

SHAW, PITTMAN, POTTS & TROWBRIDGE

1800 M STREET, N. W.
WASHINGTON, D. C. 20036

RAMSAY D. POTTS
STUART L. PITTMAN
GEORGE F. TROWBRIDGE
STEPHEN D. POTTS
GERALD CHARNOFF
PHILLIP D. BOSTWICK
R. TIMOTHY HANLON
GEORGE M. ROGERS, JR.
JOHN B. RHINELANDER
BRUCE W. CHURCHILL
LESLIE A. NICHOLSON, JR.
MARTIN D. KRALL
RICHARD J. RENDALL
JAY E. SILBERG
BARBARA M. ROSSOTTI
GEORGE V. ALLEN, JR.
WM. BRADFORD REYNOLDS
FRED A. LITTLE
FRED DRASNER
NATHANIEL P. BREED, JR.
MARK AUGENBLICK
ERNEST L. BLAKE, JR.
CARLETON S. JONES
THOMAS A. BAXTER
JAMES M. BURGER
SHELDON J. WEISEL
JOHN A. McCULLOUGH
J. PATRICK HICKEY
JAMES THOMAS LENHART

STEVEN L. MELTZER
DEAN D. AULICK
JOHN ENGEL
STEPHEN B. HUTTNER
WINTHROP N. BROWN
JAMES B. HAMLIN
ROBERT E. ZAHLER
RICHARD E. GALEN
ROBERT B. ROBBINS
LAURA K. FARRAND
MATIAS F. TRAVIESO-DIAZ
VICTORIA J. PERKINS
JOHN H. O'NEILL, JR.
JAY A. EPSTEIN
GEORGE D. CROWLEY, JR.
MICHAEL D. HAYS
THOMAS H. MCCORMICK
SUSAN D. FALKSON
STEVEN M. LUCAS
RAND L. ALLEN
ALAN J. WEISSBARD
WILLIAM P. BARR
ALAN R. YUSPEH
JOHN L. CARR, JR.
PHILIP J. HARVEY
KAT L. RICHMAN
TIMOTHY B. MCBRIDE
CHARLES W. SURASKY

*NOT ADMITTED IN D.C.

(202) 331-4100

TELECOPIER
1202, 296-0694 & 296-1760

TELEX
89-2693 (SHAWLAW WSH)
CABLE "SHAWLAW"
JOHN H. SHARON
EDWARD B. CROSLAND
COUNSEL

*Cy to Parker
8/7*

July 30, 1979

*MP -
for Book*

George Frampton, Esquire
NRC/TMI Special Inquiry Group
Nuclear Regulatory Commission
Washington, D.C. 20555

POOR ORIGINAL

Dear George:

I enclose in response to Item 5.a of the NRC/TMI Special Inquiry Group's request of July 1979, the following documents:

Requested Documents

Identification Numbers

An organizational chart of the company dated March 1, 1979, with occupants of positions on March 28, 1979.

G/712-5.a.1-1

* An organizational chart of the TMI plant, dated March 1, 1979, with occupants of positions of March 28, 1979.

G/712-5.a.2-1

Position descriptions of supervisory TMI plant personnel.

G/712-5.a.3-1 to 58

Listings of personnel holding the positions identified in documents G/712-5.a.3-1 to 58 on March 1, 1976, March 1, 1978 and March 28, 1979.

G/712-5.a.4-1 to 12

*Please copy
5.a.2-1 for Evans +
Frampton (7 pp)*

*Parker
8/7*

*Otherwise just notify Evans
this mat'l is here.*

~~8001204090~~
8001240558

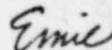
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George Frampton, Esquire
July 30, 1979
Page 2

Documents G/712-5.a.3-1 to 58 are position descriptions of all supervisory TMI positions with the exception of the following, for which no job description exists:

Engineer Quality Control
Computer Specialists
Computer Term Coordinator
Technical Analyst III
Technical Analyst II
Engineer Associate II
Engineer Associate I
Engineer Senior I #1
Engineer Senior I #2
Engineer Assistant II - Electrical
Manager Nuclear Generating Station
Unit Superintendent - Unit #1
Unit Superintendent - Unit #2
Startup & Test Engineers
Startup & Test Technical Analyst Sr., I
Security Specialist
Site Protection Officer
Administration: Coordinator Office Services
 Administrative Assistant
Foreman - Rad Waste
Technical Analyst III
Supervisor Maintenance
Technical Analyst Sr., III - Maintenance
Supervisor - Instrument & Controls - Maintenance
Utility Foreman - Maintenance

Sincerely,



Ernest L. Blake, Jr.

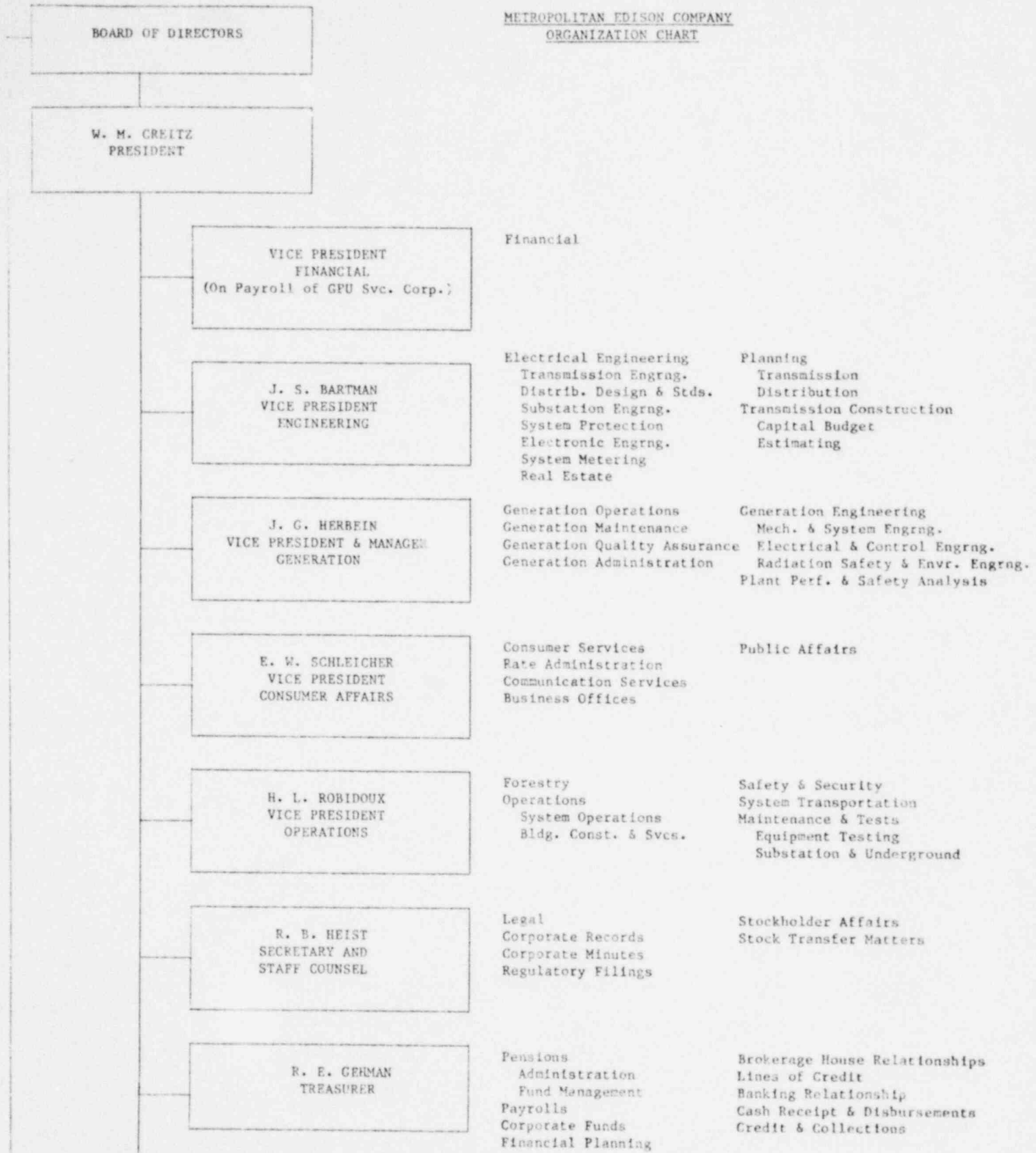
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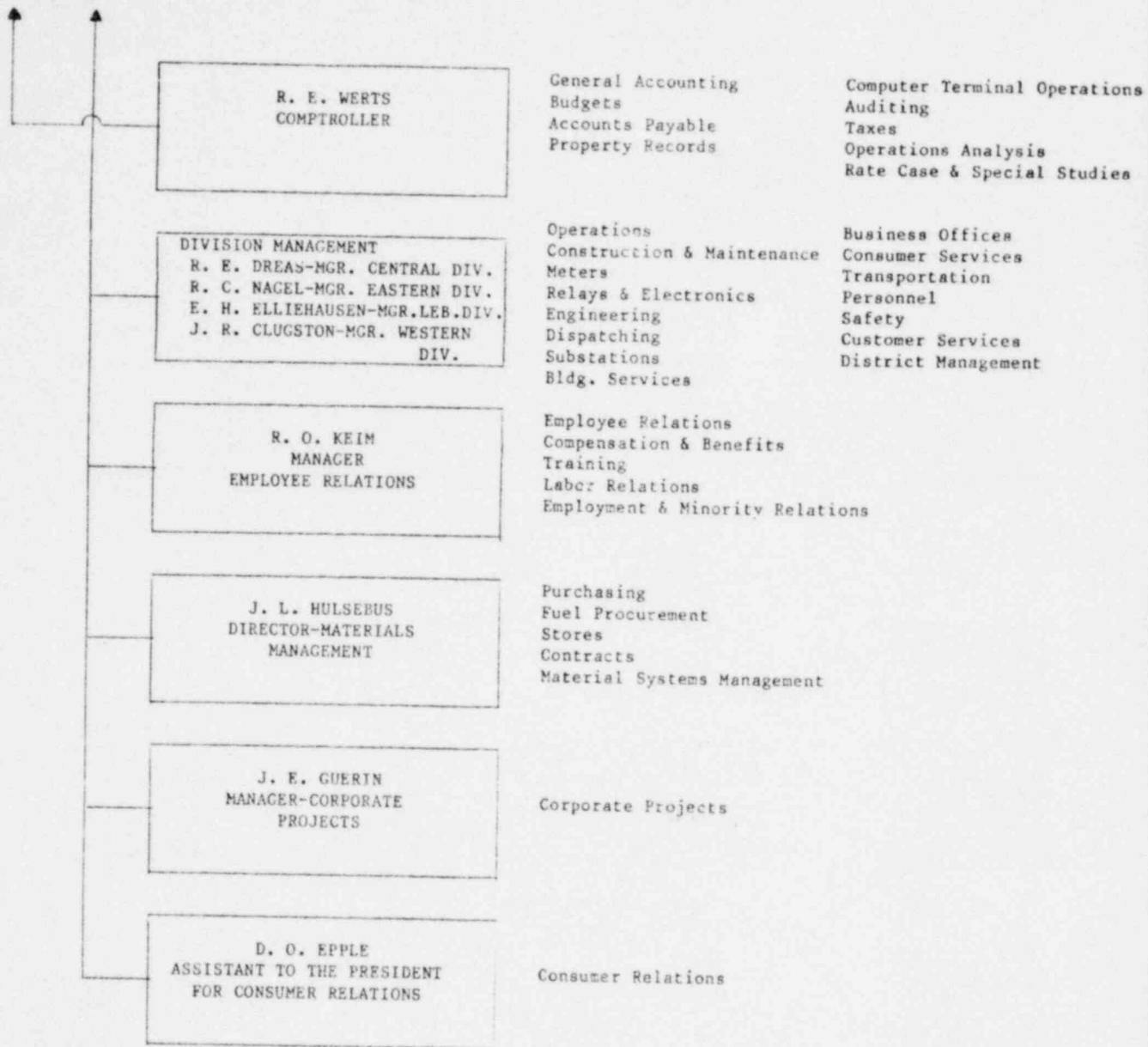
Enclosures

POOR ORIGINAL

6/7/2-5.9.1-1

METROPOLITAN EDISON COMPANY
ORGANIZATION CHART





POOR ORIGINAL

METROPOLITAN EDISON COMPANY

TOTAL
EMPLOYEES

BOARD OF DIRECTORS			
		W. G. KUHNS	
PRESIDENT		W. M. CREITZ	2
	SECRETARY TO THE PRESIDENT	C. E. QUILLEN	
VICE PRESIDENT-ENGINEERING	(PG. 2)	J. S. BARTMAN	79
VICE PRESIDENT-FINANCIAL*			
VICE PRESIDENT-GENERATION	(PG. 3)	J. G. HERBEIN	915
VICE PRESIDENT-CONSUMER AFFAIRS	(PG. 4)	E. W. SCHLEICHER	45
VICE PRESIDENT-OPERATIONS	(PG. 5)	H. L. ROBIDOUX	84
SECRETARY AND STAFF COUNSEL	(PG. 6)	R. B. HEIST	16
TREASURER	(PG. 6)	R. E. GEHMAN	19
COMPTROLLER	(PG. 7)	R. E. WERTS	107
DIVISION MANAGER-CENTRAL DIVISION	(PG. 8)	R. E. DREAS	396
DIVISION MANAGER-EASTERN DIVISION	(PG. 9)	R. C. NAGEL	302
DIVISION MANAGER-LEBANON DIVISION	(PG. 10)	E. H. ELLIEHAUSEN	251
DIVISION MANAGER-WESTERN DIVISION	(PG. 11)	J. R. CLUGSTON	433
DIRECTOR-HUMAN RESOURCES	(PG. 13)	R. O. KEIM	27
DIRECTOR-MATERIALS MANAGEMENT	(PG. 14)	J. L. HULSEBUS	115
MANAGER-CORPORATE PROJECTS		J. E. GUERIN	2
	ADMINISTRATOR-CORPORATE PROJECTS	M. A. BLECHER	
ASSISTANT TO THE PRESIDENT-CONSUMER RLNS.		D. O. EPPLE	1
TOTAL			2,794

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
SYSTEM ENGINEERING (CONT.)

		No. Emp.
SUPERVISOR-SUBSTATION ENGINEERING		
ENGINEER SR. I-SUBSTATION	W. A. Soltis	1
ENGINEER III-SUBSTATION	F. E. Gross	1
	V. Jagadesan	2
	D. A. Lineaweaver	
ENGINEER II-SUBSTATION		
GROUP SUPERVISOR-SUBSTATIONS	J. R. Zenyuch	1
LAYOUT MAN-SR.	J. A. Perry	1
LAYOUT MAN-2ND YR.		2
LAYOUT MAN-JR.		1
LAYOUT MAN ASSISTANT		
SUPERVISOR-TRANSMISSION ENGINEERING		
ENGINEER III-TRANSMISSION ENGINEERING	P. H. Hunsinger	1
ENGINEER I-TRANSMISSION ENGINEERING	W. A. Strause	1
GROUP SUPERVISOR-TRANSMISSION ENGINEERING	L. A. Walter	1
LAYOUT MAN-SR.	R. E. Nagle	1
LAYOUT MAN-2ND YR.		3
LAYOUT MAN-JR.		
SUPERVISOR-SYSTEM RIGHT-OF-WAY		
LAYOUT MAN-SR.	H. R. Lutz	1
LAYOUT MAN-JR.		2
LAYOUT MAN ASSISTANT		1
CONSTRUCTION MANAGEMENT DIRECTOR		
STENOGRAPHER-"A"	J. R. Stout	9
ENGINEER III-CONSTRUCTION MANAGEMENT	P. A. Butler	1
ENGINEER III-CONSTRUCTION MANAGEMENT	C. A. Messner	1
FOREMAN-LINES, ROVING (CONSTR. MGMT.)	R. J. Trinkle	1
PROJECT COORD. I-CONSTR. MGMT.	C. E. Wagner	1
PROJECT COORD. III-CONSTR. MGMT.	J. L. Allen	1
PROJECT COORDINATOR II-CONST. MGMT.	T. M. Edelman	1
PROJECT COORDINATOR I-CONST. MGMT.	G. C. Hotzman	1
	E. L. Hall	1
TOTAL		79

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
SYSTEM ENGINEERING

		No. Emp.
VICE PRESIDENT-ENGINEERING	J. S. Bartman	5
EXECUTIVE SECRETARY	M. E. Lucia	1
ADMINISTRATOR-EXECUTIVE		
ADMINISTRATIVE MANAGER-KEYSTONE	D. B. Eckelman	1
ENGINEER SR. II-KEYSTONE	E. T. Horel	1
ACCOUNTANT SR.-KEYSTONE	F. E. Humphrey	1
MANAGER-PLANNING	R. M. Becker	9
STENOGRAPHER-"A"		
ENGINEER SR. I-PLANNING	C. H. Heim	1
ENGINEER III-PLANNING	W. R. Keller	1
ENGINEER II-DIVISION PLANNING (WESTERN)	J. A. Sarver	
ENGINEER III-DIVISION PLANNING (LEBANON)	W. H. Thomas	
ENGINEER II-PLANNING	K. M. Roberts	1
ENGINEER III-PLANNING	E. T. Comisac	1
ENGINEER III-DIVISION PLANNING (EASTERN)	T. H. Young	
ENGINEER III-PLANNING	R. A. Bubb	1
ENGINEER III-PLANNING	J. M. Azrael	1
ENGINEER III-DIVISION PLANNING (CENTRAL)	S. W. Shannon	
TECHNICAL ANALYST SR. I-PLANNING	D. P. Grebe	1
TECHNICAL ANALYST III-PLANNING	R. A. Sweigart	1
MANAGER-ELECTRICAL ENGINEERING	J. E. Burkert	56
SECRETARY	J. M. Fountain	1
SUPERINTENDENT-DISTRIBUTION ENGINEERING	R. W. Gehret	1
STENOGRAPHER-"A"		
ENGINEER III-DISTRIBUTION ENGINEERING		
ENGINEER III-DISTRIBUTION ENGINEERING	G. R. Shoup	1
REPRESENTATIVE-JOINT USE	J. H. Fidler	1
SUPERVISOR-STANDARDS ENGINEERING	E. D. Abel	1
ENGINEER SR. I-STANDARDS	F. L. Wagenblast, Jr.	1
ENGINEER III-STANDARDS	T. O. Mifkovich	1
TECHNICAL ANALYST SR. I-STANDARDS	R. N. Daniels	1
TECHNICAL ANALYST III-STANDARDS	G. R. Fies	1
SUPERINTENDENT-ELECTRICAL DESIGN & CONTROL	P. H. Fett	1
SUPERVISOR-RELAY ENGINEERING	R. D. Stump	1
ENGINEER III-RELAY	A. C. Bast	3
	M. J. Malaspina	
	R. J. Warhola	
TECHNICAL ANALYST III-RELAY	R. A. Schaeffer	1
SUPERVISOR-SYSTEM METERING	B. R. Jones	1
ENGINEER III-METER	R. H. Harner	1
SUPERVISOR-METER TESTING	H. M. Goddard	1
LABORATORY TESTER-1ST CLASS		4
LABORATORY TESTER-2ND CLASS		1
LABORATORY TESTER-SINGLE PHASE		3
CLERK-SR.		1
STENOGRAPHER-CLERK		1
SUPERVISOR-ELECTRONICS ENGINEERING	L. F. Hood	1
ENGINEER III-ELECTRONICS	D. M. Shaak	3
	A. C. Shepler	
	D. G. Wurster	
ENGINEER I-ELECTRONICS	D. W. Hartzell	2
	R. L. Stevenson	
ADMINISTRATIVE CLERK-B	F. R. Fisher	1

VICE PRESIDENT-GENERATION

No.
Emp

MANAGER-GENERATION OPERATIONS	L. L. Lawyer	8
SUPERVISOR-NUCLEAR FUELS	B. F. Hernady	
ENGINEER I-GENERATION		
TECH. ANALYST III-GENERATION		
SUPERVISOR-GENERATION COMPUTER APPLICATIONS (Located at TMI)	E. W. Harris	
RESEARCH ENGINEER III-GENERATION	J. W. Peters	
STATION SUPERINTENDENTS		
SUPERVISOR-GENERATION ECONOMY	N. A. Williams	
ENGINEER III-GENERATION	J. C. Ulrich	
ENGINEERING ASSISTANT II-GENERATION	H. I. Yamamoto	
ENGINEER II-GENERATION	J. H. Wlodyka	
ENGINEER I-GENERATION	D. B. Shamis	
ENGINEER I-GENERATION		
MANAGER-GENERATION MAINTENANCE	H. E. Bodden	5
SUPERVISOR-GENERATION ELECTRICAL MAINTENANCE	H. R. Morris, Jr.	
SUPERVISOR-GENERATION MECHANICAL MAINTENANCE	P. S. Thompson	
ENGINEER SR. I-GENERATION		
ENGINEER III-GENERATION	E. G. Boucher	
MAINTENANCE PLANNER II	T. A. Witman	
MANAGER-GENERATION QUALITY ASSURANCE	C. J. Troffer	20
ADMINISTRATIVE CLERK "A"	T. A. Stanislaw	
SUPERVISOR-LICENSING-GENERATION	J. F. Hilbish	
ENGINEER III-GENERATION	L. W. Harding	
ENGINEER II-GENERATION	R. A. Lengel	
ENGINEER I-GENERATION	J. R. Stair	
ENGINEER II-GENERATION	R. J. Stevens	
ENGINEER I-GENERATION	W. S. Stanley	
ENGINEER I-GENERATION	D. G. Mitchell	
ENGINEER I-GENERATION		
ENGINEER III-GENERATION	G. P. Thompson	
ENGINEER I-GENERATION		
TECHNICAL ANALYST III-GENERATION	K. P. Young	
ENGINEER II-GENERATION	E. S. Nielsen	
ENGINEERING ASSOC. I-GENERATION	R. A. Szczech	
ENGINEER SR. I-GENERATION	G. L. Master	
SUPERVISOR-GENERATION Q. A. ENGINEERING	R. N. Prabhakar	
ENGINEER III-GENERATION	P. A. Levine	
ENGINEER II-GENERATION	G. A. Loignon	
ENGINEER I-GENERATION	K. M. Vadlamani	
TECHNICAL ANALYST SR. I-GENERATION		
ENGINEER I-GENERATION		
ENGINEER I-GENERATION		
ENGINEERING ASSOC. I-GENERATION		
ENGINEER III-GENERATION	T. F. Barbagallo	
ENGINEER II-GENERATION	A. T. Tribble	
SUPERVISOR-SECURITY-NUCLEAR (TMI)	J. F. Stacey	
SUPERVISOR-TRAINING-NUC. (Located at TMI)	R. W. Zechman	
SUPERVISOR-QUALITY CONTROL-NUCLEAR (Located at TMI)	T. A. Mackey	

METROPOLITAN EDISON COMPANY
 PRODUCTION SUPERVISION DEPARTMENT

No.
 Emp.

VICE PRESIDENT-GENERATION		
EXECUTIVE SECRETARY	J. G. Herbein	2
MANAGER-GENERATION ENGINEERING	N. M. Hoffman	
SUPERVISOR-MECHANICAL & SYSTEMS ENGINEERING	R. M. Klingaman	32
	R. R. Lefin	
ENGINEER III-GENERATION	E. G. Skuchas	
ENGINEER II-GENERATION	R. S. Brown	
ENGINEER II-GENERATION	K. R. Gabel	
ENGINEER SR. I-GENERATION	J. F. Fritzen	
ENGINEER III-GENERATION	D. A. Huffman	
ENGINEER SR. I-GENERATION	I. R. Reed	
ENGINEER I-GENERATION	L. L. Kittelson	
ENGINEER II-GENERATION		
TECH. ENGINEER-GENERATION	M. J. Lieb	
ENGINEER II-GENERATION		
ENGINEER I-GENERATION	B. W. Leary	
ENGINEER III-GENERATION	J. A. Janiszewski	
SUPERVISOR-ELECTRICAL & CONTROLS ENGINEERING	G. E. May	
ENGINEER III-GENERATION	R. C. Noll	
ENGINEER II-GENERATION		
ENGINEER II-GENERATION		
ENGINEER II-GENERATION	A. W. Tothero	
SUPERVISOR-RADIATION SAFETY & ENVIRONMENTAL ENGINEERING	J. E. Mudge	
ENGINEER SR. I-GENERATION		
TECHNICAL ANALYST III-GENERATION	W. R. Gillespie	
ENVIRONMENTAL SCIENTIST I	D. C. Carl	
ENVIRONMENTAL SCIENTIST II	B. J. Beck	
ENGINEER II-GENERATION		
TECHNICAL ANALYST SR. I-GENERATION	M. R. Buring	
ENVIRONMENTAL SCIENTIST II	B. A. Good	
DIRECTOR-GENERATION PROJECTS ENGINEERING	J. J. Colitz	
ENGINEER SR. I-GENERATION	P. K. Popat	
ENGINEER III-GENERATION	A. J. Aman	
ENGINEER II-GENERATION		
ENGINEER SR. I-GENERATION	W. H. Behrle	
ENGINEER III-GENERATION	P. P. Karish	
ENGINEER II-GENERATION	J. M. Cajigas	
TECHNICAL ANALYST SR. I-GENERATION	R. J. Faith	
ENGINEER III-GENERATION		
ENGINEER II-GENERATION	Y. S. Chandrashekhar	
TECHNICAL ANALYST III-GENERATION	J. M. Willits	
COORDINATOR-CAPITAL BUDGETS	A. M. Nawrocki	
ADMINISTRATIVE CLERK B	K. L. McKently	

VICE PRESIDENT-GENERATION

No.
Emp.

MANAGER-GENERATION ADMINISTRATION		P. G. Christman
DIRECTOR-PERSONNEL-GENERATION		R. R. Laibe
STENOGRAPHER - "A"		C. A. Kirkhoff
SUPERVISOR-GENERATION ADMINISTRATION		
ADMINISTRATIVE CLERK-"B" (Stores)		D. K. Fronheiser
TECHNICAL ANALYST II-GENERATION		
ADMINISTRATOR-COMEC		T. L. Hillard
SUPERVISOR-GENERATION BUDGETS & REPORTS		
ADMINISTRATIVE CLERK-"A"		R. J. Reddy
ADMINISTRATOR-BUDGETS		R. W. Harron
ADMINISTRATOR-OFFICE SERVICES-GENERATION		R. D. Sherman
FILE CLERK-SR.		
FILE CLERK		D. Evans
		D. Smith
		J. Keiser
		C. Werner
		A. Zawada
STENOGRAPHER-"A"		R. Gattone
		M. M. Shoffner
		M. E. Ohlinger
		D. A. Farina
		B. A. Reedy
STENOGRAPHER-"B"		
ADMINISTRATIVE CLERK-"B"		M. McNally
		E. M. Resch
		R. Medlar
TYPIST-"B"		D. Wells
		K. Brey
		B. Williams
		D. Hertzog
		P. Grimshaw

26

TOTAL

93

TMI - SUPERVISORY

	Station	Unit #1	Unit #2	No. Empl.
VICE PRESIDENT-GENERATION	J. G. Herbein			
↑				
MANAGER-GENERATION OPERATIONS	L. L. Lawyer			
↑				
SUPT.-NUCLEAR GEN. STA.	G. P. Miller			3
↑				
STENOGRAPHER-"A"	P. L. Drabick			
STENOGRAPHER-"B"	C. A. Korchnak			
UNIT SUPERINTENDENT-NUCLEAR				
TECHNICAL ANALYST III-NUCLEAR		J. L. Seelinger	J. B. Logan	2
UNIT SUPERVISOR MANAGEMENT CONTROL		R. S. Harbin	M. R. Shaffer	2
SUPERVISOR-STATION OPERATIONS-NUCLEAR		E. C. Troutman	T. Faulkner	2
ENGINEER SR. I (TEMP.)		M. J. Ross	J. R. Floyd	2
ENGINEER III-NUCLEAR (Asst. in Oper.)			T. M. Hawkins	1
ENGINEER II-NUCLEAR		H. B. Shipman	D. A. Berry	2
TECH. ANALYST SR. I		W. R. Desh		1
ENGINEER III-NUC. (Turb.-Gen. Performance)		C. C. Seitz	W. J. Marshall	2
SHIFT SUPERVISOR-NUCLEAR	K. P. Bryan	(Eng. II)		7
	J. J. Chwastyk			
	B. A. Mehler			
	B. G. Smith			
	W. H. Zewe			
	G. R. Hitz, Sr.			
	R. S. Hutchison			
SHIFT FOREMAN-NUCLEAR		D. C. Janes	C. D. Adams	14
		D. R. Deiter	W. Conaway	
		D. L. Pilsitz	C. L. Guthrie	
		R. L. Parnell	K. R. Hoyt	
		L. G. Noll	F. Scheimann	
		T. H. Acker	A. W. Miller	
		T. Crouse	J. W. Garrison	
UNIT SUPERINTENDENT-TECHNICAL SUPPORT				
ENGINEER SR. I-NUC. (Struct. & Mech.)		W. E. Potts	G. A. Kunder	2
ENGINEER III NUC. (React. Bldg. & Valves)		R. O. Barley	R. P. Warren	10
ENGINEER II-NUCLEAR		R. L. Summers	D. B. Jenkins	
ENGINEERING ASSO. II-NUC. (PORC Sec. & Gen.)		J.R.Pearce/Eng.III	T. E. Morck	
ENGINEER II-NUC. (Inservice Insp.)		M. A. Shatto	M. B. Bezilla	
ENGINEER SR. I-NUCLEAR (Electrical)		W. C. Ream	J. R. Bashista	
ENGINEER II-NUCLEAR		C. E. Hartman	R. W. Bessel/Eng.III	2
TECH. ANALYST III-NUCLEAR			J. D. Lawton	1
ENGINEER II-NUCLEAR		C. E. Randolph		1
ENGINEER II-NUCLEAR		W. S. Wilkerson	M. L. Benson	4
ENGINEER SR. I-NUC. (T)	I. D. Porter	H.C.Crawford/Eng. I		
ENGINEER III-NUCLEAR (Instr. & Proc. Comp.)		V. P. Orlandi	J. A. Brummer/Eng.II	2
ENGINEER I-NUCLEAR		D. J. McGettrick/Engr.II	J. R. Paules	2
TECH. ANAL. SR. I-NUC.	T. A. O'Connor			1
TECH. ANAL. SR. I-NUC.	D. L. Good			1
TECHNICAL ANALYST III-NUCLEAR		R. A. Eich	R. P. Beeman	2
		T.A.II		

TMI - SUPERVISORY (CONT.)

	Station	Unit #1	Unit #2	No Empl.
UNIT SUPERINTENDENT-NUCLEAR				
↑ SUPT.-STA. MAINTENANCE-NUCLEAR	D. M. Shovlin			3
ENGINEER SR. I-NUCLEAR			R. E. Sieglitz	
ENGINEER III-NUCLEAR		(Supv.-Unit Maint.)	(Supv.-Unit Maint.)	
TECHNICAL ANALYST SR. III-NUC.	D. E. Barry			
SUPERVISOR-MECHANICAL MAINTENANCE	J. J. McGarry			9
FOREMAN-MAINTENANCE-NUCLEAR	G. E. Stambaugh			
	C. F. Leonard			
	S. E. Jules			
	N. S. Herneisey			
	A. D. Conrad			
	W. Metzger			
	J. N. Games			
	E. A. Meck			
SUPV.-ELECTRICAL MAINT.-NUC.	H. M. Mitchell			6
FOREMAN-MAINTENANCE NUC.	M. F. Beare			
	B. J. Rittle			
	E. R. Crawfoot			
	C. E. Rippon			
	J. K. Bowman			
SUPV.-INST. & CONTROL MTC.-NUC.	M. G. Snyder			7
FOREMAN-MAINT.-NUCLEAR	A. J. Knoche			
	H. L. Wilson			
	D. E. Weaver			
	J. R. Gilbert			
	N. K. Bennett			
	M. F. Toole			
FOREMAN-MAINT.-NUCLEAR (Shift Coverage)	R. A. Snow			6
	G. R. Light			
	E. G. Lawrence, Jr.			
	W. M. Donahey			
	M. Leakway			
	B. R. Kalenevitch			
SUPERVISOR-UTILITY-NUC.	(Filled By Contractor)			5
UTILITY FOREMAN-NUC.	J. C. Abromitis			
	K. S. Kline			
	R. H. Trautman			
	C. F. McKinney			
	T. L. Grim			

TMI - SUPERVISORY (CONT.)

