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ADMINISTRATIVE CONTROLS

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6.0 ADMINISTRATIVE CONTROLS

6.1 RESPONSIBILITY

6.1.1 The Plant Manager shall be responsible for overall unit operation and shall delegate in writing the succession to this responsibility during his absence.

6.1.2 The Shift Manager (or during his absence from the control room, a designated individual) shall be responsible for the control room command function. A management directive to this effect, signed by the Director of Power Generation shall be reissued to all station personnel on an annual basis.

6.2 ORGANIZATION

~~OFFSITE~~

OFFSITE AND ONSITE ORGANIZATIONS

~~6.2.1 The offsite organization for unit management and technical support shall be as shown on Figure 6.2.1-1.~~

see insert

~~UNIT STAFF~~

UNIT STAFF

~~6.2.2 The unit organization shall be as shown on Figures 6.2.2-1a and 6.2.2-1b, and:~~

- a. Each on duty shift shall be composed of at least the minimum shift crew composition shown in Table 6.2.2-1;
- b. At least one licensed Operator shall be in the control room when fuel is in the reactor. In addition, while the unit is in OPERATIONAL CONDITION 1, 2, or 3, at least one licensed Senior Operator shall be in the control room.
- c. A Health Physics Technician* shall be on site when fuel is in the reactor and at least one fully qualified chemistry technician shall be on site in OPERATIONAL CONDITION 1, 2, or 3;
- d. All CORE ALTERATIONS shall be observed and directly supervised by either a licensed Senior Operator or licensed Senior Operator Limited to Fuel Handling who has no other concurrent responsibilities during this operation;
- e. A site fire brigade of at least five members shall be maintained on site at all times*. The fire brigade shall not include the Shift Supervisor, the Shift Technical Advisor, nor the three other members of the minimum shift crew necessary for safe shutdown of the unit and any personnel required for other essential functions during a fire emergency; and

Manager

*The Health Physics Technician and fire brigade composition may be less than the minimum requirements for a period of time not to exceed 2 hours, in order to accommodate unexpected absence, provided immediate action is taken to fill the required positions.

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Onsite and offsite organizations shall be established for unit operation and corporate management, respectively. The onsite and offsite organizations shall include the positions for activities affecting the safety of the nuclear power plant.

- a. Lines of authority, responsibility, and communication shall be established and defined for the highest management levels through intermediate levels to and including all operating organization positions. These relationships shall be documented and updated, as appropriate, in the form of organization charts, functional descriptions of departmental responsibilities and relationships, and job descriptions for key personnel positions. These requirements are documented in the WNP-2 FSAR and updated in accordance with 10 CFR 50.71.
- b. The Plant Manager shall be responsible for overall unit safe operation and shall have control over those onsite activities necessary for safe operation and maintenance of the plant.
- c. The Assistant Managing Director for Operations shall have corporate responsibility for overall plant nuclear safety and shall take any measures needed to ensure acceptable performance of the staff in operating, maintaining, and providing technical support to the plant to ensure nuclear safety.
- d. The individuals who train the operating staff and those who carry out health physics functions may report to the appropriate onsite manager; however, they shall have sufficient organizational freedom to ensure their independence from operating pressures.
- e. The organization responsible for the overall quality assurance functions shall report to the Supply System Managing Director.



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ADMINISTRATIVE CONTROLS

UNIT STAFF (continued)

- f. Administrative procedures shall be developed and implemented to limit the working hours of unit staff who perform safety-related functions e.g., licensed Senior Operators, licensed Operators, health physicists, chemistry technicians, auxiliary operators, and key maintenance personnel.

