

50-244

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FILE NUMBER

TO: Mr. Paul F. Collins

FROM: Rochester Gas & Electric Co.
Rochester, N. Y.
Lee S. Lang

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DESCRIPTION

ENCLOSURE

Consists of the R. E. Ginna Operator
Requalification Program...

PLANT NAME : R. E. Ginna No. 1
RJL 12/30/77

(1-P)

(18-P)

1 ENCL

SAFETY

FOR ACTION/INFORMATION

ENVIRONMENTAL

ASSIGNED AD:

ASSIGNED AD: V. MOORE (LTR)

BRANCH CHIEF: (5) SCHWENGER

BRANCH CHIEF:

PROJECT MANAGER:

PROJECT MANAGER:

LIC. ASST:

LIC. ASST:

B. HARLESS

INTERNAL DISTRIBUTION

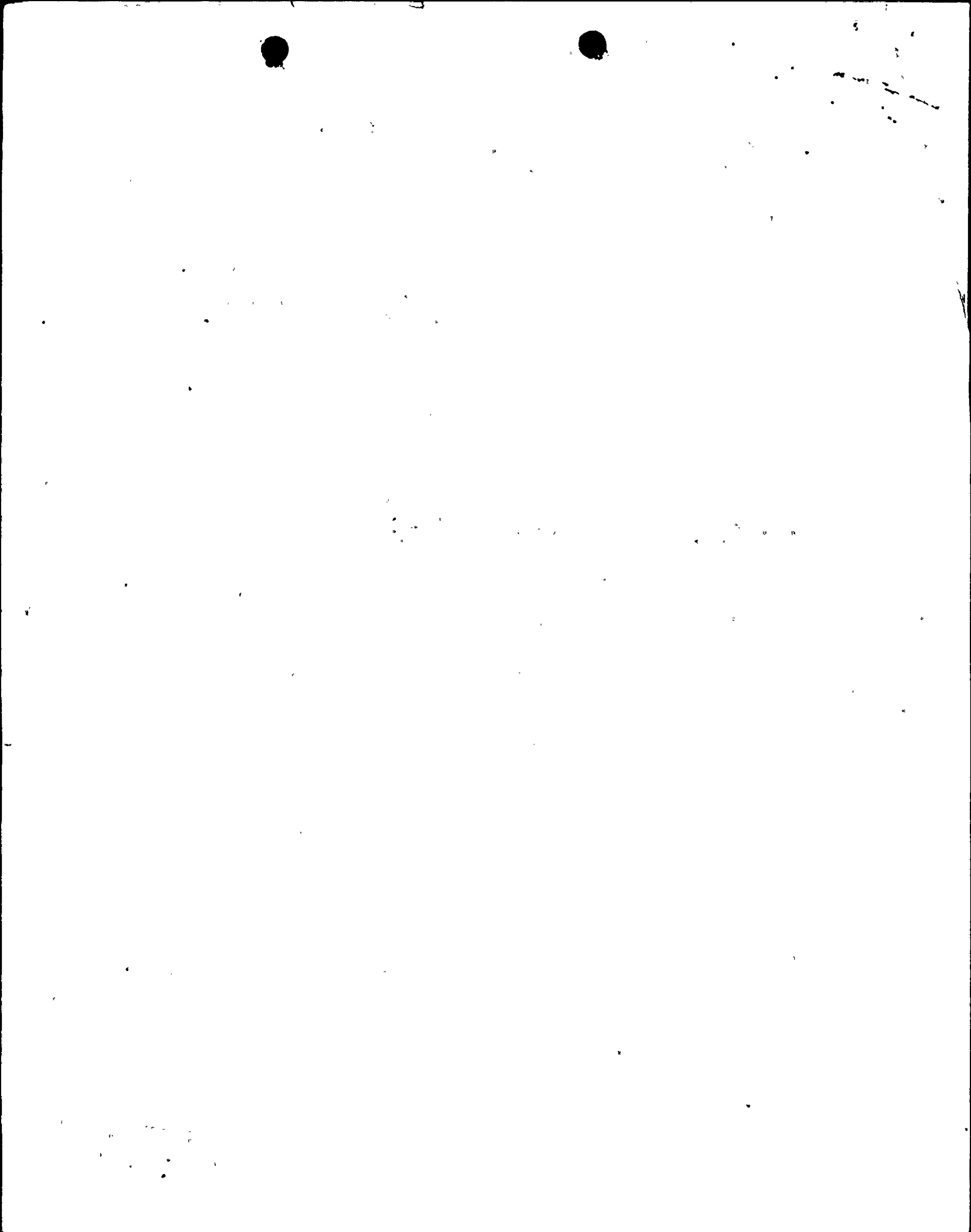
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| <input checked="" type="checkbox"/> REG FILES | SYSTEMS SAFETY | PLANT SYSTEMS | SITE SAFETY & |
| <input checked="" type="checkbox"/> NRC PDR | P. MATTSON | TEDESCO | ENVIRON ANALYSIS |
| <input checked="" type="checkbox"/> I & E (2) | SCHROEDER | BENAROYA | DENTON & MULLER |
| FIELD | | LATNAS | CRUTCHFIELD |
| GOSSICK & STAFF | ENGINEERING | IPPOLITO | |
| HANAUER | KNIGHT | F. ROSA | ENVIRON TECH |
| MTPC | BOSNAK | | ERNST |
| CASE | STEWELL | OPERATING REACTORS | BALLARD |
| BOYD | PANLICKT | STELLO | YOUNGBLOOD |
| | | ETSENBUT | |
| PROJECT MANAGEMENT | REACTOR SAFETY | SHAO | SITE TECH |
| <input checked="" type="checkbox"/> SKOVHOLT | ROSS | BAER | GAMMILL (2) |
| <input checked="" type="checkbox"/> P. COLLINS (2) | NOVAK | BUTLER | |
| HOUSTON | ROSZTOCZY | GRIMES | SITE ANALYSIS |
| WELTZ | CHECK | | VOLLMER |
| HEITEMES | | | BUNCH |
| SK | AT & I | | J. COLLINS |
| | SALTZMAN | | KREGER |
| | RUTBERG | | |

