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 SERRA, P.L. Illinois Power Co.
 RECIP. NAME RECIPIENT AFFILIATION

Received 7/11/91

SUBJECT: Rev 3 to Corporate Plan Implementing Procedure CPIP-2.4,
 "QA Assurance & QC Activities." W/910618 ltr.

DISTRIBUTION CODE: A045D COPIES RECEIVED: LTR 1 ENCL 1 SIZE: 7
 TITLE: OR Submittal: Emergency Preparedness Plans, Implement'g Procedures, C

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NOTE TO ALL "RIDS" RECIPIENTS:

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Iowa Electric Light and Power Company

June 18, 1991
NEP-91-0382

Document Control Desk
U.S. Nuclear Regulatory Commission
Washington DC 20555

Project: Duane Arnold Energy Center
Subject: Transmittal of Emergency Planning Documents
File: A-304

To Whom It May Concern:

We are forwarding, in accordance with Appendix E to 10CFR50, three controlled copies (one to NRR and two to NRC Region III) of our

<input type="checkbox"/> Duane Arnold Energy Center Emergency Plan	Revision _____
<input type="checkbox"/> Emergency Plan Implementing Procedure	Revision _____
<input type="checkbox"/> Iowa Electric Light & Power Co. Corporate Emergency Response Plan	Revision _____
<input checked="" type="checkbox"/> Corporate Plan Implementing Procedure 2.4	Revision <u> 3 </u>
<input type="checkbox"/> Duane Arnold Energy Center Emergency Telephone Book The Emergency Telephone Book is considered to be proprietary to Iowa Electric.	Revision _____

Insert the revised document(s) in your files and discard the obsolete one(s). Please acknowledge the receipt of the enclosed documents by signing and dating the section below and returning a copy of this letter to me.

9106280021 910618
PDR ADOCK 05000331
F PDR

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No proprietary information is contained in these revisions.

The Emergency Telephone Book is, in total, considered to be proprietary to Iowa Electric.

Sincerely,



Paul L. Serra
Manager, Emergency Planning

cc: IE Supervisor, Emergency Planning
IE Manager, Nuclear Licensing
IE Emergency Planner - Procedures
NRC Region III (2)
NRC Resident Inspector

The document(s) listed above have been received by the NRC.

1. Headquarters, NRR, _____, _____
Control Copy #91 Date
2. NRC Region III, _____, _____
Control Copy #161-162 Date

PLS/kdb

IOWA ELECTRIC LIGHT AND POWER
DUANE ARNOLD ENERGY CENTER
TRANSMITTAL/ACKNOWLEDGEMENT
MEMORANDUM

NRC-NRR/DOC. CONTROL # 91
DESK, WASHINGTON, DC

DATE: June 14, 1991

SUBJECT: Corporate Plan Implementing Procedure 2.4

Revisions to your controlled copy of the Corporate Plan Implementing Procedures are attached. As indicated below, please remove and discard the superseded material and insert the revised material.

MANUAL CONTENTS	REMOVE		INSERT	
	REV.	DATE	REV	DATE
CPIP 2.4	2	10/6/89	3	6/6/91

Please acknowledge that the above action has been taken by signing below and returning this memo to P. Tillman, 14th floor, IE Tower, Box 351 Cedar Rapids, IA 52406.

PLEASE RETURN WITHIN 20 DAYS.

I have made the above revisions as indicated.

Print Name

Signature/Date

CORPORATE PLAN IMPLEMENTING PROCEDURE	No. CPIP - INDEX Rev. 26 PAGE 1 of 1
INDEX	EFFECTIVE DATE: APR 1 1991

DOCUMENT NUMBER	TITLE	REV.	DATE
1.2	Corporate Notification	9	03/27/90
1.3	Activation and Operation of the EOF	9	01/29/91
1.4	Release of Emergency-Related Information	6	09/14/90
1.5	Building Security Implementation	5	07/25/90
1.6	Communication and Data Transmission Systems Coordination	2	07/25/90
2.1	Dose Assessment and Protective Action Recommendations	10	08/24/90
2.2	Technical Support Coordination	4	01/07/91
2.3	Administrative Services and Corporate Response Coordination	4	08/07/90
2.4	Quality Assurance and Quality Control Activities	2	10/06/89
2.5	Insurance and Claims	2	06/11/90
2.6	Legal Assistance	2	07/20/90
4.1	Maintenance of Emergency Preparedness	7	08/17/90
4.2	Training, Drills and Exercises	5	08/17/90
4.3	Public Information Program	4	07/09/90
5.1	Emergency Response and Recovery Director	5	07/19/90
5.2	Radiological and EOF Manager	9	06/27/90
6.1	Recovery and Re-entry	0	04/01/91

CORPORATE PLAN IMPLEMENTING PROCEDURE	No. CPIP - 2.4 Rev. 2
QUALITY ASSURANCE AND QUALITY CONTROL ACTIVITIES	PAGE 1 of 3 EFFECTIVE DATE: OCT 0 0 1989

1.0 PURPOSE

1.1 This procedure provides instructions for Quality Assurance (QA) Department support, including a mechanism for documenting and controlling emergency response activities which are not consistent with standard plant practice.