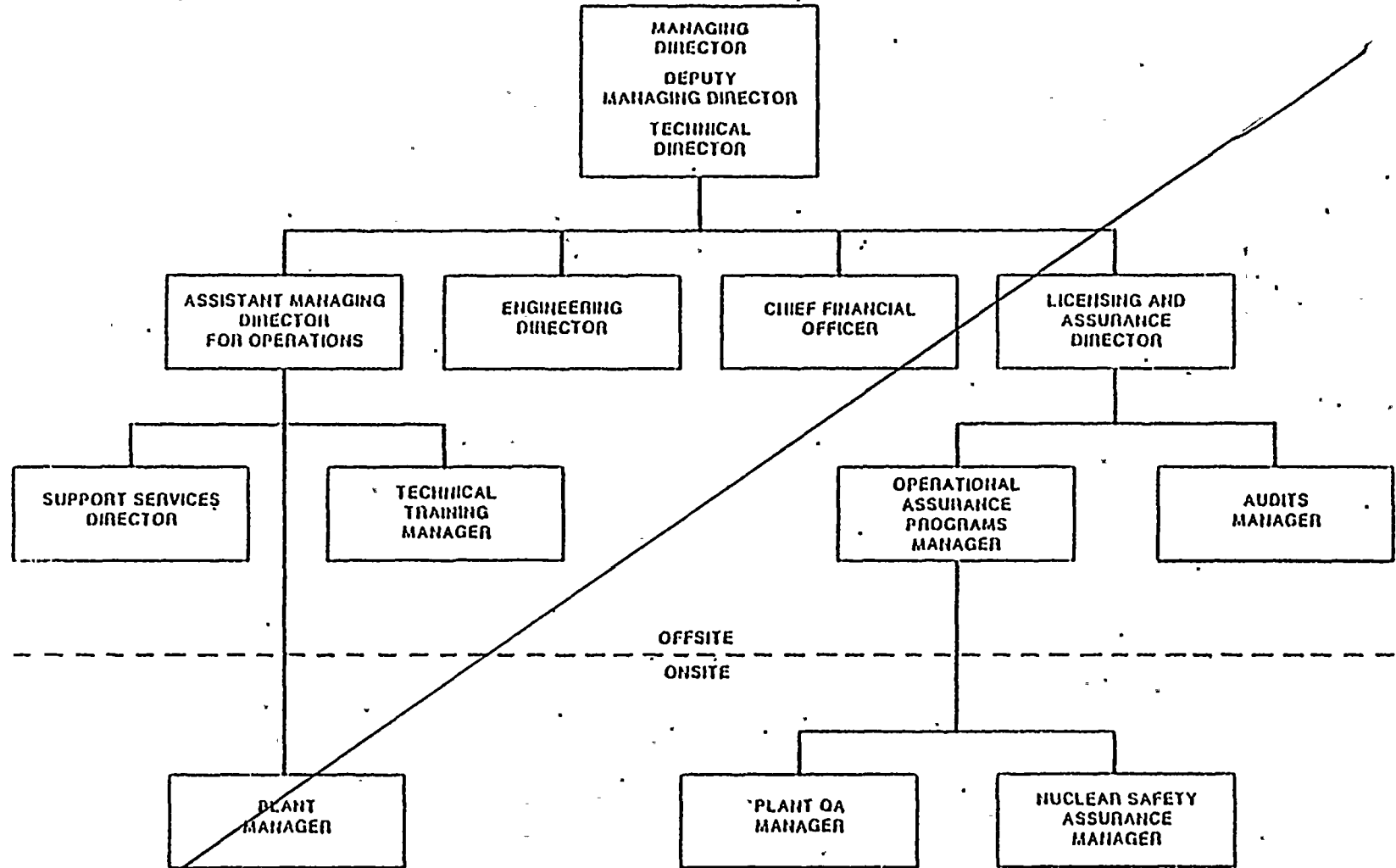
Adequate shift coverage shall be maintained without routine heavy use of overtime. The objective shall be to have operating personnel work a normal 8-hour day, 40-hour week while the unit is operating. However, in the event that unforeseen problems require substantial amounts of overtime to be used, or during extended periods of shut-down for refueling, major maintenance, or major unit modifications, on a temporary basis the following guidelines shall be followed:

1. An individual should not be permitted to work more than 16 hours straight, excluding shift turnover time.
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, all excluding shift turnover time.
3. A break of at least 8 hours should be allowed between work periods, including shift turnover time.
4. Except during extended shutdown periods, the use of 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 Plant Manager or his deputy, 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 Plant Manager or his designee to assure that excessive hours have not been assigned. Routine deviation from the above guidelines is not authorized.