	Station	Unit #1	Unit #2	No. Empl.
SUPT. ADMIN./TECH. SUPPORT	D. F. Limroth			
↑ SUPV.-RADIATION PROTECTION & CHEMISTRY	R. W. Dubiel			15
ENGINEER II-NUCLEAR	L. J. Landry			
ENGINEER II-NUCLEAR		E. C. Fuhrer (Eng. III)	E. D. Showalter	
SUPERVISOR-RADIATION PROTECTION	T. L. Mulleavy			
FOREMAN-RADIATION PROT.		R. D. McCann	J. H. Deman	
TECH ANALYST III-NUCLEAR	R. R. Campbell	P. P. Velez	F. M. Huwe	
CHEMIST II-NUCLEAR	G. E. Chevalier			
CHEMISTRY FOREMAN	E. W. Houser	J. G. Reed (Chem. Frmn.)	K. L. Harner (Chem. Frmn.)	
FOREMAN-RADIATION WASTE OPERS.	J. R. Smith			2
FOREMAN-RADIATION WASTE OPERS.	L. P. Hydrick			
↑ SAFETY REPRESENTATIVE-NUCLEAR	E. F. Gee			3
ADMINISTRATOR-SAFETY-NUCLEAR	J. D. Wealand			
ADMINISTRATOR-SAFETY-NUCLEAR	P. J. Werni			
↑ SUPERVISOR-ADMINISTRATION-NUC.	W. H. Parker			5
SUPV.-NUC. BUDGETS & SPECIAL RPTS.				
ADMIN.-NUC. BUDGETS & SPECIAL RPTS.	J. R. Knoll			
ADMINISTRATIVE ASST.-NUC.	S. Daise			
ADMINISTRATIVE ASST.-NUC.	A. Stowe			
COMPUTER TERMINAL COORDINATOR				
OFFICE SUPERVISOR-NUCLEAR	C. A. Nixdorf			

MANAGER-GENERATION QUALITY ASSURANCE (PRODUCTION SUPERVISION)

↑ DIRECTOR-TRAINING-GEN. (PROD. SUPV.)				8
SUPERVISOR-TRAINING	R. W. Zechman			
GROUP SUPV.-TECH. TRNG.-NUC.	F. A. McCormick			
ADMIN.-NUC. TECH. TRNG.	D. J. Boltz			
	E. W. Orwig			
	C. E. Husted			
GROUP SUPV.-TECH. TRNG.-NUC.	M. L. Beers			
ADMIN.-NUC. TECH. TRNG.	N. D. Brown			
ADMIN. ASST.-TECH. TRNG.	K. M. Tennis			

↑ SUPERVISOR-QUALITY CONTROL-NUCLEAR	T. A. Mackey			15
ADMINISTRATIVE ASST.-QC	D. K. Gee			
ENGINEER II-NUCLEAR	J. C. Fornicola			
QUALITY CONTROL SPECIALIST-NUC.	E. W. Daniels			
	W. G. Heysek			
	R. E. Neidig, Jr.			
	J. J. Potter			
	D. L. Hosking			
	R. L. St. Pierre			
	J. C. Powell			
QUALITY CONTROL ASSISTANT-NUCLEAR	C. D. Rowe			
	Z. L. James			
	W. E. Shumaker			
	D. McConnell			
	K. Tremblay			

TMI - SUPERVISORY (CONT.)

	<u>Station</u>	<u>Unit #1</u>	<u>Unit #2</u>	<u>No. Empl.</u>
MANAGER-GENERATION QUALITY ASSURANCE (PRODUCTION SUPERVISION)				
↑	<u>SUPV.-SECURITY-NUCLEAR</u>	<u>J. F. Stacey</u>		6
	<u>SITE PROTECTION SERGEANT</u>	<u>S. R. Finicle</u>		
		<u>J. Jones</u>		
		<u>R. D. Stintzum</u>		
		<u>D. Corl</u>		
		<u>W. J. Busansky</u>		
* REPORTS OFF-SITE TO MATERIALS SYSTEMS MANAGEMENT				
↑	<u>SUPERVISOR-STORES-NUCLEAR</u>	<u>K. L. Baney</u>		
	<u>FOREMAN-STORES-NUCLEAR</u>	<u>G. J. Reuter</u>		
		<u>L. D. Woska</u>		
OBSERVATION CENTER				
	<u>REPORTS TO: SUPT. ADMIN/TECH SUPPORT</u>	<u>D. F. Limroth</u>		3
	<u>COORD.-PUBLIC INFORMATION</u>	<u>K. L. Dunlap</u>		
	<u>COORD.-PUBLIC INFORMATION</u>	<u>W. R. Gross</u>		
	<u>PUBLIC RELATIONS ASST-(T)</u>	<u>R. W. Ansel</u>		
MANAGER-GENERATION-OPERATIONS (PRODUCTION SUPERVISION)				
↑	<u>SUPV.-GENERATION COMPUTER APPLICATIONS</u>	<u>E. W. Harris</u>		4
	<u>ENGINEER III-NUC.</u>	<u>W. D. Herman</u>	<u>R. C. Geiger</u>	<u>W. J. Fels</u>
		(Tech. Anal. III)	(Eng. II)	
				TOTAL 163

* Personnel assigned to Material Systems Management not included in above total

GENERATION DIVISION SUPERVISORS - FOSSIL & HYDRO

VICE PRES. & MGR.-GEN.-J. HERBEIN	PORTLAND-FOSSIL (3)	TITUS-FOSSIL (2)	YORK HAVEN-HYDRO	YORK-COMB. TURBINE
MGR.-GEN. OPERS.-L. LAWYER				
SUPT.-GENERATING STATION	W. S. Shepherd	J. E. Romanski	E. W. Koch	E. W. McCarthy
ADMIN.-GEN. TECH. TRNG.	R. L. Schlough	P. D. Smith		
SUPV.-STAT. OPERATIONS	F. A. Honeker	V. F. Thren		
SUPV.-STAT. OPERATIONS (T)	B. E. Everett			
FOREMAN-UTILITY-STAT.		J. J. Dell, Jr.		
FOREMAN-UTILITY-STAT.	E. E. Landon	K. L. Borkert		
FOREMAN-UTILITY-STAT.	R. J. Kresge, Sr.	J. H. Bitting		
FOREMAN-UTILITY-STAT.	J. Roberts			
SHIFT FOREMAN-STAT.	P. M. McPike	P. L. Michael		
SHIFT FOREMAN-STAT.	J. F. Brunner	I. C. Stauffer		
SHIFT FOREMAN-STAT.	R. E. Stout			
SHIFT FOREMAN-STAT.	W. G. Delp	C. F. Kleinspehn		
SHIFT FOREMAN-STAT.	J. M. Inhoff	A. L. Conrad		
SHIFT FOREMAN-STAT.	W. F. Morrison	M. K. Knarr		
SHIFT FOREMAN-STAT.		P. McMullen		
SUPERVISOR-STORES	* K. J. Rutt			
ADMIN.-STATION	R. L. Fields	C. J. Pentz		
SUPV-STATION MAINTENANCE	R. R. Harper	A. Tsaggaris	E. C. Lauer	
FOREMAN-MAINT.-STAT.	R. J. Lovell	B. M. Setley		
FOREMAN-MAINT.-STAT.	A. Ferri, Jr.	N. G. Kilyk		
FOREMAN-MAINT.-STAT.	K. D. Shiffert	R. D. Miller		
FOREMAN-MAINT.-STAT.	S. J. Villari	K. E. Trout		
FOREMAN-MAINT.-STAT.	J. R. Lippincott	G. D. Leffler		
FOREMAN-MAINT.-STAT.	R. E. Miller			
FOREMAN-MAINT.-STAT.	G. Florindi			
FOREMAN-MAINT.-STAT.	J. Kies			
ENGRNG. ASSOC. II-STAT.	M. W. Rininger	D. T. Yarger		
TECHNICAL ENGINEER (T)	W. W. Cotter			
ENGINEER III-STATION		A. H. Roth		
ENGINEER II-STATION	C. R. Watters			
ENGINEER II-STATION				
ENGINEER I-STATION	J. A. Smith			
ENGINEER III STATION				T. G. Schmehl
ENGINEER II-STATION	W. F. Serencsits			
TECH. ANAL. III		J. F. Marshall		
Q.C. SPECIALIST	J. V. Principe	J. W. Guillette, Jr. (Q.C. Asst.)		
*Reports to Mgr-Material Systems Mgmt.	Not included in total.			
TOTAL	29	23	2	2

OPERATING STATION HOURLY EMPLOYEES

Job No.	Job Title	TMI		Portland		Titus		York Haven	
		Auth.	Asgn.	Auth.	Asgn.	Auth.	Asgn.	Auth.	Asgn.
1001	Control Room Oper.-Nuclear	34	34						
1002	Control Room Operator			8	7	12	12		
1003	Control Room Oper.-Relief			2	2	3	3		
1010	Switchboard Oper.-1st Cl.							4	4
1011	Switchboard Oper.-1st Cl. Relief							2	2
1012	Switchboard Oper.-2nd Cl.								
1020	Turbine Operator			4	4	4	4		
1021	Turbine Oper.-Relief					2	2		
1022	Turbine Room Attendant								
1030	Pump Operator-1st Cl.			5	5	4	4		
1040	Auxiliary Bay Operator								
1041	Auxiliary Bay Operator-Relief								
1050	Fireman-Chief								
1051	Fireman-Chief-Relief								
1052	Fireman-1st Cl.								
1053	Fireman-1st Cl.-Relief								
1054	Fireman-2nd Cl.								
1055	Fireman-2nd Cl.-Relief								
1056	Fireman-Unit Boiler			4	4	4	4		
1057	Fireman-Unit Boiler-Relief			2	2	3	2		
1058	Fireman-Unit Boiler-Assistant					4	4		
1060	Boiler Room Attendant			7	6	4	3		
1061	Boiler Room Attend.-Relief								
1070	Auxiliary Oper.-A-Nuclear	81	40						
1071	Auxiliary Oper.-B-Nuclear		24						
1072	Auxiliary Oper.-C-Nuclear		17						
1081	Radiation-Chem. Tech.-Nuc.	12	12						
1082	Rad. Chem. Tech.-Jr. (2nd Yr.) Nuc.	12	12						
1083	Rad. Chem. Tech.-Jr. (1st Yr.) Nuc.								
1090	Analyst-Sr.			1	1	1	1		
1091	Analyst			1	1	2	2		
1100	Instrument Tech.-Sr.	4	2						
1101	Instrument Man-Chief								
1102	Instrument Man-1st Cl.	20	19	3	3	5	5		
1103	Instrument Man-2nd Cl.	11	11	3	3	1	1		
1110	Machinist-Chief								
1111	Machinist-1st Cl.	2	2	2	2	1	1	2	2
1112	Machinist-2nd Cl.	1	1	1	1	1	1	1	1
1120	Repairman Chief	2	2	6	6	4	4	1	1
1121	Repairman-1st Cl.-(C.W.)	17	17	17	17	10	10		
1122	Repairman-1st Cl.							3	3
1123	Repairman-2nd Cl.	6	6	10	10	9	9	5	5
1125	Repairman-Apprentice	6	5	4	4			2	2
1130	Utility C&M Man-Chief	3	3	1	1	1	1	1	1
1131	Utility C&M Man-1st Cl.	10	9	9	9	5	5	1	1
1132	Utility C&M Man-2nd Cl.	6	5	3	3	2	2	1	1
1134	Utility C&M Man-Apprentice	5	5	2	2				
1142	Special Machine Operator			6	5	4	4		
1150	Hydro Operator-1st Cl.							4	4
1151	Hydro Operator-1st Cl.-Relief							1	1
1152	Hydro Operator-2nd Cl.							1	1
*1160	Plant Stockkeeper-A-Nuclear	* 8	8	* 1	1	* 1	1		
*1161	Plant Stockkeeper-B-Nuclear	* 12	12	* 5	5				
2160	Customer Service Man-1st Cl.								
2170	Utility Man-1st Cl.	4	4	8	7	5	5		
2171	Utility Man-2nd Cl.	2	2	1	1	4	4	1	1
2180	Utility Worker-A	13	12	6	6	6	6		
2181	Utility Worker-B	28	27			3	3	1	1
2191	Janitor-A	4	4	3	3	2	2		

*Authorized and assigned to Material Systems Mgmt. Not Included in totals.

OPERATING STATION HOURLY EMPLOYEES (Cont).

<u>Job No.</u>	<u>Job Title</u>	<u>TMI</u>		<u>Portland</u>		<u>Titus</u>		<u>York Haven</u>	
		<u>Auth.</u>	<u>Asgn.</u>	<u>Auth.</u>	<u>Asgn.</u>	<u>Auth.</u>	<u>Asgn.</u>	<u>Auth.</u>	<u>Asgn.</u>
215	Janitor-B								
2251	Clerk-Sr.								
2251	Clerk-Int. Sr.								
2252	Clerk	1	1	1	1	1	1		
2252	Clerk	3	3	2	2	1	1		
*2252	Clerk	* 2	2	* 1	1			1	1
2253	Clerk-Jr.	14	14			1	1		
*2253	Clerk-Jr.	* 1	1						
2255	Typist-Clerk	10	10						
3052	Site Protection Officer	45	44						
3094	Public Relations Asst. (Temp.)	1	1						
Total Hourly Personnel					117		107		32
Total Personnel At Sta. (Incl. Suprs.)					147		130		34
Budget Personnel Requirements									

*Authorized and assigned to Material Systems Mgm

included in totals.

METROPOLITAN EDISON COMPANY

CORPORATE DIVISION

CONSUMER SERVICES - CORP.

		No. Emp.
VICE PRESIDENT-CONSUMER AFFAIRS	E. W. Schleicher	3
EXECUTIVE SECRETARY	R. P. Smith	1
DIRECTOR-PUBLIC AFFAIRS	J. H. Thomas	1
MANAGER-CONSUMER SERVICES	G. E. Parks	9
STENOGRAPHER-"A"	D. E. Karabinos	1
DIRECTOR-RESIDENTIAL CONSUMER SERVICES	R. L. Miller	1
COORDINATOR-CONSUMER RELATIONS	A. B. Wenrich	1
DIRECTOR-COMMERCIAL & INDUSTRIAL CONS. SVCS.	W. E. Spangler	1
DIRECTOR-COMMUNITY SERVICES	A. W. Steffy	1
ADMINISTRATIVE ASST.-CONSUMER SERVICES	M. R. Blessing	1
ADMINISTRATOR-TECHNICAL SERVICES	R. M. Spiess	1
MANAGER-RATE ADMINISTRATION	M. H. Ketner	5
ANALYST SR.-FORECASTS	B. J. Witman	1
ANALYST III-RATES	C. A. Neider	2
	E. P. Kolodziej, Jr.	
ADMINISTRATIVE CLERK-"B"	D. C. Glass	1
MANAGER-BUSINESS OFFICE OPERATIONS	W. G. Williams	17
SUPERVISOR-CUSTOMER ACCOUNTING	T. A. Sublette	1
SUPERVISOR-CUSTOMER SERVICE	P. A. VanKirk	1
ADMINISTRATIVE ASSISTANT-BUSINESS OFFICE OPERS.	R. A. Strassner	1
STENOGRAPHER-"A"	E. E. Gibble	1
SUPERVISOR - REMITTANCE PROCESSING	J. E. Reistroffer	1
BUSINESS OFFICE CLERK "A"	S. H. Hall	1
BUSINESS OFFICE CLERK "B"	C. M. Johnson	6
	S. L. Drobnick	
	P. A. Phile	
	J. S. Sanders	
	G. F. Van Buskirk	
	S. P. Deeter	
BUSINESS OFFICE CLERK "C"	R. A. Vigna	4
	J. E. Henning	
	J. M. Yost	
	D. L. Moscirella	
MANAGER-COMMUNICATIONS SERVICES	B. F. Fabian	12
ADMINISTRATIVE CLERK - "A"	P. A. Seasholtz	1
STENOGRAPHER-"B"	K. R. Leibensperger	1
DIRECTOR-PUBLIC & INTERNAL INFORMATION	H. Seldomridge	1
COORDINATOR-EDITORIAL SERVICES	D. M. Klucsik	1
REPRESENTATIVE-COMMUNICATIONS SERVICES	W. R. Vollertsen	1
REPRESENTATIVE-PUBLIC & INTERNAL COMM.	J. D. Botvin	2
	D. C. Curry	
PHOTOGRAPHER-SR.	F. W. Miller	1
SUPERVISOR-DISPLAYS	W. L. Ebert	1
DISPLAY ASSISTANT	J. J. Flynn	1
DISPLAY MAN	W. G. Guinther	1

TOTAL 45

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
OPERATIONS

		No. Emp.
VICE PRESIDENT-OPERATIONS	H. L. Robidoux	3
EXECUTIVE SECRETARY	S. E. Henry	1
DIRECTOR-FORESTRY	E. S. Ulrich	1
MANAGER-OPERATIONS	D. R. Jarmoska	4
ASSISTANT TO MANAGER-OPERATIONS	R. B. Berger	1
ADMIN. CLERK-"A"	S. E. Rowe	1
ADMIN. CLERK-"A"	D. E. Fegley	1
SUPERINTENDENT-SYSTEM OPERATIONS	H. J. Slater	16
STENOGRAPHER-"A"	I. L. Moseley	1
ASSISTANT SUPERINTENDENT-SYSTEM OPERATIONS	R. D. Moyer	1
SYSTEM LOAD DISPATCHER	E. T. Loeper	6
	D. C. Loomis	
	R. G. Young	
	P. J. Weller, Jr.	
	B. K. Grill	
	P. M. Wolfinger	
ASSISTANT SYSTEM LOAD DISPATCHER	F. A. Blatt	5
	S. G. Werner	
	D. G. Rice	
	D. M. Hatt	
	J. C. Buckley	
SUBSTATION OPERATOR-1ST. CLASS	*R. D. Sailer	
LAYOUT MAN-2ND YEAR	*A. F. Trump	
SYSTEM OPERATING INSTRUCTOR	B. R. Williams	1
TECHNICAL ANALYST SR. I-SYSTEM OPERATIONS	C. W. Hoyt	1
EASTERN DIVISION DISPATCHING	G. W. Smith	
LEBANON DIVISION DISPATCHING	G. G. Kiscadden	
WESTERN DIVISION DISPATCHING	W. W. Shue	
GENERATION STATION OPERATING PERSONNEL		

MANAGER-BUILDING CONSTRUCTION & SERVICES	R. F. Giles	31
COORDINATOR-BUILDING CONSTRUCTION & SERVICES		
ADMINISTRATOR-BUILDING CONSTRUCTION & SERVICES	R. A. Palms	1
TELEPHONE OPERATOR	A. W. Froding	3
	M. L. Haus	
	E. M. Uliasz	
TELEPHONE OPERATOR (PART-TIME)	M. D. Bisconti	3
	J. A. Hatt	
	C. S. Drobnick	
PROJECT COORDINATOR I-BUILDING SERVICES	R. L. Miller	1
SUPERVISOR-REPRODUCTION & MAIL SERVICES	W. J. Lutz	1
GRAPHICS SPECIALIST	G. B. Adams	1
ADMINISTRATOR-REPRODUCTION & MAIL SERVICES	D. D. Lempas	1
ADMINISTRATIVE CLERK-"B"	J. F. Graul	3
	L. C. Heffley	
	P. L. Weidner	
ADMINISTRATIVE CLERK-"C"	C. D. Fick	1
GROUP SUPERVISOR-REPRODUCTION	S. A. Reber	1
REPRODUCTION MACHINE OPERATOR	C. H. McClary	5
	J. W. Stover	
	R. S. Troutman, Jr.	
	R. I. Turner	
	F. M. Wollyung	
REPRODUCTION MACHINE OPERATOR-JR.	D. Veal	1
GROUP SUPERVISOR-MICROFILM	E. C. Reed	1
ADMINISTRATIVE CLERK-"C"	R. M. Torok	1
REPRODUCTION MACHINE OPERATOR-SR.	R. L. Grant	1
REPRODUCTION MACHINE OPERATOR	W. P. Condrath	1
REPRODUCTION MACHINE OPERATOR-JR.	G. A. Ray	1
MAIL CLERK	C. L. Crory	2
	D. P. Beaver	
MAIL COURIER	H. J. Kneasel	2
	V. M. Piergrossi	

* Central Division Employees

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
OPERATIONS (Cont.)

		No. Emp.
MANAGER-MAINTENANCE & TESTS	H. W. Leas	20
SUPERVISOR-MAINTENANCE & TESTS	B. F. Merritt	1
ENGINEER I-MAINTENANCE & TEST	W. S. Reisinger	1
ENGINEERING ASSOCIATE II-MAINTENANCE & TEST	G. A. Shay	1
TEST TECHNICIAN SR.		2
TEST TECHNICIAN		1
CLERK		1
SUPERVISOR-REPAIR SHOP	B. L. Rentschler	1
MACHINIST-CHIEF		1
MACHINIST-1ST CLASS		1
MACHINIST-2ND CLASS		5
UC&M MAN-1ST CLASS		3
SAFETY EQUIPMENT INSPECTOR		1
UTILITY MAN-2ND CLASS		3
MANAGER-SAFETY	N. R. Danfelt	3
SUPERVISOR-SAFETY-GENERATION	F. H. Grice	1
ADMINISTRATOR-SAFETY	G. C. Miller	1
MANAGER-SYSTEM TRANSPORTATION	P. Collins	4
ADMINISTRATOR-TRANSPORTATION	C. A. Lewis	1
DIRECTOR-MAINTENANCE-TRANSPORTATION	A. F. Seelig, Jr.	1
PROJECT COORDINATOR I-TRANSPORTATION	P. B. Henry	1
SUPERVISOR-METHODS	R. M. Blatt	1
ANALYST SR. I-METHODS	R. J. Houlihan	1
	TOTAL	84

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
SECRETARY & LEGAL DEPARTMENTS

No.
Emp.

SECRETARY-CORPORATE	R. B. Heist	13
EXECUTIVE SECRETARY	K. M. Zechman	1
ASSISTANT SECRETARY-CORPORATE	R. M. Powers	1
ASSISTANT STAFF COUNSEL	J. F. Wilson	1
STENOGRAPHER-"A"	M. A. Pomian	1
ATTORNEY II	W. A. Boquist II	1
STENOGRAPHER-"A"	P. L. Young	1
DIRECTOR-CLAIMS	H. W. Scheithauer	1
ADMINISTRATIVE CLERK-"A"	J. L. Johnson	1
REPRESENTATIVE-CLAIMS	H. S. Feick, Jr.	1
SUPERVISOR-REAL ESTATE	V. S. Renner	1
REPRESENTATIVE-REAL ESTATE	F. K. Bortz	1
ADMINISTRATOR-CORPORATE RECORDS	D. M. O'Brien	1
ADMINISTRATIVE CLERK-"A"	M. E. Rowe	1
LIBRARIAN	D. M. Bosler	1
ADMINISTRATIVE CLERK-"B"	A. L. Kane	1
TOTAL		16

TREASURY DEPARTMENT

TREASURER	R. E. Gehman	19
EXECUTIVE SECRETARY	M. L. Bender	1
SUPV.-CASH MANAGEMENT	L. A. Lenhart	3
ADMINISTRATOR-TREASURY	B. J. McClary	
ADMINISTRATIVE CLERK-"A"	M. N. Matchicka	
SUPV.-FINANCIAL PLANNING	C. J. O'Neill	2
STAFF ASST. II-TREAS.	J. R. Bigelow	
DIRECTOR-PENSIONS	W. J. Kretz	2
STAFF ASST. SR. I-TREAS.	M. C. Snyder	
SUPERVISOR-PAYROLLS	R. I. Ruth	10
STAFF ASST. SR. I-TREAS.	W. R. Fegley	
STAFF ASST. SR. I-TREAS.	L. R. Moyer	
ADMIN. CLERK-"A"	E. L. Ferreri	
	S. L. Morrison	
	B. R. Stoudt	
ADMIN. CLERK-"B"	T. F. Raiger	
	P. L. Weidner	
ACCOUNTANT III-PAYROLL	R. J. Alt	
ADMINISTRATIVE CLERK-"B"	J. L. Bauer	
TOTAL		19

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
ACCOUNTING

		No. Emp.
COMPTROLLER	R. E. Werts	107
EXECUTIVE SECRETARY	L. M. Turnbull	1
STAFF ACCOUNTANT-SR.	A. C. Katerman	1
ASSISTANT COMPTROLLER	D. L. Huff	55
MANAGER - GENERAL ACCOUNTING	H. L. Kachel	29
ACCOUNTANT SR.-GENERAL ACCOUNTING	R. L. Burkhardt	14
ACCOUNTANT III-GENERAL ACCOUNTING	G. S. Steffy	2
ACCOUNTANT II-GENERAL ACCOUNTING	B. P. Patterson	
ACCOUNTANT I-GENERAL ACCOUNTING	J. C. Dougherty	2
GENERAL ACCOUNTING CLERK-"A"	C. M. Davis	
	C. A. Cinelli	1
	K. L. Guldin	4
	G. T. Diaz	
	B. M. Marks	
	K. E. Baim	
GENERAL ACCOUNTING CLERK-"B"	P. A. Conlon	2
	C. T. Arentz	
ADMINISTRATIVE CLERK-"B"	R. M. Stoudt	1
STENOGRAPHER-"B"	M. M. Babb	1
SUPERVISOR-ACCOUNTS PAYABLE	L. H. Mullen	12
GENERAL ACCOUNTING CLERK-"A"	B. E. Ludwig	2
	C. A. Curtin	
GENERAL ACCOUNTING CLERK-"B"	B. Galen	5
	J. H. Glass	
	K. D. Hummel	
	B. L. Moyer	
	C. A. Undheim	
GENERAL ACCOUNTING CLERK-"C"	D. R. Snyder	3
	R. A. Daniels	
	S. A. Tothero	
TYPIST-"A"	D. Bayus	1
ACCOUNTANT TRAINEES		
ACCOUNTANT I-SPECIAL ACCOUNTING	D. W. Fanelli	2
	D. L. Mummert	
SUPERVISOR-CPR	G. C. Marquette, Jr.	17
ASSISTANT SUPERVISOR-CPR	V. D. Schimoler, Jr.	16
ACCOUNTANT SR.-CPR	J. M. Sausen	2
ACCOUNTANT III-CPR	C. E. Hancock	
	B. Bowser	3
	R. C. Piergrossi	
	C. W. Sweigard	
ACCOUNTANT II-CPR	F. J. Day	3
	J. A. Lubas	
	E. Spolski	
GENERAL ACCOUNTING CLERK "A"	D. P. Brown	3
	J. D. Lane	
	J. A. Nevius	
GENERAL ACCOUNTING CLERK "B"	M. B. Brookins	2
	G. A. Woodring	
GENERAL ACCOUNTING CLERK "C"	C. L. Bieber	1
ADMINISTRATIVE CLERK-"C"	L. J. Weand	1
MANAGER TAXES & SPECIAL ACCOUNTING	R. L. Bankes	7
SUPERVISOR-RATE ACCOUNTING	R. A. Kloss	1
ACCOUNTANT SR.-SPECIAL ACCOUNTING	J. J. Wiczorek	1
ACCOUNTANT III-SPECIAL ACCOUNTING	R. A. D'Angelo	1
ACCOUNTANT SR.-TAXES	R. D. Dickinson	3
ACCOUNTANT III-TAXES	T. O. Schaeffer	1
ACCOUNTANT II-TAXES	B. L. Gasser	1
AUDITING - ADMINISTRATIVE CLERK "A"	D. L. Flood	1

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
ACCOUNTING (CONT.)

		No. Emp.
ASSISTANT COMPTROLLER	D. B. Wise	49
SECRETARY	L. M. Wawrzyniak	1
DIRECTOR-OPERATIONS ANALYSIS	R. S. Zechman	6
OPERATIONS ANALYST - SR.	M. D. Seyler	4
	R. T. Tracy	
	E. G. Hasenauer	
	R. G. Kokstein	
STENOGRAPHER-"A"	C. A. Snell	1
MANAGER-BUDGETS & COST ANALYSIS	R. L. Bashore	16
SUPERVISOR FINANCIAL ANALYSIS	K. H. Rose, Jr.	7
ACCOUNTANT-STAFF	K. L. Sensenig	1
COORDINATOR - CFS	E. B. Smith	1
ACCOUNTANT SR.-BUDGETS	D. I. Sensenig	1
ACCOUNTANT III-BUDGETS	H. D. Garrity	1
ADMINISTRATIVE CLERK "A"-BUDGETS	T. T. Rogers	1
GENERAL ACCOUNTING CLERK-"B"	K. H. Frey	1
COORDINATOR-COMEC	G. T. Miner	1
BUDGET & COST SPECIALIST	W. S. Arnold, Sr.	2
	E. J. Moyer	
ACCOUNTANT-STAFF (BUDGETS)	R. G. Hedges	2
	W. G. Axsmith	
ACCOUNTANT II-BUDGETS	D. L. Dorward	1
ADMINISTRATIVE CLERK "A"-BUDGETS	G. A. Leshar	1
STENOGRAPHER-"A"	M. K. Shirey	1
SUPERVISOR-EDP TERMINAL OPERATIONS	F. S. Batdorff	25
GROUP SUPERVISOR-EDP TERMINAL OPERATIONS	C R. Snyder	1
COORDINATOR-EDP CONTROLS	E. P. Warden, Jr.	4
	R. J. Myszkowski	
	F. A. Janiszewski	
	A. E. Leffler	
DATA PROCESSING CLERK-"A"	B. L. Hentwole	2
	P. M. Hoffman	
DATA PROCESSING CLERK-"B"	J. C. Lanzendorfer	3
	E. Colon	
	S. E. Richardson	
KEYPUNCH OPERATOR-SR.	B. B. Auchenbach	2
	A. F. Phillips	
KEYPUNCH OPERATOR	A. E. Young	6
	N. W. Ingham	
	L. K. Strayer	
	B. L. Herb	
	C. A. Hurdle	
	S. M. Lowery	
KEYPUNCH OPERATOR-JR.	C. P. Annabelli	6
	K. Shannon	
	B. A. Lapachinsky	
	K. E. Kramer	
	E. R. Shuman	
	C. A. Zuchowski	
Total		107

ORGANIZATION CHART

CENTRAL DIVISION

		No. Emp.
DIVISION MANAGER	R. E. Dreas	3
CONFIDENTIAL SECRETARY	D. A. Weller	
STENOGRAPHER-"A"	D. N. Schimoler	
OPERATING SUPERINTENDENT	P. E. Winter	1
ADMINISTRATOR-OPERATIONS	E. M. Lloyd	1
ADMINISTRATIVE ASST.-OPERATIONS	C. R. Stetler, Jr.	1
OPERATIONS ANALYST-JR. (TA)	T. C. Troop	1
SUPERVISOR-DIV. CONSTRUCTION & MAINTENANCE	W. F. Shelley, Jr.(1)	98
SUPERVISOR-LINES (Page 12g,h)	R. F. Shomgard (68)	
SUPERVISOR-UC&M (Page 12d)	C. D. Serfas (28)	
DIVISION FORESTER	F. M. Light (1)	
SUPERVISOR-OPERATIONS	F. L. Clouse, Jr.	28
SUPERVISOR-METERS (Page 12i)	J. E. Yeager (12)	
SUPERVISOR-RELAYS (Page 12j)	J. M. Burdis (7)	
SUPERVISOR-ELECTRONICS (Page 12j)	J. E. Richards (6)	
SUPERVISOR-DISPATCHING (Page 12i)	(2)	
SUPERVISOR-DIV. DISTRIB. ENGRNG. (Page 12e,f)	R. E. Fehr II	45
SUPERVISOR-STORES* (Page 12l)	K. W. Kauffman	
SUPERVISOR-BUILDING SERVICE (Page 12)	R. W. Shade	38
SUPERVISOR-DIVISION BUSINESS OFFICE (Page 12a,b)	L. H. Smith	48
MANAGER-CONSUMER SERVICES-DIVISION (Page 12c)	E. R. Ziegenfuss	18
SUPERVISOR-TRANSPORTATION (Page 12l)	R. J. Shugar	20
DIRECTOR-DIVISION PERSONNEL (Page 12k)	C. S. Hollinger, Jr.	3
DIRECTOR-SAFETY (Page 12k)	R. K. Swavely	2
DISTRICT MANAGER-BOYERTOWN (Page 12m)	T. E. Henry III	38
DISTRICT MANAGER-HAMBURG (Page 12m)	P. H. Mount	27
DISTRICT MANAGER-TOPTON (Page 12m)	K. N. Bingaman	24
TOTAL		396

*Reports to Material Systems Mgmt. (Corp.) Not included in total.

