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ACCESSION NBR: 8206040364      DOC. DATE: 82/05/25      NOTARIZED: NO      DOCKET #  
 FACIL: 50-387 Susquehanna Steam Electric Station, Unit 1, Pennsylv      05000387  
       50-388 Susquehanna Steam Electric Station, Unit 2, Pennsylv      05000388  
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 RECIP. NAME                    RECIPIENT AFFILIATION  
 ROBERTSON, L.                  Division of Safeguards

SUBJECT: Advises that util has issued instruction re handling & storage of safeguards info matl, in compliance w/NUREG-0794 & 10CFR73.21. Illustrations of containers in use or proposed for safeguards info storage encl.

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 TITLE: Non-Proprietary Info Re Security Plans

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for ensuring the integrity of the financial statements and for providing a clear audit trail.

2. The second part of the document outlines the specific procedures that should be followed when recording transactions. It details the steps from identifying the transaction to the final posting to the ledger, ensuring that all necessary checks and balances are performed.

3. The third part of the document addresses the common errors that can occur during the recording process. It provides guidance on how to identify these errors and how to correct them, helping to minimize the risk of misstatements.

4. The fourth part of the document discusses the role of internal controls in the recording process. It explains how these controls can be designed to prevent errors and fraud, and how they should be monitored and evaluated.

5. The fifth part of the document provides a summary of the key points discussed in the previous sections. It reinforces the importance of accuracy, proper procedures, error correction, and internal controls in the recording process.

6. The sixth part of the document offers some final thoughts and recommendations. It encourages the reader to take a proactive approach to the recording process and to continuously seek ways to improve their skills and knowledge.

7. The seventh part of the document provides a list of resources for further study. It includes references to textbooks, articles, and online resources that can provide additional information on the topics discussed in the document.

8. The eighth part of the document concludes with a final statement of the author's hope that the document will be helpful to the reader. It expresses a desire for the reader to gain a deeper understanding of the recording process and to apply this knowledge in their own work.



# Pennsylvania Power & Light Company

Two North Ninth Street • Allentown, PA 18101 • 215 / 770-5151

Norman W. Curtis  
Vice President-Engineering & Construction-Nuclear  
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MAY 25 1982

Mr. Lewis Robertson  
Nuclear Regulatory Commission  
Division of Safeguards  
Washington, D.C. 20555

SUSQUEHANNA STEAM ELECTRIC STATION  
SAFEGUARDS INFORMATION  
ER 100450 FILE 841-2  
PLA-1103

Docket Nos. 50-387  
50-388

Dear Mr. Robertson:

In compliance with 10 CFR 73.21 and NUREG 0794, the Pennsylvania Power & Light Company recently issued an instruction regarding the handling and storage of Safeguards Information material.

A topic of major concern throughout the Company involves security containers used to store Safeguards materials. Attached are illustrations of various files and other containers either currently in use or proposed for Safeguards Information storage by PP&L. The containers illustrated in some cases may be generic, varying slightly according to the manufacturer involved.

For any container not equipped with a three-position, combination padlock, we propose to install steel locking bars, at either a corner of the cabinet or elsewhere, in such a manner to inhibit unauthorized entry. Such locking bars will either be commercially procured and installed or fabricated and installed by the Company.

Our instruction specifies that, "If existing steel filing cabinets are modified, either by PP&L or by contractors, the locking bar keepers must be secured to the cabinet by welding, rivets or bolts so that the bar cannot be removed or replaced without leaving evidence of entry, and in such a manner to preclude removal of the drawers' contents by forcing the drawer open."

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SSES PLA-1103  
ER 100450 File 841-2  
Mr. Lewis Robertson

Request you review the attached photographs and illustrations. After considering our proposed modifications (where applicable) and instructions for same, please indicate by return correspondence at your earliest convenience whether or not those containers and/or modifications are adequate for storage of Safeguards Information materials.

Your reply will be coordinated with all PP&L departments concerned promptly upon receipt.