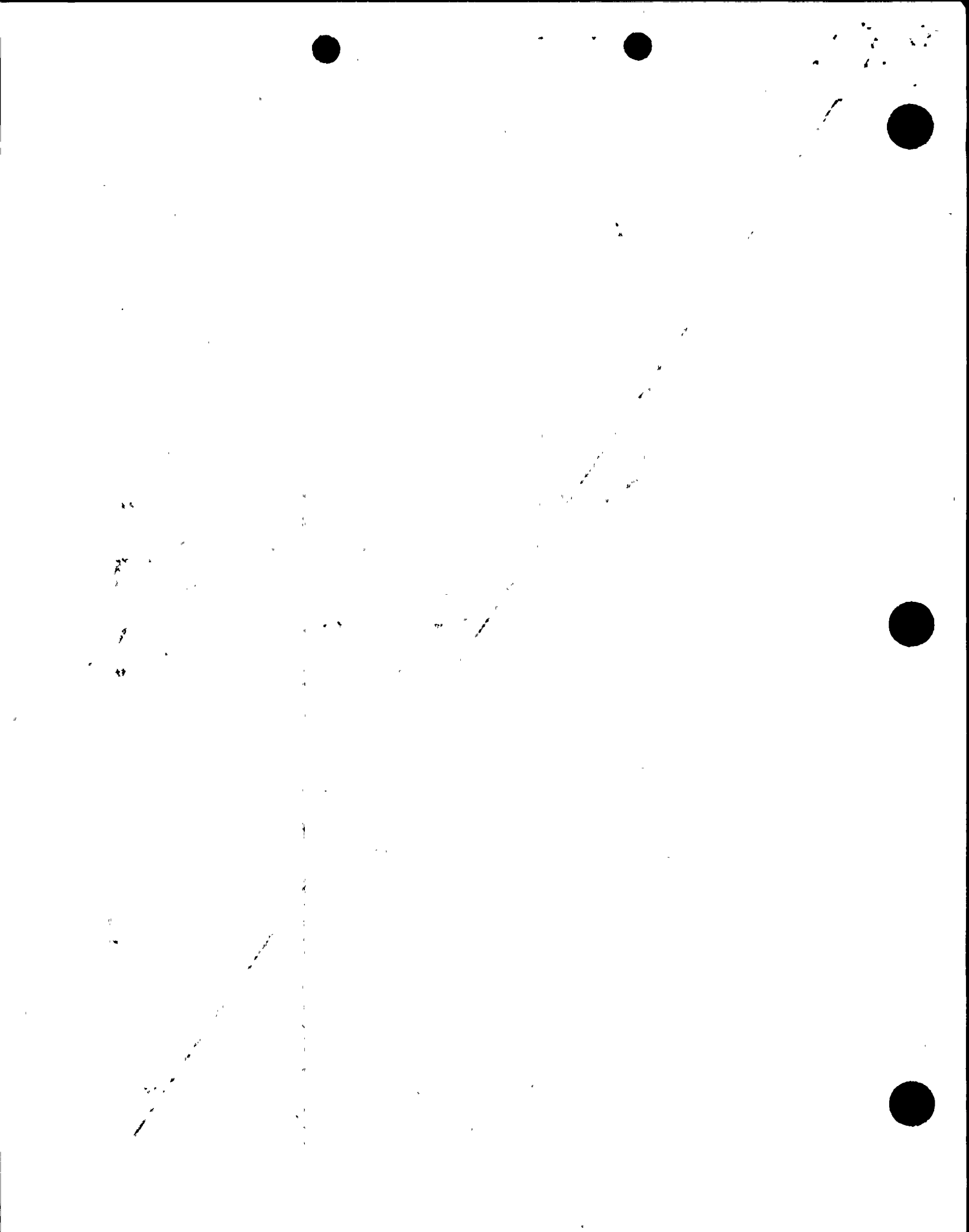
- g. The Operations Manager, Assistant Operations Manager, Shift Managers and Control Room Supervisors shall hold a senior reactor operator license. The Reactor Operators shall hold either a senior reactor operator license or a reactor operator license.

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FIGURE 6.2.1-1
OFFSITE ORGANIZATION