ORGANIZATION CHART

EASTERN DIVISION

No.
Emp.

DIVISION MANAGER	R. C. Nagel	2
CONFIDENTIAL SECRETARY	E. M. Keefer	
OPERATING SUPERINTENDENT	J. L. Teklits	4
ADMINISTRATIVE ASST.-OPERATIONS	J. B. Herman	
	A. J. Keiser	
ADMINISTRATIVE CLERK-"B"	D. M. Hudanich	
SUPERVISOR-OPERATIONS	H. G. Steckel	1
SUPERVISOR-BUILDING SERVICE (Page 12)	E. M. Fisher	15
SUPERVISOR-DISPATCHING (Page 12i)	G. W. Smith	6
SUPERVISOR-METERS (Page 12i)	T. J. Malerba	7
SUPERVISOR-RELAY & ELECTRONICS (Page 12j)	R. E. Pleiss	11
SUPERVISOR-DIV. CONSTRUCTION & MAINT.	J. H. Campbell	1
DIVISION FORESTER	J. R. Shriver	1
SUPERVISOR-LINES (Page 12g,h)	A. L. Rothermel	46
SUPERVISOR-STORES* (Page 12l)	M. F. Repsher	
SUPERVISOR-UC&M (Page 12d)	P. R. Harak	24
SUPERVISOR-DIV. DISTRIB. ENGRNG. (Page 12e,f)	R. T. Exley	32
DIRECTOR-SAFETY (Page 12k)	J. W. Slegelmilch, Jr.	2
SUPERVISOR-TRANSPORTATION (Page 12l)	H. J. Gies, Jr.	14
SUPERVISOR-DIVISION BUSINESS OFFICE (Page 12a,b)	E. C. Vivian	32
MANAGER-CONSUMER SERVICES-DIVISION (Page 12c)	V. F. Dennis	14
DIRECTOR-DIVISION PERSONNEL (Page 12k)	R. E. Creveling	4
DISTRICT MANAGER-BANGOR (Page 12o)	H. H. Trite, Jr.	25
DISTRICT MANAGER-STROUDSBURG (Page 12o)	T. R. Kostenbader	45
STROUDSBURG-NORTH (Page 12o)	M. L. Bisher	16
	TOTAL	302

*Reports to Material Systems Mgmt. (Corp). Not included in total.

ORGANIZATION CHART

LEBANON DIVISION

No.
Emp.

DIVISION MANAGER	E. H. Elliehausen	3
CONFIDENTIAL SECRETARY	J. L. Ilgenfritz	
ADMINISTRATIVE CLERK-"C"	N. J. Hummel	
OPERATING SUPERINTENDENT	D. S. High	1
ADMINISTRATOR-OPERATIONS	P. E. McCliment	2
ADMINISTRATIVE ASST.-OPERS.	K. M. Schenck	
SUPERVISOR-DIV. CONST. & MAINT.	E. F. Bensinger	2
STENOGRAPHER-"A"	F. G. Shank	
SUPERVISOR-LINES (Page 12g,h)	T. R. Kern	64
SUPERVISOR-UC&M (Page 12d)	P. T. Leicht	21
SUPERVISOR-OPERATIONS	E. M. Zubey	1
SUPERVISOR-METERS (Page 12i)	L. H. Miller	7
SUPERVISOR-DIVISION RELAY (Page 12j)	R. G. Bonneville	7
SUPERVISOR-DISPATCHING (Page 12i)	G. G. Kiscadden	9
SUPERVISOR-COMP. & ELECT. MAINT. (Page 12j)	N. F. Light	6
SUPERVISOR-DIV. DISTRIB. ENCRNG. (Page 12e,f)	M. R. Smith	27
SUPERVISOR-STORES* (Page 12l)	C. A. Sechrist	
SUPERVISOR-BUILDING SERVICE (Page 12)	J. R. Barry	16
SUPERVISOR-DIVISION BUSINESS OFFICE (Page 12a,b)	B. B. Donley	30
MANAGER-CONSUMER SERVICES-DIVISION (Page 12c)	B. C. Schmehl	12
SUPERVISOR-TRANSPORTATION (Page 12l)	A. C. Reinbold	12
DIRECTOR-DIVISION PERSONNEL (Page 12k)	T. L. Hombach	7
DIRECTOR-SAFETY (Page 12k)	J. F. Bender	2
DISTRICT MANAGER-MIDDLETOWN (Page 12n)	E. J. Schneider	22
TOTAL		251

*Reports to Material Systems Mgmt. (Corp.). Not included in total.

ORGANIZATION CHART
WESTERN DIVISION

		No. Emp.
DIVISION MANAGER	J. R. Clugston	2
	CONFIDENTIAL SECRETARY M. Gates	
OPERATING SUPERINTENDENT	W. R. Scharadin	1
SUPERVISOR-DIV. CONST. & MAINT.	F. M. Wentzel	3
	STENOGRAPHER-"A"	
	ADMINISTRATIVE ASSISTANT-OPERS. C. S. Sparks	
	SUPERINTENDENT-LINES (Page 12g h) P. L. Houck	74
	RED LION (Page 12p)	12
	SUPERVISOR-UC&M (Page 12d) E. W. Lease	30
	SUPERVISOR-RELAY & ELECTRONICS (Page 12j) C. P. Thomas	12
SUPERVISOR-DIVISION ADMINISTRATION	A. C. Veach	4
	ADMINISTRATIVE ASSISTANT-OPERS. R. E. Crumrine	
	ENGINEER-II-OPERATIONS W. R. Leppo	
	ADMINISTRATIVE CLERK-"C"	
	SUPERVISOR-DISPATCHING (Page 12i) W. W. Shue	11
	SUPERVISOR-DIV. DISTRIB. ENGRNG. (Page 12e,f) R. W. McCliment	51
	SUPERVISOR METERS (Page 12i) J. F. Bressler	11
	SUPERVISOR-TRANSPORTATION (Page 12l) E. D. Fries	17
	SUPERVISOR-DIV. BUSINESS OFFICE (Page 12a,b) W. L. Reiker	49
	SUPERVISOR-BUILDING SERVICE (Page 12) H. A. Crump	16
	MANAGER-CONSUMER SERVICES-DIVISION (Page 12c) H. A. Duscha	14
	DIRECTOR-DIVISION PERSONNEL (Page 12k) C. L. Woltman	3
	DIRECTOR-SAFETY (Page 12K) R. L. Wagner	2
	SUPERVISOR-STORES* (Page 12l) P. L. Drescher	
PRODUCTION SUPERVISOR		
DISTRICT MANAGER-DILLSBURG	(Page 12p) R. E. Rettgers	28
DISTRICT MANAGER-GETTYSBURG	(Page 12p) W. L. Sweigart	26
DISTRICT MANAGER-GLEN ROCK	(Page 12p) C. C. Petry	27
DISTRICT MANAGER-HANOVER	(Page 12p) B. W. Arnold	40
	TOTAL	433

*Reports to Material Systems Mgmt. (Corp.). Not included in total.

ORGANIZATION CHART - BUILDING SERVICE DEPT.

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
SUPV.-BUILDING SERVICE	R. W. SHADE	J. R. BARRY	E. M. FISHER	H. A. CRUMP
	38	16	15	16
JANITOR-CHIEF				
JANITOR-"A"				1
JANITOR-"B"				5
UTILITY MAN-2ND CL.				1
UTILITY WORKER-"B"				1
REPAIR CHIEF				1
REPAIRMAN-1ST CL.				1
REPAIRMAN-2ND CL.				2
MAIL CLERK				
TELEPHONE OPERATOR				
		B. A. SPECK	R. M. BIGELOW	H. ROMERU
		F. WEISMAN	R. S. RAHN	M. L. GRANT
		D. M. VITTI		J. C. SENFT
TELEPHONE OPERATOR (PART-TIME)				
FOREMAN-JANITORIAL	S. B. HEPLER			C. R. SECHRIST
	1			1
JANITOR-"A"				
	15			
JANITOR-"B"				
	5			
UTILITY WORKER-"A"				
	3			
JANITOR-"A"				
	6			
JANITOR-"A" (P/T-Temp.)				
	1			
UTILITY MAN-2ND CL.				
UTILITY WORKER-"A"				
	1			
UTILITY WORKER-"B"				
	1			
UTILITY WORKER-"B" (TEMP.)				
	1			
REPAIRMAN-CHIEF				
	1			
REPAIRMAN-1ST CL.				
	6			
REPAIRMAN-2ND CL.				
	3			
WATCHMAN				
	1			
CLERK-INT. SR.				
PROJECT COORD. II-				
BLDG. SVC. & SEC.	R. W. ZINN, JR.			
	1			
WATCHMAN	J. J. DOMAGALSKI			
	1			

ORGANIZATION CHART - BUSINESS OFFICE

	CENTRAL DIVISION		LEBANON DIVISION		EASTERN DIVISION		WESTERN DIVISION	
		NO. EMP.		NO. EMP.		NO. EMP.		NO. EMP.
SUPV.-DIVISION BUSINESS OFFICE	L. H. SMITH	48	B. B. DONLEY	30	E. C. VIVIAN	32	W. L. REIKER	49
ASST. SUP.-DIV. BUSINESS OFFICE								
CREDIT ADMIN.- BUSINESS OFFICE	M. A. YEAGER	1	R. W. BOESHORE	1	K. B. SIGAFOOS, JR.	1	M. A. EYLER	1
BUSINESS OFFICE CLK.-"A"								
BUSINESS OFFICE CLK.-"B"	C. G. GONZALEZ I. N. KEEFER C. A. SMITH	3	P. A. HEISEY	1				
BUSINESS OFFICE CLK.-"C"								
ADMINISTRATIVE CLERK-"B"	M. E. BEARD	1						
ADMIN.-BUSINESS OFFICE								
COLLECTOR	F. M. MANZELLA E. GOLDEN	2	T. B. KEEFER	1	M. R. YELLEN	1	J. W. TREDWAY, JR. A. F. WHITE	2
ADMIN-BUSINESS OFFICE	R. E. BAVER	1	B. J. WHITMAN	1	J. S. KRESSLY	1	C. E. MEYER	1
BUSINESS OFFICE CLERK-"A"	L. E. CONNOR J. A. DOBSON M. BARE R. L. RITTER J. L. SOUDERS C. A. CARRAWAY J. L. REBER P. A. TULL	8	M. C. HUMMEL N. A. MAYHOFFER I. B. DARKES I. D. NOLL	4	L. R. FRARE V. I. MARSH A. M. STRICKLAND E. L. FREY, JR. P. A. MOSER	5	W. S. HESS E. L. ELINE H. M. EISENHART M. E. MYERS B. W. BECK	5
BUSINESS OFFICE CLERK-"B"	M. B. CLARK S. K. BYBEL S. G. Ertel W. H. FLOWERS, JR. M. J. KEGERISE	5	B. S. YOUNGMAN H. N. CHAPMAN Y. L. MURPHY J. L. LESHER K. E. MCGOVERN	5	M. E. MOCK G. B. MARTINEZ F. M. WAGNER D. S. MONDILLO M. A. KUZMACK J. T. YENCHO E. A. KENNEDY	7	K. V. BARTON P. A. MURR R. E. MYERS G. D. ROHRBAUGH W. M. HOLLAND, JR. R. L. THOMPSON R. M. WARNER J. A. BORDER L. C. GROVE, JR. G. E. WALTON B. J. STAMBAUGH P. M. THOMAS R. E. SMELTZER	13
BUSINESS OFFICE CLERK-"C"	M. M. ZETTEMAYER L. D. CAMPBELL R. L. TRITE S. M. QUINONES D. L. KRUG	5	E. B. MILLER S. A. DAUBERT	2	S. B. LOCKHART D. R. SEIPLE K. K. KELLY	3	A. L. BUTLER D. L. ALBURTIS J. E. LOUCKS	3

BUSINESS OFFICE (CONT.)

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
STENOGRAPHER-"A"		E. M. BEATTY 1		G. G. COXEN 1
STENOGRAPHER-"B"	M. G. MCDEVITT 1			
GROUP SUPV.-METER READERS	P. J. REIDENHOUR 1	M. C. LONG 1	J. B. JACOBY 1	E. GROVE 1
METER READER-CHIEF	1	1	1	1
METER READER	13	8	8	13
METER READER-JR.				
UTILITY MAN-1ST CL.	2	1	1	2
REPRESENTATIVE-BUSINESS OFFICE	J. C. LEWANDOWSKI B. H. SHANNON K. P. ADAMS 3	A. R. SHEFFY G. L. GAMLER 2	C. H. HEIL G. W. RESH 2	G. R. HEATH, JR. C. L. BUCHTER J. R. YOUNG 3
MAIL COURIER				J. E. NEIMAN 1
ADM. CLERK "B"				P. M. HARLACHER 1

ORGANIZATION CHART - CONSUMER SERVICES DEPT.

	CENTRAL DIVISION		LEBANON DIVISION		EASTERN DIVISION		WESTERN DIVISION	
		NO. EMP.		NO. EMP.		NO. EMP.		NO. EMP.
MANAGER-CONSUMER SVCS.-DIV.	E. R. ZIEGENFUSS	18	B. C. SCHMEHL	12	V. F. DENNIS	14	H. A. DUSCHA	14
STENOGRAPHER-"A"	J. L. SEIDEL	1	J. L. ESWORTHY P. M. NOLL	2	A. J. OWENS	1	M. E. STOUCH	1
STENOGRAPHER-"B"	M. J. BOARDER	1						
ADMINISTRATIVE CLERK-"B"					P. M. ENGLER	1	B. H. BOTT	1
ADMINISTRATIVE CLERK-"C"								
SPVSR.-COMM. & IND. CONSUMER SVCS.							C. M. WAGMAN	1
SUPVSR. -COMM. CONSUMER SVCS.	R. D. CALEY	1			H. G. KIRCHGASSNER	1		
INDUSTRIAL ENGINEER	R. J. KOVACK	1			R. T. WALKER	1	R. L. MANN	1
INDUSTRIAL ENGINEER-I							R. L. BASHORE	1
COMMERCIAL REPRESENTATIVE	L. R. BELL	2	R. L. BEMESDERFER	2	J. F. DEAK	2	W. B. NAGLE, JR.	3
	J. C. SEIDEL		P. N. COLBAN		J. ZIESERL III		W. G. BRENNER	
							D. E. COHEN	
INDUSTRIAL REPRESENTATIVE	R. B. WEITZ	1	J. R. RESANOVICH	2	R. H. STEWART	1		
			R. B. RHODE					
SUPERVISOR-RESIDENTIAL CONSUMER SVCS.	M. P. KREPPS	1	E. H. FRANKHOUSER	1	R. W. KRAEMER	1	R. S. DENNIS	1
RESIDENTIAL REPRESENTATIVE	M. S. WEIDNER	5	J. D. MURPHY	2	R. S. KOCHER	3	C. C. MOWERY	1
	R. F. MAJKA		C. P. CONN		S. A. KELLER			
	P. R. MCFERREN				B. M. STEMPO			
	R. F. HORN							
	D. J. VEGA							
CONSUMER RELATIONS REPR.	S. P. BELL	1			D. M. SHARER	1	M. K. HOFFMAN	1
HOME ECONOMIST-TEMP.								
JANITOR "A"	(PT)	1						
COMMUNITY SVCS. REPRESENTATIVE-SR.	R. J. GRANT, SR.	1					R. C. HOFFMAN	1
COMMUNITY SVCS. REPRESENTATIVE	E. P. KERR	1	J. G. SHANFELDER	1	H. M. BAUMAN, JR.	1	W. L. THORNTON	1
ADMINISTRATOR-MUNIC. & TECH. SVCS.			H. A. WEIMER	1				

ORGANIZATION CHART - ELECTRICAL CONSTRUCTION & MAINT. DEPT.

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
SUPERVISOR-UC&M	C. D. SERFAS 28	P. T. LEICHT 21	P. R. HARAK 24	E. W. LEASE 30
ENGINEER III-UC&M			F. T. FREIDL 1	
PROJECT COORDINATOR II UC&M	D. E. SEIDEL 1			
ENGINEER, JR.-UC&M				
ENGINEERING ASSOCIATE-UC&M				
CLERK SR.	1			
CLERK INT. SR.			1	
CLERK				
TYPIST CLERK				
FOREMAN-MAINTENANCE				
ADMINISTRATOR-UC&M				
CLERK SR.				B. D. STAUFFER 1
CLERK				1
CLERK JR.				
FOREMAN-UC&M, ROVING				O. HAKE, JR. 1
UC&M MAN-CHIEF				1
UC&M MAN-1ST CL.				3
UC&M MAN-2ND CL. (2ND YR.)				2
UC&M MAN APPR. (2ND YR.)				
UC&M MAN				
HEAVY EQUIPMENT OPERATOR				
FOREMAN-UC&M, ROVING	W. R. WAGNER 2	J. R. UMBERGER 2	E. M. BREWER 2	H. G. MARTIN 3
	W. J. VOGEL, JR. 2	H. R. LAUDERMILCH 1	L. N. HELLER 2	J. R. HELIG 1
	C. R. SPEECE 2	J. A. FISHER 1		T. F. TOME 1
FOREMAN-UC&M				
	H. R. KLEE 4			
UC&M MAN-CHIEF		3	4	2
UC&M MAN-1ST CL.	16	8	10	11
UC&M MAN-2ND CL. (2ND YR)		5	3	2
UC&M MAN-2ND CL. (1ST YR)				
UC&M-APPR. (2ND YR.)			1	2
UC&M MAN-APPR. (1ST YR.)				
UTILITY MAN-1ST CL.				
UTILITY WORKER-"A"			1	1
UTILITY MAN-2ND CL.	1	1		

WESTERN SERVICE CENTER

ORGANIZATION CHART
DIVISION ENGINEERING

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
SUPERVISOR-DIV. DISTRIB. ENGRNG.	R. E. FEHR, II 45	M. R. SMITH 27	R. T. EXLEY 32	R. W. MCCLIMENT 51
SECTION SUPV.-DIV. DISTRIB. ENGRNG.	J. R. SIETTLER 1		J. D. BELL 1	M. H. BARSHINGER 1
* ENGINEER III-DIV. DISTRIB. ENG.		W. R. THOMAS** 1		R. R. STARNER, JR. 2
* ENGINEER II-DIV. DISTRIB. ENG.	T. E. RIEGEL 1			L. H. HIMMELBERGER 1
* SUPV.-DIST. ENG.				J. A. SCOTT, JR. 1
* PROJ. COOR. II-DIV. DISTRIB. ENG.	H. A. STITZER 1			
* PROJ. COOR. I-DIV. DISTRIB. ENG.		H. S. FOX 1		
* ENGINEER I-DIV. DISTRIB. ENG.	G. S. KOENIG 2			
* ENGRNG. ASSOC. II-DIV. DIST. ENG.	K. E. MCCrackEN 1			
GROUP SUPV.-DIV. DISTRIB. ENGRNG.	G. A. HULSHART 2	K. G. WIELAND 2	F. S. REESE, JR. 2	G. H. RYER 1
LAYOUT MAN-SENIOR	3			
LAYOUT MAN (2ND YR.)	1			
LAYOUT MAN (1ST YR.)	2			
LAYOUT MAN (1ST YR.)				P. D. SABOLD 1
GROUP SUPV.-DIV. DISTRIB. ENGRNG.	R. G. SCHAFER 1	L. D. SNYDER 1	C. E. HARRISON 1	W. K. FENGFISH, JR. 3
LAYOUT MAN-SENIOR	3			
LAYOUT MAN (2ND YR.)	5			
LAYOUT MAN (1ST YR.)	1			
LAYOUT MAN-JUNIOR	2			
UTIL. MAN-2ND CL. (PD)				
GROUP SUPV.-DIV. DISTRIB. ENGRNG.	R. J. DEWALT 1		D. T. DORNBLASER 1	R. E. MCGURK 1
LAYOUT MAN-SENIOR	3			
LAYOUT MAN (2ND YR.)	3			
LAYOUT MAN (1ST YR.)	1			
LAYOUT MAN-JUNIOR	1			

CONT. ON NEXT PAGE

*At times may be assigned to a group.
**Also responsible for Division Planning.

ORGANIZATION CHART
DIVISION ENGINEERING CONT'D

	CENTRAL DIVISION		LEBANON DIVISION		EASTERN DIVISION		WESTERN DIVISION	
		NO. EMP.		NO. EMP.		NO. EMP.		NO. EMP.
SUPERVISOR-DIV. RIGHT-OF WAY	J. H. MOYER	1	M. HAHN	1	G. W. MACHER	1	C. E. REEVER	1
REPRESENTATIVE-R/W-DIV.	A. G. BURKERT	3	J. W. FEEMAN	1	R. F. STRATTON	3	C. C. STOUGH	4
	R. L. GEHRING				H. W. KULP, JR.		C. E. KELLER	
	F. R. CRATIL, SR.				R. O. BURNETT		A. J. GREGOR	
							M. M. MITZEL	
ADMINISTRATOR-M&R-DIVISION ENGRNG.	J. R. SIMPSON	1	K. L. SALTZER	1	N. E. LEE	1	A. H. ETRIS	1
CLERK		2		3		1		2
CLERK-JUNIOR						1		
TYPIST-CLERK				1				
CLERK-INTERMEDIATE-SENIOR		1				1		1
MAPWORKER-INTERMEDIATE SENIOR		1		1		1		
MAPWORKER				1				
MAPWORKER-JUNIOR						1		
LAYOUT MAN-2ND YR.								1
LAYOUT MAN-JR.		1						2
UTIL. MAN-2ND CL. (PD)								1
ADMINISTRATOR-DIV. DISTRIB. ENGRNG.	D. H. SHUNK	1	UNDER ADMIN.-M&R				D. H. BAKER, JR.	1
CLERK-SENIOR								
CLERK-INTERMEDIATE SENIOR								
CLERK		1				1		2
CLERK-JUNIOR								
STENOGRAPHER-CLERK		1				1		
TYPIST-CLERK								
*** ENGINEER III-DIVISION PLANNING	S. W. SHANNON	1			T. H. YOUNG	1		
ENGINEER II-DIVISION PLANNING							J. SARVER	1
TECH. ANALYST III-DIV. DISTRIB. ENG.					J. A. FLOWERS	1		

*** Reports to the System Planning Engineer

ORGANIZATION CHART - LINE DEPARTMENT

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
SUPERVISOR-LINES	R. F. SHOMGARD 68	T. R. KERN 64	A. L. ROTHERMEL 46	P. L. HOUCK 74
CLERK-SR.				
CLERK				
PROJECT COORDINATOR II-LINES	R. A. ZUBER 1	C. P. REED 1	C. R. LEH 1	
CLERK-SR.				
CLERK				
DIVISION FORESTER		J. D. REINBOLD 1		J. J. EDWARDS 1
PROJECT COORDINATOR I-LINE	R. C. FULTON, JR. 1			
CLERK-SR.				
CLERK				
ENGINEER III-LINE				J. M. EVERS, JR. 1
ENGINEER II-LINES				
CLERK-SR.				
CLERK				
ASSISTANT SUPERVISOR-LINES			E. E. RICE, JR. 1	
SERVICEMAN-HOT STICK				
UTILITY MAN-2ND CL.				
FOREMAN-LINES ROVING			R. J. HUGHES 2	
			R. D. LAMBERT	
FOREMAN-LINES				
LINEMAN CHIEF-"A"-H. S.				6
LINEMAN CHIEF-"B"-H. S.				
LINEMAN-1ST CL.-H. S.				19
LINEMAN-2ND CL. (2ND YR.)				
LINEMAN-1ST CL.-H. S.				19
LINEMAN-2ND CL. (2ND YR.)				1
LINEMAN-2ND CL. (1ST YR.)				
SPECIAL EQUIP. OPER. III				4
SPECIAL EQUIP. OPER. II				
HEAVY EQUIP. OPER.				1
UTIL. MAN-1ST CL.				1
LINEMAN-APPR. (1ST YR.)				2
LINEMAN-APPR. (2ND YR.)				1

CONTINUED NEXT PAGE

ORGANIZATION CHART - LINE DEPT. (CONT'D)

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
SUPERINTENDENT/SUPERVISOR-LINES				
GENERAL LINE FOREMAN	1	C. L. RAICER		C. H. LEICHT
SERVICEMAN-HOT STICK	4			
UTILITY MAN-1ST CL.				
INSPECTOR LINE & R/W				
FOREMAN-LINES ROVING	4	G. R. SMITH		R. R. HAGARMAN
		R. P. ADAMS		K. A. KINDIG
		A. J. BUCHTER, JR.		F. M. MARSHALL
				F. L. FRINGER
				L. L. TOMES
FOREMAN-LINES	2	R. C. BOOKS		
		D. R. YOUNG		
LINEMAN CHIEF "A"-				
HOT STICK	15		9	11
LINEMAN CHIEF "B"-				
HOT STICK				
LINEMAN 1ST CL.-				
HOT STICK	29		32	43
LINEMAN 2ND CL. (1ST YR)				
LINEMAN APPR. (2ND YR)				
LINEMAN APPR. (1ST YR.)				
GROUNDMAN				
SPECIAL EQUIP.				
OPERATOR III	4		4	4
SPECIAL EQUIP.				
OPERATOR II	1			
SPECIAL EQUIP.				
OPERATOR I				
HEAVY EQUIP. OPERATOR	2		3	
UTILITY MAN-2ND CL.	1			2

ORGANIZATION CHART - METER & DISPATCHING DEPTS.

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
METER DEPT.				
SUPERVISOR-METERS	J. E. YEAGER	L. H. MILLER	T. J. MALERBA	J. F. BRESSLER
PROJECT ENGINEER-METER	12	7	7	11
ENGINEERING ASSOCIATE				
FOREMAN-METERS				
FIELD TESTER CHIEF	1	1	1	1
FIELD TESTER 1ST CL.	4	2	2	4
FIELD TESTER 2ND CL. (2ND YR)	2	1	1	1
FIELD TESTER-SINGLE PHASE	2			2
CLERK-INT. SR.				
CLERK	1	1	1	1
CLERK JR.				
STENOGRAPHER CLERK	1			

DISPATCHING DEPT.

SUPERVISOR-DISPATCHING		G. G. KISCADDEN	9	G. W. SMITH	6	W. W. SHUE	11
DIVISION DISPATCHER			5		5		5
SUBSTATION OPER.-1ST CL.	1		2				4
LAYOUT MAN (2ND YR.)	1						
DIVISION DISPATCHER TRAINEE			1				1

ORGANIZATION CHART - RELAY & ELECTRONICS DEPT.

	CENTRAL DIVISION		LEBANON DIVISION		EASTERN DIVISION		WESTERN DIVISION	
	NO. EMP.		NO. EMP.		NO. EMP.		NO. EMP.	
SUPERVISOR-JR-RELAYS & ELECTRONICS	13		13		R. E. PLEISS	11	C. P. THOMAS	12
RELAY TECHNICIAN SR.								
RELAY TECHNICIAN JR. (2ND YR.)								
RELAY TECHNICIAN JR. (1ST YR.)								
SUPERVISOR-COMP. & ELECTRON. MAINT.		J. E. RICHARDS 1		N. F. LIGHT 1		W. FENNELL 1		N. E. THOMAS 1
TECH. ANALYST SR. I-DIV. ELECTRONICS		J. W. MILLER, JR. 1		L. F. SANDERS 1		M. A. SOBCHAK 1		W. H. BAIR 1
TECHNICAL ANALYST III-DIV. ELECTRONICS								
ELECTRONICS TECHNICIAN SR.	3		4					
ELECTRONICS TECHNICIAN								
ELECTRONICS TECHNICIAN JR. (1ST YR)	1							
ELECTRONICS TECHNICIAN SR.						3		3
ELECTRONICS TECHNICIAN						1		
ELECTRONICS TECHNICIAN-JR. (2ND YR)								
SUPERVISOR-DIVISION RELAY		J. R. BURDIS 1		R. G. BONNEVILLE 1		D. W. REPSHER 1		W. C. LAWYER 1
RELAY TECHNICIAN SR.	6		4			3		5
RELAY TECHNICIAN			1					
RELAY TECHNICIAN JR. (2ND YR)								
RELAY TECHNICIAN JR. (1ST YR)								
TECH. ANALYST SR. I-DIV. RELAY				L. R. KOENIG 1				

ORGANIZATION CHART

	CENTRAL DIVISION	LEBANON DIVISION	EASTERN DIVISION	WESTERN DIVISION
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
<u>HUMAN RESOURCES DEPT.</u>				
DIRECTOR-DIVISION PERSONNEL	C. S. HOLLINGER, JR. 3	T. L. HOMBACH 7	R. E. CREVELING 4	C. L. WOLTMAN 3
ADMINISTRATOR II-PERSONNEL		G. L. HAHN 1*		
ADMINISTRATOR II-PERSONNEL		D. F. SCHOFFSTALL 1		
STENOGRAPHER-"A"	A. K. LENHART 2 I. E. MOLINA (TA)	R. M. BOMBERGER 1	L. A. MINNICH 1	M. K. BECKER 1
ADMINISTRATOR-PAYROLL		B. J. RESSLER 1	W. A. BARLIEB 1	J. S. MALSKY 1
ADMINISTRATIVE CLERK-"A" PAYROLL		J. A. TWIGG 1	D. C. KEIPER 1	
STENOGRAPHER-"A"		L. A. WITTER 1*		

SAFETY DEPT.

