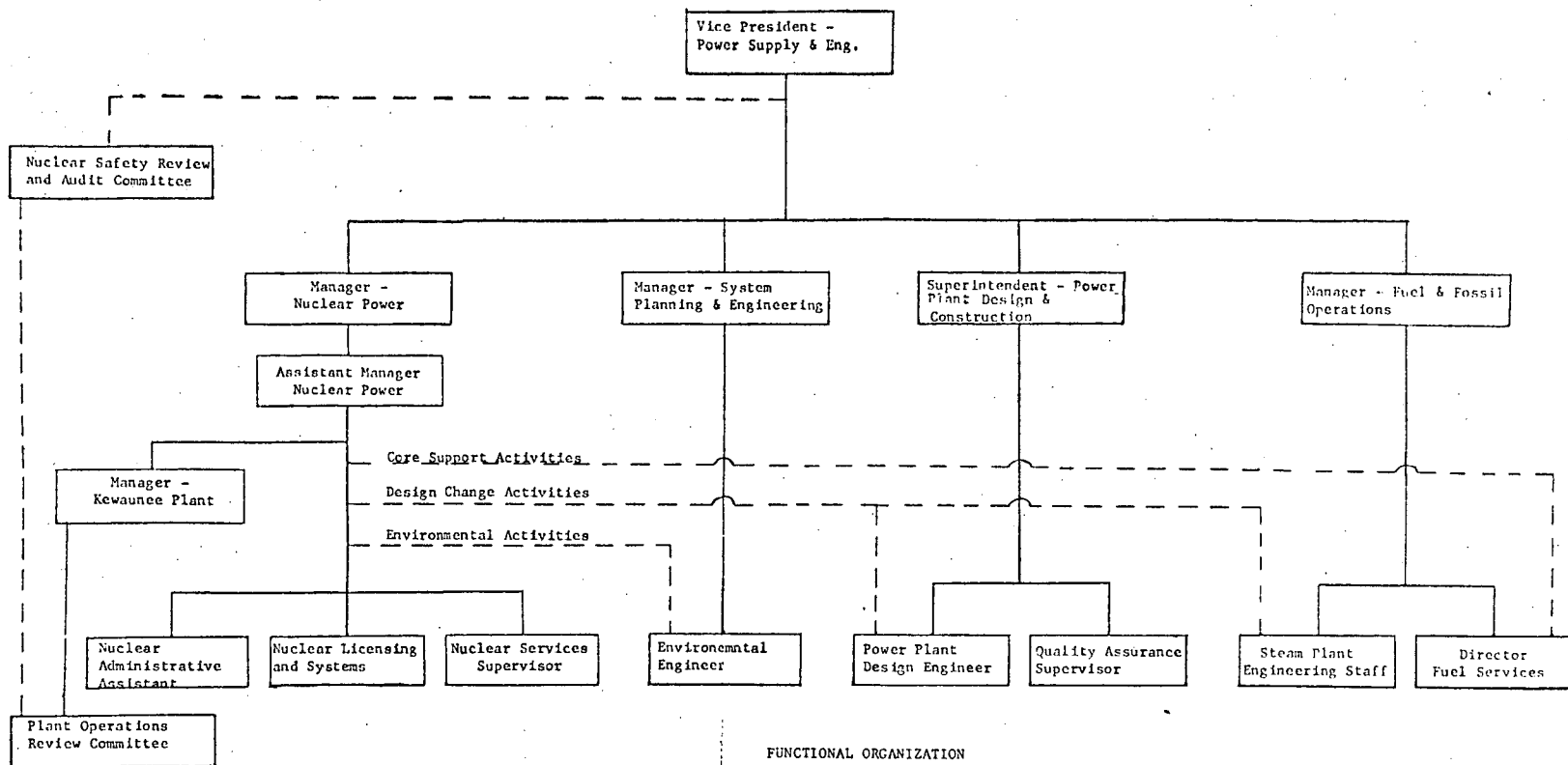
6.8.2 Each procedure and administrative policy of 6.8.1 above, and changes thereto, shall be reviewed by the Plant Manager prior to implementation and periodically as determined by the Plant Manager.

