

August 3, 2015

MEMORANDUM TO: Anthony J. Mendiola, Chief  
Licensing Processes Branch  
Division of Policy and Rulemaking  
Office of Nuclear Reactor Regulation

FROM: Joseph J. Holonich, Senior Project Manager /RA/  
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Office of Nuclear Reactor Regulation

SUBJECT: SUMMARY OF THE JUNE 2, 2015, CLOSED MEETING  
WITH WESTINGHOUSE REGARDING POTENTIAL UPDATES  
TO THE COMMON Q TOPICAL REPORT (TAC NO. MF5774)

On June 2, 2015, the U.S. Nuclear Regulatory Commission (NRC) staff met with representatives from Westinghouse Electric Company (Westinghouse). This was the second Phase-0 meeting to discuss potential updates to the Westinghouse Common Q topical report (TR) and Software Program Manual for Common Q Systems (SPM). Information pertaining to this meeting can be found in the meeting package at Agencywide Documents Access and Management System Accession No. ML15079A004.

In the meeting, Westinghouse representatives made a presentation which provided information on safety, mapping of the changes to other documents, maintenance considerations, and the schedule. During the presentation, Westinghouse representatives indicated the changes to be submitted would not address what portions of the current safety evaluations (SEs) would be impacted. The NRC staff agreed that any changes to its SEs would need to be identified by the NRC staff and not Westinghouse.

As part of the presentation, Westinghouse representatives discussed the approach for documenting the changes to the Common Q TR and SPM. The Westinghouse representatives stated they would submit a new TR to provide these changes. The TR would essentially be a table outlining what section of the Common Q TR or SPM was impacted, the page, the existing text, and the changed text.

Next, Westinghouse representatives discussed the mapping of changes to other internal documents. As part of this discussion, the NRC staff indicated that Branch Technical Position 7-14, "Guidance on Software Reviews for Digital Computer-Based Instrumentation and Control Systems," will be used in the review process. Changes to the Common Q platform software development processes warrant NRC re-evaluation of these processes using Standard Review Plan criteria of BTP 7-14.

Continuing the presentation, Westinghouse representatives described the implementation guide (IG) that they would develop to provide specific work instructions where applicable. The NRC staff indicated it would like to see the IG mapped to the submitted TR. Also, the NRC staff stated the IG should describe how maintenance will be done.

Because the NRC staff believed the IG would support its review of the TR, it requested the IG be available early in the review process for the TR. The Westinghouse representatives agreed to look into accelerating the development schedule for the IG and took this as an action from the meeting.

Another question related to the IG was whether it was a document appropriately reviewed during an audit or if it needed to be formally submitted on the docket for the TR review. The NRC staff agreed to take an action from the meeting to make a decision on whether the IG needed to be docketed.

Once the presentation was complete, several items which could make the staff review more efficient were discussed. The first was the use of a monthly conference call to cover the status of the review. These calls would deal mainly with the administrative aspects of the review. The NRC staff agreed to schedule the calls with the first being in September 2015

Second was the use of a sharepoint site. This site would contain advanced copies of documents to be submitted or documents to be evaluated during a staff audit to be conducted as part of the review. The Westinghouse representatives agreed to establish the sharepoint site and took it as an action from the meeting.

The action items from the meeting were:

- 1) The Westinghouse representatives agreed to prepare a mapping of the IG to the TR and to confirm the timing of when the IG would be available, whether for audit or to be docketed.
- 2) The NRC staff will evaluate the need to docket the IG.
- 3) The NRC staff will schedule the monthly status calls with the first being in September 2015.
- 4) The Westinghouse representatives will establish a sharepoint site to allow staff to access documents in advance of submissions or in preparation for audits.

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#### Project 779

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\* via electronic concurrence

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