DIRECTOR-SAFETY	R. K. SWAVELY 2	J. F. BENDER 2	J. SLEGELMILCH, JR. 2	R. L. WAGNER 2
REP.-SAFETY	C. E. BAER, JR. 1	J. M. BOGER 1	F. C. ACKERMAN 1	P. J. BENKERT 1
STENOGRAPHER-"B"				

*Assigned to TMI

ORGANIZATION CHART

TRANSPORTATION DEPT.	CENTRAL DIVISION		LEBANON DIVISION		EASTERN DIVISION		WESTERN DIVISION	
		NO. EMP.		NO. EMP.		NO. EMP.		NO. EMP.
SUPERVISOR-TRANSPORTATION	R. J. SHUGAR	20	A. C. REINBOLD	12	H. J. GIES, JR.	14	E. D. FRIES	17
FOREMAN-TRANSPORTATION	W. S. ADAM	2	B. H. BOLTZ	1	A. J. NEEL, JR.	2	A. W. SPEICHER	2
	W. J. GREENAWALT				R. W. WOLFINGER		D. E. CRUMLING	
MECHANIC CHIEF		1		1		1		1
CERTIFIED MECHANIC		3		2				
MECHANIC-1ST CL.		7		2		5		6
MECHANIC-2ND CL.		2		2		2		2
MECHANIC APPRENTICE								
MECHANIC APPRENTICE (2ND YR)								1
MECHANIC APPRENTICE (1ST YR)								2
UTILITY WORKER "A"		1						
UTILITY WORKER "B"		2		2		2		1
UTILITY MAN-2ND CL.								
CLERK INT. SR.		1		1		1		1

MATERIALS MANAGEMENT DEPARTMENT

MGR.-MATERIAL SYS. MGMT. (Corp.)*

↑ SUPERVISOR-STORES	K. W. KAUFFMAN	8	C. A. SECHRIST	6	M. F. REPSHER	6	P. L. DRESCHER	9
STOREKEEPER-SR.		1		1		1		1
STOREKEEPER		1		1		1		1
STORES ASSISTANT		2		2		2		4
UTILITY MAN-1ST CL.								
UTILITY MAN-2ND CL.		1		1		1		1
UTILITY WORKER "A"		2						1
UTILITY WORKER "B"								

*Management responsibility under Material Systems Management Section.

ORGANIZATION CHART - CENTRAL DIVISION DISTRICTS

	HAMBURG DISTRICT	TOPTON DISTRICT	BOYERTOWN DISTRICT
	NO. EMP.	NO. EMP.	NO. EMP.
DISTRICT MANAGER	27	24	38
SUPERVISOR-DISTRICT ENGINEERING	P. H. MOUNT	K. N. BINGAMAN	T. E. HENRY III
LAYOUT MAN (2ND YR)	F. S. BRESLER	E. W. KEIPER	J. A. FLOOD
LAYOUT MAN JR.			
CLERK JR.			
SUPERVISOR-DISTRICT BUSINESS OFFICE	R. W. HENSINGER	L. R. HEAGY	R. M. MEADOWCROFT
REPRESENTATIVE-BUSINESS OFFICE	J. D. BAILEY		
BUSINESS OFFICE CLERK-"B"	D. M. CLOUSER	C. F. MILLER	H. W. WERNER N. MOYER
METER READER			
METER READER-JR.			
UTILITY MAN-1ST CL.			
UTILITY MAN-2ND CL.			
FOREMAN-LINES ROVING	R. P. SEAMAN	W. C. MERTZ	A. N. KRESKA
	C. H. KISSINGER	R. H. NORTHEIMER	M. J. KISTLER
FOREMAN-LINES			
LINEMAN CHIEF-"A"-H.S.	3	4	6
LINEMAN CHIEF-"B"-H.S.			
LINEMAN-1ST CL.-H.S.	11	10	12
LINEMAN-2ND CL. (2ND YR)	1		2
LINEMAN-2ND CL. (1ST YR)			1
LINEMAN-APP. (2ND YR)	1		1
LINEMAN-APP. (1ST YR)			1
SPECIAL EQUIPMENT OPER. III			1
HEAVY EQUIPMENT OPER.			1
GROUNDMAN			
PROJECT COORDINATOR III-LINES			R. F. HOUP

ORGANIZATION CHART - LEBANON DIVISION DISTRICTS

MIDDLETOWN DISTRICT		NO. EMP.
DISTRICT MANAGER		22
SUPERVISOR-DISTRICT ENGINEERING		
LAYOUT MAN (2ND YR)	E. J. SCHNEIDER	
FOREMAN-UC&M	G. L. LOWE	1
UC&M MAN-CHIEF		1
UC&M MAN-1ST CL.		2
UC&M MAN-2ND CL. (2ND YR)		1
UC&M MAN APPR. (2ND YR)		
HEAVY EQUIPMENT OPERATOR		1
FOREMAN-LINES, ROVING	G. R. DOUGHERTY	1
LINEMAN CHIEF-"A"-H.S.		1
LINEMAN CHIEF-"B"-H.S.		
LINEMAN-1ST CL.-H.S.		2
LINEMAN-2ND CL. (2ND YR)		4
LINEMAN-2ND CL. (1ST YR)		
LINEMAN-APPR. (2ND YR)		
LINEMAN-APPR. (1ST YR)		
SPECIAL EQUIPMENT OPER. III		
HEAVY EQUIPMENT OPERATOR		1
* UTILITY MAN-1ST CL.		1
* UTILITY MAN-2ND CL.		1
UTILITY WORKER-"B"		2
CLERK		1
MECHANIC-1ST CL.		1

*These classifications report to Supv.-District Engineering

ORGANIZATION CHART - EASTERN DIVISION DISTRICTS

	BANGOR DISTRICT		STROUDSBURG DISTRICT		STROUDSBURG-NORTH	
		NO. EMP.		NO. EMP.		NO. EMP.
DISTRICT MANAGER	H. H. TRITE, JR	25	T. R. KOSTENBADER	45		
SUPERVISOR-DISTRICT ENGINEERING	R. T. COYLE	1	T. C. FRETZ	1		
LAYOUT MAN (2ND YR)		1		1		
LAYOUT MAN (1ST YR)				1		
LAYOUT MAN JR.				1		
CLERK				1		
SUPERVISOR-DIST. BUSINESS OFFICE	P. L. BECHTEL	1	G. J. BUSSENIUS	1		
REPRESENTATIVE-BUSINESS OFFICE			L. M. LOBB	1		
BUSINESS OFFICE CLERK-"B"	G. J. STRAUSS	2	S. ANDERSON	2		
	L. C. YEAKEL		M. E. JOHNSON			
BUSINESS OFFICE CLERK-"C"						
METER READER		2		3		
UTILITY MAN-2ND CLASS		2		1		
SUPERVISOR-DISTRICT LINES			R. E. MARKULICS**	1		
FOREMAN-LINES, ROVING			R. J. DENICKER	1		
FOREMAN-LINES			R. H. TRANSUE	1		
LINEMAN-CHIEF-"A"-H.S.				4		
LINEMAN-CHIEF-"B"-H.S.						
LINEMAN-1ST CL.-H.S.				13		
LINEMAN-2ND CL. (2ND YR)				1		
LINEMAN-2ND CL. (1ST YR)						
LINEMAN-APPR. (2ND YR)				3		
LINEMAN-APPR. (1ST YR)				1		
HEAVY EQUIPMENT OPERATOR				1		
UTILITY MAN-1ST CL.				2		
SPECIAL EQUIP. OPER. III				2		
UTILITY WORKER-"B"				1		
FOREMAN-LINES, ROVING	W. C. HERBST	1			M. L. BISHOP	16
FOREMAN-LINES	C. D. BEEGLE, JR.	1			S. E. REISS, JR.	1
LINEMAN-CHIEF-"A"-H.S.		2				2
LINEMAN-CHIEF-"B"-H.S.						
LINEMAN-1ST CL.-H.S.		8				4
LINEMAN-2ND CL.-(2ND YR)						2
LINEMAN-2ND CL.-(1ST YR)						
LINEMAN-APPR. (2ND YR)						3
LINEMAN-APPR. (1ST YR)						
HEAVY EQUIPMENT OPERATOR		2				1
UTILITY MAN-1ST CL.		1				1
SPECIAL EQUIP. OPER. III						
UTILITY WORKER-"B"						
METER READER						1

**Area of responsibility also includes Stroudsburg-North

ORGANIZATION CHART - WESTERN DIVISION DISTRICTS

	HANOVER DISTRICT	DILLSBURG DISTRICT	GETTYSBURG DISTRICT	GLENROCK DISTRICT	RED LION DISTRICT
	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.	NO. EMP.
DISTRICT MANAGER	B. W. ARNOLD 40	R. E. RETTGERS 28	W. L. SWEIGART 26	C. C. PETRY 27	12
SUPERVISOR-DISTRICT ENGINEERING	J. J. JOHNSON 1	D. E. ROSBACH 1	T. O. MYERS 1		
LAYOUT MAN (2ND YR)	1	1	1		
LAYOUT MAN JR.					
SUPV.-DISTRICT BUSINESS OFFICE	A. L. RUDISILL 1	J. L. MYERS 1	L. C. KRALL 1	G. E. FICKES 1	
REPRESENTATIVE-BUSI- NESS OFFICE	B. L. GROFT 1				
ADMINISTRATIVE CLERK-"A"					
BUSINESS OFFICE CLERK-"B"	B. A. WEAVER 1	P. E. PAUP 1	S. L. CARBAUGH 2 N. J. SANDERS	L. J. HARTMAN 1	
BUSINESS OFFICE CLERK-"C"	K. E. MELLOTT 1				
METER READER	3	2	1	1	
UTILITY MAN-1ST CL.					
UTILITY MAN-2ND CL.					
UTILITY WORKER-"B"					
REPRESENTATIVE-BUSINESS OFFICE					
STOREKEEPER, JR. CLERK				R. H. DEARDORFF 1	
SUPV.-DISTRICT LINE FOREMAN-LINES, ROVING	J. F. HETRICK 3 R. W. SHEARER H. J. MILLER	F. E. MORELAND 2 C. E. RAFFENSBERGER	H. W. DIXON, JR. 2 C. H. NITCHMAN	F. H. FRANKLIN 2 P. E. BAILEY	R. L. PEPO 1
LINEMAN CHIEF "A"-H.S.	5	5	4	4	2
LINEMAN 1ST CL-H S.	16	10	10	11	8
LINEMAN 2ND CL. (2ND YR.)					
LINEMAN APPR. (2ND YR.)	1	1		2	1
LINEMAN APPR. (1ST YR.)					
SPECIAL EQUIP. OPER. III	1				
HEAVY EQUIP. OPER.	1				
UTILITY MAN 1ST CL.	3	2	2	2	
UTILITY MAN 2ND CL.	1	1	1	1	

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
HUMAN RESOURCES DEPARTMENT

		No. Emp.
DIRECTOR-HUMAN RESOURCES (1)	R. O. Keim	2
SECRETARY	C. A. Endy	
MANAGER-LABOR RELATIONS	C. E. Herkert	4
ADMIN. III-LABOR RLNS.	L. A. Wentzel	
ADMIN.-LABOR RLNS.	J. F. Maurer	
ADMIN.-CLERK-"C"	D. M. Surgeoner	
MANAGER-EMPLOYMENT & COMPENSATION	J. Rudolph	10
SUPERVISOR-COMPENSATION	S. H. Sotak	
ADMINISTRATOR-EMPLOYEE BENEFITS	M. I. Hinsey	
ANALYST I-COMPENSATION & BENEFITS	J. P. Wizeman	
ADMINISTRATIVE CLERK-"A"	D. E. Taylor	
SUPERVISOR-EEO/AFFIRMATIVE ACTION	I. W. Godboldte	
SUPERVISOR-EMPLOYMENT	R. E. Dreas, Jr.	
ADMINISTRATIVE ASST. I-EMPLOYMENT & EEO/AFF. ACTION	J. L. Ibach	
STENOGRAPHER-"A"	S. A. Fegely	
STENOGRAPHER-"A"	D. C. Reinert	
MANAGER-EMPLOYEE EDUCATION & DEVELOPMENT	S. D. Truskie	11
STENOGRAPHER-"A"	M. F. Trachte	
DIRECTOR-TRAINING	C. S. Bolick	
ADMINISTRATOR-CORP. TRAIN. & DEVELOPMENT	J. L. Shirk	
ADMINISTRATIVE CLERK-"B"	J. L. Gaugler	
DIRECTOR-TRAINING-GENERATION	R. J. Buczynski	
ADMINISTRATIVE CLERK-"A"	C. E. Michael	
TECHNICAL ANALYST SR. I-GENERATION	R. Guistwite	
ENGINEER II-GENERATION	M. L. Moore	
ENGINEER I-GENERATION		
MGMT.-TRAINING & DEVELOPMENT SPECIALIST	G. R. Wright	
SUPERVISOR-OPERATIONS TRAINING	R. J. Brudereck	
	TOTAL	27

METROPOLITAN EDISON COMPANY
CORPORATE DIVISION
MATERIALS MANAGEMENT DEPARTMENT

		No. Emp.
DIRECTOR - MATERIALS MANAGEMENT	J. L. Hulsebus	115
SECRETARY TO DIRECTOR	R. C. Krammes	1
MANAGER - PURCHASING	R. M. Dreibelbis	19
STENOGRAPHER A	C. M. Cunderi	1
SUPERVISOR - PURCHASING	R. M. Kitzmiller	1
BUYER - SR.	W. C. Lance	4
	K. J. Speicher	
	L. M. Rossi, Jr.	
	E. Nicholls	
BUYER	D. S. Davis	4
	R. J. Ferrigno	
	B. L. Sensenig	
	R. A. Coleman, Jr.	
ADMINISTRATIVE ASSISTANT-PURCHASING	T. J. Phillips	1
SUPERVISOR - PURCHASING ADMINISTRATION	B. G. Guthier	8
ADMINISTRATIVE CLERK "A"	S. L. Maurer	2
	D. S. Amole	
TYPIST "A"	P. M. Williams	3
	N. J. Shurr	
	C. A. Rutt	
TYPIST "B"	T. A. Blatt	1
MANAGER - STORES	A. F. Lapinski	9
PROJECT COORDINATOR I - STORES	R. Evans	1
PROJECT COORDINATOR I - STORES	S. H. Schaeffer	1
ADMINISTRATIVE CLERK "A"	K. L. Noll	1
ADMINISTRATIVE CLERK "B"	A. M. Schower	3
	B. D. Stinson	
	B. A. Greenawalt	
ADMINISTRATIVE CLERK "C"	V. R. Dolan	2
	R. L. Whitfield	
MANAGER - FUELS	R. C. Thomas	9
INSPECTOR - MINES	R. W. Johnson	1
INSPECTOR - MINES	B. E. Manecke	1
ADMINISTRATOR - FUELS	J. F. Blekicki	2
	P. M. Fox	
ADMINISTRATOR - FUELS CONTRACTS	C. G. Uspal	1
COORDINATOR-FUELS	S. F. Steffy	1
ADMINISTRATIVE CLERK "A"	K. L. Warhola	1
ADMINISTRATIVE CLERK "B"	C. J. Gemmill	1
MANAGER - CONTRACTS	A. J. Mazella	7
SR. CONTRACTS ADMINISTRATOR	W. P. Gehlen	1
ADMINISTRATOR - CONTRACTS & PROCUREMENTS	M. R. Dendler	1
ADMINISTRATOR - CONTRACTS & PROCUREMENTS		
ADMINISTRATOR - CONTRACTS & PROCUREMENTS	R. P. Betz	1
FIELD CONTRACTS ADMINISTRATOR	H. F. Williams, Jr.	1
STENOGRAPHER "A"	L. A. Zondlo	1
STENOGRAPHER "A"	S. J. Leier	1
MANAGER - MATERIALS SYSTEMS MANAGEMENT	G. E. Reede	69
STENOGRAPHER "B"	F. A. Dautrich	1
ADMINISTRATOR-EXPEDITING & TRAFFIC	J. L. Kuhn	1
ADMINISTRATIVE CLERK "A"	A. M. Manegold	1
ADMINISTRATIVE CLERK "A"	C. A. Kissinger	1
ADMINISTRATIVE CLERK "C"	A. M. Daubert	1
SUPERVISOR-STORES (CENTRAL)	K. W. Kauffman	8
SUPERVISOR-STORES (LEBANON)	C. A. Sechrist	6
SUPERVISOR-STORES (EASTERN)	M. F. Repsher	6
SUPERVISOR-STORES (WESTERN)	P. L. Drescher	9
SUPERVISOR-STORES (TMI)	K. L. Baney	26
SUPERVISOR-STORES-FOSSIL (Portl. /	K. Rutt	8

TOTAL 115

G/712-5.a.2.-1

TMI - SUPERVISORY

	Station	Unit #1	Unit #2	No. Empl.
VICE PRESIDENT-GENERATION	J. G. Herbein			
MANAGER - NUCLEAR GEN. STA.	G. P. Miller			3
STENOGRAPHER-"A"	P. L. Drabick			
STENOGRAPHER-"B"	C. A. Korchnak			
UNIT SUPERINTENDENT-NUCLEAR		J. L. Seelinger	J. B. Logan	2
TECHNICAL ANALYST III-NUCLEAR		R. S. Harbin	M. R. Shaffer	2
UNIT SUPERVISOR MANAGEMENT CONTROL		R. C. Troutman	T. Faulkner	2
SUPERVISOR-STATION OPERATIONS-NUCLEAR		M. J. Ross	J. R. Floyd	2
ENGINEER SR. I (TEMP.)			T. M. Hawkins	1
ENGINEER III-NUCLEAR (Asst. in Oper.)		H. B. Shipman	D. A. Berry	2
ENGINEER II-NUCLEAR				
TECH. ANALYST SR. I		W. R. Desh		1
ENGINEER III-NUC. (Turb.-Gen. Performance)		C. C. Seitz	W. J. Marshall	2
		(Eng. II)		
SHIFT SUPERVISOR-NUCLEAR	K. P. Bryan			7
	J. J. Chwastyk			
	B. A. Mehler			
	B. G. Smith			
	W. H. Zewe			
	G. R. Hitz, Sr.			
	R. S. Hutchison			
SHIFT FOREMAN-NUCLEAR		D. C. Janes	C. D. Adams	14
		D. R. Deiter	W. Conaway	
			C. L. Guthrie	
		D. L. Pilsitz	K. R. Hoyt	
		R. L. Arnell	F. Scheimann	
		L. G. Noll	A. W. Miller	
		T. H. Acker	J. W. Garrison	
		T. Frouse		
UNIT SUPERINTENDENT-TECHNICAL SUPPORT		W. E. Potts	G. A. Kunder	2
ENGINEER SR. I-NUC. (Struct. & Mech.)		R. O. Barley	R. P. Warren	10
ENGINEER III NUC. (React. Bldg. & Valves)		R. L. Summers	D. B. Jenkins	
ENGINEER II-NUCLEAR		J.R. Pearce/Eng. III	T. E. Morck	
ENGINEERING ASSO. II-NUC. (PORC Sec. & Gen.)		M. A. Shatto	M. B. Bezilla	
ENGINEER II-NUC. (Inservice Insp.)		W. C. Ream	J. R. Bashista	
ENGINEER SR. I-NUCLEAR (Electrical)		C. E. Hartman	R. W. Bense/Eng. III	2
ENGINEER II-NUCLEAR			J. D. Lawton	1
TECH. ANALYST III-NUCLEAR		C. E. Randolph		1
ENGINEER II-NUCLEAR		W. S. Wilkerson	M. L. Benson	4
ENGINEER II-NUCLEAR		H.C. Crawford/Eng. I		
ENGINEER SR. I-NUC. (T)	I. D. Porter			
ENGINEER III-NUCLEAR (Instr. & Proc. Comp.)		W. P. Orlandi	J. A. Brummer/Eng. II	2
ENGINEER I-NUCLEAR		D. J. McGettrick/	J. R. Paules	2
		Engr. II		
TECH. ANAL. SR. I-NUC.	T. A. O'Connor			1
TECH. ANAL. SR. I-NUC.	D. L. Good			1
TECHNICAL ANALYST III-NUCLEAR		R. A. Eich	R. P. Beeman	2
		T.A. II		

TMI - SUPERVISORY (CONT.)

UNIT SUPERINTENDENT-NUCLEAR	Station	Unit #	Unit #2	No Empl.
↑ SUPT.-STA. MAINTENANCE-NUCLEAR	D. M. Shovlin			3
ENGINEER SR. I-NUCLEAR			R. E. Sieglitz	
ENGINEER III-NUCLEAR		(Supv.-Unit Maint.)	(Supv.-Unit Maint.)	
TECHNICAL ANALYST SR. III-NUC.	D. E. Farry			
SUPERVISOR-MECHANICAL MAINTENANCE	J. J. McGarry			9
FOREMAN-MAINTENANCE-NUCLEAR	G. E. Stambaugh			
	C. F. Leonard			
	S. E. Jules			
	N. S. Herneisey			
	A. D. Conrad			
	W. Metzger			
	J. N. Games			
	E. A. Meck			
SUPV.-ELECTRICAL MAINT.-NUC.	H. M. Mitchell			6
FOREMAN-MAINTENANCE NUC.	M. F. Beare			
	B. J. Rittle			
	E. R. Crawfoot			
	C. E. Rippon			
	J. R. Bowman			
SUPV.-INST. & CONTROL MTC.-NUC.	M. G. Snyder			7
FOREMAN-MAINT.-NUCLEAR	A. J. Knoche			
	H. L. Wilson			
	D. E. Weaver			
	J. R. Gilbert			
	N. K. Bennett			
	M. F. Toole			
FOREMAN-MAINT.-NUCLEAR	R. A. Snow			6
(Shift Coverage)	G. R. Light			
	E. G. Lawrence, Jr.			
	W. M. Donahey			
	M. Leakway			
	B. R. Kalenevitch			
SUPERVISOR-UTILITY-NUC.	(Filled By Contractor)			5
UTILITY FOREMAN-NUC.	J. C. Abromitis			
	K. S. Kline			
	R. H. Trautman			
	C. F. McKinney			
	T. L. Grim			

TMI - SUPERVISORY (CONT.)

	<u>Station</u>	<u>Unit #1</u>	<u>Unit #2</u>	<u>No. Empl.</u>
SUPT. ADMIN./TECH. SUPPORT	<u>D. F. Limroth</u>			
↑ SUPV.-RADIATION PROTECTION & CHEMISTRY	<u>R. W. Dubiel</u>			15
ENGINEER II-NUCLEAR	<u>L. J. Landry</u>			
ENGINEER II-NUCLEAR		<u>E. C. Fuhrer</u> (Eng.III)	<u>E. D. Showalter</u>	
SUPERVISOR-RADIATION PROTECTION	<u>T. L. Mulleavy</u>			
FOREMAN-RADIATION PROT.		<u>R. D. McCann</u>	<u>J. H. Deman</u>	
		<u>P. P. Velez</u>	<u>F. M. Huwe</u>	
TECH ANALYST III-NUCLEAR	<u>R. R. Campbell</u>			
CHEMIST II-NUCLEAR	<u>G. E. Chevalier</u>			
CHEMISTRY FOREMAN	<u>E. W. Houser</u>	<u>J. G. Reed</u> (Chem.Frmn.)	<u>K. L. Harner</u> (Chem.Frmn.)	
FOREMAN-RADIATION WASTE OPERS.	<u>J. R. Smith</u>			2
FOREMAN-RADIATION WASTE OPERS.	<u>L. P. Hydrick</u>			
↑ SAFETY REPRESENTATIVE-NUCLEAR	<u>E. F. Gee</u>			3
ADMINISTRATOR-SAFETY-NUCLEAR	<u>J. D. Wesland</u>			
ADMINISTRATOR-SAFETY-NUCLEAR	<u>P. J. Werni</u>			
↑ SUPERVISOR-ADMINISTRATION-NUC.	<u>W. H. Parker</u>			5
SUPV.-NUC.BUDGETS & SPECIAL RPTS.				
ADMIN.-NUC. BUDGETS & SPECIAL RPTS.	<u>J. R. Knoll</u>			
ADMINISTRATIVE ASST.-NUC.	<u>S. Daise</u>			
ADMINISTRATIVE ASST.-NUC.	<u>A. Stowe</u>			
COMPUTER TERMINAL COORDINATOR				
OFFICE SUPERVISOR-NUCLEAR	<u>C. A. Nixdorf</u>			

MANAGER-GENERATION QUALITY ASSURANCE (PRODUCTION SUPERVISION)

↑ DIRECTOR-TRAINING-GEN. (PROD. SUPV.)				8
SUPERVISOR-TRAINING	<u>R. W. Zechman</u>			
GROUP SUPV.-TECH.TRNG.-NUC.	<u>F. A. McCormick</u>			
ADMIN.-NUC.TECH.TRNG.	<u>D. J. Boltz</u>			
	<u>E. W. Orwig</u>			
	<u>C. E. Husted</u>			
GROUP SUPV.-TECH.TRNG.-NUC.	<u>M. L. Beers</u>			
ADMIN.-NUC.TECH.TRNG.	<u>N. D. Brown</u>			
ADMIN. ASST.-TECH.TRNG.	<u>K. M. Tennis</u>			

↑ SUPERVISOR-QUALITY CONTROL-NUCLEAR	<u>T. A. Mackey</u>			15
ADMINISTRATIVE ASST.-QC	<u>D. K. Gee</u>			
ENGINEER II-NUCLEAR	<u>J. C. Fornicola</u>			
QUALITY CONTROL SPECIALIST-NUC.	<u>E. W. Daniels</u>			
	<u>W. G. Heysek</u>			
	<u>R. E. Neidig, Jr.</u>			
	<u>J. J. Potter</u>			
	<u>D. L. Hosking</u>			
	<u>R. L. St.Pierre</u>			
	<u>J. C. Powell</u>			
QUALITY CONTROL ASSISTANT-NUCLEAR	<u>C. D. Rowe</u>			
	<u>Z. L. James</u>			
	<u>W. E. Shumaker</u>			
	<u>D. McConnell</u>			
	<u>K. Tremblay</u>			

TMI - SUPERVISORY (CONT.)

	<u>Station</u>	<u>Unit #1</u>	<u>Unit #2</u>	<u>No. Empl.</u>
<u>MANAGER-GENERATION QUALITY ASSURANCE (PRODUCTION SUPERVISION)</u>				
↑	<u>SUPV.-SECURITY-NUCLEAR</u>	<u>J. F. Stacey</u>		6
	<u>SITE PROTECTION SERGEANT</u>	<u>S. R. Finicle</u>		
		<u>J. Jones</u>		
		<u>R. D. Stintzcum</u>		
		<u>D. Corl</u>		
		<u>W. J. Busansky</u>		
* <u>REPORTS OFF-SITE TO MATERIALS SYSTEMS MANAGEMENT</u>				
↑	<u>SUPERVISOR-STORES-NUCLEAR</u>	<u>K. L. Boney</u>		
	<u>FOREMAN-STORES-NUCLEAR</u>	<u>G. J. Reuter</u>		
		<u>L. D. Woska</u>		
	<u>OBSERVATION CENTER</u>			
	<u>REPORTS TO: SUPT. ADMIN/TECH SUPPORT</u>	<u>D. F. Limroth</u>		3
	<u>COORD.-PUBLIC INFORMATION</u>	<u>K. L. Dunlap</u>		
	<u>COORD.-PUBLIC INFORMATION</u>	<u>W. R. Gross</u>		
	<u>PUBLIC RELATIONS ASST-(T)</u>	<u>R. W. Ansel</u>		
<u>MANAGER-GENERATION-OPERATIONS (PRODUCTION SUPERVISION)</u>				
↑	<u>SUPV.-GENERATION COMPUTER APPLICATIONS</u>	<u>E. W. Harris</u>		4
	<u>ENGINEER III-NUC.</u>	<u>W. D. Herman</u>	<u>R. C. Geiger</u>	<u>W. J. Fels</u>
		<u>(Tech. Anal. III)</u>	<u>(Eng. II)</u>	
				TOTAL 163

* Personnel assigned to Material Systems Management not included in above total

OPERATING STATION HOURLY EMPLOYEES

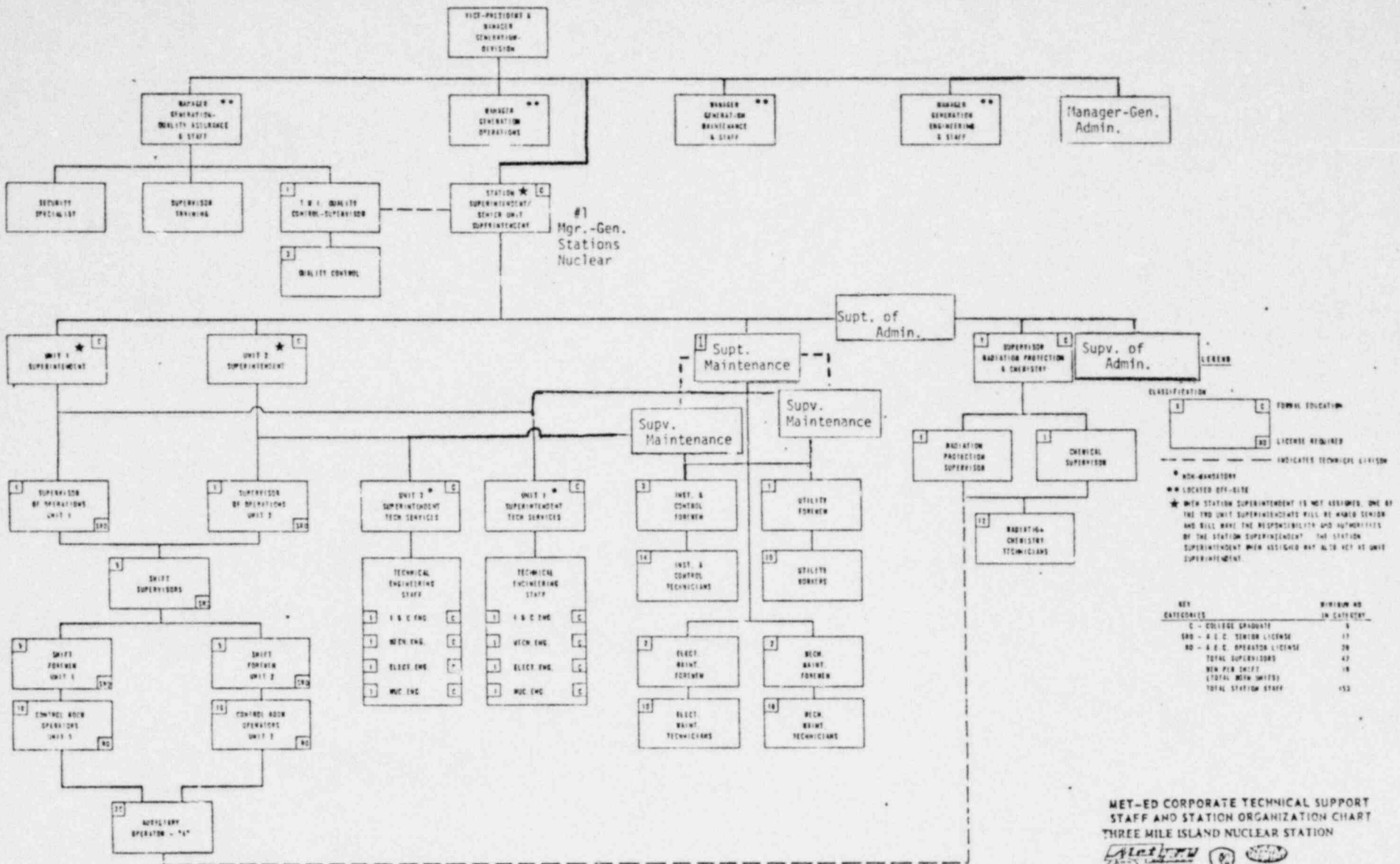
Job No.	Job Title	TMI		Portland		Titus		York Haven	
		Auth.	Asgn.	Auth.	Asgn.	Auth.	Asgn.	Auth.	Asgn.
1001	Control Room Oper.-Nuclear	34	34						
1002	Control Room Operator			8	7	12	12		
1003	Control Room Oper.-Relief			2	2	3	3		
1010	Switchboard Oper.-1st Cl.							4	4
1011	Switchboard Oper.-1st Cl. Relief							2	2
1012	Switchboard Oper.-2nd Cl.								
1020	Turbine Operator			4	4	4	4		
1021	Turbine Oper.-Relief					2	2		
1022	Turbine Room Attendant								
1030	Pump Operator-1st Cl.			5	5	4	4		
1040	Auxiliary Bay Operator								
1041	Auxiliary Bay Operator-Relief								
1050	Fireman-Chief								
1051	Fireman-Chief-Relief								
1052	Fireman-1st Cl.								
1053	Fireman-1st Cl.-Relief								
1054	Fireman-2nd Cl.								
1055	Fireman-2nd Cl.-Relief								
1056	Fireman-Unit Boiler			4	4	4	4		
1057	Fireman-Unit Boiler-Relief			2	2	3	2		
1058	Fireman-Unit Boiler-Assistant					4	4		
1060	Boiler Room Attendant			7	6	4	3		
1061	Boiler Room Attend.-Relief								
1070	Auxiliary Oper.-A-Nuclear	81	40						
1071	Auxiliary Oper.-B-Nuclear		24						
1072	Auxiliary Oper.-C-Nuclear		17						
1081	Radiation-Chem. Tech.-Nuc.	12	12						
1082	Rad. Chem. Tech.-Jr. (2nd Yr.) Nuc.	12	12						
1083	Rad. Chem. Tech.-Jr. (1st Yr.) Nuc.								
1090	Analyst-Sr.			1	1	1	1		
1091	Analyst			1	1	2	2		
1100	Instrument Tech.-Sr.	4	2						
1101	Instrument Man-Chief								
1102	Instrument Man-1st Cl.	20	19	3	3	5	5		
1103	Instrument Man-2nd Cl.	11	11	3	3	1	1		
1110	Machinist-Chief								
1111	Machinist-1st Cl.	2	2	2	2	1	1	2	2
1112	Machinist-2nd Cl.	1	1	1	1	1	1	1	1
1120	Repairman Chief	2	2	6	6	4	4	1	1
1121	Repairman-1st Cl.-(C.W.)	17	17	17	17	10	10		
1122	Repairman-1st Cl.							3	3
1123	Repairman-2nd Cl.	6	6	10	10	9	9	5	5
1125	Repairman-Apprentice	6	5	4	4			2	2
1130	Utility C&M Man-Chief	3	3	1	1	1	1	1	1
1131	Utility C&M Man-1st Cl.	10	9	9	9	5	5	1	1
1132	Utility C&M Man-2nd Cl.	6	5	3	3	2	2	1	1
1134	Utility C&M Man-Apprentice	5	5	2	2				
1142	Special Machine Operator			6	5	4	4		
1150	Hydro Operator-1st Cl.							4	4
1151	Hydro Operator-1st Cl.-Relief							1	1
1152	Hydro Operator-2nd Cl.							1	1
*1160	Plant Stockkeeper-A-Nuclear	* 8	8	* 1	1	* 1	1		
*1161	Plant Stockkeeper-B-Nuclear	* 12	12	* 5	5				
2160	Customer Service Man-1st Cl.								
2170	Utility Man-1st Cl.	4	4	8	7	5	5		
2171	Utility Man-2nd Cl.	2	2	1	1	4	4	1	1
2180	Utility Worker-A	13	12	6	6	6	6		
2181	Utility Worker-B	28	27			3	3	1	1
2191	Janitor-A	4	4	3	3	2	2		

*Authorized and assigned to Material Systems Mgmt. Not Included in totals.