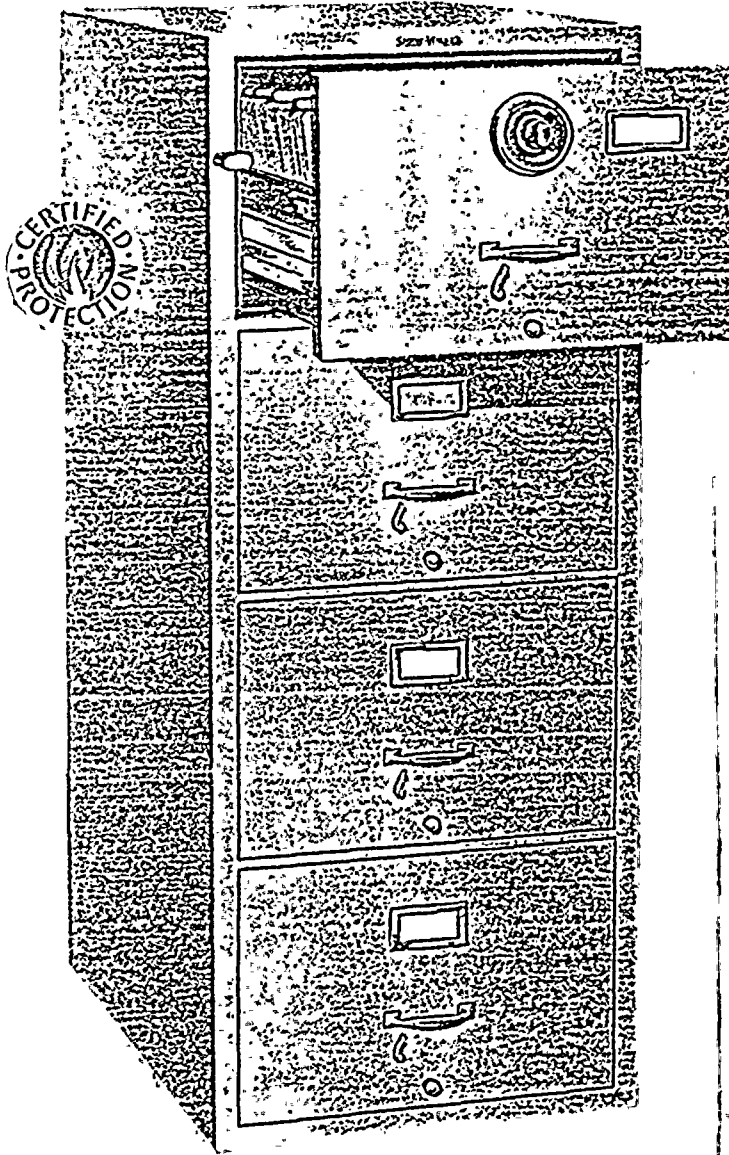
Very truly yours,



N. W. Curtis  
Vice President-Engineering & Construction-Nuclear

TEG/mks

## Shaw-Walker Safety-Guard Fire-File



### Six-Point Security Locking System

**Manipulation-Proof Combination** provides absolute security against manipulation of lock by sound or feel—even with the aid of electronic listening devices. Bears Underwriters' Laboratories Group 1 Label.

**Added Security**—Positive Relocking Trigger locks bolt immovably if forcible entry is attempted by "punching" the spindle . . . Key-Change permits user to change combination quickly and easily to any of a million combinations.