EXTERNAL DISTRIBUTION

CONTROL NUMBER

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| <input checked="" type="checkbox"/> LPDR: Rochester NY | NAT LAB: | |
| <input checked="" type="checkbox"/> TIC | | |
| <input checked="" type="checkbox"/> NSIC | | |
| REG V (J. HANCHETT) | | |
| <input checked="" type="checkbox"/> 16 CYS SENT CATEGORY | TO ACRS | |

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REGULATORY DOCKET FILE COPY



ROCHESTER GAS AND ELECTRIC CORPORATION • 89 EAST AVENUE, ROCHESTER, N.Y. 14649

TELEPHONE
AREA CODE 716 546-2700
GINNA STATION

December 22, 1977



Mr. Paul F. Collins, Chief
Operator Licensing Branch
Division of Project Management
Washington, D. C. 20555

Dear Mr. Collins:

As required by 10CFR50.54 and in accordance with 10CFR55 Appendix A, Ginna Station has been administering an NRC approved licensed Operator Requalification Program, designated as Administrative Procedure A-50.6, since November 1973.

The Operator Requalification Program has been revised in response to the items of noncompliance found during Inspection 50-244/77-14.

The attached submittal was prepared using 10CFR55 Appendix A, and accepted programs now in use at similar stations.

All revisions to the existing program, as indicated by underlining, were reviewed by Plant Operations Review Committee members. For your convenience, I have enclosed the existing program and have indicated by brackets the wording that was omitted in the revised program.

Implementation of the revised Operator Requalification Program will commence upon receipt of your approval.

Very truly yours,

Lee S. Lang
Lee S. Lang
Superintendent

LSL:ktr

Enc.

xc: L. D. White, Jr.

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RECEIVED DOCUMENT
PROCESSING UNIT

R. E. GINNA NUCLEAR POWER PLANT

OPERATOR REQUALIFICATION PROGRAM1. PURPOSE:

- 1.1 The purpose of this program is to ensure that the licensed operators and senior operators at Ginna Station maintain their proficiency and knowledge in all phases of plant operations. This program is developed to fulfill the requalification requirements set forth in 10 CFR 55, Appendix A.
- 1.2 The Ginna Plant Requalification Program is scheduled to be completed and repetitive on a two year basis. The program shall consist of classroom lectures, on-the-job training and simulator training on a preplanned basis.

2. DEFINITIONS2.1 Reactivity Changes

- (1) Reactor startups to the point of adding heat
- (2) Reactor shutdowns in coincidence with plant shutdown
- (3) Manual reactor power level changes of at least 10% by manipulation of rod control system
- (4) Manual changes in reactor coolant system boron concentration, resulting in a change in reactor power of at least 10%.
- (5) Manipulation of the turbine electro-hydraulic controls, resulting in a change of reactor power of at least 10%.

2.2 Plant Evolutions

Plant evolutions shall be any event other than routine operations occurring during steady-state, transient or shutdown conditions and include the following:

- (1) Reactor startup

2. DEFINITIONS (cont'd)

- (2) Reactor shutdown
- (3) Turbine runback
- (4) Reactor trip
- (5) Plant cooldown
- (6) Plant heatup
- (7) Turbine power level change other than adjustment for calorimetric
- (8) Periodic tests
- (9) Refueling operations

2.3 Job Cross-Training

Job cross-training for shift personnel shall consist of assuming the duties and performing the functions of other shift classifications.

Each nonshift licensed operator or senior operator will satisfy licensing proficiency requirements by any of the following:

- a. Duty Engineer assignment
- b. Assistance to the shift in supervising activities covering control room operations, testing, radioactive waste releases, plant maintenance.
- c. Control Room watchstanding
- d. Conduct of drills or instruction in control room systems and procedures.

The licensed operator shall satisfy these requirements for at least a total of 8 hours every 4 months..

2.4 On-Shift Discussions

On-shift discussions shall include reviews of procedures, discussions of plant operations and/or other specific material assigned by the Training Coordinator or Shift Foreman.

3. CLASSROOM LECTURES

3.1. The classroom lectures shall be scheduled and shall include the following topics:

- (1) Reactor theory and principles of operation
- (2) Radiation control and safety
- (3) Power Plant secondary systems and applicable procedures
- (4) Reactor primary and engineered safety systems with applicable procedures
- (5) Plant instrumentation, protection and control systems
- (6) Electrical systems and applicable procedures
- (7) Technical specifications
- (8) Refueling systems, operation and applicable procedures
- (9) Plant operating characteristics
- (10) Administrative, operating, emergency and other applicable procedures
- (11) Applicable portions of Title 10, Chapter I, Code of Federal Regulations (19, 20, 50, 55, 100).
- (12) System Modifications which are pertinent to the safe operation of the plant as determined by the Training Coordinator.

3.2 Each of the listed topics shall be presented at least once during the two-year cycle. The completion of each topic shall be documented by a written examination, per sections 7.2 and 7.3.

3.3 Each shift shall be available for scheduled lectures for one four-day week out of every five weeks with the exception of the refueling, maintenance and summer vacation period.

4. ON-THE-JOB TRAINING

4.1 All licensed operators and senior operators shall participate as much as possible in plant control manipulations involving reactivity changes to demonstrate their skill and familiarity with

reactivity control systems. On-the-job training shall include the following:

- (1) Plant evolutions
- (2) Reactivity changes
- (3) Job cross-training
- (4) On-shift discussions

4.2 Licensed Reactor Operator Manipulations - Each Licensed Reactor Operator shall manipulate the controls a minimum of ten times for reactivity changes, during the term of his license.