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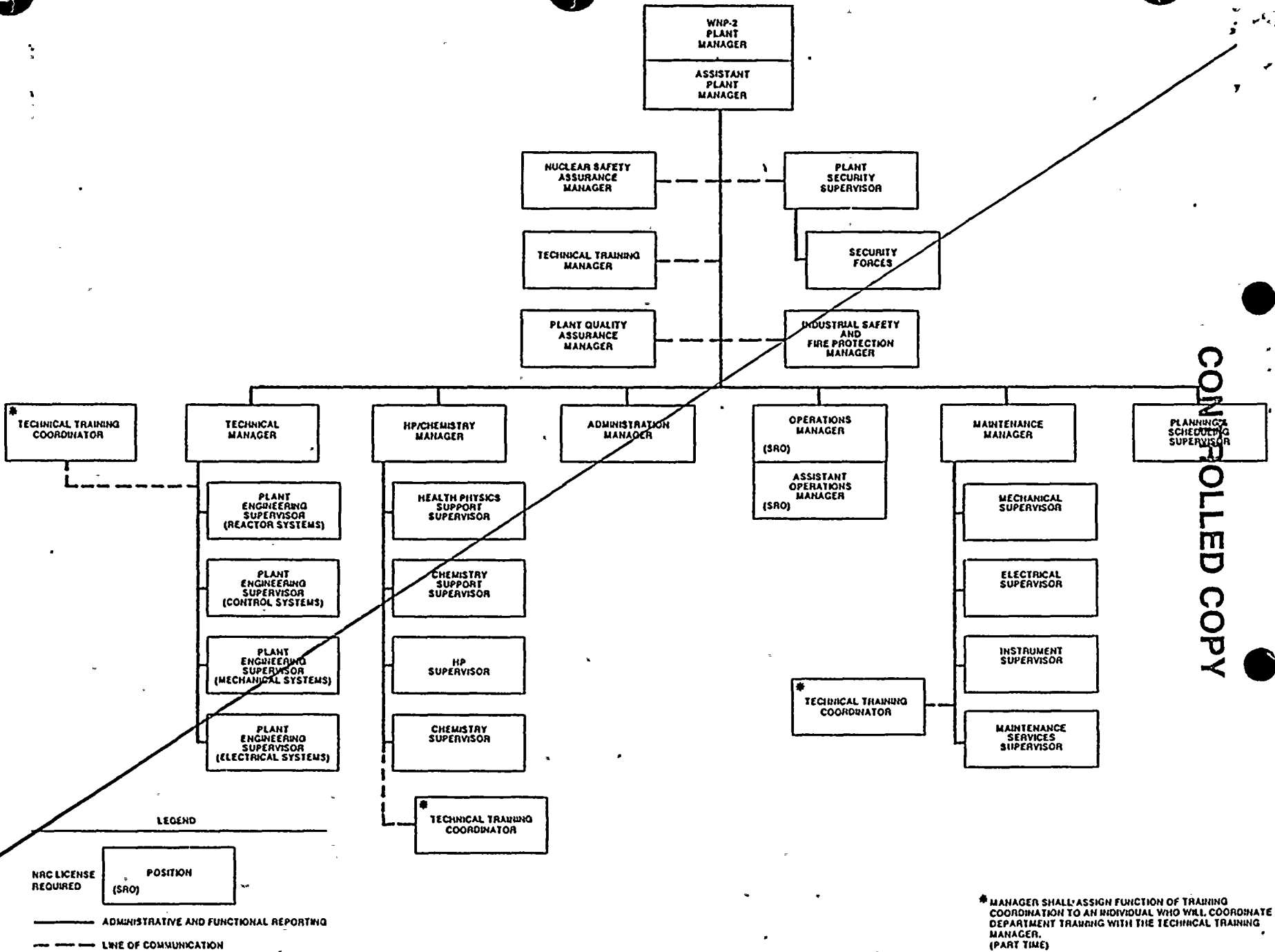