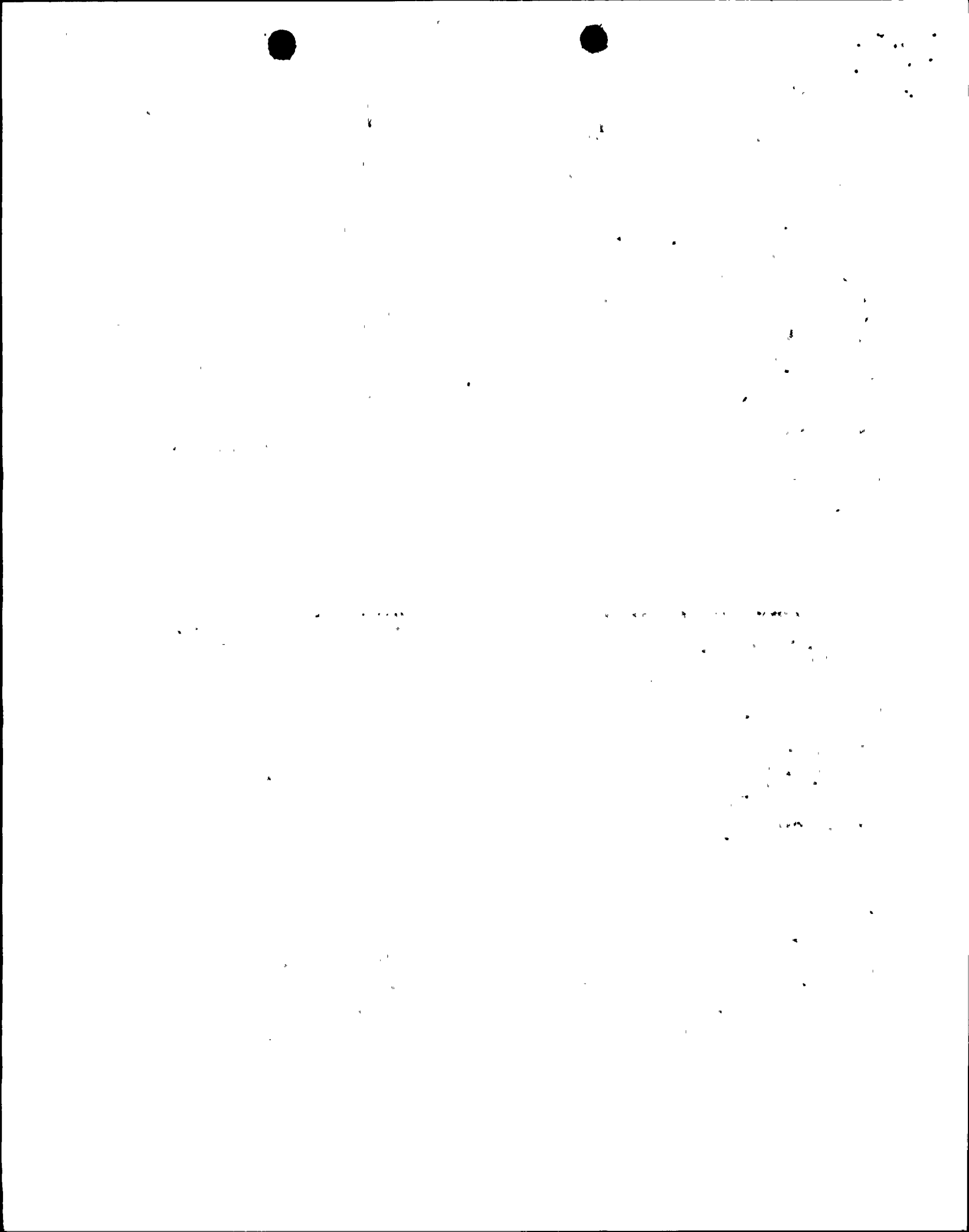
**Signal Plunger** controls all lower drawers. When the Signal Plunger projects, you know lower drawers are not locked.