4.3 Licensed Senior Reactor Operator Manipulations - Each licensed Senior Reactor Operator shall manipulate the controls or direct the activities of operators during plant control manipulations a minimum of ten times for reactivity changes, during the term of his license.

4.4 The ten reactivity manipulations will be a combination of those defined under reactivity changes.

4.5 Persons holding NRC licenses, but not actively engaged in regular plant operation for a period of four months, shall be refamiliarized and examined before returning to licensed required positions.

The refamiliarization program shall include review of:

- (1) Procedural changes
- (2) License changes
- (3) Plant system modifications
- (4) Plant incidents

The completion of the refamiliarization program shall include written and oral examinations to document that the licensee is up-to-date and familiar with the plant. The training coordinator shall document the satisfactory completion of the refamiliarization program by the licensee and the NRC shall be notified of this fact.

5. SIMULATOR TRAINING

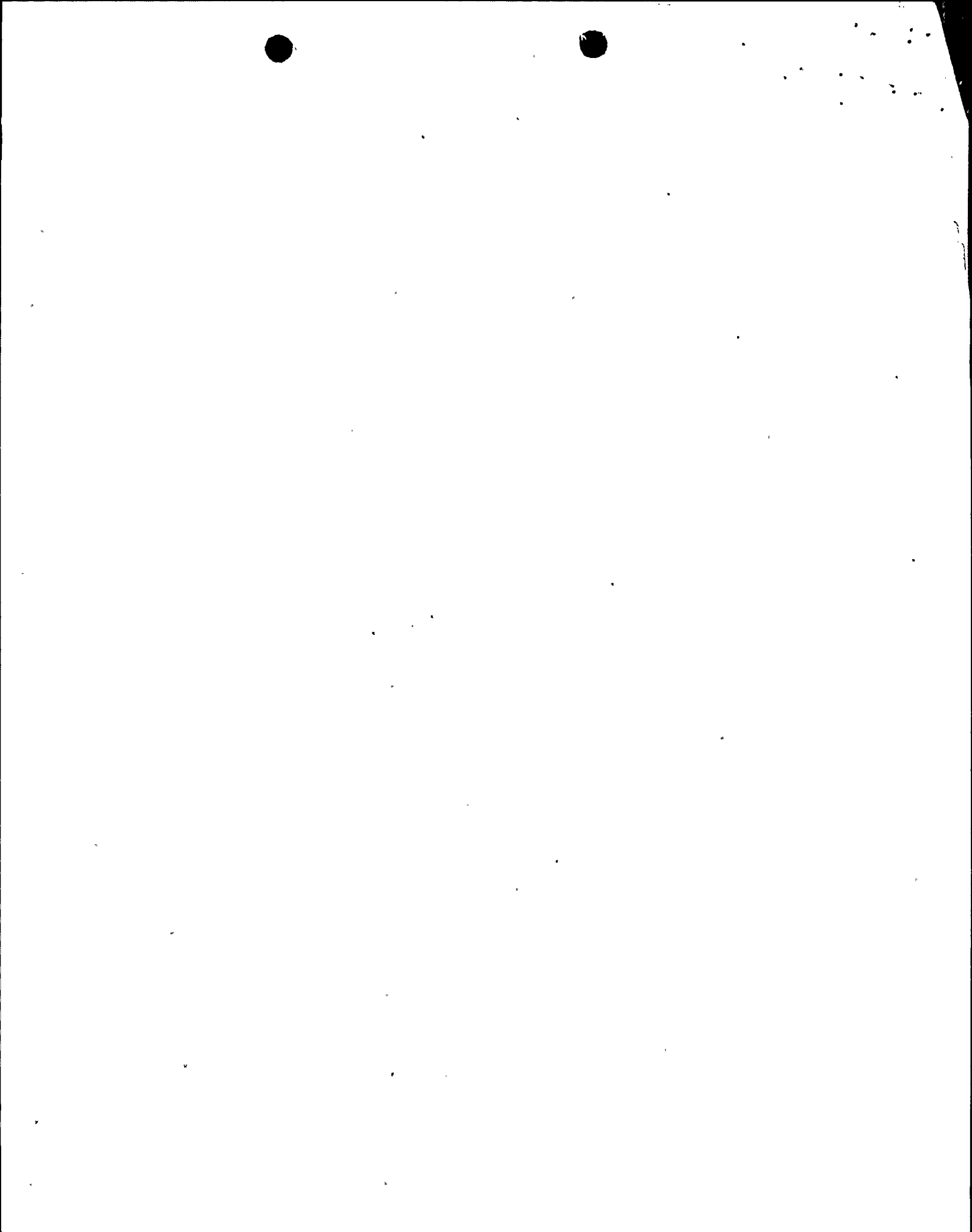
- 5.1 Simulator training may be used to demonstrate skill and/or familiarity with reactivity control systems to meet the requirements of 10 CFR 55, Appendix A, paragraphs 3a and 3b, if the simulator reproduces the general operating characteristics of Ginna Station, and the arrangement of the instrumentation and controls of the simulator is similar.
- 5.2 The procedures used during simulator training shall be Ginna Operating and Emergency Procedures as applicable.
- 5.3 Upon return from simulator training and prior to performing licensed duties at Ginna, the licensed operator shall be given an oral mini exam on the Ginna control board to demonstrate familiarity with the Ginna controls. This exam shall be conducted by a licensed individual selected by the Training Coordinator.
- 5.4 The accomplishment of simulator training and familiarity demonstration shall be documented.

6. OTHER TRAINING TECHNIQUES

- 6.1 Alternate training such as video tapes, films and other training aids may be used to supplement classroom lectures. These alternate training techniques shall be used as additional or supplemental training for licensed personnel. Self-study using training aids shall be documented.