2.0 APPLICABILITY

2.1 This procedure shall be implemented upon declaration of an ALERT or higher event classification and applies to the Manager, Corporate Quality Assurance and his staff members that would be affected by an emergency at DAEC.

2.2 If notified during an event classified as a NOTIFICATION OF UNUSUAL EVENT, the Manager, Corporate Quality Assurance, at his discretion, may direct partial or full implementation of this procedure.

3.0 RESPONSIBILITIES

3.1 Manager, Corporate Quality Assurance

3.1.1 Direct overall Quality Assurance Department activities, both at the General Office and at DAEC.

3.2 Supervising Quality Assurance Engineer

3.2.1 Supervise implementation of Quality Assurance activities at the General Office.

3.2.2 Identify design and general office procurement variances from QA requirements.

3.3 DAEC Quality Control Supervisor

3.3.1 Supervise implementation of Quality Control (QC) activities at DAEC from the Technical Support Center.

3.3.2 Identify site procurement variances from QC requirements.

CORPORATE PLAN IMPLEMENTING PROCEDURE	No. CPIP - 2.4 Rev. 2 PAGE 2 of 3
QUALITY ASSURANCE AND QUALITY CONTROL ACTIVITIES	EFFECTIVE DATE OCT 0 6 1989

4.0 INSTRUCTIONS

NOTE

The occurrence of an emergency situation at the DAEC may result in the suspension of normal quality assurance requirements in activities and events critical to achieving a safe and stable plant condition. These instances must be documented by each responsible manager such that the activity or event can be reviewed and corrected following the conclusion of the emergency situation. Activities occurring during the emergency shall be evaluated to determine if they are nonconforming.

4.1 The Manager, Corporate Quality Assurance shall be notified of an emergency situation at DAEC in accordance with CPIP 1.2, "Corporate Notification."

4.2 Through communications with the Emergency Response and Recovery Director and others, as appropriate, the Manager, Corporate Quality Assurance shall determine the scope of QA activities required to support DAEC during the emergency situation. Depending upon the type, extent, severity, and potential for escalation of the emergency at DAEC, he shall:

4.2.1 Notify the Supervising Quality Assurance Engineer to report to the IE Tower.

a. The Supervising Quality Assurance Engineer shall ensure that:

1) Appropriate Quality Assurance Personnel are assigned to process Nonconformance Reports as follows:

a) Prepare Nonconformance Reports for material, equipment and services used during the emergency, as necessary.

b) Identify the Nonconformance Reports according to date and time.

c) Identify the Nonconformance Reports as Emergency Related.

2) Design modifications previously documented by the Engineering Department are monitored and variances verified.

4.2.2 Notify the DAEC Quality Control Supervisor to report to the Technical Support Center Supervisor at DAEC.

a. The DAEC Quality Control Supervisor shall:

CORPORATE PLAN IMPLEMENTING PROCEDURE	No. CPIP - 2.4 Rev. 2 PAGE 3 of 3
QUALITY ASSURANCE AND QUALITY CONTROL ACTIVITIES	EFFECTIVE DATE: OCT 06 1989

- 1) Coordinate with the Operational Support Center Supervisor or Technical Support Center Supervisors regarding emergency repair work.
- 2) Assign Quality Control personnel for inspection of emergency repair work, as conditions permit, and to ensure that nonconforming activities and processes have been documented by responsible management representatives. Additionally, any installation or use of nonconforming equipment or use of non-qualified personnel shall be documented.

4.2.3 Following the return of the plant to a safe and stable condition, assist Nuclear Generation Division Management in preparation of a report of the event for the Senior Vice President, Production.

5.0 REFERENCES

- 5.1 Iowa Electric Corporate Emergency Response Plan.
- 5.2 Regulatory Guide 1.74, "Quality Assurance Terms and Definitions," February 1974
- 5.3 ANSI N45.2.10-1973, "Quality Assurance Terms and Definitions"

6.0 ATTACHMENTS

6.1 None

Approved by: Wendell G. Harper Date: 9/20/89
Group Leader, Emergency Planning

Approved by: [Signature] Date: 10/21/89
Manager, Emergency Planning

Approved by: [Signature] Date: 10/3/89
Manager, Corporate Quality Assurance

Approved by: Stephen L. Prank for DLM Date: 10/4/89
Manager, Nuclear Division