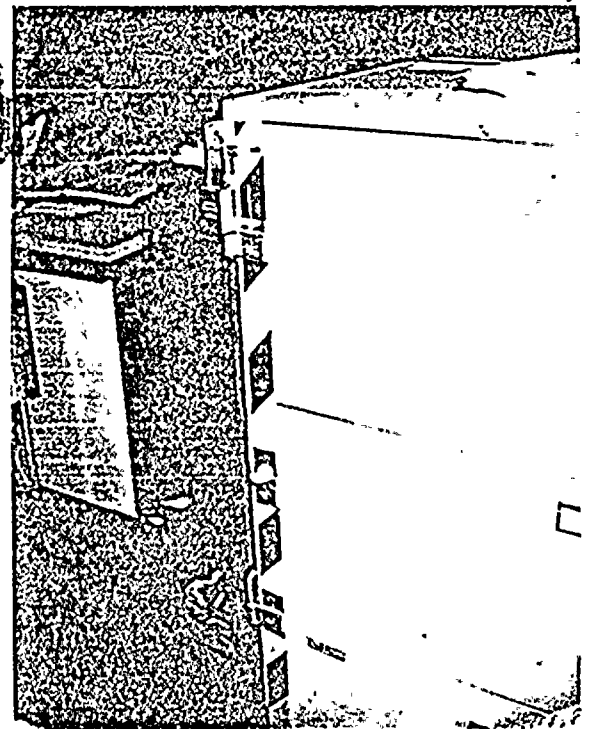
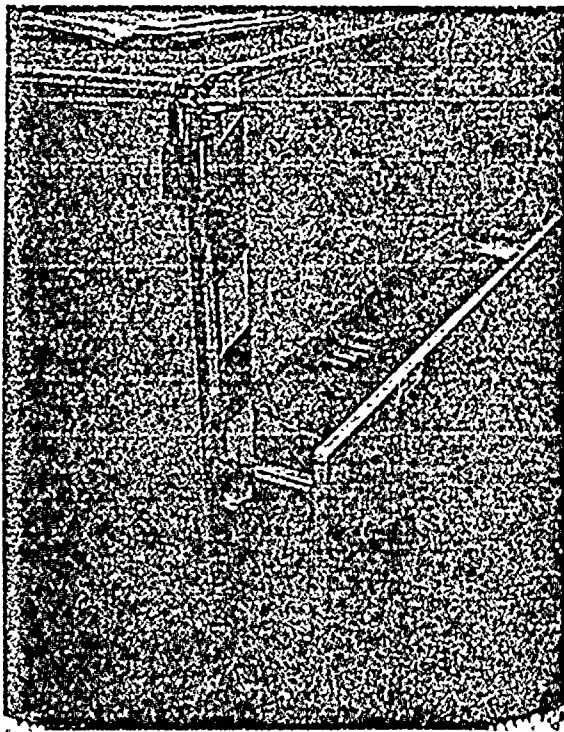
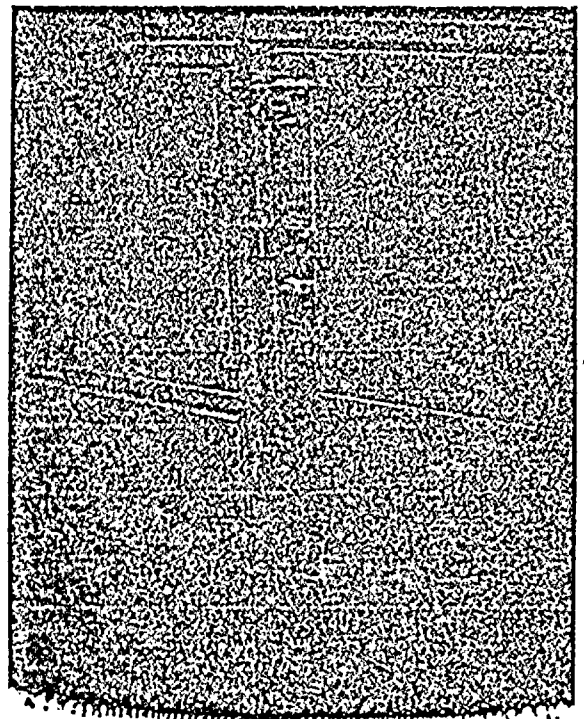
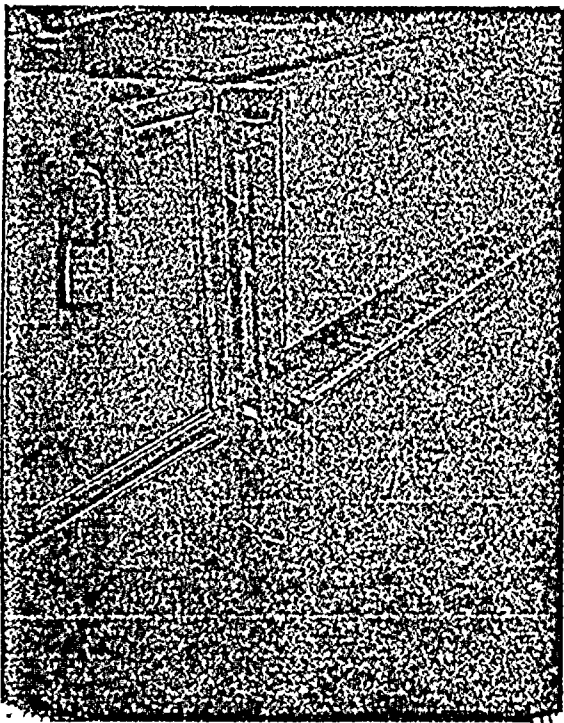
**Lock Verifier**, a Shaw-Walker exclusive, prevents turning combination dial to lock top drawer until the Signal Plunger is depressed, locking all lower drawers.

**Dead Bolts for All Drawers**—The Manipulation-Proof Combination Lock operates heavy-duty Dead Bolt in top drawer; Signal Plunger operates solid Dead Bolts in lower drawers.

**Automatic Dead-Bolt Guards**, another Shaw-Walker invention, make it absolutely impossible to depress Signal Plunger unless all lower drawers are closed and latched. This prevents accidentally leaving any drawer "locked open."