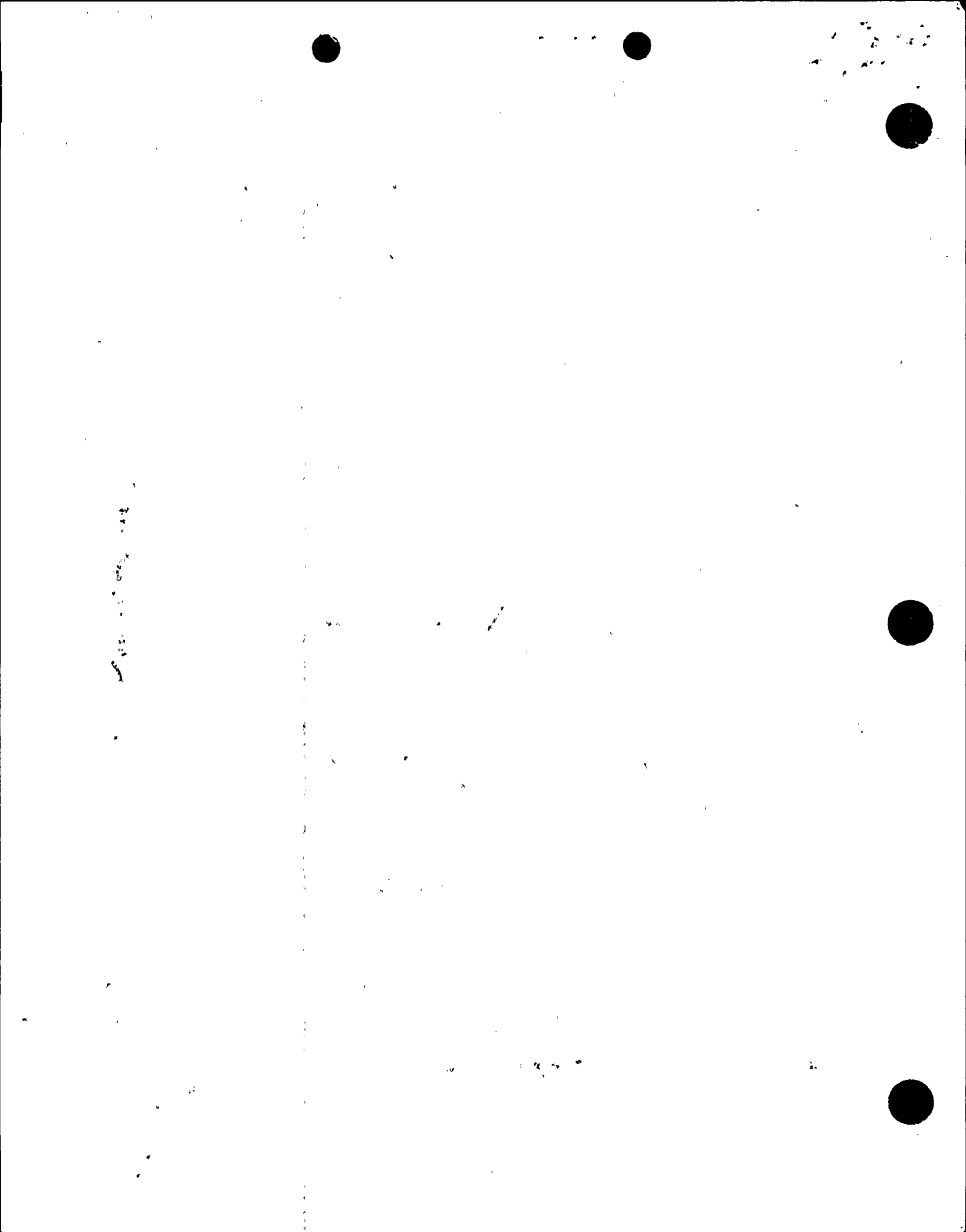
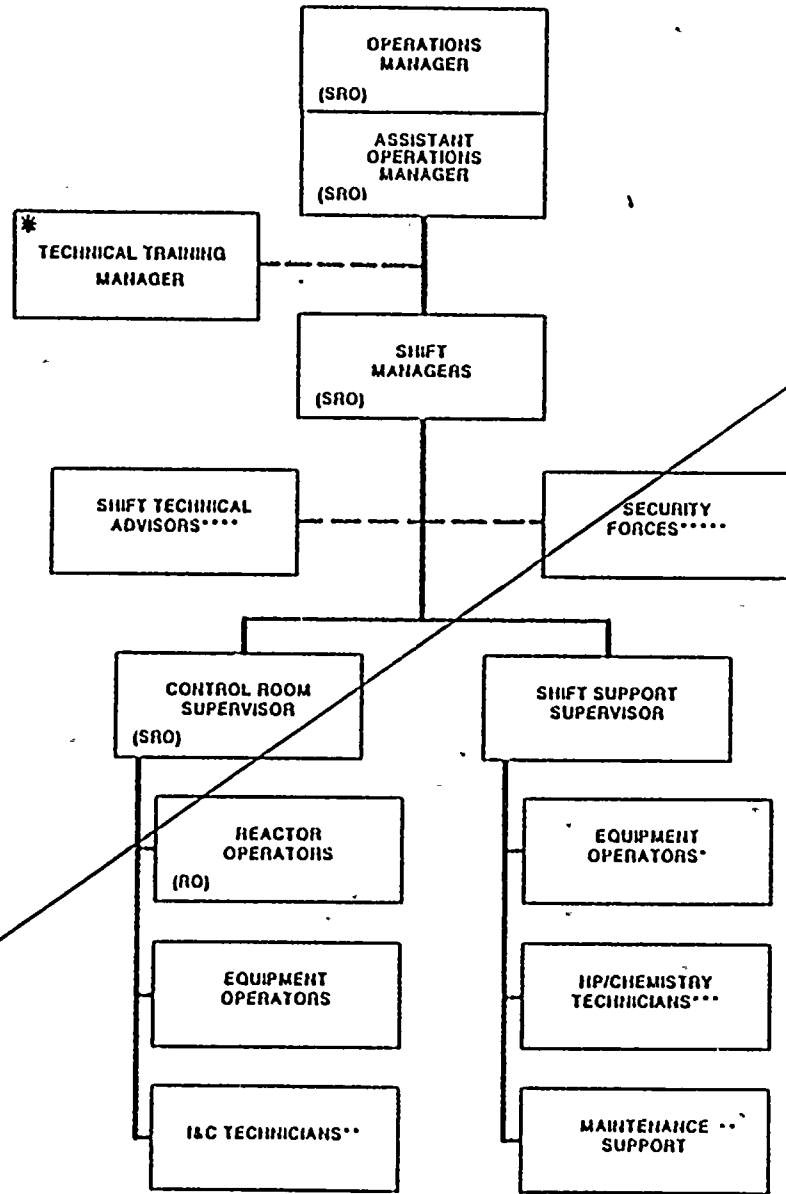