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6.8.3 Temporary changes to procedures of 6.8.1 above may be made provided:

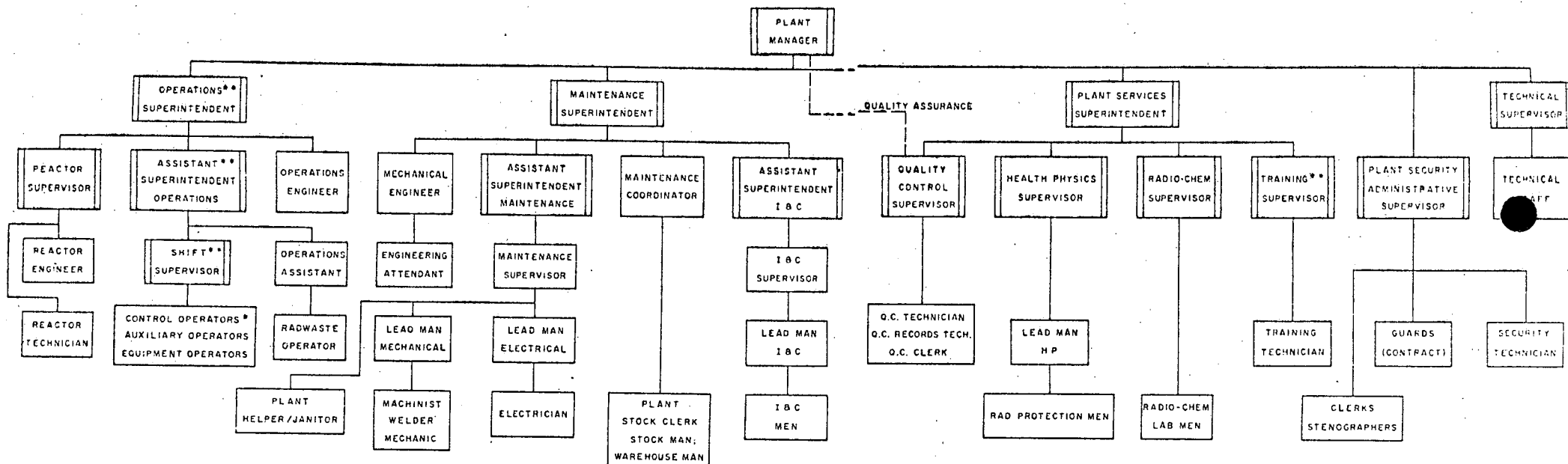
- a. The intent of the original procedure is not altered.
- b. The change is approved by two members of the Plant Management Staff, at least one of which holds a Senior Reactor Operator's License, if the procedure affects nuclear safety.
- c. The change is documented, reviewed by the PORC, and approved by the Plant Manager.

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FUNCTIONAL ORGANIZATION
POWER SUPPLY AND ENGINEERING DEPARTMENT
WISCONSIN PUBLIC SERVICE CORPORATION

Figure TS 6.2-1
Proposed Amendment No. 42a
12/04/80



KEWAUNEE NUCLEAR POWER PLANT
ORGANIZATION CHART UNIT NO. 1
WISCONSIN PUBLIC SERVICE CORPORATION

OPERATING SHIFT
COMPLEMENT (5)
I SHIFT SUPERVISOR
I A CONTROL OPERATOR
I B CONTROL OPERATOR
I AUXILIARY OPERATOR
I EQUIPMENT OPERATOR

KEY OR TECHNICAL PERSONNEL
* REACTOR OPERATOR LICENSE
** SENIOR REACTOR OPERATOR LICENSE

Figure 15 6.2-2
Proposed Amendment No. 42a
December 4, 1980