OPERATING STATION HOURLY EMPLOYEES (Cont).

Job No.	Job Title	TMI		Portland		Titus		York Haven	
		Auth.	Asgn.	Auth.	Asgn.	Auth.	Asgn.	Auth.	Asgn.
2192	Janitor-B								
2250	Clerk-Sr.			1	1	1	1		
2251	Clerk-Int. Sr.	1	1						
2252	Clerk	3	3	2	2	1	1	1	1
*2252	Clerk	* 2	2	* 1	1				
2253	Clerk-Jr.	14	14			1	1		
*2253	Clerk-Jr.	* 1	1						
2255	Typist-Clerk	10	10						
3052	Site Protection Officer	45	44						
3094	Public Relations Asst. (Temp.)	1	1						
Total Hourly Personnel			347		117		107		32
Total Personnel At Sta. (Incl. Suprs.)			508		147		130		34
Budget Personnel Requirements									

*Authorized and assigned to Material Systems Mgmt. Not included in totals.



MET-ED CORPORATE TECHNICAL SUPPORT STAFF AND STATION ORGANIZATION CHART THREE MILE ISLAND NUCLEAR STATION



#1 Station Superintendent was promoted on 3/5/79 to Manager-Generating Station-Nuclear reporting directly to Vice President-Generation

METROPOLITAN EDISON COMPANY

Position Description

~~VII 9-2-1~~
G/712-5a,3-1

Position (8954) Utility Supervisor

Reports to: Supervisor Unit Maintenance-Nuclear

ACCOUNTABILITY OBJECTIVE

This position is responsible for planning, organizing, integrating, and directing the maintenance and upkeep effort for the Three Mile Island Nuclear Generating Station in order to insure optimum plant property and operational support maintainability.

DIMENSIONS (STATION)

Overall plant work - 1.1 billion

Value of daily generation - 1.1 million

Station Maintenance Budget - 15 million

Maintenance Personnel: seven (7) Foreman, sixty-one (61) Bargaining Unit Personnel.

NATURE AND SCOPE

This position reports to the Supervisor Unit Maintenance Nuclear Unit I and Supervisor Unit Maintenance Nuclear II along with the Supervisor-Mechanical Maintenance Nuclear, Supervisor-Electrical Maintenance Nuclear, Supervisor-Instrument and Control Maintenance Nuclear. Reporting to this position are seven (7) Utility Foreman.

The Utility group at Three Mile Island is responsible for support services to all Departments and the maintenance and upkeep of all buildings and grounds. This position provides support to Radiation Waste, Health Physics, Operations, Mechanical, Electrical, and Instrument Control Sections of the Maintenance Department. Additionally, the Utility Department has the responsibility to support TMI in capacities such as crane operations, minor vehicle upkeep and repair, scuffle erection, stores inventory, and a variety of tasks during refueling and unit outages. It is within the framework that this position plans, prioritizes, organizes, integrates and directs the Utility Maintenance activities for a generation station which involves the effective use of manpower, ensuring adherence to safe work procedures; implementing maintenance policy and providing for the advanced planning of maintenance activities for outages.

A major responsibility of this position is the coordination of maintenance support between both Unit I and II. This involves establishing maintenance priorities for each Unit to insure the effort is directed to the area requiring the highest level of attention.

The specific tasks to be performed by the incumbent are in most cases received in the form of a work request which requires:

1. Research the equipment to be worked on as well as any material or spare parts that will be required.
2. Develop procedures and schedules for performing the tasks which are then passed on for review and approval.
3. Coordinate, after the job has been authorized, any interface with other maintenance as well as Operation Departments.
4. Make up and assign crews, regarding the potential and responsibility, so as to ensure the effective and efficient completion of the task.

Much of the incumbents time is spent in preparing and issuing various reports some of which require independent research in order to correlate data, initiate and answer correspondence, prepare Purchase Requisitions, process Purchase Orders, and review and approve time sheets.

Depending on the job involved, the incumbent monitors the work in terms of progress and results on more complex or time priority jobs, or in terms of results on not so pressing assignments. Some of the most significant priority work involved is facility upkeep and improvement, snow removal, grounds upkeep, vehicle coordination and support of operations and maintenance functions.

This position determines what is to be done, where and by when for each Unit with the approval of each Unit Maintenance Supervisor who ensures conformity with the overall station maintenance effort.

The incumbent must be experienced in organizing and directing a functional unit and in developing and motivating personnel, including Bargaining Unit employees.

PRINCIPAL ACCOUNTABILITIES

1. Develop, coordinate, schedule and direct all Utility maintenance activities for the TMI station.
2. Ensures the integrity of actual maintenance work through the effective utilization of maintenance manpower.
3. Ensures an effective maintenance effort by assisting in the development and implementation of maintenance policy, procedures and budgets.
4. Ensures a skilled, competent station maintenance Utility staff by both a formal and on the job training program.
5. Issues reports, procedures, correspondence which are required to carry out the maintenance functions.

G/712-5,9,3-2

GENERAL PUBLIC UTILITIES

Position Description

Date: September 21, 1973 Position: (6094) Utility Foreman
 Analyst: EMZ Incumbent: James C. Abromitis
 Approvals: (1) L M Skovlin Reports to: Supervisor-Maintenance
 (Incumbant)
 (2) L M Skovlin Organization Unit: Met-Ed Production
 (Superior)
 Location: Three Mile Island Nuclear Station

ACCOUNTABILITY OBJECTIVE:

This position is responsible for the administering and coordinating the Stores items required by the office, Maintenance and Operations Departments; and the housekeeping duties (buildings, structures and grounds) required by all administrative activities throughout the plant.

DIMENSIONS

Company-owned vehicles	5
Electric fork lifts	2
Utility employees	10
Supplies, equipment and tools	1 MM
Spare parts	3 MM

NATURE AND SCOPE

This position reports to the Supervisor of Maintenance along with the Supervisor-Mechanical Maintenance, Supervisor-Electrical Maintenance and three Foremen from the Instrument Department.

Reporting to the Incumbent are (1) Utility Man-1st Class, (1) Utility Man-2nd Class, (6) Utility Workers-"B" and (2) Janitors "B".

1. The Incumbent works with the supervisors of Maintenance Departments and may be required to perform the duties of Maintenance Foreman on less complicated installations, maintenance and repair work.
2. This position provides support to the Radiation Protection Department, such as erecting clean areas, erecting shielding, cleaning up radioactive spills and handling radioactive materials.
3. The Incumbent plans and directs the work of personnel in all phases of building and ground maintenance.

NATURE AND SCOPE (CONT.)

4. This position is responsible for ordering, receiving, verifying, issuing and storing of all supplies for Three Mile Island (consumable, tools and spare parts).
5. The Incumbent is responsible for administrating the Company safety and training programs and the bargaining unit agreement among the personnel assigned to him.
6. This position provides janitorial support for all buildings under the Met-Ed control.
7. The Incumbent evaluates capabilities and job performance of all personnel assigned to him.
8. The Incumbent is responsible for improving his supervisory capabilities by taking advantage of educational and training opportunities.

PRINCIPAL ACCOUNTABILITIES

1. Maintains records and files on materials for improved methods of inventory control of tools and spare parts.
2. Instructs personnel assigned to him in safe, efficient and proper job procedures.
3. Informs the Supervisor-Maintenance of all significant developments and makes recommendations to improve the operation, performance or appearance of the station.
4. Maintains sufficient spare parts and supplies for all equipment and departments of the station.

Position Description

Position: (6569) Foreman-Maintenance-Nuclear Reports to: Supervisor-Instrument &
(Instrument & Control) Control Maintenance-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for administering and coordinating as well as for the first-line supervision of the Instrument and Control maintenance activities at the Three Mile Island nuclear generating plant in order to ensure that electrical generation is maintained at its maximum with shut-down time and outages kept to a minimum.

DIMENSIONS:

Operations and Maintenance Budget: \$18.3MM
Value of Daily Generation: \$0.5MM
Employees Supervised: 21 bargaining unit personnel

NATURE AND SCOPE:

This position reports to the Supervisor-Instrument and Control Maintenance-Nuclear and assigns and directs the work of various sized crews of hourly maintenance personnel ranging from Instrument Tech-Sr.-Nuclear to Instrument Man-2nd Class-Nuclear.

The incumbent insures that all Instrument and Control systems involved in plant operations are in proper working order through preventive and corrective maintenance. The examples of the systems dealt with include: Integrated Control Systems, Engineering Safeguard Actuation System, Radiation Monitoring, Plant Computers, Technical Specification Surveillance Calibration System, Control Rod Drive and Indication System, Reactor Protection System, etc.

The specific tasks to be performed by the incumbent are generally received in the form of Work Requests. The foreman then proceeds to:

1. research the equipment to be worked on as well as any materials or spare parts which will be required;
2. develop procedures (when generic procedures cannot be used) and schedules for performing the task which are then passed on for review and approval;
3. coordinate, after the job has been authorized, the I & C maintenance activities with other areas that may be affected such as Electrical Maintenance, Mechanical, etc. and go on to interface with Operations if plant operation is to be affected;
4. requisition, directly from outside vendors, any materials and spare parts which the incumbent has deemed necessary to perform the task; and
5. make up and assign crews, regarding potential and responsibility, so as to ensure the effective and efficient completion of the task.

In addition to the above, this person prepares History Reports which are part of the Preventive Maintenance Program. This report enables the incumbent to evaluate the plant's I & C systems and equipment and make recommendations to the Supervisor-Instrument and Control Maintenance. The incumbent must also be able to trouble shoot

POOR ORIGINAL

NATURE AND SCOPE: (CONT.)

problems of highly sophisticated systems in order to pinpoint the needed repair. The incumbent also participates in pre-operational tests and operational test programs, including component and systems check out, hot functional testing, criticality and power range testing.

Assistance is provided by this position to engineering departments in the gathering of information necessary for evaluating system limitations. Technical input is also supplied for the solution of these problems and limitations as well as proposals for changes to existing equipment. This requires that the incumbent insures all prints and technical manuals pertaining to this department's functions are kept up to date, reflecting all changes made to the equipment and associated control circuits.

Much of the incumbent's time is spent in preparing and issuing various reports and Radiation Work Permits (RWP), some of which require independently searching for and coordinating data; developing procedures for all Quality Control components, re-fueling, and preventative maintenance; initiating and answering correspondence which also includes preparing Purchase Requisitions and processing Purchase Orders; and reviewing and approving time sheets.

The Foreman-Instrument and Control Maintenance must be capable of providing the leadership, know-how and direction required to develop efficient and effective personnel that are under his/her jurisdiction. This includes the development of an effective, meaningful training program for department personnel and also ensuring that all Company safety standards are adhered to as well as the Union Contract.

Depending on the job involved, the Supervisor monitors the incumbent's work in terms of progress and results on more complex or time priority jobs, or in terms of results on not so pressing assignments. They frequently meet, often on a daily basis, for informal talks where the incumbent makes recommendations and keeps the Supervisor informed of maintenance projects currently being undertaken.

Major problems facing the incumbent are the coordinating and scheduling of maintenance projects which require bringing together such diverse factors as plant availability, operations, related functional areas, etc. Trouble shooting is another area requiring creativity and a sound knowledge of the systems/equipment involved.

PRINCIPAL ACCOUNTABILITIES:

1. Develops, coordinates, schedules and directs all Instrument and Control maintenance activities and procedures to ensure constant, maximum generation with minimal shut-down and outage time.
2. Supervise, assign and train Instrument and Control maintenance personnel in the proper repair and maintenance of all equipment and systems to provide an effective and efficient work force.
3. Effectively deal with vendors to ensure all necessary materials and repair parts are on hand for the proper and timely completion of assigned projects.
4. Issues reports, procedures, correspondence, etc. which are required to carry out the maintenance activities.

POOR ORIGINAL

6/712-5A.3-4

METROPOLITAN EDISON COMPANY

Position Description

Position: (6569) Foreman-Maintenance-Nuclear Reports to: Supervisor-Electrical
(Electrical) Maintenance-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for administering and coordinating as well as for the first-line supervision of the electrical maintenance activities at the Three Mile Island nuclear power plant in order to ensure that generation is maintained at its maximum with shut-down time and outages kept to a minimum.

DIMENSIONS:

Operating and Maintenance Budget: \$18.3MM
Value of Daily Generation: \$0.5MM
Employees Supervised: 16 bargaining unit personnel

NATURE AND SCOPE:

This position reports to the Supervisor-Electrical Maintenance-Nuclear and assigns and directs the work of various sized crews of hourly maintenance personnel ranging from a UC&M Man-Chief-Nuclear to a UC&M Man-Apprentice (2nd Year)-Nuclear.

The incumbent insures that all electrical systems, equipment and circuits are in proper working order through preventive and corrective maintenance, trouble shooting and evaluation of equipment performance. The systems dealt with include all electrical equipment involved in the operation of the nuclear reactors, steam plant and electrical generating systems, including the distribution system. The tagging of all such equipment is overseen by the incumbent, who also signs all tagging orders.

The specific tasks to be performed by the incumbent are generally received in the form of Work Requests. The Foreman then proceeds to:

1. research the equipment to be worked on as well as any materials or spare parts which will be required;
2. develop procedures and schedules for performing the task which are then passed on for review and approval;
3. coordinate, after the job has been authorized, the electrical maintenance activities with other areas that may be affected such as Mechanical Maintenance, Instrument and Control, etc. and proceed to interface with Operations if plant operation is to be affected;
4. requisition, directly from outside vendors, any materials and spare parts which the incumbent has deemed necessary to perform the task; and
5. make-up and assign crews while regarding potential and responsibility so as to assure the effective, efficient completion of the task.

POOR ORIGINAL

NATURE AND SCOPE: (CONT.)

In addition to the above, this person assists Supervisor-Electrical Maintenance in the preparation of Machine Histories for electric equipment which entails maintaining a record of preventive maintenance performed since these histories are a vital part of the Preventative Maintenance Program. The incumbent also participates in pre-operational tests and operational test programs, including component and systems check out, hot functional testing, criticality and power range testing.

Assistant is provided by this position to engineering departments in the gathering of information necessary for evaluating system limitations and technical input is also supplied for the solution of these problems and limitations. This requires that the incumbent insures all prints and technical manuals pertaining to this department's functions are kept up to date, reflecting all changes made to the equipment and associated control circuits.

Much of the incumbent's time is spent in preparing and issuing various reports, such as the Surveillance Report; developing procedures required for all Quality Control components, refueling and preventative maintenance; initiating and answering correspondence which also includes preparing Purchase Requisitions and processing Purchase Orders; and reviewing and approving time sheets.

The Foreman of Electrical Maintenance must be capable of providing the leadership, know-how and direction required to develop efficient and effective personnel that are under his/her jurisdiction. This includes the development of an effective, meaningful training program for department personnel and also ensuring that all Company safety standards are adhered to as well as the Union Contract.

Depending on the job involved, the Supervisor monitors the incumbent's work in terms of progress and results on more complex or time priority jobs, or in terms of results on not so pressing assignments. They frequently meet, often on a daily basis, for informal talks where the incumbent makes recommendations and keeps the Supervisor informed of maintenance projects currently being undertaken.

Major problems facing this position are the coordinating and scheduling of maintenance projects which require bringing together such diverse factors as plant availability, operations, related functional areas, etc. Trouble shooting problems of highly sophisticated systems and circuits, in order to pinpoint a needed repair, offers the incumbent the opportunity for analytical thinking.

PRINCIPAL ACCOUNTABILITIES:

POOR ORIGINAL

1. Develops, coordinates, schedules and directs all electrical maintenance activities and procedures to ensure constant, maximum generation with minimal shut-down and outage time.
2. Supervise, assign and train electrical maintenance personnel in the proper repair and maintenance of all equipment and structures to provide an effective and efficient work force.
3. Effectively deal with vendors to ensure all necessary materials and repair parts are on hand for the proper and timely completion of assigned projects.
4. Issue reports, procedures, correspondence, etc. which are required to carry out the maintenance activities.

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GENERAL PUBLIC UTILITIES

POSITION DESCRIPTION

DATE: September 17, 1973 POSITION: (9003) Supervisor-Electrical Maintenance
 ANALYST: EMZ INCUMBENT: Hillary M. Mitchell
 APPROVALS: (1) *Hillary M. Mitchell* Incumbent REPORTS TO: Supervisor-Maintenance
 (2) *D.M. Stovlen* Superior ORGANIZATIONAL UNIT: Met-Ed Production
 LOCATION: Three Mile Island

R.M.Z.

ACCOUNTABILITY OBJECTIVE:

This position is responsible for administering and coordinating the activities of the Electrical Maintenance department in support of the Nuclear Generating Units I and II at Three Mile Island.

DIMENSIONS:

The incumbent is responsible for corrective and preventive maintenance and support of electrical equipment, circuits, and distribution system valued at \$250.M.

ATURE AND SCOPE:

POOR ORIGINAL

This position reports to the Supervisor-Maintenance.

The incumbent directs the activities of the Electrical Maintenance department by supporting the operating department in the operation of units I and 2, Nuclear Generating Station, Three Mile Island. This function is vital to the safe and efficient operation of the Nuclear Reactors, Steam Plant and Electrical Generating Systems.

The incumbent is responsible for the following duties:

1. Responsible for the conduct of proper corrective maintenance of cognizant electrical equipment and circuits to ensure repairs and correct, complete and of good workmanship to provide safe and reliable operation.
2. Establish and maintain a scheduled preventive maintenance program for cognizant electrical equipment and circuits. Provide a record of preventive maintenance performed.
3. Develop Electrical Maintenance procedures, including maintenance procedures to be used on systems that require Quality Control inspection requirements.
4. Establish a liaison with other organizational units to coordinate activities. For example: the incumbent must have contact with contractor's personnel in the testing of circuit breaker trip points, relays, and other protective devices. During certain cases it is necessary to contact construction supervisor personnel to determine acceptability of work ultimately performed for Met-Ed. Direct contact is sometimes required with company technical personnel and Architect Engineers concerning specific technical design problems.
5. Follow the construction of the electrical systems, components at Units I and II,

5. (cont'd)

and review systems for completeness for turnover to Met-Ed.

6. Provide the supervision and leadership required to effectively manage and administer all electrical department functions.

7. Establish an active and effective Electrical Safety program.

8. Maintain an effective and meaningful training program for personnel of the Electrical Maintenance department. Arrange and coordinate special training classes with vendor representatives on equipment that is complex and requires specialized training.

9. Provide a spare parts capability - by reviewing equipment installed and ordering adequate spares until usage data can be established.

10. Provide liaison with operations department Shift Supervisors and Shift Foremen with regard to coordinating the efforts of both departments in order to perform corrective and preventive maintenance of electrical equipment and circuits.

11. Keep senior management apprised of significant problems or matters concerning the electrical plant or personnel of the Electrical Maintenance department.

12. Participate in the preoperational test and operational test program including component and systems checkout, hot functional testing, criticality of the Reactors, and Power Range testing.

13. The incumbent is responsible for the conduct of Electrical Maintenance personnel when working in Radiological controlled areas to ensure that contamination is controlled and no over exposures to ionizing radiation are received.

PRINCIPAL ACCOUNTABILITIES:

1. The Supervisor-Electrical Maintenance is responsible to the Supervisor-Maintenance that corrective and preventive maintenance is performed in accordance with established procedures, instructions, drawings, and applicable reference material.

2. The incumbent must maintain certain records, such as; applicable drawings, technical manuals, and reference books in support of the Electrical Maintenance department. Records must be kept on file for the accountability of corrective and preventive maintenance performed.

3. Interpret the switching and tagging rules as well as the plant switching and tagging procedures to ensure the safety of men and equipment both inside and outside of the plant.

4. Administer the provisions of the Management-Union contract in order to maintain harmonious labor relations throughout the plant.

5. Council and guide subordinates in the performance of their duties thereby creating an atmosphere of good morale.

POOR ORIGINAL

Position Description

Position: (6569) Foreman-Maintenance-Nuclear Reports to: Supervisor-Mechanical
(Mechanical) Maintenance-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for administering and coordinating as well as for the first-line supervision of the mechanical maintenance activities at the Three Mile Island nuclear generating plant in order to ensure that electrical generation is maintained at its maximum with shut down time and outages kept to a minimum.

DIMENSIONS:

Operations and Maintenance Budget: \$18.3MM
Value of Daily Generation: \$0.5MM
Employees Supervised: 30 bargaining unit personnel

POOR ORIGINAL

NATURE AND SCOPE:

This position reports to the Supervisor-Mechanical Maintenance-Nuclear and assigns and directs the work of various sized crews of hourly maintenance personnel ranging from Repairman-Chief-Nuclear to Repairman-Apprentice-Nuclear and also Machinists-1st and 2nd Class-Nuclear.

The incumbent insures that all mechanical systems and equipment involved in plant operations is in proper working order through preventive and corrective maintenance. The type of equipment dealt with includes the main turbine generators and associated equipment such as condensers and piping, cooling towers, lube oil system, E.H.C. systems, amertap equipment, reactor coolant pump, steam generators, pressurizers, turbine and electric driven feed pumps, fuel handling equipment, radioactive disposal units and equipment, hydraulic shock suppressors, nuclear and non-nuclear heat exchangers and all buildings and structures.

The specific tasks to be performed by the incumbent are generally received in the form of Work Requests. The Foreman then proceeds to:

1. research the equipment to be worked on as well as any materials or spare parts which will be required;
2. develop procedures and schedules for performing the task which are then passed on for review and approval;
3. coordinate, after the job has been authorized, the mechanical maintenance activities with other areas that may be affected such as Electrical Maintenance, Instrument and Control, etc. and go on to interface with Operations if plant operation is to be affected;
4. requisition, directly from outside vendors, any materials and spare parts which the incumbent has deemed necessary to perform the task; and
5. make up and assign crews while regarding potential and responsibility so as to ensure the effective and efficient completion of the task.

Position: (6569) Foreman-Maintenance-Nuclear
(Mechanical)

NATURE AND SCOPE: (CONT.)

In addition to the above, this person prepares Machine History Reports which are part of the Preventive Maintenance Program. This report enables the incumbent to evaluate the plant's mechanical systems and equipment and make recommendations to the Supervisor-Mechanical Maintenance. The incumbent must also be able to trouble shoot problems of highly sophisticated systems in order to pinpoint the needed repair. This requires, that besides such knowledge and skills as pipe-fitting, welding, hydraulics, diesel and gas engine mechanics, refrigeration, etc., the incumbent must also be aware of related fields of knowledge such as electronics, instrumentation, etc.

Much of the incumbent's time is spent in preparing and issuing various reports, such as the Machine History Report, some of which require independently searching for and coordinating data; developing procedures for all Quality Control components, refueling and preventative maintenance; initiating and answering correspondence which also includes preparing Purchase Requisitions and processing Purchase Orders; and reviewing and approving time sheets.

The Foreman of Mechanical Maintenance must be capable of providing the leadership, know-how and direction required to develop efficient and effective personnel that are under his/her jurisdiction. This includes the development of an effective, meaningful training program for department personnel and also ensuring that all Company safety standards are adhered to as well as the Union Contract.

Depending on the job involved, the Supervisor monitors the incumbent's work in terms of progress and results on more complex or time priority jobs, or in terms of results on not so pressing assignments. They frequently meet, often on a daily basis, for informal talks where the incumbent makes recommendations and keeps the Supervisor informed of maintenance projects currently being undertaken.

Major problems facing the incumbent are the coordinating and scheduling of maintenance projects which require bringing together such diverse factors as plant availability, operations, related functional areas, etc. Trouble shooting is another area requiring creativity and a sound knowledge of the systems/equipment involved. This person's expertise is also utilized on various committees in the plant, such as the Turbine Team, the Welding Committee and the River Water Pump Committee.

POOR ORIGINAL

PRINCIPAL ACCOUNTABILITIES:

1. Develops, coordinates, schedules and directs all mechanical maintenance activities and procedures to ensure constant, maximum generation with minimal shut-down and outage time.
2. Supervise, assign and train mechanical maintenance personnel in the proper repair and maintenance of all equipment and structures to provide an effective and efficient work force.
3. Effectively deal with vendors to ensure all necessary materials and repair parts are on hand for the proper and timely completion of assigned projects.
4. Issue reports, procedures, correspondence, etc. which are required to carry out the maintenance activities.

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GENERAL PUBLIC UTILITIES
Position Description

Date: September 21, 1973 Position: (9008) Supervisor of Mechanical Maintenance
Analyst: E. M. Z. Incumbent: John J. McGarry
Approvals: (1) John J. McGarry (Incumbent) Reports to: Supervisor of Maintenance
(2) DM Shorter (Superior) Organizational Unit: Met-Ed Production
Location: Three Mile Island Nuclear Station

ACCOUNTABILITY OBJECTIVE:

This position is responsible for administering and coordinating the mechanical maintenance activities for Three Mile Island Nuclear Station, Units 1 and 2, in order to maintain maximum efficiency in preventative and corrective maintenance which will reduce outages and maintenance cost to a minimum.

DIMENSIONS:

All mechanical components associated with two generating units of approximately 900MW output-each, 400MM.
37 buildings and structures on 264 acre site
1 switching engine and 5 miles of track
Annual operating expenses - 3MM
Payroll: 244 M

NATURE AND SCOPE:

This position reports to the Supervisor of Maintenance along with the Supervisor of Electrical Maintenance, Supervisor of Instrumentation and Controls.

The incumbent works with Supervisor of Electrical Maintenance, Supervisor of Instrumentation and Controls, Supervisor of Operations, Station Engineer, Health Physicist, Chemist and Supervisor of Safety, to coordinate the interfaced maintenance and repair of all mechanical equipment.

The incumbent has the responsibility for coordinating the efforts of the following personnel

- 3 Mechanical Maintenance Foreman (Nuclear)
- 2 Chief Repairman (Nuclear)
- 3-1st Class Repairman (Nuclear)
- 5-2nd Class Repairman (Nuclear)
- 4 Apprentice Repairman
- 2-1st Class Machinist
- 1-2nd Class Machinist

The following type equipment is within the purview of the incumbent: 2 - 900 megawatt turbine-generators, 2 - nuclear reactors with associated supporting equipment, i.e.; main coolant pumps, steam generators, pressurizers, main feed pumps, nuclear and non-nuclear heat exchangers, fuel handling equipment, radioactive disposal equipment, 2 - machine shop facilities, all buildings and structures, 3 - boats for river service, and plant fire fighting equipment.

The incumbent prepares reports, initiates and answers correspondence, initiates and supervises training of personnel, ordering of repair parts and consumables, establishes and maintains preventative maintenance programs and safety programs.

The incumbent provides supporting information, advice and assistance to other Met-Ed facilities or outside organizations such as contractors, architects, engineers and members of management.

The incumbent must coordinate practices and procedures within the framework of labor contract rules.

PRINCIPAL ACCOUNTABILITIES:

1. Plans and directs the installation, inspection, maintenance and repair of all equipment and structures within his primary scope of responsibility. Specifies materials and procedures to be used in the performance of this duty.
2. Supervise and assigns work to all personnel assigned to him.
3. Instructs personnel assigned to him in safe, efficient and proper job procedures.
4. Responsible for maintaining sufficient spare or replacement parts for all equipment and structures within his primary scope of responsibility.
5. Informs the Supervisor of Maintenance and all other responsible personnel of all significant developments, and makes recommendations to improve the design, operation maintenance, or performance of the station.
6. Evaluates capabilities and job performance of all personnel assigned to him.
7. Responsible for administering the company's safety and training programs and the bargaining unit agreement among personnel assigned to him.

Position DescriptionPosition: (9992) Engineer Sr. I-Nuclear
(Maintenance)-Reports to: Supervisor-Maintenance-
NuclearACCOUNTABILITY OBJECTIVE:

This position is responsible for assisting the Supervisor-Maintenance-Nuclear on the handling of day-to-day maintenance activities, budgeting, refueling outage planning and other special projects for each unit at the Three Mile Island generating station.

DIMENSIONS:

Overall Plant Worth - each unit: \$500MM
O&M Budget - each unit:

NATURE AND SCOPE:

This position reports to the Supervisor-Maintenance-Nuclear along with the Supervisors of Mechanical, Electrical and Instrument & Control Maintenance-Nuclear, the Shift Foreman-Maintenance-Nuclear, Engineers III and II-Nuclear, and a Technical Analyst Sr. II-Nuclear. Although no one formally reports to this position, the incumbent may direct and/or give guidance to any of the personnel reporting to the Maintenance Supervisor on day-to-day maintenance matters.

The Maintenance Group at TMI is divided into three groups - mechanical, electrical and Instrument and Control - as is responsible for performing all types of maintenance and repair work associated with nuclear generating station systems, equipment, buildings and appurtenances. The Supervisor-Maintenance-Nuclear directs and coordinates the overall maintenance group and is responsible for the entire station's maintenance needs. It is within this overall framework that the incumbent assumes responsibility for assisting the Supervisor by handling day-to-day maintenance activities, budgeting, refueling outage planning and other projects for each of the station's two units.