**Spy-Proof Dial** eliminates the possibility of *visual or photographic detection* of the combination while it is being dialed by an authorized person. The numerals, shielded from view by a metal guard, are visible only through opening at top of dial.

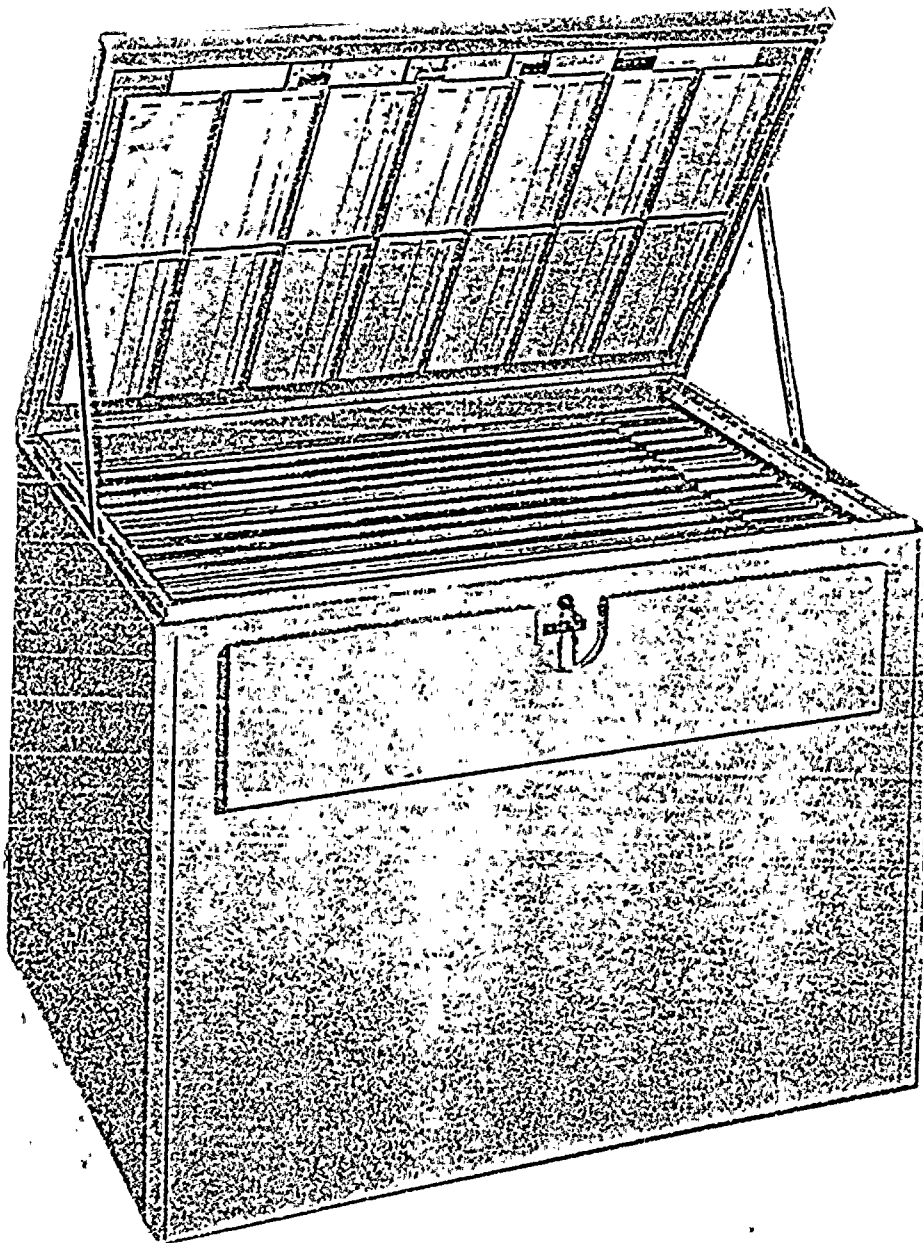