FIGURE 6.2.2-1a
UNIT ORGANIZATION





- * TO BE PROVIDED AS NEEDED FROM A POOL OF EQUIPMENT OPERATORS
- ** TO BE PROVIDED FROM MAINTENANCE DEPARTMENT
- *** TO BE PROVIDED FROM HI/CHEM DEPARTMENT
- **** TO BE PROVIDED FROM THE TECHNICAL DEPARTMENT AS REQUIRED
- ***** SEE SECURITY FOR TOTAL SECURITY FORCE STAFFING LEVEL

* MANAGER SHALL ASSIGN FUNCTION TRAINING COORDINATION TO AN INDIVIDUAL WHO WILL COORDINATE DEPARTMENT TRAINING WITH THE TECHNICAL TRAINING MANAGER (PART TIME)

LEGEND

————— FUNCTIONAL REPORTING

- - - - - LINE OF COMMUNICATION

HNC LICENSE REQUIRED	POSITION SNO/RO
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FIGURE 6.2.2-1b
UNIT ORGANIZATION — OPERATIONS DEPARTMENT



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ADMINISTRATIVE CONTROLS

6.7 SAFETY LIMIT VIOLATION

6.7.1 The following actions shall be taken in the event a Safety Limit is violated:

- a. The NRC Operations Center shall be notified by telephone as soon as possible and in all cases within 1 hour. The Assistant Managing Director for Operations and the CNSRB shall be notified.
- b. A Safety Limit Violation Report shall be prepared. The report shall be reviewed by the POC. This report shall describe (1) applicable circumstances preceding the violation, (2) effects of the violation upon unit components, systems, or structures, and (3) corrective action taken to prevent recurrence.
- c. The Safety Limit Violation Report shall be submitted to the Commission, the CNSRB, and the Assistant Managing Director for Operations.
- d. Critical operation of the unit shall not be resumed until authorized by the Commission.

6.8 PROCEDURES AND PROGRAMS

6.8.1 Written procedures shall be established, implemented, and maintained covering the activities referenced below:

- a. The applicable procedures recommended in Appendix A of Regulatory Guide 1.33, Revision 2, February 1978.
- b. The applicable procedures required to implement the requirements of NUREG-0737.
- c. Refueling operations.
- d. Surveillance and test activities of safety-related equipment.
- e. Security Plan implementation.
- f. Emergency Plan implementation.
- g. Fire Protection Program implementation.
- h. PROCESS CONTROL PROGRAM implementation.
- i. OFFSITE DOSE CALCULATION MANUAL implementation.
- j. Quality Assurance Program for effluent and environmental monitoring.
- k. Health Physics/Chemistry Support Program.

6.8.2 Each procedure of Specification 6.8.1a. through j., and changes thereto, shall be reviewed by the POC and shall be approved by the Plant Manager prior to implementation and reviewed periodically as set forth in administrative procedures.

In addition, the review and approval of the implementing procedures supporting item k. in Specification 6.8.1 will be coordinated by the ^{Manager} Director of Support Services, who will provide review and approval control. The WNP-2 Health Physics/Chemistry Support Program procedure will be reviewed by POC and approved by the Plant Manager.

as requested in 602-87-146
4/21/87