7. EVALUATION

- 7.1 Evaluation of licensed personnel shall include examination at the completion of each lecture topic and on an annual basis. Evaluation shall also include written reports by supervisors and/or training personnel during actual and simulated operating conditions.



7. EVALUATION (cont'd)

7.2 The annual exam shall cover all topics in the requalification program. The questions shall be of the NRC type and the exam shall be divided into sections. Satisfactory completion of the requalification program shall be indicated by a minimum overall grade of 70%. Those not receiving 70% shall be removed from the licensed required position and assigned to retraining until they can satisfactorily pass a requalification exam administered by the Training Coordinator.

Anyone passing the overall annual exam and receiving a grade of 80% or greater in a particular area shall not be required to attend the next series of lectures on that topic or take the associated exam.

Anyone passing the overall annual exam, but not receiving a grade of 80% or greater in a particular area shall be required to attend the next series of lectures on that topic and take the associated exam. The lecture topic will be scheduled in a timely manner or additional individual study shall be provided for persons not receiving a grade of 80% on a particular topic.

7.3 Exams given at the end of each lecture topic shall indicate that the licensee has satisfactorily completed the topic if he receives a grade of 80% or greater. Those not receiving a grade of 80% shall be assigned additional work. A re-examination shall then be given after the completion of the assigned work and a grade of 80% or greater shall be necessary to indicate the satisfactory completion of the topic.

7.4 The licensed individual(s), who prepare(s) and grade(s) the annual examination need not take the examination. This exclusion shall extend to only two individuals.



-7. EVALUATION (cont'd)

7.5. The annual exam shall also be used to evaluate and improve the requalification program. Such evaluation shall attempt to identify areas where additional classroom lectures or other type of training can improve personal or group plant operating ability.

8. DOCUMENTATION

Documentation of each licensed person's involvement in the requalification program shall be maintained for a period of two years from the date of the recorded event by the licensee or the Training Coordinator.

8.1 Records maintained by the licensee are:

- (1) Job Cross-Training
- (2) Reactivity Changes
- (3) Plant Evolutions
- (4) On-Shift Discussions

8.2 Records and documents maintained by the Training Coordinator in accordance with QC-1701 are:

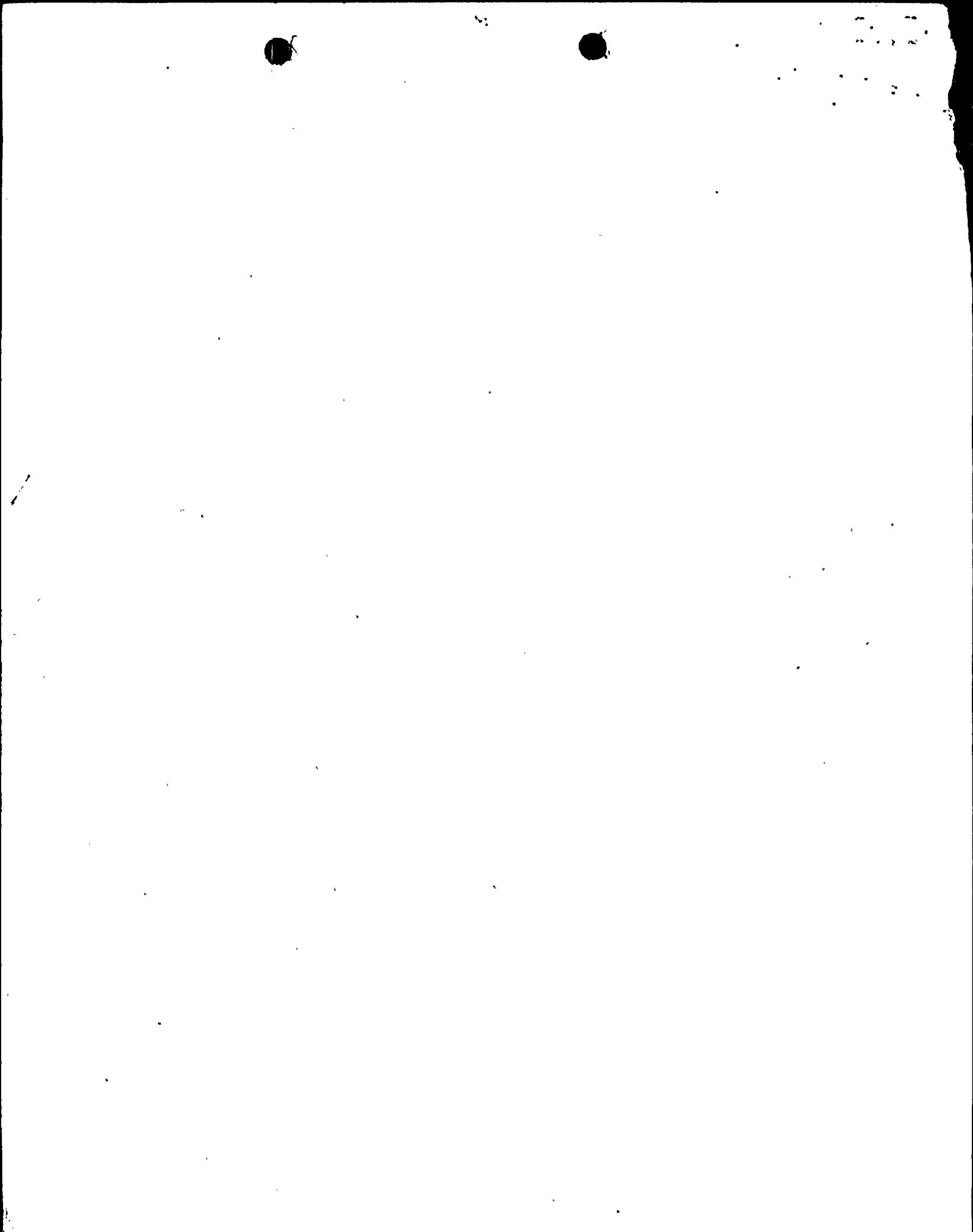
- (1) Classroom Training Records
- (2) Simulator Training
- (3) On-The-Job Training
- (4) Personnel Evaluations
- (5) Examinations Given (annual and session)
- (6) Answers to Examinations Given by Licensee
- (7) Completed Emergency Procedure Review acknowledge sheets to document that Emergency Procedures have been reviewed and understood.
- (8) Completed Technical Specification acknowledge sheets to document that Technical Specification Changes have been read and understood for those persons who have not attended the associated instruction.