OPEN POSITION

Closed POSITION

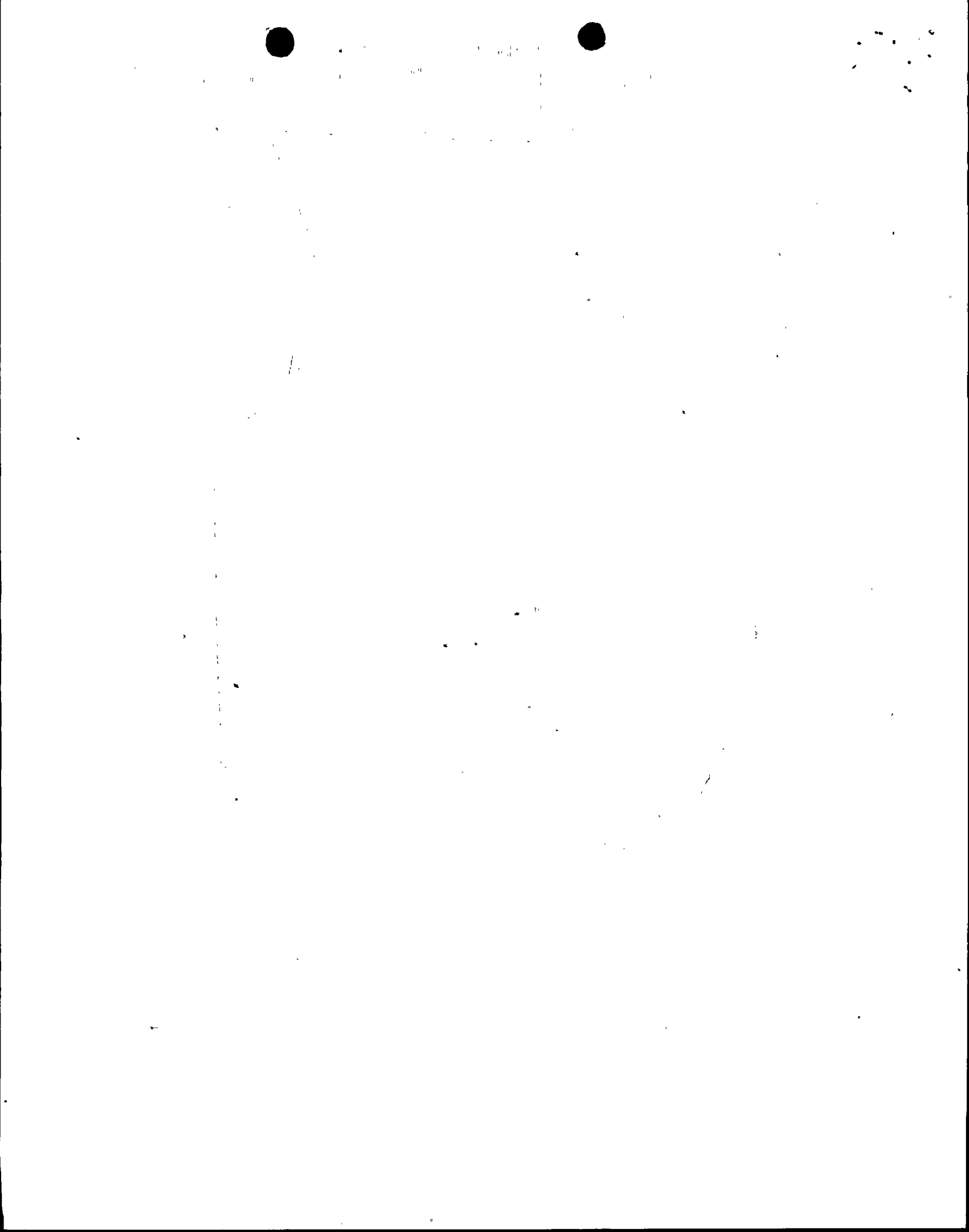


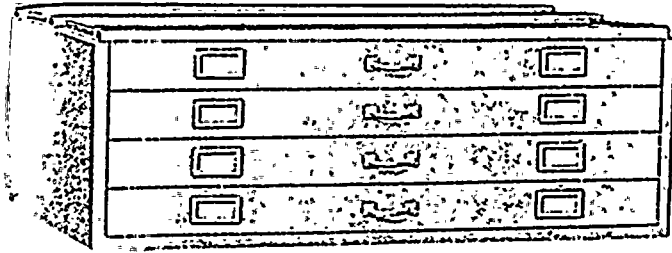


Ulrich Planfile-

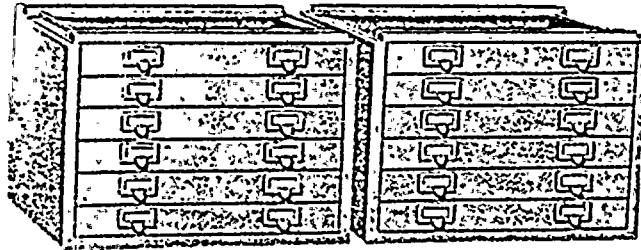
Has a pin tumbler lock combined with a non-removable hinge-pin and internal screws.

