

SECTION 6, "ADMINISTRATIVE CONTROLS," will be revised as follows:

6.2.2 Unit organization shall be as shown in Figure 6.2.2.2 and:

- f. Administrative procedures shall be developed and implemented to limit the working hours of unit staff in the following job classifications:
- 1) Shift Superintendents, Control Room Supervisors, Control Operators, Assistant Control Operators, Nuclear Plant Equipment Operators, Plant Equipment Operators;
 - 2) Electricians and their first line supervisors;
 - 3) I&C Technicians, Computer Technicians, Test Technicians and their first line supervisors;
 - 4) Operational Health Physics Technicians and their first line supervisors;
 - 5) Boiler and Condenser Mechanics, Machinists, Welders, Crane Operators and their first line supervisors;
 - 6) Contractor or other Department personnel performing functions identical to those performed by personnel identified in items 1 through 5 above and within the organizational framework of the Station.⁽ⁱ⁾

Adequate shift coverage shall be maintained without routine heavy use of overtime. The objective shall be to have operating personnel identified above work a normal 8-hour day, 40-hour week (excluding shift turnover and meal time) while the plant is operating (MODES 1, 2, 3 and 4). However, in the event that overtime which exceeds 25%⁽ⁱⁱ⁾ of normal time is required due to unforeseen problems⁽ⁱⁱⁱ⁾ or during extended outages^(iv), on a temporary basis, the following guidelines shall be followed:

- (i) Shift Technical Advisors are exempt from the overtime guidelines specified, since sleeping accommodations are provided.
- (ii) 25% is established as a level of overtime which will not significantly reduce the effectiveness of personnel, but which requires additional management approval prior to exceeding this level.
- (iii) Unforeseen problems are forced shutdowns or power reductions of any unit, equipment failure or unscheduled repair, surveillance, calibration or maintenance, entry into a Technical Specification ACTION Statement or the absence of personnel required to provide normal shift coverage.
- (iv) Extended outages are periods in Modes 5 and/or 6.

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- 1) An individual should not be permitted to work more than 16 hours straight (shift turnover and meal time are not included when calculating hours worked).
- 2) An individual should not be permitted to work more than 16 hours in any 24-hour period, nor more than 24 hours in any 48-hour period, nor more than 72 hours in any 7-day period (shift turnover and meal time are not included when calculating hours worked).
- 3) A break (the time an individual leaves the work location to the time an individual returns to the work location) of at least 8 hours should be allowed between work periods (shift turnover time is not included when calculating the break; meal time is not included when calculating the break, unless it represents an administrative entry on the timesheet and not extra hours spent at the work location).
- 4) Except during extended shutdown periods, overtime should be considered on an individual basis and not for the entire staff on a shift.

Any deviation from the above guidelines shall be authorized by the Station Manager, the Deputy Station Manager, the Manager, Operations, the Manager, Maintenance, the Manager of Nuclear Generation Services or higher levels of management, in accordance with established procedures and with documentation of the basis for granting the deviation. Controls shall be included in the procedures such that individual overtime shall be reviewed monthly by the Station Manager or his designee to assure that excessive hours have not been assigned. Routine deviation from the above guidelines is not authorized.