8. DOCUMENTATION (cont'd)

(9) Completed System Modification Review forms for those persons who have not attended the associated instruction.

8.3 Central Records shall maintain completed procedure acknowledge sheets to document that procedure changes pertinent to the operation of the plant have been read and understood.

8.4 All documentation required to establish a licensee's satisfactory completion of the requalification program shall be assembled and verified by the Training Coordinator prior to submission of the license renewal request to the NRC.



ROCHESTER GAS AND ELECTRIC CORPORATION

GINNA STATION

CONTROLLED COPY NUMBER _____

PROCEDURE NO. A-50.6 REV. NO. 4

R. E. GINNA OPERATOR REQUALIFICATION PROGRAM

GINNA STATION
UNIT #1
COMPLETED

DATE :-

TIME :-

TECHNICAL REVIEW

PORC 10-24-77

Bud Witte
Q/C REVIEW

10-28-77
DATE

APPROVED FOR USE

Wang
PLANT SUPERINTENDENT

10/31/77
DATE

QA ✓ NON-QA _____ CATEGORY _____

LIFETIME _____ NONPERMANENT _____

REVIEWED BY _____ DATE _____

THIS PROCEDURE CONTAINS 9 PAGES

REC. CENTRAL RECORDS-DATE _____

DISP. DATE: _____

ADMINISTRATIVE ORDER A-50.6R. E. GINNA OPERATOR REQUALIFICATION PROGRAM1.0 PURPOSE:

- 1.1 To establish the Operator Regualification Program as an Administrative order.

2.0 REFERENCES:

- 2.1 10 CFR 55 APPENDIX A
- 2.2 R. E. Ginna Operator Regualification Program
- 2.3 NRC Inspection Report 77-14

3.0 INSTRUCTIONS:

- 3.1 Attached to this Administrative Order is the Operator Regualification Program. (Attachment "A") Adherence to this program shall be mandatory.
- 3.2 The Superintendent will be notified of each individual required to attend a specific lecture after the annual exam.
- 3.2.1 All individuals shall be notified as to the lectures they will be required to attend.
- 3.2.2 A follow-up notice will be sent by the Plant Superintendent at the time of the lecture.
- 3.3 All licensed non shift assigned staff personnel will be scheduled to take the annual exam during the first two weeks of the session.
- 3.3.1 The superintendent will notify personnel of their scheduled week.
- 3.3.2 After the first two weeks a notice shall be posted in the Control Room listing the staff members who have not taken the annual exam and those individuals shall not be allowed to perform licensed activities until they have met licensing requirements.

ATTACHMENT "A"

R. E. GINNA NUCLEAR POWER PLANT

OPERATOR REQUALIFICATION PROGRAM1. PURPOSE:

- 1.1 The purpose of this program is to ensure that the licensed operators and senior operators at Ginna Station maintain their proficiency and knowledge in all phases of plant operations. This program is developed to fulfill the requalification requirements set forth in 10 CFR 55, Appendix A.
- 1.2 The Ginna Plant Requalification Program is scheduled to be completed and repetitive on a two year basis. The program shall consist of classroom lectures, on-the-job training and simulator training on a preplanned [and scheduled] basis.

2. DEFINITIONS2.1 Reactivity Changes

- (1) Reactor startups to the point of adding heat
- (2) Reactor shutdowns in coincidence with plant shutdown
- (3) Manual reactor power level changes of at least 10% by manipulation of rod control system
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2.2 Plant Evolutions

Plant evolutions shall be any event other than routine operations occurring during steady-state, transient or shutdown conditions and include the following:

- (1) Reactor startup

2. DEFINITIONS (cont'd)

- (2) Reactor shutdown
- (3) Turbine runback
- (4) Reactor trip
- (5) Plant cooldown
- (6) Plant heatup
- (7) Turbine power level change other than adjustment for calorimetric
- (8) Periodic tests
- (9) Refueling operations

2.3 Job Cross-Training

Job cross-training for shift personnel shall consist of assuming the duties and performing the functions of other shift classifications. [Staff members not actively assigned to reactor control manipulation and operational stations shall be regularly assigned to perform the functions of an operator or senior operator.]

2.4 On-Shift Discussions

On-shift discussions shall include reviews of procedures, discussions of plant operations and/or other specific material assigned by the Training Coordinator or Shift Foreman.

3. CLASSROOM LECTURES

3.1 The classroom lectures shall be scheduled and shall include the following topics:

- (1) Reactor theory
- [(2) Principles of power plant operation and applicable procedures]
- (3) Radiation control and safety
- [(4) Primary and secondary chemistry]
- (5) Power Plant secondary systems and applicable procedures
- (6) Reactor primary systems and applicable procedures
- (7) Plant instrumentation, protection and control systems

3. CLASSROOM LECTURES (cont'd.)

- (8) Electrical systems and applicable procedures
- (9) Technical specifications.
- (10) Refueling systems, operation and applicable procedures
- (11) Plant operating characteristics
- (12) Administrative, emergency and other appropriate procedures
- (13) Applicable portions of Title 10, Chapter I, Code of Federal Regulations (19, 20, 50, 55, 100) [and the Quality Assurance Program]

3.2 Each of the listed topics shall be presented at least once during the two-year cycle. The completion of each topic shall be documented by a written examination.