Will be modified to include a steel, external locking bar, keepers and appropriate padlock.



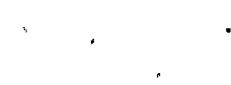
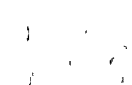
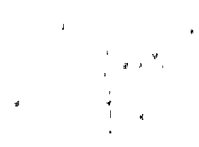
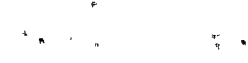


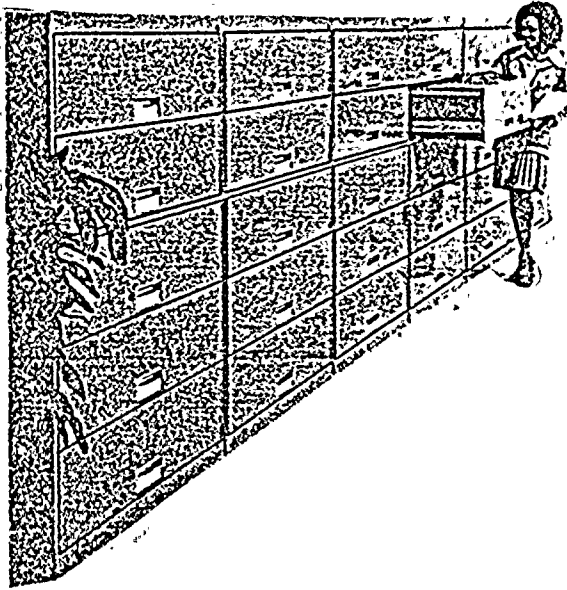
Metal blueprint Drawers



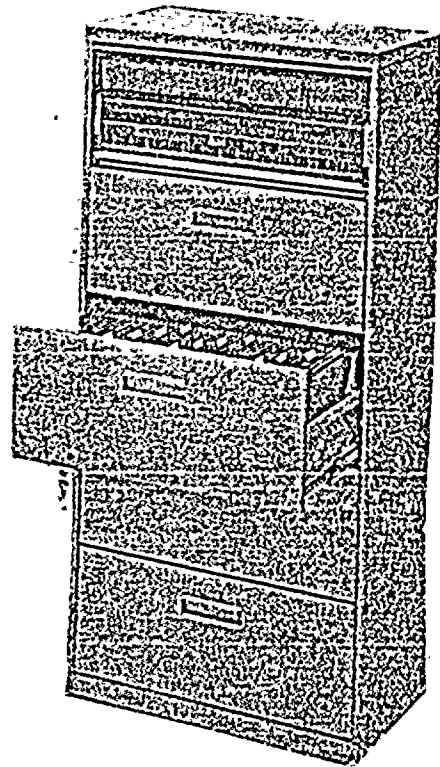