The bulk of this position's time is spent in dealing with the more routine day-by-day activities of the maintenance group. This entails directing and providing engineering support for everyday corrective maintenance projects including scheduling; following up on incomplete work; attending various meetings involved with plant shutdown where the what and how of what could be done during the shutdown is determined; handling miscellaneous personnel problems within the maintenance group. In the absence of the Supervisor, this position will attend the Plan of the Day meeting where the major functional heads discuss the daily operating and maintenance problems and will be assigned as an alternate PORC member for Unit II.

The maintenance budgets for ~~both units~~ ^{Unit I} and II are the responsibility of this position. The incumbent prepares the Operating and Maintenance (O&M) Budget for this group and tracks expenditures to ensure costs remain within the budget. This person also attends the O&M Committee meetings. The maintenance Capital budget is monitored by the incumbent through the prioritizing of each work order and the tracking of expenditures.

NATURE AND SCOPE (Cont.)

This position serves as the Maintenance Refueling Outage Coordinator and requires the incumbent to develop and oversee the outage schedule which entails in the development stage, the formulation of maintenance work priorities, appropriate time tables and manpower and materials requirements. The incumbent, during the actual outage, coordinates the corrective and preventative maintenance activities and is responsible, both before and after the outage, for writing and/or reviewing the refueling procedures. This position serves as the Maintenance Group's representative at Refueling meetings. In reference to outages, the incumbent is also responsible for "No Name Outage Planning" entailing the preparation and continuous updating of lists on both corrective and preventative maintenance work for either planned or unplanned outages.

The incumbent also carries out routine and/or special projects of the following nature:

1. Miscellaneous maintenance tasks such as dredging, screenhouse pump-out, parts procurement, etc.,
2. Maintenance Group Turbine Team member involving the coordination of all turbine inspection and outage work,
3. Overseeing contractor related maintenance work entailing the follow up on both normal and outage work and keeping contractor's work within the budget.

The incumbent reports daily to the Supervisor-Maintenance-Nuclear to check on the status of old problems, develop methods of attack for new problems and to mutually formulate maintenance work priorities. Decisions the incumbent can make on his/her own authority include the assignment of miscellaneous maintenance tasks during an unplanned outage or reduction in power.

Outside of the day-to-day direction of routine maintenance tasks, a major problem which the incumbent solve deals with refueling outages which require precise scheduling based on detailed analyses of manpower/hour requirements, material accessibility and availability and technically developed working procedures.

Principal in-company contacts include:

TMI Operations personnel: Coordination and scheduling of maintenance work,

Production Supervision Staff: Receive technical guidance in the performance and evaluation of maintenance projects and problems.

The major outside contact is:

Contractors: Supervision and cost control of contractor related maintenance work.

In order to successfully carry out the duties of this position, the incumbent must possess a detailed knowledge of either the mechanical, electrical and/or instrument and control areas involved with a nuclear generating station and a general knowledge of the remaining two areas. This person must also have a basic knowledge of the operation of such a station and the pertinent regulatory requirements involved in its operation and maintenance. This kind of knowledge would be equivalent to a four year degree in engineering supplemented by five (5) to seven (7) years of pertinent work experience.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure the continuous, efficient generation of electricity by directing and providing guidance for day-to-day maintenance activities.
2. Provide for an economical maintenance program by developing, tracking expenditures, etc. for both O&M and Capital budgets.
3. Ensure optimum utilization of outages and down time, including refueling outages by planning, scheduling and coordinating maintenance activities during such periods.
4. Ensure effective, cost-efficient contractor related maintenance work through the supervision and cost-control of maintenance work performed by outside contractors.

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METROPOLITAN EDISON COMPANY

Position Description

Position: (8911) Supervisor-Unit Maintenance-Nuclear

Reports to: Superintendent-Station Maintenance-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for planning, organizing, integrating and directing the maintenance effort for a generating unit of the Three Mile Island nuclear generating station in order to insure optimum equipment/systems utilization with minimum down time.

DIMENSIONS:

- Overall plant worth: \$100 MM
- Value of daily generation: \$0.5 MM
- Unit Maintenance Budget:
- Maintenance Personnel:

NATURE AND SCOPE:

This position reports to the Superintendent-Maintenance-Nuclear along with the Maintenance Scheduling Supervisor and a Technical Analyst Sr. III-Nuclear.

Reporting to this position are the Supervisor-Mechanical Maintenance-Nuclear, the Supervisor-Electrical Maintenance-Nuclear, the Supervisor-Instrument & Control Maintenance-Nuclear, four Foremen-Maintenance-Nuclear (shift coverage) and the Utility Supervisor.

The maintenance group at TMI is divided into three functional areas - mechanical, electrical and instrument and control - and is responsible for conducting all types of maintenance and repair work associated with nuclear generating station systems, equipment, buildings and appurtenances. The Station Maintenance Superintendent is responsible for total station maintenance function to ensure a

NATURE AND SCOPE (Continued)

synergistic, station-wide maintenance effort. It is within this framework that this position plans, organizes, integrates and directs the maintenance activities for a generating unit which involves the effective use of manpower, ensuring adherence to safe work procedures, implementing maintenance policy and procedures, providing for the advanced planning of maintenance activities for outages, etc.

A major responsibility of this position is the coordination of maintenance activities within the unit (e.g. between turbine/generator and steam generator, between steam generator and reactor vessel equipment, etc.) This involves establishing maintenance priorities for the unit to insure continuous generation, and which requires the on-going analysis of maintenance projects in the light of unit availability, the nature of the project itself (e.g. does it require a 50% power reduction), etc. This necessitates effective two-way communication between this position and the Station Maintenance Supervisor regarding the status of current projects, the approval of new maintenance work orders, etc. In short, this position determines what is to be done where and by when for a particular unit with approval by the Station Maintenance Supervisor, who ensures conformity with the overall station maintenance effort.

Ensuring the effective use of manpower is an important facet of this position's coordination function. Since maintenance is now being performed on a shift basis, this person ensures that properly qualified personnel are always present on each shift and that adequate manning levels are maintained for the unit. Through subordinate supervisory positions, the incumbent ensures the effective assignment of individuals to maintenance projects and provides for inter-unit assignment of personnel for the unit through effective interfacing with the Station Maintenance Supervisor pertaining to qualification, scheduling and assignment.

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NATURE AND SCOPE (Continued)

This position is responsible for the implementation of long and short range station maintenance policy and procedures for the unit and for making recommendations as to changes in policy and procedures in the light of actual maintenance activities. To ensure this, this position reviews daily unit maintenance logs and work orders, maintenance tests and evaluations, etc. to analyze the adequacy of current policy/procedure and to discern areas where changes/improvements are in order. On the incumbent's own volition or based upon recommendations from subordinates and with approval of the Supervisor-Station Maintenance, this position participates in and/or provides for the development of policy/procedural changes and reviews all such changes prior to submitting them for approval. This type of activity is also undertaken in the development, finalization, approval and implementation of the unit's maintenance budget, and for reconciling problems involved with its incorporation into the overall station maintenance budget.

The determination of how and when contractor maintenance support is necessary is a responsibility of this position as delegated by the Station Maintenance Supervisor. This involves the analysis of the unit's maintenance staff qualifications in the light of the type of specific projects to be done, evaluation of cost parameters, the discernment of staff-to-contractor and contractor-to-staff support, etc. This position also provides for the evaluation of in-progress and completed contractor maintenance work in order to determine future applicability of contracting maintenance work.

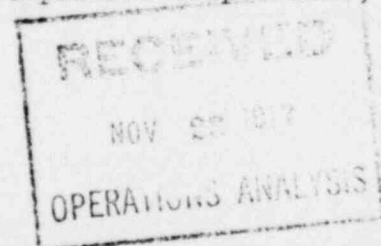
In order to build and maintain a skilled, competent maintenance staff, this position is responsible for the training of the unit's maintenance personnel. Based upon recommendations from subordinates and the incumbent's own evaluations, this position determines training needs and priorities in the light of such matters as:

NATURE AND SCOPE (Continued)

can our personnel be trained to perform work currently being done by outside contractors, etc. and makes positive recommendations to the Station Maintenance Supervisor. Upon obtaining approvals, this position ensures the close interface of training and maintenance personnel in developing programs and materials, scheduling training time and ensuring that required maintenance personnel receive training. In this vein, the incumbent through the Supervisor-Station Maintenance ensures that all maintenance personnel are kept up to date with changes to the Technical Specifications and established maintenance procedures and that the changes are fully understood so as to provide maintenance conformance with all applicable regulatory requirements.

This position works closely with the station's Maintenance Scheduling Supervisor as well as with the corporate staff's Maintenance Planning function to ensure the effective, efficient planning of unit maintenance work for both scheduled and forced outages. This responsibility is especially acute during refueling outages since this requires a concerted effort on the part of the maintenance staff in such activities as material acquisition, reverting to contingency plans, etc. In short, it is this position's responsibility to ensure the most efficient, effective use of down time for performing/completing unit maintenance work on a priority basis.

Groups/firms outside of the Company with which this position has important contact include: maintenance contractors on matters described previously; design agents/engineers, including GPUSC on maintenance problems regarding their equipment/systems; with the NRC, EPA, FPC, etc. for such matters as compliance inspections, resolving problems/inquiries, etc.



NATURE AND SCOPE (Continued)

Contacts within the station are important since much of this position's time is spent in coordinating the unit's maintenance activities with other functional groups. The more important interfacing includes: operations personnel for such matters as isolating equipment and returning it to service; with Radiation Protection & Chemistry personnel on Health Physics matters which may affect maintenance activities; with Engineering personnel to acquire engineering guidance and to supply information pertinent to engineering evaluations; and with Quality Control personnel to ensure conformance of working procedures and resolve maintenance area audit findings.

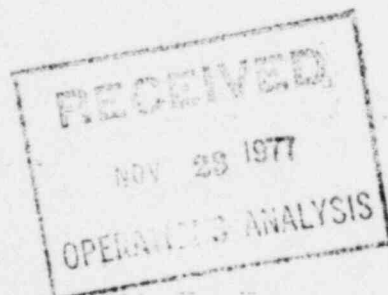
In order to successfully carry out the responsibilities of this position, the incumbent must have a thorough, detailed knowledge of the operation and maintenance of a nuclear power station including its maintenance manpower and scheduling requirements and all regulatory guidelines pertinent to its operation and maintenance. This knowledge includes a working knowledge of all station equipment and systems. Since this position is more administrative than technical, the incumbent must be experienced in organizing and directing a functional unit and in developing and motivating personnel.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure a synergistic maintenance effort by directing and controlling the maintenance function for a particular generating unit.
2. Ensure the integrity of actual maintenance work through the effective utilization of maintenance manpower.
3. Ensure an effective maintenance effort by assisting in the development and implementing maintenance policy, procedures and budgets.

PRINCIPAL ACCOUNTABILITIES:

4. Ensure effective, cost-efficient contractor support by determining the criteria and applicability for contracting maintenance work for the generating unit.
5. Ensure a skilled, competent unit maintenance staff by providing for the training of maintenance personnel.
6. Ensure effective, efficient planning of maintenance work during outages by overseeing the unit's maintenance planning function.



Position: () Superintendent-
Maintenance, Nuclear

Reports to: Superintendent-Nuclear
Generating Station

ACCOUNTABILITY OBJECTIVE:

This position is responsible for planning, organizing, integrating and directing the total station maintenance effort of the Three Mile Island nuclear generating station in order to insure optimum equipment/systems utilization with minimum down time.

DIMENSIONS:

- Overall plant worth: \$100 MM
- Value of daily generation: \$0.5 MM
- Station Maintenance Budget:
- Maintenance Personnel:

NATURE AND SCOPE:

This position reports to the Superintendent-Nuclear Generating Station along with an Engineer Sr. I-Nuclear, two Unit Superintendents-Nuclear, the Supervisor-Training-Nuclear, the Coordinator-Services-Nuclear, the Supervisor-Radiation Protection & Chemistry and a Stenographer-"A". Reporting to this position are two Supervisors-Unit Maintenance - Nuclear, a Maintenance Scheduling Supervisor and a Technical Analyst Sr. III-Nuclear.

The maintenance group at TMI is divided into three functional areas - mechanical, electrical and instrument and control - and is responsible for conducting all types of maintenance and repair work associated with nuclear generating station systems, equipment, buildings and appurtenances. The Unit Maintenance Supervisors are responsible for the day-to-day maintenance activities for a particular generating unit and for providing input to the Maintenance Superintendent to ensure a synergistic, station-wide maintenance effort. It is within this framework that this position plans, organizes,

Position: () Superintendent-
Maintenance, Nuclear

Page 2

NATURE AND SCOPE (CONT'D)

integrates and directs the total TMI maintenance function which involves the effective use of manpower, the coordination of activities between units, evaluating contractor assistance, ensuring adherence to safe work procedures, developing and implementing station maintenance policy and procedures, providing for the advanced planning of maintenance activities for outages, etc.

A major responsibility of this position is the coordination of maintenance activities between units. This involves establishing maintenance priorities for each unit from an overall station viewpoint to insure continuous generation. This requires the on-going analysis of maintenance projects in the light of unit availability, the nature of the project itself (e.g. does it require a 50% power reduction), etc. and further necessitates effective two-way communication between this position and the individual Unit Maintenance Supervisors to determine the status of current projects, the acquisition of new maintenance work orders, etc. In short, this position determines what is to be done where and by when.

Ensuring the effective use of manpower is an important facet of this position's coordination function. Since maintenance is now being performed on a shift basis, this person ensures that properly qualified personnel are always present on each shift and that adequate manning levels are maintained for each unit. Since there are equipment/systems differences between units, a major problem for this position is ensuring that, when maintenance personnel are moved from unit to unit, the personnel who are so moved are familiar with the equipment/systems to be worked on. This again requires effective communication with the Unit Maintenance Supervisors.

Position: () Superintendent-
Maintenance, Nuclear

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NATURE AND SCOPE (CONT'D)

This position is responsible for the development, review, approval and implementation of long and short range station maintenance policy and procedures. To insure this, this position reviews daily unit maintenance logs and work orders, maintenance tests and evaluations, etc. to analyze the adequacy of current policy/procedure and to discern areas where changes/improvements are in order. On the incumbent's own volition or based upon recommendations from subordinates, this position participates in and/or provides for the development of policy/procedural changes and reviews all such changes prior to submitting them for approval. This type of activity is also undertaken in the development, finalization, approval and implementation of the station's maintenance budget.

The determination of how and when contractor maintenance support is necessary is the responsibility of this position. This involves the analysis of the station's maintenance staff qualifications in the light of the type of specific projects to be done, evaluation of cost parameters, the discernment of staff-to-contractor and contractor-to-staff support, etc. This position also provides for the evaluation of in-progress and completed contractor maintenance work in order to determine future applicability of contracting maintenance work.

In order to build and maintain a skilled, competent maintenance staff, this position is responsible for ensuring that action is taken for the training of maintenance personnel. Based upon recommendations from subordinates and the incumbent's own evaluations, this position determines training needs and priorities in the light of such matters as: can our personnel be trained to perform work currently being done by outside contractors, etc. Based on these needs and priorities, this position

Position: () Superintendent-
Maintenance, Nuclear

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NATURE AND SCOPE (CONT'D)

ensures the close interface of training and maintenance personnel in developing programs and materials, scheduling training time and ensuring that required maintenance personnel receive training. In this vein, the incumbent ensures that all maintenance personnel are kept up to date with changes to the Technical Specifications and established maintenance procedures and that the changes are fully understood so as to provide maintenance conformance with all applicable regulatory requirements.

This position works closely with the station's Maintenance Scheduling Supervisor as well as with the corporate staff's Maintenance Planning function to ensure the effective, efficient planning of maintenance work for both scheduled and forced outages. This responsibility is especially acute during refueling outages since this requires a concerted effort on the part of the maintenance staff in such activities as material acquisition, reverting to contingency plans, etc. In short, it is this position's responsibility to ensure the most efficient, effective use of down time for performing/completing maintenance work on a priority basis.

Groups/firms outside of the Company with which this position has important contact include: maintenance contractors on matters described previously; design agents/engineers, including GPUSC on maintenance problems regarding their equipment/systems; with the NRC, EPA, FPC, etc. for such matters as compliance inspections, resolving problems/inquiries, etc.

Contacts within the station are important since much of this position's time is spent in coordinating maintenance activities with other functional groups. The more important interfacing includes: operations personnel for such matters as isolating equipment

Position: () Superintendent-Maintenance,
Nuclear

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NATURE AND SCOPE (CONT'D)

and returning it to service; with Radiation Protection & Chemistry personnel on Health Physics matters which may affect maintenance activities; with Engineering personnel to acquire engineering guidance and to supply information pertinent to engineering evaluations; and with Quality Control personnel to ensure conformance of working procedures and resolve maintenance area audit findings.

In order to successfully carry out the responsibilities of this position, the incumbent must have a thorough, detailed knowledge of the operation and maintenance of a nuclear power station including its maintenance manpower and scheduling requirements and all regulatory guidelines pertinent to its operation and maintenance. This knowledge includes a working knowledge of all station equipment and systems. Since this position is more administrative than technical, the incumbent must be experienced in organizing and directing a functional unit and in developing and motivating personnel.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure a synergistic, station-wide maintenance effort by coordinating maintenance activities between generating units.
2. Ensure effectiveness of actual maintenance work through the effective utilization of maintenance manpower.
3. Ensure an effective maintenance effort by developing, reviewing, approving and implementing maintenance policy, procedures and budgets.
4. Ensure effective, cost-efficient contractor support by determining the criteria and applicability for contracting maintenance work.

Position: () Superintendent-
Maintenance, Nuclear

PRINCIPAL ACCOUNTABILITIES (CONT'D):

5. Ensure a skilled, competent maintenance staff by ensuring action is taken for the training of maintenance personnel.
6. Ensure effective, efficient planning of maintenance work during outages by overseeing the station's maintenance planning function.

GENERAL PUBLIC UTILITIES

Position Description

Date: 11-9-72
 Analyst: EMZ
 Approvals: (1) Kenneth H. Frederick
 (Incumbent)
 (2) J. G. Hali
 (Superior)

Position: ^{7.00 Chem Program - 1/26}
 (8081) - Chemical Supervisor
 Incumbent: Kenneth H. Frederick
 Reports to: Station Engineer
 GPU Unit: Met-Ed
 Organizational Unit: Production
 Location: Three Mile Island Nuclear
 Generating Station, Middletown

ACCOUNTABILITY OBJECTIVE:

This position is accountable for the total plant chemical program, which involves water and waste treatment, plant chemistry, and radio-chemistry to ensure more reliable plant operation and meet compliance requirements of state and federal agencies.

DIMENSIONS:

Personnel: 5
 Lab Equipment: \$250. M

NATURE AND SCOPE:

This position reports to the Station Engineer along with one (1) Nuclear Engineer, one (1) Training Specialist, one (1) Project Engineer, two (2) Engineers, two (2) Engineer, Jrs., and one (1) Radiation Protection Supervisor. Reporting to the Incumbent are one (1) Analyst Sr., and four (4) Analysts.

The Incumbent is wholly responsible for the selection, supervision, setup and calibration of all chemical and radio-chemical analytical, and counting instruments.

This position selects, or at times makes necessary, adjustments to standard written procedures and develops new chemical and radio-chemical analytical procedures to fill the need to meet governmental agency requirements for the nuclear plant facility.

The Incumbent guides, motivates and trains his analytical personnel in analytical techniques, thereby providing good qualified personnel for future advancement, long-term stability in the department and plant growth. This training is not only limited to the Incumbent's department as he trains other plant personnel in the areas of water and waste treatment.

When chemical problems arise within the plant, the Incumbent and his staff makes the analysis of the problem and recommends the necessary solutions to solve the problem, thereby ensuring compliance with chemical sections of plant technical specifications which are, at present, awaiting final approval from the Atomic Energy Commission and the compliance regulations for the waste discharge permits which have been approved by the state agencies.

The Incumbent provides the technical supervision, and will maintain the necessary state license for the operation of the water and waste treatment facilities at the nuclear plant.

This position is responsible for maintaining the technical liaison with the General Public Utilities System Chemical Labs and others, such as manufacturer's representatives or consultants, thereby eliminating costly, time-consuming problems that could arise at some future date.

The Incumbent is responsible for the preparation and maintaining of adequate chemistry records and reports requested by both state and federal agencies.

When chemical problems arise within the plant at any time during the day, night or week, the Incumbent is expected to work long and/or irregular hours until the solution is found to correct the problem, thereby ensuring plant and system reliability.

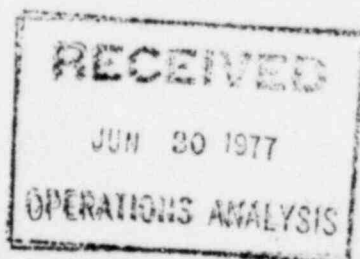
The Incumbent, when requested, will participate in Plant Operating Review Committee meetings that involve chemical procedures within the plant.

This position is responsible for the overall direction of the chemical and radio-chemical analytical programs at the Three Mile Island Nuclear Generating Station.

The Incumbent's position is considered to be both administratively and technically oriented.

PRINCIPAL ACCOUNTABILITIES

1. Selects and supervises setup and calibration of analytical and counting instruments.
2. Selects or develops chemical and radio-chemical analytical procedures.
3. Motivates and trains analytical personnel in analytical techniques and other plant personnel in areas of water and waste treatment, thereby providing qualified personnel and ensuring long-term stability and growth within the department and plant.
4. Directs the plant analytical program.
5. Insures through appropriate analysis compliance with chemical sections of plant technical specifications and discharge permits.
6. Prepares or reviews chemically oriented operating procedures.



PRINCIPAL ACCOUNTABILITIES (CONT.)

7. Provides technical supervision for the operation of the water and waste treatment facilities and will obtain necessary license for sewage treatment plant.
8. Maintains technical liaison with General Public Utilities System Chemical Labs and others such as manufacturer's representatives or consultants.
9. Insures the keeping of adequate chemistry records and prepares any necessary reports to various state and federal agencies.

G/7/12-519.3-12

ME

X F.P-1

GPU SERVICE CORPORATION
POSITION DESCRIPTION

JOB NO. 5024

POSITION: CHEMIST II

REPORTS TO: Chemist Sr. I
or Chemist III

LONG TERM: SUPV. C&H.P.

Accountability Objective

This position is accountable for the performance of all work, analyses, interpretation of results, and personnel within one of the various functional sections (Environmental, Fuels, Resins and Lubricants) of the Chemical Section of the System Laboratory, to insure that management is provided with the necessary technical data from which decisions affecting operation reliability, efficiency, and dependability can be made.

Dimensions

Yearly Costs of Internal Analysis	= \$150 M
Yearly Cost of Using Outside Services for Analysis now performed by this position internally	= \$750 M
Value of Analysis in Terms of Costs Associated with NOT conducting such analysis (i.e. unscheduled downtime, etc.)	Up to \$500 M/Day

Nature and Scope

This position typically reports to either a Chemist Sr. I or a Chemist III, depending upon the nature of the functional work assignment and associated organizational relationships. Other positions reporting to the Chemist Sr. I typically include (1-2) Chemist III's, (1-2) additional Chemist II's, (1-2) Chemist I's, and (1) Laboratory Specialist. Other positions typically reporting to a Chemist III include (1-2) additional Chemist II's, perhaps (1-2) Chemist I's, and (1-3) Laboratory Technician Seniors. Typically reporting to the Chemist II position is (1) Laboratory Technician Sr., and indirectly (1) Laboratory Assistant.

This position is responsible for assisting both management and subordinates in the continuous development, implementation, calibration, organization, and standardization of appropriate functional tests, analysis techniques, and formal programs such as the Ambient Air Monitoring Network, Resin Analysis Programs, the National Pollution Discharge Elimination System, and various Fuel and Lubricant programs. Such programs typically involve all 3 operating companies, encompassing approximately 20 generation facilities.

The position may be held accountable for developing a working knowledge of all facets of a particular program to the extent of being trained by operating company personnel, or conversely, instructing operating company personnel on pertinent matters and techniques.

Nature and Scope (Continued)

The position is accountable for the development of a Quality Assurance and control program consisting of chemical calibrations and maintenance of instrumentation and, where necessary, periodic audits of the operation of associated systems, personnel techniques, and adequacy and quality of data.

The position is also accountable for assessing developments of significance within the functional area under consideration, and may be required to develop appropriate documents for accepted programs, develop methods for any necessary sampling, and develop a catalogue of background data related to the area of endeavor.

This position is accountable for providing supervision to subordinate personnel to assess progress toward departmental objectives, as well as providing them with technical and administrative guidance as needed. In addition, the position is responsible for assisting appropriate personnel in activities such as requisite chemical cleanings, new equipment startups, etc., on an as needed basis.

The position is accountable for assisting its supervisor in the development of departmental budgets, by providing pertinent data and information concerning expenditures and projected project and analysis requirements for ensuing periods of time, within the functional area of the department.

The major challenges of this position are to insure the coordination of functional operations, provide accurate, expedient services of functional programs available and/or offered to (or required by) operating companies, to prevent duplication of effort and to insure efficiency of generation operations. For most effective performance in the position, the incumbent should possess background requirements which include a B.S. in Chemistry, Chemical Engineering, or their equivalents, supervisory experience, and effective oral and written communication skills. In addition, it is desirable that the typical or average incumbent in this position have approximately 3 years related work experience.

Major internal contacts of the position are with various engineering groups and operating company personnel for purposes of coordinating existing programs. Major external contacts of the position are with Architect Engineers, Vendors, Consultants, and Regulatory Agencies for purposes of compiling and disseminating information and technology.

The incumbent is given reasonable freedom to act, and has authority to deal with problems such as workload management, scheduling, development of programs, and equipment justifications pursuant upon upper management approval. Areas requiring decisions by this position's supervisor include budget considerations and personnel adjustments.

The position may expect to travel between 40% and 60% of the time, depending upon the functional assignment of this position within the department as well as workloads and schedules. In addition to this type of travel, additional travel may be required for purposes of attending seminars, conferences, etc.

Principal Accountabilities

Assures effective operation of assigned functional programs to provide management with necessary data and information from which pertinent decisions can be made.

Develops more effective procedures and techniques to reduce current costs of analyses required by the program.

Develops Quality Assurance and Control programs, including calibration, maintenance, and periodic audits of operation and maintenance of instruments, and training of responsible people in this effort at the subsidiary locations.

Develops and justifies new programs and services projected to meet internal and external requirements of the operating companies.

Supervises responsible subordinates, guiding them in their progress, and assisting them in their professional development in order to promote department effectiveness and individual professional development.

Renders assistance as needed on special projects related to the primary function of the department and laboratory work group, as deemed necessary by upper levels of management, in order to meet time schedules and program objectives.

Maintains effectiveness and expertise of current endeavors performed by the functional department through the training of appropriate personnel and collection and dissemination of information and data.

POSITION DESCRIPTION

Position: (5022) Chemist Sr. I

Reports To: Supervisor of Chemistry/
Radiation Protection

ACCOUNTABILITY OBJECTIVE:

This position is accountable for monitoring the total station chemistry program and coordinating the activities of all involved parties to ensure reliable and efficient plant operation within compliance requirements of state and federal agencies. Included in the chemical program are water and waste treatment, plant chemistry, radio-chemistry and the chemical and water treating budget.

NATURE AND SCOPE:

This position reports to the Supervisor of Chemistry and Radiation Protection along with one (1) Radiation Protection Supervisor, three (3) Chemistry Foremen, and two (2) Engineers. Reporting to the incumbent are twelve (12) Rad/Chem Technicians and twelve (12) Rad/Chem Technician, Jr's.

The incumbent is responsible for the selection, setup and calibration of chemical and counting instrumentation.

This position is responsible for development of suitable chemical and radio-chemical analytical procedures to meet governmental agency requirements for the nuclear plant facility. This includes selection or modification of existing procedures as well as development of new procedures as required.

The incumbent recommends and coordinates training for analytical personnel and performs training in areas of new techniques and equipment. This training is not only limited to the analytical department, but includes other station personnel in the areas of water and waste treatment.

This position is responsible for monitoring the performance of station equipment to insure compliance with specifications and reliable performance. This includes recommendations for modification of operating procedures or equipment.

The incumbent identifies and makes analyses of chemical problems within the units and recommends solutions, thereby insuring smooth operation and compliance with chemical sections of technical specifications and waste discharge permits.

This position maintains technical liaison with and coordinates the on-site activities of GPU System Chemical Lab, chemical consultants, manufacturer's representatives, architect-engineer personnel and chemical contractors.

The incumbent develops specifications for chemicals and resins and advises plant personnel on the set-up of inventories and ordering procedures.

NATURE AND SCOPE: (CONTINUED)

When chemical problems arise within the plant at anytime during the day-night or week, the incumbent is expected to work long and/or irregular hours until the solution is found to the problem, thus insuring plant and system reliability.

PRINCIPAL ACCOUNTABILITIES:

1. Selects and supervises the set-up and surveillance calibration of station analytical and counting instruments.
2. Develops or selects chemical and radio-chemical analytical procedures.
3. Recommends and coordinates the training of analytical personnel in analytical techniques and other plant personnel in areas of water and waste treatment.
4. Monitors station performance to insure proper chemical treatment and compliance with chemical sections of technical specifications and discharge permits.
5. Prepares and reviews chemically oriented operating procedures and surveillance procedures.
6. Coordinates the on-site activities of and maintains technical liason with consultants, manufacturer's representatives, chemical contractors, etc.
7. Provides technical supervision for the operation of water and waste treatment facilities and will maintain necessary licenses for these facilities.
8. Initiates and supervises modifications to plant equipment and procedures to insure reliable operation. This function requires a comprehensive knowledge of current state of the art in all areas of water treatment, analytical chemistry and radio-chemistry.

Examples of Activities Over Past 5 Years

1. Development and implementation of Powdex OP's. Have enabled operation with condenser leak rates of 1-1½ gpm (1976). Such leakage rates commonly believed not achievable with 1000 ppm DS circ water and B&W chem specs. Result - operation at 100% power for 2 weeks in 1976 during high demand periods while searching for leak.
2. Responsible for development of scheme for part time dump of 2 MS drains in TMI Unit 1. Permits full power output during high power demand periods while maintaining GE steam quality specs. Gain - 4-6 MWe for 16 hr/day during peak demand periods.
3. Responsible for stringent O2 and H2 program in TMI Unit 1. Result - probable contributor to low radiation levels.
4. Instrumental in introduction of A-104 resin to TMI Unit 1 makeup demins. Result - increase in throughpart of cation - anion strings from 180,000 to 300,000 gallons.
5. Development of sodium transport model to quantify concentration of sodium in MS drains. Demonstrated need for permanent dump of 25% MSR drains in TMI Unit 2. Potential impact - avoidance of massive turbine failures such as Rancho Seco or lesser failures such as ANO Unit 1.
6. Instrumental in implementing changes in regeneration procedures for LAWT polishers and addition of Ammonex to TMI Unit 2. Potential impact - significant reduction in probability for failures such as described in #5.
7. Involved in R&D effort to test high temp resin system for polishing MSR drains. Potential impact - recovery of 4-6 MWe output TMI Unit 2 - approximate 4 MWe output for 8 hr/day TMI Unit 1. 10 - 30% reduction in useage of Powdex resin. Lower risk of turbine and OTSG failure.
8. Invited to give prepared discussions on papers at 1975 International Water Conference and 1977 American Power Conference. Paper accepted for presentation at 1978 International Water Conference.

Metropolitan Edison Company

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#150
6/7/2-5A3-14

Position Description

Position: (9280) Foreman-Radiation Protection-Generation

Reports to: Radiation Protection Supervisor

Location: Three Mile Island Nuclear Generating Station

ACCOUNTABILITY OBJECTIVE

This position is accountable for the implementation of station radiation protection programs and is specifically concerned with the implementation of methods and procedures to safely and efficiently ensure that (1) personnel exposures are kept "as low as practicable" and (2) releases of low level radioactive effluents to the environment and other station operations related to radiation protection are conducted in compliance with applicable federal regulations and station technical specifications.