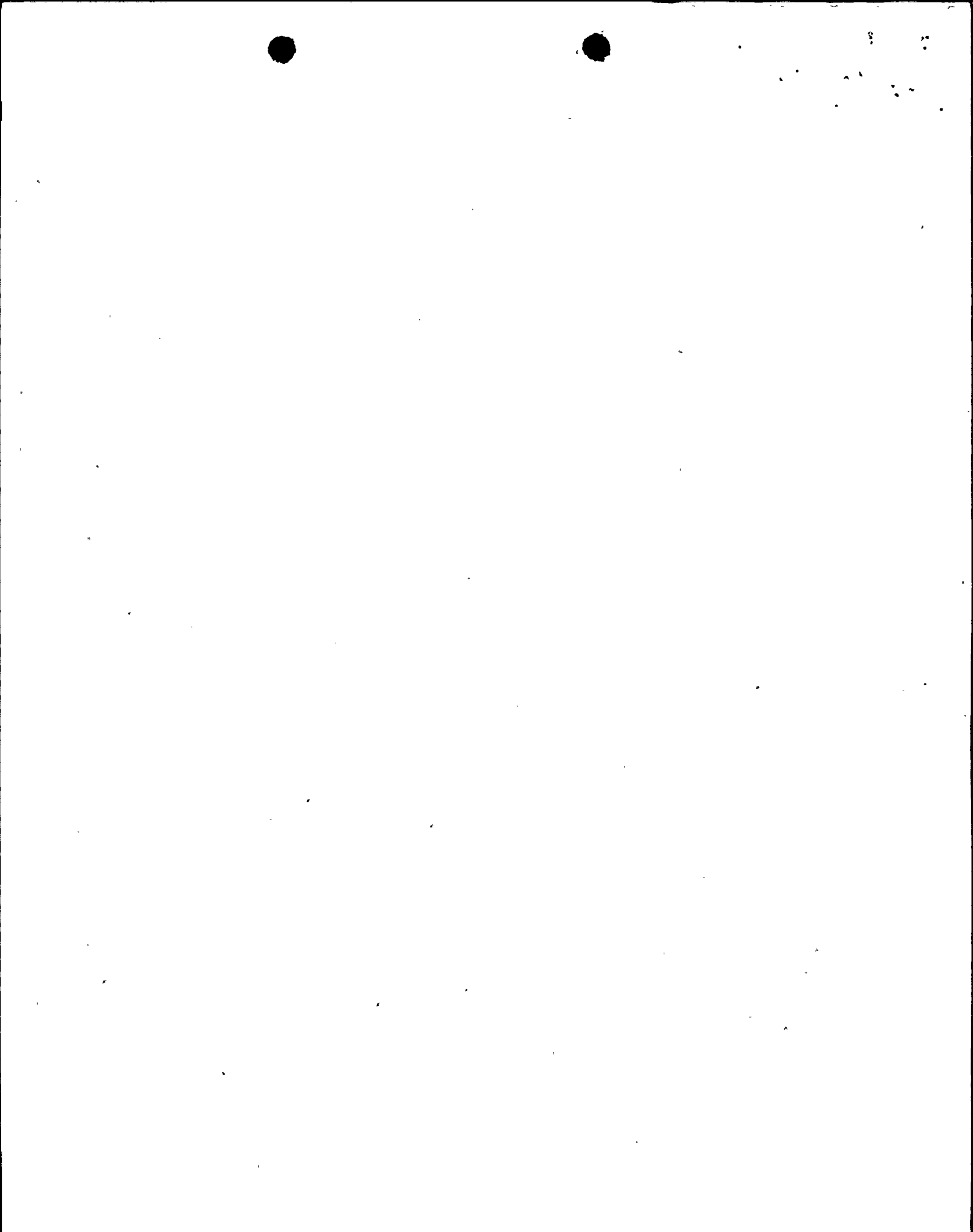
3.3 Each shift shall be available for scheduled lectures for one four-day week out of every five weeks with the exception of the refueling, maintenance and summer vacation periods.

4. ON-THE-JOB TRAINING

4.1 All licensed operators and senior operators shall participate as much as possible in plant control manipulations involving reactivity changes to demonstrate their skill and familiarity with reactivity control systems. On-the-job training shall include the following:

- (1) Plant evolutions
- (2) Reactivity changes
- (3) Job cross-training
- (4) On-shift discussions
- (5) Individual study
- (6) Facility design and license changes

4.2 Licensed Reactor Operator Manipulations - Each licensed Reactor Operator shall manipulate the controls a minimum of ten times for reactivity changes, during the term of his license.