Metal Drawing or Legal Blank Drawers

Will be modified to include steel locking bar, keepers and padlock



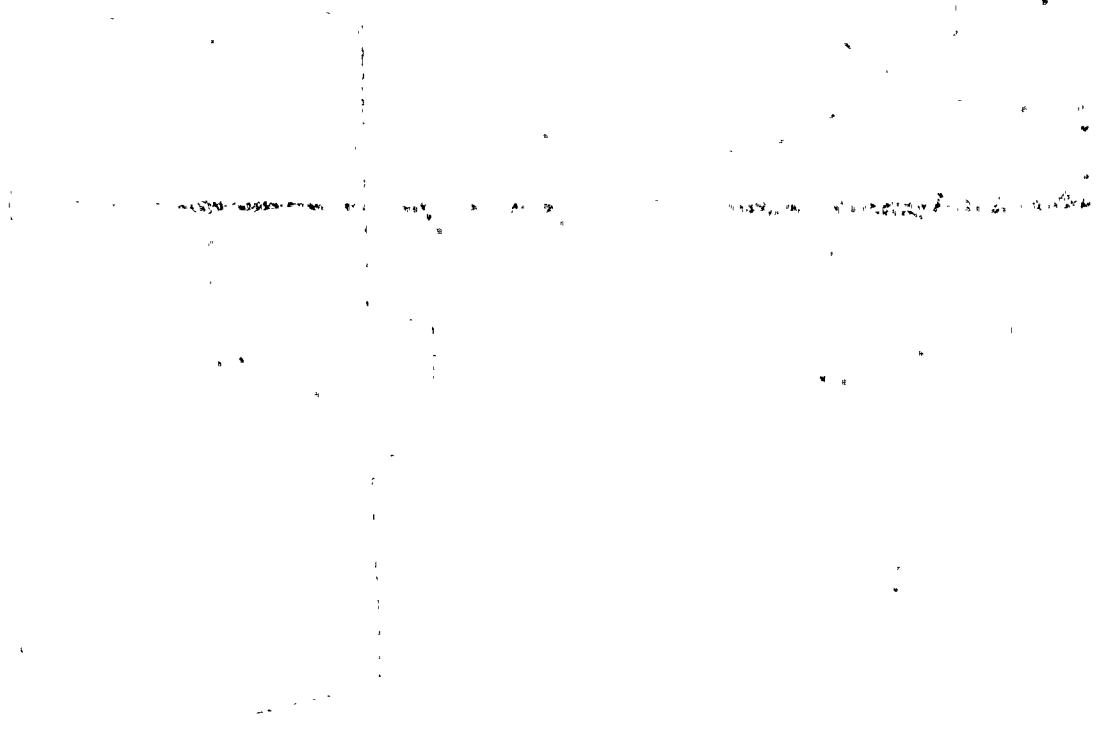


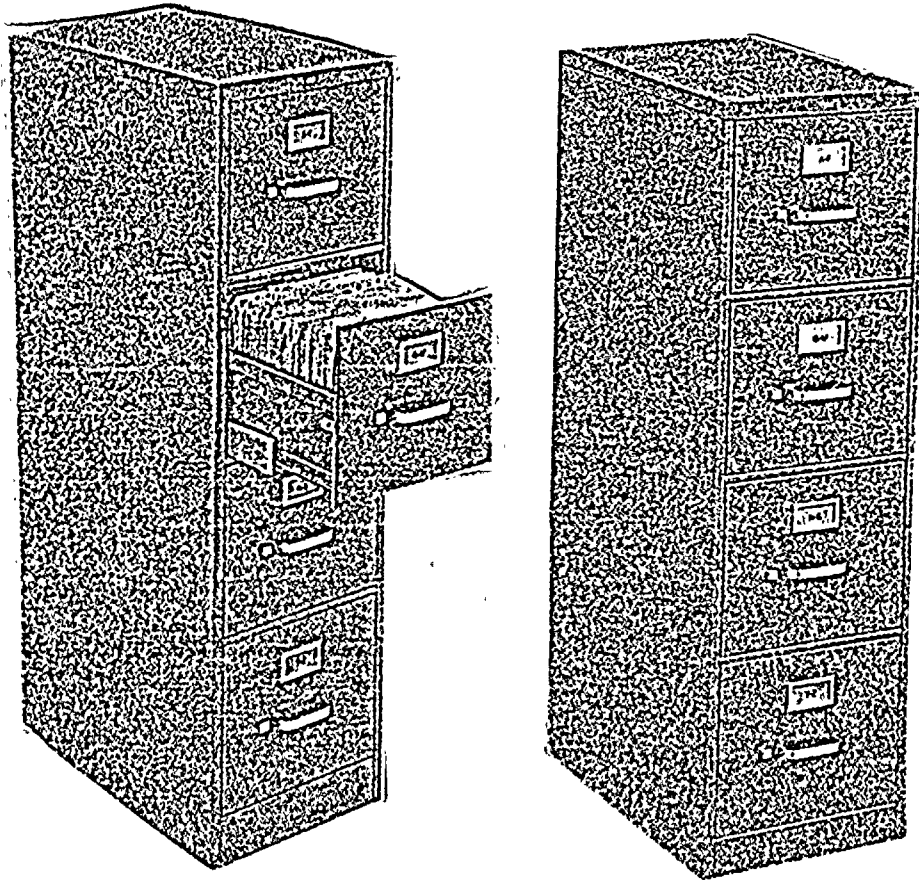
Lateral Files (Unit)



Single Lateral File

Will be modified with steel lock bar, keepers and padlock





Standard Metal Reference Files

Will be modified with steel locking bar, keepers and padlock