NATURE AND SCOPE

This position reports to the Radiation Protection Supervisor, along with two other Foremen-Radiation Protection. Twelve Radiation Chemistry Technicians and twelve Technicians/Juniors report to the incumbent in this position.

The Radiation Protection Department is responsible for: (1) the radiological safety of all personnel at the station, including station personnel, contractor personnel and visitors, (2) the safe discharge and/or shipment of all station radioactive wastes - liquid, gas and solid, (3) the collection and shipment of environmental samples for radioassay including river water, drinking water, air particulate and charcoal filters, (4) the maintenance of a state of readiness to implement the station radiation emergency plan, and (5) the implementation of radiation protection training programs.

The incumbent must determine and develop the abilities of subordinates and assign work responsibilities accordingly and must sustain subordinate's work interest. The incumbent must coordinate the work of his subordinates with that of other station departments to most effectively support overall station operations. The incumbent, in conjunction with the Radiation Protection Supervisor, administers the provisions of the Union contract to his technicians to ensure sound Company-Union relationships.

Throughout this overall framework, the incumbent performs the following duties:

1. Preparation, review and implementation of station health physics procedures.
2. Review of equipment requirements with subsequent preparation and review of specifications and purchase requisitions, as needed.
3. Prepare and/or review regulatory reports.

NATURE AND SCOPE (Cont'd)

4. Propose and implement resolutions to nonconformance reports and QA audit reports.
5. Prepare, review and present training lessons.
6. Perform job and equipment health physics evaluations.
7. Perform other specific tasks as assigned by the Radiation Protection Supervisor or the Supervisor-Radiation Protection and Chemistry or the Shift Supervisor.

The incumbent's most frequent contacts within the Company are:

Nuclear Generating Station Departments

To provide and/or obtain information and to provide assistance in radiation protection matters to the engineering departments, maintenance and operations departments.

Corporate Technical Support Staff (Reading)

To obtain data and/or information concerning radiation protection programs, radioactive effluent programs, licensing and environmental sample collection.

The incumbent's most frequent outside contacts are:

Personnel Dosimetry Vendors

Firms providing personnel dosimetry equipment and/or services.

Radioactive Laundry and Radiation Protection Personnel Equipment Supply Firms

Laundry and equipment supply firms providing services and/or equipment for radiation protection programs.

Radioactive Waste Transportation and Burial Vendors

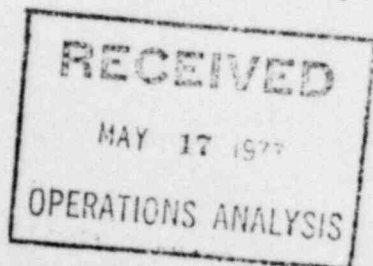
Vendors providing radwaste transportation and burial services and/or equipment.

Radioanalytical Laboratory Consultants

Consulting and analytical firms providing for radioactivity determinations of airborne and liquid effluent samples.

U.S. Nuclear Regulatory Commission (NRC)

To assist NRC inspectors, as requested, in their performance of station audits.



PRINCIPAL ACCOUNTABILITIES

The Foreman-Radiation Protection performs radiation protection and health physics work in a nuclear powered generating station. The principal accountabilities may include:

1. Directs work to be performed and work sequences to be followed in performing radiation monitoring, counting room, and decontamination work.
2. Directs the calibration and maintenance on portable survey instruments and installed radiation detectors used in environmental and effluent radiation monitoring. The incumbent insures an adequate inventory and supplies of health physics materials and equipment.
3. Directs on-site movement, storage, record keeping and disposal of radioactive wastes, fissionable material, and radioactive sources in accordance with station technical specification and Federal and State regulations.
4. Coordinates generating station radiation detection work activities with other station work activities.
5. Maintains an inventory of radioactive sources, technical operating data, records of inspection, survey, monitoring and work activities.
6. Responsible for the implementation of radiation protection procedures and programs.
7. Directs the collection of environmental samples in accordance with station procedures.
8. Reports to proper station authority, all unusual operating conditions likely to affect personal safety, radiological safety, station capacity and reliability.
9. Responsible for implementation of the station personnel dosimetry, whole body count and bioassay programs to ensure station, contractor and visitor personnel exposures are kept "as low as practicable" and to ensure the required records are maintained.
10. Responsible for implementation of the station respiratory protection program, including training and equipment readiness.

GENERAL PUBLIC UTILITIES

G/712-5, a, 3-15

Position Description

Date: 12-8-72
 Analyst: EMZ
 Approvals: (1) Richard S. Deakin
 (Incumbent)
 (2) J. H. Martin
 (Superior)

Position: ⁸⁷⁻⁷ (8087) Radiation Protection Supervisor
 Incumbent: Richard S. Deakin
 Reports to: Station Engineer
 GPU Unit: Met-Ed
 Organizational Unit: Production
 Location: Three Mile Island Nuclear Generating Station

ACCOUNTABILITY OBJECTIVE:

The Radiation Protection Supervisor is responsible for the protection of plant personnel and the environment from unwarranted radiation exposure and is engaged in the study of problems and practices of providing radiation protection. This position is concerned with an understanding of the mechanisms of radiation damage, with the development and implementation of methods and procedures necessary to evaluate radiation hazards to plant personnel, the general public and the natural environment.

DIMENSIONS:

Total worth of Equipment:	\$142,000.00
Personnel:	3 Radiation Protection Technicians. During maintenance outages ten (10) Auxiliary Operators reporting to the Radiation Protection Supervisor technically.
Annual Budget:	\$185,000.00

NATURE AND SCOPE:

This position reports to the Station Engineer along with one (1) Nuclear Engineer, one (1) Training Specialist, one (1) Project Engineer, two (2) Engineers, two (2) Engineer-Jrs. and one (1) Chemical Supervisor. Three (3) Radiation Protection Technicians report to this position. During the absence of the Chemical Supervisor one (1) Analyst-Senior and four (4) Analysts report to the Incumbent. During maintenance outages, ten (10) or more Auxiliary Operators may report technically to this position.

The Incumbent is responsible for the radiation exposure of all on-site personnel. In addition, he is responsible for all off-site releases of radioactive waste.

liquid, gaseous and solid. The Incumbent insures that all releases are properly monitored and recorded and that they comply with the Atomic Energy Commission regulations, the Plant Technical Specifications and the Pennsylvania State regulations. This position insures that the environmental program, a program that measures radioactivity off-site, is conducted in compliance with all Local, State, and Federal regulations.

Before plant operations, the Incumbent writes the Three Mile Island Radiation Protection Manual and all Radiation Protection procedures. He prepares the operating procedures for the Radiation Monitoring System and the Radiation Emergency Plan. The Incumbent must determine the abilities of subordinates and assign work responsibilities accordingly, and must obtain and sustain subordinate's work interest. The Incumbent administers the provisions of the Union contract to his technicians to insure sound Company-Union relationships.

The Radiation Protection Supervisor must insure that all personnel in the plant receive a basic radiation protection instruction lecture to insure that all plant personnel know about the hazards of radiation. He must train his technicians to perform the job required since all his personnel come from a fossil fuel plant and are not trained for the position of Radiation Protection Technician.

An important function of this position is to provide the radiation protection of maintenance workers when they are involved in repairing radioactive equipment in the plant. The Incumbent must use discretion in making decisions as to what procedures should be used and how much radiation protection equipment an employee should utilize.

PRINCIPAL ACCOUNTABILITIES:

The Radiation Protection Supervisor performs radiation protection and Health Physics work in a nuclear powered generating station. The principal accountabilities are:

1. Indicating work to be performed and work sequences to be followed in performing radiation monitoring, counting room, and decontamination work.
2. Directs the calibration and maintenance on survey instruments and installed radiation detectors used in environmental area equipment and effluent radiation monitoring. The Incumbent insures an adequate inventory and supply of anti-contamination equipment and plant personnel protective clothing.
3. Directs on-site movement, storage and disposal of radioactive wastes, fissionable material, and radioactive sources.
4. Coordinates generating station radiation detection work activities with other station work activities.
5. Maintains an inventory of radioactive sources, technical operating data, records of inspection, survey, monitoring and work activities.

PRINCIPAL ACCOUNTABILITIES (CONT.):

6. Assumes responsibility for the preparation and review of Health Physics procedures and programs. In addition, the Incumbent prepares and reviews the environmental radiation monitoring procedures and program.
7. Reports to proper station authority all unusual operating conditions likely to affect personnel safety, station capacity and reliability.

METROPOLITAN EDISON COMPANY

Position Description

Position: Technical Engineer-Waste Process-Nuclear Reports to: Supervisor-Radiation Protection and Chemistry

ACCOUNTABILITY OBJECTIVE:

This position is responsible for counselling and coordinating matters concerning, as well as engaging in, the actual design of TMI Waste Processing Disposal Systems in order to ensure the system's efficient, effective and cost saving operation.

DIMENSIONS:

Value of Radiation Waste Systems:
Net worth of daily generation: \$0.5MM

NATURE AND SCOPE:

This position reports to the Supervisor-Radiation Protection and Chemistry along with the Staff Chemist-Nuclear, the Radiation Protection Supervisor and the Chemistry Supervisor. Although no one reports directly to this position, the incumbent will, on occasion, temporarily supervise as a first-line foreman on a particular task.

The operation of a nuclear power plant results in the formation of waste products. Some of these waste products are radioactive and must be very carefully handled so as not to damage the environment or endanger the health and safety of the plant staff or general public. It is within this overall framework that the incumbent ensures the effective, economical, and efficient operation and design of all waste processing and disposal systems.

All Radiation Waste Disposal Systems which include Liquid, Gaseous and Solid Rad-Waste Disposal are dealt with by the incumbent as well as the proposed Industrial Waste Treatment Facility and Sewage Treatment. The incumbent performs and/or is responsible for the following tasks:

Radiation Waste Disposal Systems: Coordinate and ensure design (including actual re-designing of equipment by incumbent) changes to ensure the most efficient, cost-saving operation of these systems thereby minimizing radiation exposure to plant personnel by reducing and maintaining radioactive releases to the lowest practical level. These objectives are achieved through performance testing and evaluation of operational results whereby the incumbent can make recommendations for design changes and for operating procedures. This coordination and actual design changes undertaken by this Technical Engineer involve close liaison with personnel from GPUSC and the Production Supervision Staff, especially Generation Engineering and OQA.

Sewage Treatment Systems: Since these systems are only presently being proposed, the incumbent is responsible for the development and coordination of design, actual installation, start-up and operation of these systems and for the on-going evaluation of the effectiveness and efficiency of their operation.

POOR ORIGINAL

NATURE AND SCOPE: (CONT.)

For all systems dealt with, the incumbent provides guidance to and actually participates with other engineers and operating personnel in the development of operating procedures. This also includes the development, implementation and on-going evaluation of a Preventative Maintenance and an Operational Surveillance Program. The incumbent also provides supportive functions for Licensing activities.

This is a technical and advisory position which requires the incumbent to utilize his/her background in Radiation Chemistry, Mechanical and Electrical Engineering and Environmental Chemistry in solving such problems as: where equipment, or a whole system, is not performing according to design and the nature of radioactive waste requires immediate action. This means the incumbent must determine and identify the cause (often utilizing trouble-shooting techniques), evaluating the cause so as to recommend corrective action. This Technical Engineering will chair the Radiation Waste Committee.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure the effective, economical and efficient operation of all plant Radiation Waste Systems by:
 - a. coordinating and, as required, redesigning Rad Waste equipment and systems.
 - b. executing performance tests and evaluating operational results; and
 - c. aiding in the development of operational procedures, a Preventative Maintenance Program and an Operational Surveillance Program.
2. Ensure effective, cost-saving and efficient Sewage Treatment facilities through the development and coordination of the design, installation, start-up and operation of these systems.

POOR ORIGINAL

6/7/12-5,413-17

METROPOLITAN EDISON COMPANY

Position Description

Position: (9559) Engineer III-Nuclear
(Radiation Protection)

Reports to: Supervisor-Radiation
Protection and Chemistry

ACCOUNTABILITY OBJECTIVE:

This position is accountable for authorizing the release and/or shipment of radioactive wastes, as well as coordinating activities and engaging in the design of the TMI Waste Processing Disposal System in order to ensure that releases are kept below the limits set by state and federal regulations.

DIMENSIONS:

Value of Radiation Waste System:
Value of Total Waste Disposal Systems:
Net worth of daily unit generation: \$0.5MM

NATURE AND SCOPE:

This position reports to the Supervisor-Radiation Protection and Chemistry along with the Staff Chemist-Nuclear, the Radiation Protection Supervisor and the Chemistry Supervisor. Reporting to this position are two Engineers II-Nuclear (Waste Processing).

The operation of a nuclear power plant results in the formation of waste products. Some of these waste products are radioactive and must be carefully treated so as not to damage the environment or endanger the health and safety of the plant staff or general public. Therefore, the Radiation Waste (Radwaste) Disposal System is an integral part of a nuclear power plant's operation for, simply stated, it reduces the radiation level of any material discharged to the environment to below limits set by state and federal regulations. It is within this overall framework that the incumbent provides the technical support for the operation of both the Radwaste and Non-Radwaste Treatment System.

The Radwaste Disposal System deals with all three forms of Radwaste: liquid, gaseous and solid. The incumbent is constantly interfacing with Chemistry and Radiation Protection personnel to constantly be aware of radiation levels in these systems, review calculations regarding radioactivity of the wastes and general operational efficiency of the Systems. This constant interfacing allows the incumbent to have at his/her disposal all the information which is necessary for determining when such waste may be safely released to the environment. This position therefore has the authority to authorize the release of radwastes to the environment so long as such wastes meet or are below the limits established by state and federal regulations.

Through this position's subordinates, the incumbent ensures the most efficient, cost-saving operation of the Radwaste Systems by reviewing performance testing and evaluations of operational results. This allows the incumbent to take the subordinates' recommendations, refine them, and develop new recommendations for design changes and

NATURE AND SCOPE (Cont.)

visions in operating procedures. These subordinate Engineer II positions also provide the incumbent with information so as to allow this position to develop and coordinate the design, installation, start-up and operation of the Non-Radwaste Treatment facilities, and they also provide the incumbent with an on-going evaluation of the effectiveness and efficiency of these Non-Radwaste Systems.

For all systems dealt with, the incumbent provides guidance to, and actually participates with, other engineers and operating personnel in the development of overall plant operating procedures. This also includes the development, implementation and on-going evaluation of a Preventative Maintenance and an Operational Surveillance Program. The incumbent also provides supportive functions for licensing activities. This position chairs the TMI Radwaste Committee, and is the primary liaison with the Production Supervision supportive staff.

A major problem area facing the incumbent is in the evaluation of the effectiveness of the whole Radwaste Management Program so as to determine how releases could be kept to a bare minimum. This also provides this position with its greatest challenge, for while regulatory limits are set on both radwaste and non-radwaste releases, how such limits are to be achieved is left discretionary.

The incumbent meets with the Supervisor-Radiation Protection and Chemistry on a daily basis to discuss the progress of construction of systems, informing the Supervisor of the release of wastes, etc. The subordinate Engineer II positions receive general supervision and technical guidance from the incumbent. Major decisions the incumbent makes without referring to higher authority involves the authorization to allow or disallow the release of radwastes and other, more routine, Radwaste Management matters such as whether to ship solid wastes on a Tuesday or Thursday.

This is a technical and advisory position which requires the incumbent to possess a B.S. degree equivalency in such areas of knowledge as Radiation Chemistry Mechanical and Electrical Engineering, and Environmental Chemistry.

PRINCIPAL ACCOUNTABILITIES:

1. Directly ensure that radwaste releases comply with state and federal guidelines by judiciously authorizing the release of such wastes to the environment.
2. Ensure the effective, economical and efficient operation of all plant waste processing equipment by:
 - a. Coordinating the use and design of all such equipment and systems,
 - b. Evaluating performance tests and operational results, and
 - c. Evaluating and developing operational procedures.
3. Ensure effective, efficient plant operation by providing technical support and guidance on Waste Processing System as they relate to overall plant operation.

METROPOLITAN EDISON COMPANY

Position Description

Position: (8726) Supervisor-Radiation & Chemistry-Nuclear Reports to: Unit Superintendent-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for planning, organizing, coordinating and directing the radiation protection and chemistry activities as well as for the control of chemical and radiological discharges all of which provide for the safe and efficient operation of the Three Mile Island nuclear generating station, while ensuring its environmental impact is kept to a minimum.

DIMENSIONS:

Total Worth of Equipment:	\$200M
Construction Budget - Radiation Protection & Chemistry Group:	\$160M
Operating Budget-Unit I-Radiation Protection & Chemistry Group	\$450M

NATURE AND SCOPE:

This position reports to the Unit Superintendent for each unit along with two (2) Supervisors Operations-Nuclear, one Supervisor of Maintenance-Nuclear, a Coordinator-Services-Nuclear and two (2) Unit Superintendents-Technical Support-Nuclear.

Reporting to this position are three Engineers (Levels III - I)-Nuclear, a Supervisor-Radiation Protection-Nuclear, three (3) Foremen-Radiation Protection, a Staff Chemist-Nuclear, and two (2) Chemical Foremen-Nuclear. Through his/her first-line supervisors, this position is responsible for eighteen (18) Radiation Protection/Chemistry bargaining unit technicians.

The Radiation Protection and Chemistry Section of the Three Mile Island is primarily responsible for three main functional areas:

NATURE AND SCOPE (CONT.)

1. Health Physics which involves the monitoring and measurement of radiation sources and radiation exposure;
2. Plant Chemistry Control which provides for the chemical requirements involved in operating the plant and in precluding chemical buildup and attack on station equipment systems;
3. Station Waste Processing which includes radiological and chemical wastes and provides for their proper storage or safe release to the environment. It is Supervisor-Radiation Protection & Chemistry's responsibility to plan, organize, coordinate and direct the activities of these functional areas.

This position is responsible for the Health Physics practices used to ensure that the radiation exposure of all on-site personnel is maintained as low as is reasonably achievable and for providing an effective Personal Exposure Monitoring Program to determine those exposures. This responsibility involves developing procedures and timetables for ensuring the monitoring of radiation levels throughout the station and for all personnel, providing for the proper posting of radiation areas including the emergency "roping off" of high radiation areas, ensuring that proper monitoring techniques are utilized, etc. The incumbent keeps his/herself informed of plant operating conditions and activities to ensure that radiation exposure levels are kept to a minimum on a "preventative maintenance" basis, and that all plant personnel comply with Health Physics procedures as they pertain to their jobs. These procedures are detailed in the Radiation Protection Manual for which the incumbent is responsible for updating and implementing as well as for insuring its compliance with all existing regulations and good Health Physics practices.

The purpose of station chemical control activities is to preclude component system failure due to chemical attack and to minimize component/system inefficiency due to chemical buildup. The incumbent is responsible for insuring that all plant systems are properly analyzed to guarantee proper chemical control and for providing

Position: (8726) Supervisor-Radiation & Chemistry-Nuclear

Reports to: Unit Superintendent-Nuclear

NATURE AND SCOPE (CONT.)

recommendations to the Operations Section for improving chemical control. This responsibility involves developing and implementing an effective analysis program and all necessary schedules, developing the most effective means for controlling chemical parameters, etc., and insuring that sampling and analysis is in compliance with limits specified by the Technical Specifications and Chemistry limits specified for operating systems.

The off-site release of wastes, both chemical and radiological is provided for by this position. The incumbent insures that all releases are properly sampled, analyzed, monitored and documented in order to comply with the regulations of the NRC, the Station Tech. Specs., the National Pollution Discharge Elimination System Permit, and the applicable industrial waste permits. This involves providing for the effective operation of all Radwaste and Non-Radwaste Treatment Systems and the evaluation of operational results of those systems specifically and of the Radwaste Management Program as a whole. This position has standing veto authority over the release of any wastes to the environment and provides for the shipment of solid wastes.

The incumbent has responsibility for insuring the proper operational status of all Health Physics and Chemistry equipment through periodic maintenance, calibration, and functional checks.

This position is more administrative than technical in nature for the day-to-day functioning of radiation protection and stations chemistry tasks are performed through this position's subordinates, with the incumbent being responsible for the operation of the Section as a whole and for integrating activities within the Section and between this Section and the Operations and Maintenance groups, to provide for the efficient, economical operation of the station without sacrificing radiological safety.

NATURE AND SCOPE (CONT.)

The Supervisor of Radiation Protection and Chemistry must determine the abilities of subordinates and assign work responsibilities accordingly and must obtain and sustain subordinates' work interest. The incumbent administers, through his/her first line supervisors, the provisions of the Union contract to the department technicians to insure sound Company-Union relationships.

PRINCIPAL ACCOUNTABILITIES:

1. Assigns work responsibilities to subordinates to insure an efficient functioning of the Radiation Protection and Chemistry Department in the performance of all required tasks.
2. Coordinates the activities of the Radiation Protection and Chemistry Department with the activities of other department activities in an effort to obtain maximum station efficiency.
3. Directs the storage and disposal of chemical wastes, radioactive wastes, fissionable material and radioactive sources.
4. Maintains records of all disposed waste, operating data, inspections, monitoring and survey data pertaining to the Radiation Protection and Chemistry Department.
5. Provides a dosimetry program to monitor and record all radiation exposures for personnel as required by Federal law.
6. Assumes responsibility for the preparation and review of all Health Physics and Chemistry procedures and programs.
7. Reports to proper station authority all unusual operating conditions likely to affect personnel safety station capacity and reliability.

4/01/77

6/7/2-G.A.3-19

METROPOLITAN EDISON COMPANY

Position Description

Position: Superintendent Technical and Administrative Support Reports to : TMI Station Manager

ACCOUNTABILITY OBJECTIVE:

This position is responsible for planning, organizing and directing the day to day activities at Three Mile Island associated with the radiation protection safety (Health Physics), chemistry, environmental monitoring, computer terminal operations, equipment surveillance scheduling, capital O&M budgets and coordination of administrative functions consisting of labor relations, clerical stenographic support, the TMI observation center, document control center operation, COMEC implementation and coordination of the following off-site managed services: Training, Safety, Stores, Security, Personnel.

DIMENSIONS:

O & M Budget: TMI 1 plus TMI 2 \$30 MM

Total Personnel: 80

NATURE AND SCOPE:

This position reports to the Three Mile Island Station Manager along with the Unit 1 Superintendent, the Unit 2 Superintendent and the Maintenance Superintendent Pool Coordinator. Reporting to this position are: the Supervisor of Radiation Protection and Chemistry/Environmental Monitoring; the NPRD-Surveillance Scheduling Coordinator; the Supervisor of Administration, and the TMI Capital and O & M Budget Administrator.

The TMI Superintendent of Administration and Technical Support is responsible for planning, organizing and directing the Radiation Protection and Chemistry/Environmental Monitoring function, the NPRD Surveillance Scheduling and Computer terminal operation functions, administrative functions which consist of clerical, observation center, document control center and services interface coordination, and capital and O & M budget functions. All of these listed functional areas comprise the administrative and technical support section of the Three Mile Island Station organization. It is within this capacity that the incumbent integrates, coordinates, manages and supervises these functional areas through the direction of the following subordinates:

Supervisor Radiation Protection - Chemistry - Environmental Monitoring

This position under general supervision directs and supports the requirements of both Unit 1 and Unit 2 with regard to primary and secondary plant chemistry sampling analyses, interpretation and reporting requirements. Additionally, this position also directs, coordinates and supervises all radiation protection activities associated with TMI Units 1 and 2 as required by 10 CFR 20 and the standard technical specifications. Further, this position participates in carrying out the sample collection and monitoring requirements of the Station Environmental Monitoring Program under the technical guidance provided by the corporate technical

NATURE AND SCOPE (CONT'D):

staff supervisor of radiation safety and environmental engineering. Also, this position is responsible for directing day to day solid radioactive waste processing, drumming and shipment activities.

Reporting to the Radiation Protection Chemistry Supervisor are:

The Supervisor of radiation protection, the staff chemist, the chemistry supervisor of Unit 1, the chemistry supervisor of Unit 2, two Radwaste foremen and three Radiation protection engineers.

NPRD - Surveillance Scheduling Coordinator

This position is responsible for the coordination of all NPRD activities including data base formulation, routine report preparation, data analysis and NPRD system coordination. Additionally this position is responsible for the coordination and scheduling of all standard technical specifications surveillance testing on TMI Units 1 and 2. As well as computer terminal operations for the data 100 and COMEC terminals.

Reporting to this position are:

Two technical analysts responsible for NPRD data gathering analysis and reporting, on Unit 1 and 2, and the computer terminal coordinator.

Supervisor of Administration

This position is responsible for all phases of office, clerical support on TMI Units 1 and 2, observation center operation and coordination, records and document control center administration and operation, Three Mile Island COMEC coordination, as well as coordination of the following support services: training, safety, stores, security, labor relations and personnel, supervisory and union.

Reporting to this position are:

The office supervisor, the observation center public information coordinator, the records and document control center administrator, and the off-site services coordinator who is responsible for interface with off-site section heads and supervisors responsible for training, safety, stores, security, labor relations and personnel activities at Three Mile Island.

Budget Administrator

This position is responsible for all phases of O & M and capital budget preparation, tracking, reporting and developing control procedures for the annual budgets as well as the scheduled and emergency outage budget activities within the annual budgets.

Reporting to this position are:

The capital budget administrator for TMI Units 1 and 2 and a Unit 1 O & M budget administrator, a Unit 2 O & M budget administrator, and the TMI COMEC administrator.

The incumbent together with the head of each functional area will develop, coordinate, manage, supervise and implement the key written procedures by which each of these functional areas will operate.

NATURE AND SCOPE (CONT'D):

Since these four functional areas reporting to the Superintendent are required to provide both administrative and technical staff support to the Unit 1 and Unit 2 Three Mile Island Superintendents, this position insures proper coordination between his functional staff and the Operations, Maintenance and Engineering personnel reporting to the Unit Superintendents. Additionally, this position will insure effective integration of standard policies, procedures and guidelines into the daily activities associated with each of the functional areas within this positions scope of responsibility.

Major problems facing this position are in the development of implementation plans, schedules and administrative procedures in each functional area which will contribute on a priority basis to more effective and efficient performance of the Three Mile Island administrative and technical support functions. This position will be required to insure a continual flow of priority information in order to coordinate line operations and administrative staff personnel so that they may better define, evaluate and rectify identified high priority problems and problem areas. Additionally, this position will receive frequent technical guidance and managerial support from the Manager of Generation Administration whose office and support staff are located within the corporate technical support staff reporting directly to the Vice President of Generation. The Manager of Generation Administration will insure frequent interface coordination of Three Mile Island staff support activities with other company departments on an as required basis through a close working relationship with this position.

This position establishes the scope of training for the administrative support staff within each functional area and implements those training requirements specified and implied in the standard technical specifications for the radiation protection and chemistry areas. This position is also responsible for periodic review of the performance of all personnel assigned to the department.

In order to successfully carry out the responsibilities of this position, the incumbent must have the confidence and management skills of a professional administrator, as well as a working knowledge of the NPRD, surveillance scheduling, computer terminal operation, office clerical support, observation center operation, document control administration, COMEC coordination, as well as capital and O & M budget administration. Additionally, this position should acquire the knowledge required for coordination of the training, safety, stores, security, labor relations and personnel service functions. This position must also have sufficient background education, and must obtain the necessary technical schooling and knowledge to appropriately manage the radiation protection and chemistry support activities as they apply to TMI Unit 1 and Unit 2 Operations and maintenance support. This position should have approximately fifteen years experience in management and supervisory line and supporting staff functions.

PRINCIPAL ACCOUNTABILITIES:

1. Responsible to insure the radiation protection function is accomplished in full compliance with 10 CFR 20 standard technical specifications and approved Met-Ed Three Mile Island procedures.

PRINCIPAL ACCOUNTABILITIES: (CONT'D)

2. Manage and supervise all chemistry functions associated with TMI Units 1 and 2 in accordance with the standard technical specifications and Three Mile Island primary and secondary water chemistry and radiological chemistry procedural requirements.
3. Manage and coordinate the environmental monitoring program sample and analysis on site activity based on technical guidance provided by the radiation safety and environmental engineering section head.
4. Contribute to more efficient functioning of off-site support group activities by coordinating policies and procedures to insure adequate and efficient staff support to Operations and Maintenance personnel in the training, safety, stores, security, labor relations and personnel areas. Function to implement technical guidance provided by off-site supervisors and managers in the above functional areas.
5. Implement the COMEC System on Three Mile Island Unit 1 and 2 based on technical guidance received from the off-site COMEC coordinator and Manager of Administration.
6. Administer the data 100 and COMEC computer terminal activities, surveillance scheduling, and NPRD programs for TMI Units 1 and 2.
7. Provide the direction, guidance and procedures necessary to insure the office and clerical support activities provide the necessary support to Operations, Maintenance and Engineering as well as the planning and scheduling of Operations and Maintenance activities on both TMI Units 1 and 2.
3. Develop the procedures and guidance necessary for the appropriate management of the records and document control center activities as well as those of the observation center public information coordinator and services interface coordinator.
9. Provide the management and supervision necessary to develop and administer the procedures required to prepare and track capital budget expenditures and the operations and maintenance budget expenditures associated with TMI Units 1 and 2. Also responsible to recommend cost effective control actions regarding budget administration to Unit Superintendents and cognizant Maintenance and Operations and Engineering department heads.
10. Responsible to insure procedures are identified and prepared according to preset schedules in each functional area by priority in order to provide better service in key support areas required by Operations, Maintenance and Engineering personnel. Specific high priority areas are stores, personnel, training and manpower assessment activities.
11. Responsible to provide administrative support and training to Unit Superintendents in such areas as mail routing and flow, interdepartment communications and job description preparation, personnel requests preparation, union job posting procedures as well as assistance in establishing the supporting documentation for functional groups such as the Maintenance Superintendent Pool Coordinator and the day to day operations maintenance surveillance management control group.

In addition, provide training and guidance to Unit Superintendents and department heads on a priority basis of general communications, tickler systems, paper flow, routing and general supervisory management techniques aimed specifically at improving effectiveness and efficiency.

PRINCIPAL ACCOUNTABILITIES: (CONT'D)

- (2. Responsible to collect, correlate, prioritize and establish recommended plans and schedules to correct specifically identified audit problems in command relationships, authority and accountability definitions, morale, promotional opportunities, union relations, policy promulgation, productivity and manning practices.

Position Description

Date: August 21, 1978

Position: (7289) Office Supervisor-Nuclear

Analyst:

Reports to:

Organizational Unit: Three Mile Island

Approval: _____

Location: Middletown

(Superior)

ACCOUNTABILITY OBJECTIVE:

This position is responsible for organizing and directing the office services at TMI Nuclear Station to ensure efficient administrative and clerical support for plant staff members and to satisfy company and regulatory requirements.

DIMENSIONS:

Reporting to the incumbent are one Clerk-Int.-S., five Clerks, fourteen Clerk-Jrs., and eleven Clerk-Typists.

NATURE & SCOPE:

The incumbent is responsible for:

1. Initiating and maintaining detailed instructions for various office duties to ensure that company and regulatory requirements are met.
2. Coordinating inter-unit clerical and administrative requirements. This includes: (a) Interfacing as required with Department Heads and Superintendents to ensure efficient and proper clerical coverage for station personnel and (b) Ensuring adequate clerical coverage for special projects, outages, peak work periods, and during absences of regularly assigned clerical personnel.
3. Interviewing and hiring clerical applicants.
4. Training and orienting newly hired clerical personnel.

NATURE & SCOPE: (Cont.)

5. Supervising cross training of clerical personnel as required.

6. Directing and supervising the work assignments for clerical personnel

in the general office which includes as a minimum:

for both Units

a. Distribution, control, and maintenance of vital documents/such as:

1. Drawings and operation cards

2. Technical Manuals

3. Procedures

4. FSAR's

5. Technical Specifications

6. System Descriptions

7. Master Turnover Packages

b. Word processing

c. Payroll and personnel related duties for both bargaining unit

personnel and production, non-bargaining unit employees

d. Administering the Petty Cash Fund

7. Providing guidance and direction to clerical employees assigned to various departments.

8. Administering and implementing the clerical requirements within Generation procedures, TMI procedures and regulatory requirements.