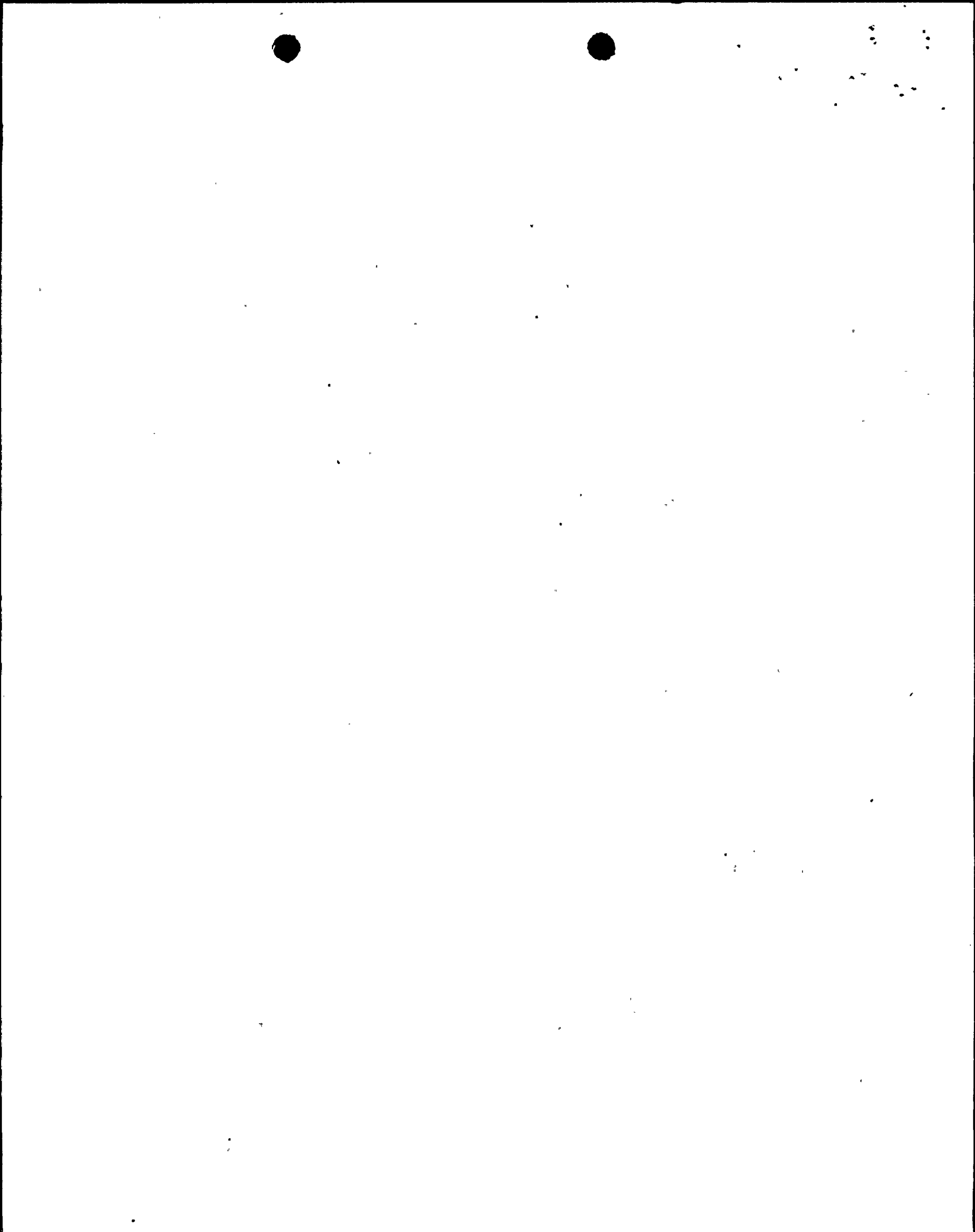
4. ON-THE-JOB TRAINING (cont'd)

- 4.3 Licensed Senior Reactor Operator Manipulations - Each licensed Senior Reactor Operator shall manipulate the controls or direct the activities of operators during plant control manipulations a minimum of ten times for reactivity changes, during the term of his license.
- 4.4 The ten reactivity manipulations will be a combination of those defined under reactivity changes.
- 4.5 Persons holding NRC licenses, but not actively engaged in regular plant operation for a period of four months, shall be refamiliarized and examined before returning to licensed required positions. The refamiliarization program shall include review of:
- (1) Procedural changes
 - (2) License changes
 - (3) Plant system modifications
 - (4) Plant incidents

The completion of the refamiliarization program shall include written and oral examinations to document that the licensee is up-to-date and familiar with the plant. The training coordinator shall document the satisfactory completion of the refamiliarization program by the licensee and the NRC shall be notified of this fact.

5. SIMULATOR TRAINING

- 5.1 Simulator training may be used to demonstrate skill and/or familiarity with reactivity control systems to meet the requirements of 10 CFR 50, Appendix A, paragraphs 3a and 3b, if the simulator reproduces the general operating characteristics of the facility involved, and the arrangement of the instrumentation and controls of the simulator is similar [to that of the plant involved.]
- 5.2 The procedures used during simulator training shall be Ginna Operating and Emergency Procedures as applicable.



5. SIMULATOR TRAINING (Cont'd.)

5.3 Upon return from simulator training and prior to performing licensed duties at Ginna, the licensed operator shall be given an oral mini exam on the Ginna control board to demonstrate familiarity with the Ginna controls. This exam shall be conducted by a licensed individual selected by the Training Coordinator.

5.4 The accomplishment of simulator training and familiarity demonstration shall be documented.

6. OTHER TRAINING TECHNIQUES

6.1 Alternate training such as video tapes, films and other training aids may be used to supplement classroom lectures. These alternate training techniques shall be used as additional or supplemental training for licensed personnel. Self-study using training aids shall be documented.

7. EVALUATION

7.1 Evaluation of licensed personnel shall include examination at the completion of each lecture topic and on an annual basis. Evaluation shall also include written reports by supervisors and training personnel during actual and simulated operating conditions.

7.2 Exams given at the end of each lecture topic shall indicate that the licensee has satisfactorily completed the topic if he receives a grade of 80% or greater. Those not receiving a grade of 80% shall be assigned additional work. A re-examination shall then be given after the completion of the assigned work and a grade of 80% or greater shall be necessary to indicate the satisfactory completion of the topic.

7.3 The annual exam shall cover all topics in the requalification program. The questions shall be of the NRC type and the exam

7. EVALUATION (Cont'd.)

shall be divided into sections. Satisfactory completion of the requalification program shall be indicated by a minimum overall grade of 70%. Those not receiving 70% shall be removed from the licensed required position and assigned to retraining until they can satisfactorily pass a requalification exam administered by the Training Coordinator.

Anyone passing the overall annual exam, but not receiving a grade of 80% or greater in a particular area shall be required to attend the next series of lectures on that topic. The lecture topic will be scheduled in a timely manner or additional individual study shall be provided for persons not receiving a grade of 80% on a particular topic.

7.4 The licensed individual(s), who prepare(s) and grade(s) the annual examination need not take the examination. This exclusion shall extend to only two individuals.

