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## 5.9 Special Instruction Book

5.9.1 The Special Instruction Book is maintained to improve communications between the plant management staff and shift personnel in the Control Room.

### CAUTION

*Special Instructions shall not be used to circumvent established procedural requirements, nor shall Special Instructions be construed to supersede procedural requirements.*

5.9.2 The Special Instruction Book contains instructions that may be issued as needed to identify temporary changes in plant conditions and provides guidance for handling situations that have short-term applicability.

5.9.3 The NPS is responsible for informing members of their crew as appropriate.

5.9.4 Special Instructions shall be approved by the Operations Manager.

5.9.5 The Operations Supervisor or designee shall review the Special Instruction Book at least once per quarter to verify the validity and currency of all active instructions.

5.9.6 Copies of each new instruction placed in the Special Instruction Book shall be forwarded to the QC Supervisor and to the Plant General Manager.

## 5.10 Night Orders Book

5.10.1 The Night Orders Book is maintained to provide a communications channel between plant management and the operating shifts where face to face communication is not practical.

### CAUTION

*Night Orders shall not be used to convey management information that should have been delineated in other plant documents such as Quality Instructions, procedures, or instructions.*

5.10.2 The Night Orders Book contains information about upcoming events, notification of policy changes, evolutions to be performed on the backshifts and problems encountered during normal operations.

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5.10.3 Entries in the Night Orders Book shall be made when necessary by the Operations Supervisor, NPS, ANPS, or NWE, to provide short term information to the shift crews.

5.11 Daily Logs - Operator Logsheets are utilized by operating personnel to provide a method for recording system and equipment operating data and characteristics during routine performance of their assigned duties. Rounds and logsheets shall be performed in accordance with the following:

5.11.1 0-ADM-203, Shift Operating Practices

5.11.2 3/4-OSP-201.1, RCO Daily Logs

5.11.3 0-OSP-201.2, SNPO Daily Logs

5.11.4 3/4-OSP-201.3, NPO Daily Logs

5.11.5 0-OSP-201.4, ANPO Daily Logs

5.12 Operations Testing - The Operations Manager is responsible for the overall control and coordination of all surveillance testing.

5.12.1 Operations Surveillance Tests

1. The Operations Surveillance Testing Program shall be conducted in accordance with the guidelines of 0-OSP-200.1, Schedule of Plant Checks and Surveillances.
2. The Operations Department is responsible for the performance, documentation, and initial review of Operations Department surveillance tests.
3. The NPS's approval shall be obtained prior to the commencement of any surveillance testing. IF a step is not completed for any reason. THEN the reason must be recorded on the procedure. When a test is performed and does not meet the specified acceptance criteria, the NPS, ANPS, or NWE shall be notified and corrective action shall be initiated.
4. The NPS or his/her SRO designee shall review all Operations Department surveillance tests performed on his/her shift for completeness and accuracy and shall so indicate by signing and dating the procedure in the appropriate space. In addition, he/she shall ensure that completion of the test(s) is documented in accordance with the appropriate test scheduling procedures.

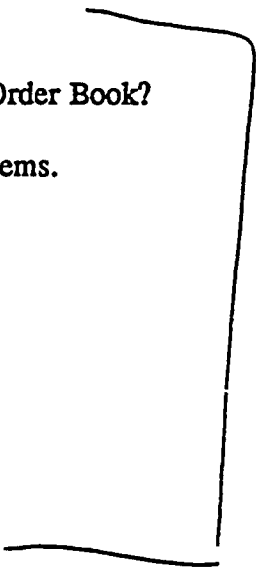
QUESTION: 067 (1.00)

Which ONE of the following describes a restriction on overtime?

- a. If a licensed operator is required to work in excess of eight hours continuously then his duties at the control boards should be restricted to 6 hours or less.
- b. An individual should not be permitted to work more than 16 hours straight including shift turnover time.
- c. There should be at least eight hours break between all work periods not including shift turnover time.
- d. An individual should work no more than seventy-two hours in any seven day period.

QUESTION: 068 (1.00) (RO 94)

Which ONE of the following describes an entry which would be made in the Night Order Book?

- a. Notification of a change in procedures for preparing clearances for air systems.
  - b. Guidance for handling situations that have short-term applicability.
  - c. Safety related maintenance in progress.
  - d. Problems encountered during normal operations.
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ANSWER: 065 (1.00)

d.

REFERENCE:

O-ADM-103 pg 8

194001A112 [3.1/4.1]

194001A112 ..(KA's)

ANSWER: 066 (1.00)

d.

REFERENCE:

O-ADM-212, pg 21

194001A102 [4.1/3.9]

194001A102 ..(KA's)

ANSWER: 067 (1.00)

d.

REFERENCE:

O-ADM-200, pg 36

194001A103 [2.5/3.4]

194001A103 ..(KA's)

ANSWER: 068 (1.00) (20 94)

d.

REFERENCE:

O-ADM-200, pg 51

194001A103 [2.5/3.4]

194001A103 ..(KA's)

ANSWER: 069 (1.00)

d.

REFERENCE:

O-ADM-204, pg7

194001A106 [3.4/3.4]

194001A106 ..(KA's)

**SRO QUESTION 95**

**Plant Conditions, Unit 3:**

- A Loss of Coolant Accident has occurred.
- The crew is performing 3-EOP-E-1, "Loss of Reactor or Secondary Coolant."
- An ORANGE Path condition is noted on the computer for Containment Integrity
- The Nuclear Plant Supervisor directs transition to 3-EOP-FR-Z.1, "Response to High Containment Pressure."
- As the procedure reader is reviewing the Symptoms or Entry conditions of 3-EOP-FR-Z.1, the ORANGE path indication clears on Containment Integrity and turns YELLOW.

Which one of the following describes the action to be taken?

**ANSWER:**

B. - Return to 3-EOP-E-1 without initiating 3-EOP-FR-Z.1

**REFERENCE:**

O-ADM-211, page 23.

**COMMENT:**

The statement above, "As the procedure reader is reviewing the symptoms or entry conditions...", implies entry into the FRP has already occurred (see attached copy of ADM-211, section 5.1.1) Although entry into FR-Z.1 based on computer indication may have been inappropriate, entry was made. Once entered, the FRP must be completed unless higher priority terminus occurs. (section 5.10.6, ADM-211).

**RECOMMENDATION:**

Delete the question as there is NO correct answer.