7.5 The annual exam shall also be used to evaluate and improve the requalification program. Such evaluation shall attempt to identify areas where additional classroom lectures or other type of training can improve personal or group plant operating ability.

7.6 Systematic observation and evaluation by supervisors and training personnel shall be done for all licensed operators and senior operators. These evaluations shall include oral exams and actual response to normal and emergency conditions presented to the licensee.

7.7 The accomplishment of on-shift discussions shall be scheduled by the Training Coordinator and documented upon completion.

8. DOCUMENTATION:

Documentation of each licensed person's involvement in the requalifica-

8. DOCUMENTATION (Cont'd)

tion program shall be maintained for a period of two years from the date of the recorded event by the licensee or the Training Coordinator.

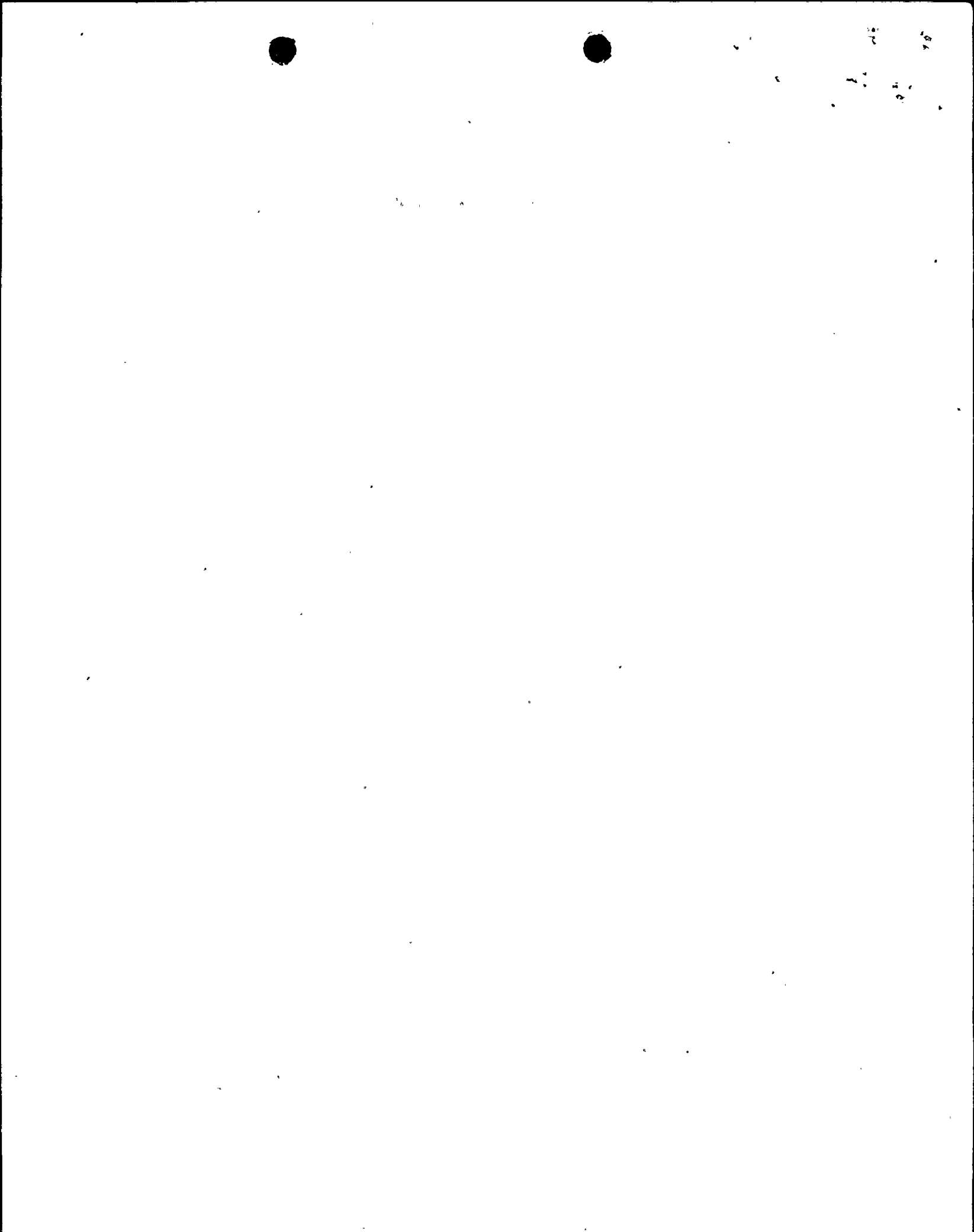
8.1 Records maintained by the licensee are:

- (1) Job Cross-Training
- (2) Reactivity Changes
- (3) Plant Evolutions
- (4) On-Shift Discussions
- (5) Individual Study

8.2 Records and documents maintained by the Training Coordinator are:

- (1) Classroom Training Records
- (2) Simulator Training
- (3) On-The-Job Training
- (4) Reactivity Changes
- (5) Personnel Evaluations
- (6) Examinations Given (annual and session)
- (7) Answers to Examinations Given by Licensee
- (8) Completed Emergency Procedure Review acknowledge sheets to document that Emergency Procedures have been read and understood.
- (9) Completed Technical Specification acknowledge sheets to document that Technical Specification Changes have been read and understood.
- (10) All completed System Modification Review forms which are pertinent to the safe operation of the plant as determined by the Training Coordinator.

8.3 Quality Assurance shall maintain completed procedure acknowledge sheets to document that procedure changes pertinent to the operation of the plant have been read and understood.



8. DOCUMENTATION (Cont'd.)

8.4 [The file of] all documentation required to establish a licensee's satisfactory completion of the requalification program shall be assembled and verified by the Training Coordinator prior to submission of the license renewal request to the NRC.

Belmont ✓
~~Clinton~~