9. Administering telecommunications for station personnel.

10. Determining the need for office equipment to promote more efficient administrative support.

11. Developing and maintaining a mail distribution system for station personnel.

12. Completing other projects as assigned by _____
(Superior)

PRINCIPAL ACCOUNTABILITIES:

1. Directs the activities of the clerical personnel at TMI to achieve maximum efficiency and accuracy in the performance of their duties.

POOR ORIGINAL

PRINCIPAL ACCOUNTABILITIES: (Cont.)

2. Initiates detailed instructions for various office duties to ensure that company and regulatory requirements are met.
3. Analyzes, recommends, and implements office systems and equipment to promote more effective administrative support.
4. Develops and maintains a mail distribution system for station personnel to ensure maximum efficiency in distribution of correspondence.
5. Ensures that daily payroll and related reports are completed accurately and in accordance with company requirements.
6. Administers telecommunications for all site personnel.

POOR ORIGINAL

Position Description~~XI A-P1~~Position: (8125) Supervisor - Administration -
NuclearReports to: Superintendent
Admin/Tech
SupportACCOUNTABILITY OBJECTIVE:

This position is responsible to the Superintendent Administration/Technical Support for implementation of Company policy in the area of Labor Relations, Office Services, Records and Document Control, Public Relations as well as acting as liason and buffer for the security, training, stores, observation center and personnel functions.

DIMENSIONS:

Exempt Employees: 5

Non-Exempt Employees: 30

NATURE AND SCOPE:

This position reports directly to the Superintendent Admin/Technical Support along with Supervisor Radiation Protection and Chemistry, NPRD and Surveillance Scheduling Supervisor, and Supervisor - Budgets and Special Reports. Reporting to the incumbent are the following:

- * Office Supervisor - Nuclear - Responsible for organizing and directing the day to day clerical work loads of the TMI Station Staff.
- * Coordinator - Public Information - Responsible for providing the general public with general information related to Three Mile Island through the conduct of information programs at the Observation Center, pre-arranged tours of the facilities, and through outside groups upon request.

NATURE AND SCOPE: (CONT'D)

- * Administrator - Document Control - Responsible for establishing and maintaining the document control system including meeting the requirements mandated by the NRC.
- * Coordinator - Services - Responsible for acting as liason between station staff and the station services groups i.e. training, security, stores, safety, and personnel. This position will tend to serve as an on-site buffer to off-site functional managers.

The incumbent will work with all members of plant support staff through their respective supervisory channels in order to maintain an effective and efficient plant operation through administrative support.

The incumbent will interface with Lebanon Division, Generation and System Personnel departments to coordinate management employee relations with both salaried and bargaining unit personnel. Some of these responsibilities will include salary administration, personnel record retention of on-site personnel, job posting coordination with Station and management approval, identifying personnel needs, screening resumes with follow-ups to affected supervisory staff.

This position will also be accountable for overseeing the routine administrative policies and procedures and ensure that they are being followed. Initiate in-house policy changes which affect administrative procedures and related correspondence.

The incumbent will develop and provide specific reports regarding clerical utilization and increased administrative support. Will further be responsible for being aware of and developing the needs for new office equipment which will, when implemented, effect increased administrative efficiencies.

NATURE AND SCOPE: (CONT'D)

The incumbent will have overall responsibility for the development of a practical and workable document and record control system which will comply with NRC regulations and policies. Will ensure that this program is properly integrated into the overall Generation Division Record Retention Program.

Will further be responsible for the preparation and implementation of Generation Procedures on specific administrative related subjects as applicable.

The position's greatest challenge will be to provide guidance and assistance to the various administrative functions, with interfaces within all station support, in order to achieve maximum efficient utilization of available resources.

The incumbent will be totally responsible for establishing and maintaining a grievance control and filing system as defined in the approved generation procedure. Will further be accountable for monitoring and assuring line staff training in the area of Labor Relations.

The incumbent will attend Station Superintendent personnel staff meeting to review personnel action items which may be contemplated, in motion, or approved. Assist in making recommendations of qualified candidates for consideration of new/previous filled positions.

The incumbent will assist the Station Superintendent in the administration of the Manpower Assessment Program, and coordinate the actions/recommendations as determined by Level III and Level II Manpower Assessment Committees. Will be responsible for developing and maintaining a follow-up system to monitor status of incompleted action items as generated through and by these committees relative to each employee in order to retain program effectiveness.

PRINCIPAL ACCOUNTABILITIES:

1. Direct the activities of subordinate staff personnel to ensure maximum effective and efficient administrative operations.
2. Maintain harmonious relationships between staff personnel by interacting with and keeping abreast of events which may impact on personnel interfaces.
3. Provide counsel for employees on matters relating to company policies and procedures.
4. Establish an effective system to maintain control and appropriate distribution of all plant operating procedures and document control.
5. Be the administration representative at mutual problems and first step grievance meetings with company and bargaining unit representatives.
6. Have a working knowledge of the union contract and be able to interpret the provisions as stated therein.
7. Interface with the Station and Unit Superintendents when policies and procedures are not being adhered to with suggestions/changes which could improve staff efficiencies and personnel morale.
8. Be the intermediary for the Supt. Admin/Tech Support regarding the implementation of both verbal and written policies, communications, and directives from System Personnel and/or Generation Management to the Station Support Staff.

6/1/78

Position Description

Position: Administrative Assistant-Nuclear Reports to: Supervisor-Nuclear
Budgets & Special Reports

ACCOUNTABILITY OBJECTIVE:

This position is responsible for providing administrative and technical support to the Supervisor-Nuclear Budgets and Special Reports, in the areas of budgeting, accounting and general administration.

DIMENSIONS:

Exempt Employees:
Non-Exempt Employees:
Operations & Maintenance Budget: \$36 M
Capital Budget: \$8 M

NATURE AND SCOPE:

This position reports to the Supervisor-Nuclear Budgets and Special Reports along with an Administrator-Nuclear and a COMEC Representative.

This position will assist the Supervisor-Nuclear Budgets and Special Reports in the compilation and tracking of the Operations and Maintenance Budgets of TMI-1 and TMI-2, as well as assisting with the input and analysis of the Capital Budget for both units. The incumbent must be familiar with the company's bookkeeping and administrative procedures, in addition to having a general understanding of the nuclear plant operation.

The incumbent will routinely provide updated account numbers and accounting procedure guidance for station personnel. Additionally, he will make periodic audits of payroll, materials and other expense documents that input TMI accounting information to the Met-Ed accounting systems.

This position is responsible for preparation and coordination of the Station Vehicle Budget. He will review requirements with department heads and schedule additions and replacements as required.

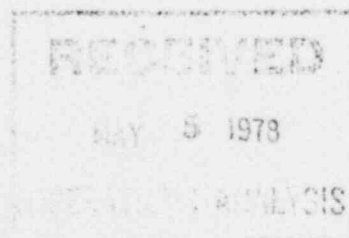
This position will accumulate and update standard costing data for various recurring plant operating activities and materials for use in budgeting and planning functions. Similarly, he will maintain consolidated budget reports and graphs for subsequent review and analysis.

The incumbent will provide general administrative support to station superintendents and technical staff, as required, in accounting and non-technical concerns. He will assist in the preparation and tracking of Capital and Maintenance work orders.

This position will control budgeted departmental overtime quotas, as well as supervisory overtime administration. These activities provide an important cost control vehicle and expenditure justification documentation.

PRINCIPAL ACCOUNTABILITIES:

1. Assist in the forecasting of O&M and Capital expenses.
2. Prepare and update the Station Vehicle Budget.
3. Provide accounting guidance to station staff and audit accounting input documents for accuracy.
4. Accumulate and record standard cost data as related to normal station operations.
5. Provide routine administrative support to the station superintendents and to the Supervisor-Nuclear Budgets and Special Reports.



Position Description~~XI B-P-2~~

Position: Administrator Budgets-Nuclear

Reports to: Supervisor-Nuclear
Budgets & Special ReportsACCOUNTABILITY OBJECTIVE:

This position is responsible for providing administrative and technical support to the Supervisor-Nuclear Budgets and Special Reports, in the areas of budgeting, accounting, cost control and general administration.

DIMENSIONS:

Exempt Employees: 125
Non-Exempt Employees: 291
Operations & Maintenance Budget: \$30M
Capital Budget: \$8M

NATURE AND SCOPE:

This position reports to the Supervisor-Nuclear Budgets and Special Reports along with an Administrative Assistant and a COMEC Representative.

The daily operations of a commercial nuclear power facility provide a variety of situations requiring accounting control and administrative support. The individual must be familiar with the technical aspects of the nuclear plant operation as well as the company's accounting and general administrative procedures. The incumbent frequently interacts with Corporate and station management personnel in the performance of his accounting and administrative duties. The constantly changing administrative support organization and management structure requires him to be flexible and objective in his approach to administrative problem solving and coordination of budgeting activities.

This position is responsible for the coordination, submittal and tracking of capital projects and their associated expenditures. The Capital Budget requires continuous reviews of expenditures, cost forecasts and technical priorities. Additionally, the incumbent provides guidance to engineers and foremen in the development of project cost estimates and in the initial preparation of work orders. He is often required to determine whether a project can be appropriately classified as a Capital or Maintenance job. Additionally, he insures that proper management approval is obtained prior to the initiation of all major station projects.

He will assist the Supervisor-Nuclear Budgets and Special Reports and Station Management in the preparation of the official and revised O&M Budgets for both units. He will also assist in the monthly tracking and analysis of the O&M expenditures.

This position is responsible for the initial development and real-time tracking of Refueling Outage Budgets. It is important that expenditure indicators and cost control methods be utilized during the dynamic cost intensive refueling outage period. The incumbent will also accumulate and publish refueling cost data for subsequent review and analysis.

NATURE AND SCOPE: (Cont'd)

The incumbent will assist in the presentation of budget information to the semiannual meeting of the TMI O&M Committee--a review committee composed of Management Representatives from each of the companies that share ownership of TMI.

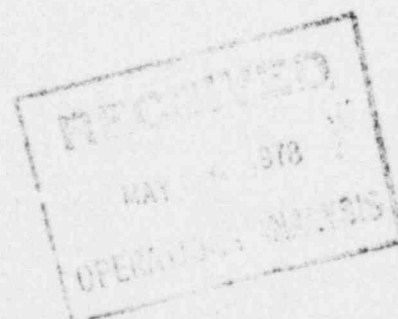
This position will provide general administrative support to station superintendents and technical staff through representation at Generation and Lebanon Division meetings concerning accounting and non-technical areas.

During the implementation phase of COMEC (Construction, Operations and Maintenance Expenditure Control System), this position will be extensively involved in the development of new station accounting procedures and cost controls as well as reformatting and inputting existing work order information.

The incumbent is required, from time to time, to perform extensive cost analysis studies and to be a source of historical TMI cost data for various reports and planning projects.

PRINCIPAL ACCOUNTABILITIES:

1. Assure that accurate and timely updating of the Capital Budget is continued.
2. Provide technical and administrative support to plant staff for accounting related concerns.
3. Provide guidance to assure that Capital and Maintenance Work Orders are accurately written, tracked and timely revised and closed-out.
4. Perform cost studies and provide historical cost data for various administrative and regulatory concerns.
5. Assure that appropriate management approval is obtained for all major station projects.



Position Description

Position: Supervisor Nuclear Budgets and
Special Reports

Reports to: Supervisor-Generation
Administration

ACCOUNTABILITY OBJECTIVE:

This position is responsible for providing administrative and technical direction to TMI Station Staff in the areas of budget preparation and tracking, cost control techniques and coordination of all plant accounting activities.

DIMENSIONS:

Exempt Employees: 125
Non-Exempt Employees - 291
Operations and Maintenance Budget: \$30M
Capital Budget: \$8M

NATURE AND SCOPE:

This position reports directly to the Supervisor-Generation Administration. An Administrator, an Administrative Assistant, a COMEC Representative and one clerk report to this position. Additionally, the position provides technical direction and advice in accounting to payroll and stores personnel.

The daily operations of a commercial nuclear plant facility present an array of diverse problems dealing with budgets, accounting and cost controls. This individual must be familiar with the technical aspects of the two nuclear plant operation as well as the company's accounting and general administrative procedures. Working in an atmosphere of regulatory change and a growing corporate administrative support organization, the incumbent is frequently faced with problem solving and procedure development situations. He works closely with Corporate and Station Management personnel in the development of station policies and goals and provides guidance with respect budgets and personnel forecasts.

It is the incumbent's responsibility to ensure that efficient and accurate accounting procedures are practiced at the plant. He provides training and guidance to plant personnel for completion of the various required accounting related forms, such as work orders, time sheets, expense reports and material requests. He is responsible for having periodic audits performed on the various accounting data forms generated at the plant. Additionally, he is responsible for the accurate preparation and cost tracking of capital and maintenance work orders. He provides guidance to engineers and foremen in the preparation of cost-benefit analysis and job cost estimates.

This position is responsible for the preparation and tracking of the Operations and Maintenance Budgets of both Units 1 and 2. He routinely analyzes various aspects of the budget and recommends cost control alternatives to meet the goals of management. The incumbent is a member of a Generation Committee that will prepare formal procedures for O&M budgeting and expenditure tracking and reporting at all Met-Ed power plants.

NATURE AND SCOPE: (Cont'd)

The incumbent assists in the preparation of rate filing exhibits (for all three GPU companies) and supports senior company officials as the TMI "cost specialist" in rate proceedings. Additionally, he is responsible for providing accurate cost input to required regulatory reports and other electric and nuclear industry surveys.

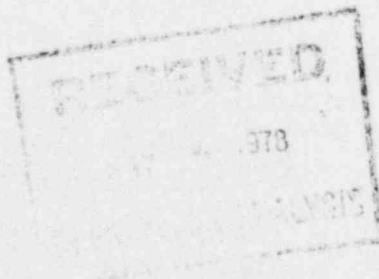
During the implementation phase of COMEC (Construction, Operations and Maintenance Expenditure Control System), this position will have a major responsibility for (1) the conversion of existing accounting, payroll and work order formats to the computerized COMEC system formats; and (2) the training of plant personnel in use of new COMEC forms and procedures.

He is responsible for the planning and presentation of semiannual TMI O&M Committee Meetings, at which operational plans and problems (including budgets) are presented to and discussed with Corporate Management and Management Representatives from each of the three companies that share ownership of TMI.

Since payroll is such a large part of budgeted expenditures, this position is responsible for the preparation and analysis of personnel projections for future requirements.

PRINCIPAL ACCOUNTABILITIES:

1. Compile and track O&M, Construction and Capital Budgets, along with the Personnel Budget to ensure that present and future needs of the station are realized.
2. Compile various data and prepare reports and procedures relevant to the various cost control and administrative needs for a nuclear station.
3. Provide administrative and technical guidance to plant personnel in budgeting, material procurement, project planning, and contractor support.
4. Provide continued education and training to assure proper accounting procedures are practiced at the station.
5. Coordinate the implementation of COMEC at the station.
6. Perform cost studies and special projects, as required.
7. Develop and motivate the other individuals in the TMI Budgeting Group.



METROPOLITAN EDISON COMPANY
Position Description

~~to John W. ...~~
6/7/72-5.03.25 12/11

Date: June 9, 1978

Position: Supervisor-Generation Security

Analyst:

Reports to: Manager-Generation Quality Assurance

Approved: _____

G.P.U. Unit: Met-Ed

Organization Unit: Generation

Location: Reading

ACCOUNTABILITY OBJECTIVES

This position is responsible for administering and coordinating all Generation Division Security activities throughout the Company's Generating stations and Generation Division staff and assuring compliance with all Federal and State laws.

DIMENSIONS

Generation Division Employees: 800 (Approx.)

O & M Budget (1977): \$26.4M

Total Capital Investment: \$384.M

NATURE AND SCOPE

This position reports to the Manager-Generation Quality Assurance along with the Supervisor-Quality Control, Supervisor-Quality Assurance, Supervisor-Licensing and Director-Training. Reporting to him is the TMI Site Protection with a staff of fifty (50) Site Protection Personnel, supplemented with Contract personnel.

The incumbent is responsible for supervising the planning and preparation of Generation Division Security programs, plans and procedures. He also assists, upon request of Manager-Generation Quality Assurance, the GPUSC Security Manager in developing security programs. He works closely with Generation Division Managers and Station/Unit Superintendents to supervise the formulation and implementation of station security programs. These programs encompass training required by law, by regulatory agencies, such as the U. S. NRC and Pa. State Police for both exempt and non-exempt personnel. He is responsible for the coordination of all Generation Division security construction projects.

The incumbent is responsible for providing to the Training Department those records necessary to ensure compliance with Federal and State laws.

The incumbent is responsible for assuring that liaison is maintained with Federal and State law enforcement agencies.

The incumbent's most frequent contacts within the Company, are as follows:

1. Generations Corporate Staff: Coordinates security training, plans, requirements and procedures.
2. Met-Ed Corporate Staff: Maintains security liaison to assure consistent approach at the company level.

3. Met-Ed Training Department: Coordinates activities with the Met-Ed Director of Training on training programs for security personnel.

His most frequent contacts outside the company, are as follows:

1. U. S. NRC: Discusses existing and pending legislation.
2. Pa. State Police: Maintains liaison, coordinates drills and training.
3. Vendors: Contacts vendors for materials and other accessories used in security programs.
4. GPUSC: Meets with the GPUSC Security Manager to discuss security policies and philosophy.
5. Penelec and Jersey Central: Discusses with his counterparts in these companies security plans, programs and implementation.
6. Other Utility Companies: Meets with peers in other utilities to exchange information on security methods and programs being used.

The incumbent must travel approximately 1,000 miles per month in the performance of his duties. He conducts weekly meetings with Station Site Protection Personnel for the purpose of monitoring progress, formulating security goals and directing the station security programs.

The Position's greatest challenge is the development and coordination of meaningful and successful security programs for improved performance and compliance with legal requirements.

PRINCIPAL ACCOUNTABILITIES

1. Coordinate with Generation Division Corporate, Met-Ed Corporate, GPUSC, and other operating companies on all aspects of security to assure utilization of the same basic approach to security.
2. Develop, recommend and coordinate implementation of policies, plans and procedures design to provide physical security for generation facilities.
3. Response to security audits of Generation Stations.
4. Maintenance of liaison with Law Enforcement, and Civil Defense officials as appropriate.
5. Supervision of the security training programs for security personnel in accordance with Federal and State regulations.
6. Review and evaluation of security plans, procedures and programs in order to ensure compliance and to upgrade security requirements.

G/7/2-5,0,3-26

METROPOLITAN EDISON COMPANY

Position Description

Job No. 6609

Position: Foreman-Stores-Nuclear

Reports: Supervisor-Stores-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for the coordination of EMU Stores Department activities ensuring maximum coverage of spare parts, equipment and supplies in support of plant operations.

DIMENSIONS:

Annual Inventory - Unit I and II - \$300K
Production Employees: 11 Plant Stockkeepers
2 Clerks

POOR ORIGINAL

NATURE AND SCOPE:

This position reports to the Supervisor-Stores-Nuclear along with another Foreman-Stores-Nuclear, five (5) Plant Stockkeepers-"A," six (6) Plant Stockkeepers-"B" and two (2) Clerks.

The incumbent insures his supervisor that an adequate amount of parts, equipment and supplies are readily available at all times. To achieve this, the incumbent instructs, supervises and directs the work of the Stockkeepers-"A" and "B" in the following:

- Determining the minimum and maximum stock requirements
- Preparation and use of Requisitions and Blanket and Local Purchases
- Procedures for processing Invoices and Expenditure Documents
- Proper maintenance of records and correspondence
- Receipt, identification and storage of material
- Inventory procedures
- Proper packaging, marking and shipment of material
- Proper and safe use of manual and mechanical warehouse equipment
- First-aid procedures
- Athorance to Company safety program.

The incumbent maintains a tight inventory control over high usage items and insures timely recording for long lead time items.

This person assists in the determination of allowance support and stock control requirements analysis along with equipment validation and support determination. This includes assisting in the preparation of Specific Work Orders and Requests for Authorization for Construction, Retirement and Maintenance Orders.

The incumbent insures the proper administration and flow of correspondence. This person assigns the proper account numbers to Requisitions and to Vendor's Invoices for payment and maintains a tight control over dealers' invoices to ensure all discounts can be absorbed by timely payment.

NATURE AND SCOPE: (cont.)

Maintaining effective communications with Foremen in the Mechanical, Electrical and Instrumentation departments, along with Engineers and Operations personnel is important for obtaining a more complete understanding of their requirements. The incumbent is in daily contact with his/her supervisor to keep him informed of departmental functions and problems dealing with Stores personnel.

PRINCIPAL ACCOUNTABILITIES:

1. Execute the policies, procedures and techniques used in Stores Department to ensure maximum coverage of spare parts, equipment and supplies.
2. Supervise the activities of Stores Department, Production personnel, necessary for effective and efficient stores operations.
3. Maintain effective communications with personnel in various departments to obtain a complete understanding of their requirements.

POOR ORIGINAL

2/3/76

14
6/7/72-5,43-27

Position Description

Date: January 16, 1976

Position: (5871) Supervisor-Stores-Sup.

Analyst: D.F.S.

Reports to: (5303) Coordinator-Services-Sup.

Approved: _____

Organizational Unit: Stores

Location: Middletown - TMI

ACCOUNTABILITY OBJECTIVE:

This position is responsible for the supervision of Stores Department activities in supporting plant operation and maintenance through effective control of the receiving, storage and issuing of repair parts.

DIMENSIONS:

Warehouse - Unit I - 25.0M sq. ft.
 Warehouse - Unit II - 37.5M sq. ft.
 Inventory - 61.0M items
 Value of Inventory - \$650M

POOR ORIGINAL

NATURE AND SCOPE:

This position reports to the Coordinator-Services-Nuclear along with an Administrator-Nuclear, Security Specialist, Office Supervisor-Nuclear and Computer Terminal Coord. Reporting to the incumbent are two (2) Stores Foremen, numerous Stockkeepers "A" and "B" and several Clerks Jr.

This position is responsible for making available to plant personnel stock items and repair parts necessary to sustain the operation of plant equipment, systems and components. It is within this overall framework that the incumbent directs the following key functions.

1. Stores Management: Develops and implements a storage system that permits segregation by general plant use and by Quality Assurance (QA) items from non-QA items. This includes the development and implementation of:
 - a. Stock Recording System with automatic review inherent in it
 - b. Stock Symbol Numbers
 - c. Stock Locator System
 - d. Return-to-Stores System of unused parts
 - e. Shelf-Life Guidelines.
2. Requisition Processing:
 - a. Reviews and approves material requirements to be procured by local purchase order method; assist in development of Planned Maintenance programs dealing with the long range determination of repair parts.

RESPONSIBILITIES:

2. Requisition Processing: (Cont.)

- b. Matters all Purchase Requisitions for proper application descriptions, tag numbers, bill of material and terminology.
- c. Develops and implements coded system to identify status of all requisitions until delivery time.

3. Receipt Control:

- a. Reviews invoices for accuracy and completeness and examine authentication documents submitted in support of charges.
- b. Confer with Accounting Department to ensure proper use of accounting data as well as identification of charges related to invoices for services and materials.

4. Issue Control:

- a. Develops and implements policies, procedures and techniques necessary for the efficient dispatch of storage materials.

POOR ORIGINAL

This position prepares Stores budget for fiscal requirements involving repair parts and Stores plant property. He/she is responsible for maintaining operations within the budget and for justifying expenses not covered by the budget.

The incumbent provides guidance to ADP programmers in the development of computer oriented Stores Management tools. Such areas as Shelf Life, Materials Control Codes, Stores Management Codes and System Application Codes are reviewed to provide technical identification and control of all repair parts. He/she defines the shortcomings of such listings and recommends the means to reconstruct data to permit identification and correction of plant system support problems.

This person supervises the activities of all subordinates, especially in matters unique to prescribed Stores procedures. This includes defining goals and methods necessary to motivate them in the performance of regularly assigned functions. The incumbent also develops policies for providing Stores personnel in support of plant outages and short term emergencies requiring the manning of Stores warehouses during other than normal working hours.

It is important for the incumbent to maintain objective communication channels with Department Heads and both Unit Superintendents to advise and assist them in their material needs. No less important is for this person to cultivate broad, positive relationships with vendor representatives to better ensure cooperation and understanding of our material requirements and priorities.

The greatest challenge to this position is during times of outages, especially unanticipated failures, where the demand for repair parts is on a top-priority basis. This entails efficient issuing of available repair parts, or the expedient requisitioning of materials obtained through tactical communications between the incumbent and vendor representatives.

NATURE AND SCOPE:

In order to meet this position's objectives, the incumbent must have a thorough knowledge of all aspects of stores management. Along with this, the incumbent must have a knowledge of procurement techniques, an understanding of sales and production procedures, along with a comprehension of the principles of materials inspection and acceptance.

PRINCIPAL ACCOUNTABILITIES:

1. Develop policies, procedures and techniques in the areas of Stores Management, Requisition Processing, Receipt Control and Issue Control necessary in sustaining plant operation and maintenance.
2. Supervise activities of subordinates to ensure effective and efficient operations during regularly assigned work and in emergency situations.
3. Prepare and maintain budget to ensure economical operation of Stores Department at W.M.
4. Maintain tactful and objective communications with Company personnel and vendors to assure compliance with material demands.
5. Assist ADP personnel in establishing effective computer usage in the needs of the Stores Department.

POOR ORIGINAL

1/16/76

METROPOLITAN EDISON COMPANY
POSITION DESCRIPTIONS

plus your comments
G/712-5A.3-28

Date: January 8, 1977

Position: Supervisor of Training - Nuclear

Analyst: _____

Reports to: Assistant Director-Generation Training

Approved: _____

G.P.U. Unit: Met-Ed

Organization Unit: Generation - OQA

Location: TMI

ACCOUNTABILITY OBJECTIVE:

This position is responsible for the formulation, administration, and implementation of training programs at the Three Mile Island Nuclear Station, and assuring that these training programs comply with all Federal, State, and Local law, and that they result in personnel whose technical qualifications meet those regulations.

DIMENSIONS:

Budget: \$500,000

Personnel: 375 (Training)

Two Nuclear Units: One in operation; one under construction

POOR ORIGINAL

NATURE OF SCOPE:

This position reports to the Assistant Director Generation Training. Reporting to him are two (2) Group Supervisors Technical Training-Nuclear each with a staff of two (2) Administrators-Nuclear Technical Training.

The incumbent is responsible for supervising the training activities and training personnel at the Three Mile Island Nuclear Station. He works closely with the Unit Superintendents to supervise the formulation and implementation of station training programs. These programs encompass training required by law, by regulatory agencies such as U.S. NRC, PaDER, OSHA, etc. for both exempt and non-exempt personnel.

The incumbent is responsible for establishing and maintaining records of station training as required by Federal and State law and by Company and Division policy. These records are subject to frequent inspection and audit by legal and regulatory agencies.

The incumbent is responsible for ensuring that station training programs meet the requirements of federal, state and local law, rules and regulations.

The positions greatest challenge is to maintain a training standard which complies with or exceeds changing regulatory requirements in order to maintain a sufficient number of licensed operators to permit plant operation and to do so within the department budget.

PRINCIPLE ACCOUNTABILITIES:

1. Formulation, administration and implementation of training programs for exempt and non-exempt personnel at the Three Mile Island Nuclear Station. This includes curriculum development, training material preparation and presentation, scheduling, examination preparation and administration, and program evaluation.
2. Originate and implement specialized nuclear training programs for auxiliary operators, reactor operators, shift supervisors and foremen, and plant engineers. These programs prepare personnel for NRC Reactor Operator and Senior Reactor Operator Licensing and must fully comply with regulatory requirements.
3. Responsible for developing and implementing the TMI Operator Requalification Program (10 CFR 55 requirement) for continued NRC licensed operator certification and continued station operations.
4. Responsible for maintaining the necessary records and reports which are subject to NRC Regulatory Division inspection and audit.
5. Develop procedures necessary for an effective training program.
6. Review and recommend new training programs to determine suitability for use by station personnel.
7. Review progress reports, counsel individuals on training program performance, and evaluate training effectiveness.
8. Assist the Unit Superintendents in the appraisal of certain plant personnel under consideration for promotion.
9. Assist the Unit Superintendents in projecting required operator man power and recommend appropriate training steps to support projected requirements.
10. Involved in labor relations aspects of negotiating and implementing new training programs and requirements, and ensuring that existing program requirements are met.
11. Report training program progress and evaluations to the Assistant Director-Generation Training as requested.

POOR ORIGINAL

6/7/2-5A.B.-29

Position Description

Position: (6697) Group Supervisor-Technical Reports to: Supervisor-Training-Nuclear
Training-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for the planning, preparation and conduct of various training programs for the Three Mile Island Staff. This includes providing administrative assistance to the Supervisor-Training-Nuclear in the areas of program development, audit, review, planning, and evaluation.

In the absence of the Supervisor-Training-Nuclear, the incumbent is responsible for the training department administration and the conduct of any required audit by the Nuclear Regulatory Staff.

DIMENSIONS:

Personnel: 375 (Training) Direct supervision of at least two instructors and their students.

NATURE AND SCOPE:**POOR ORIGINAL**

This position reports to the Supervisor-Training-Nuclear on the TMI site along with one (1) other Group Supervisor-Technical Training-Nuclear.

The incumbent is responsible for planning, developing and conducting both NRC regulatory and non-regulatory training programs. This includes directing and coordinating the efforts of two (2) Administrators-Nuclear Technical Training in the areas of scheduling, developing course outlines, lesson plan preparation, examination preparation and administration, and program evaluation.

This position is responsible to originate and instruct specialized nuclear training programs for reactor operators, auxiliary operators, shift foremen, and plant engineers. These programs include complex theoretical and operational reactor plant concepts.

The incumbent also assists the Supervisor-Training-Nuclear in maintaining the necessary records and reports which are subject to the NRC Regulatory Operators Inspections.

When requested, the incumbent aids the Supervisor-Training-Nuclear and Staff Supervisors in the appraisal of certain plant personnel under consideration for possible future promotion.

This position coordinates and assists other assigned instructors in establishing class outlines, obtaining instructional material and conducting class sessions.

The incumbent, upon request, counsels individual supervisory and non-supervisory staff members concerning personal development needs for themselves and their subordinates.

NATURE AND SCOPE: (Cont.)

The incumbent spends time-off hours talking to various civic and service groups to help create good public relations and educate the public on the production of electricity through nuclear energy.

The incumbent's position is considered to be both administratively and technically oriented.

PRINCIPAL ACCOUNTABILITIES:

1. Develop, coordinate, schedule, and administer training and re-training programs, including course outlines, lesson material, evaluation examinations, and assignment of instructors.
2. Instruct specialized nuclear training programs for reactor operators, auxiliary operators, shift foremen, plant engineers, and shift supervisors.
3. Evaluate course instruction and student progress to determine effectiveness of training programs.
4. Assists the Supervisor-Training-Nuclear in maintaining the necessary records and reports which are subject to NRC Regulatory Division inspections.
5. Upon request, aid Plant Superintendent, Supervisor-Training-Nuclear and Staff Supervisors in appraisal of certain plant personnel under consideration for promotion.
6. Coordinates and assists other assigned instructors in establishing class outlines obtaining instructional material and conducting class sessions.
7. Counsels individual members of the plant staff, upon request, concerning personal development needs and progress for themselves and their subordinates.
8. Report training program progress and evaluation to Supervisor-Training-Nuclear as requested.

POOR ORIGINAL

9/9/76

DRAFT

6/7/72-5,9,3-30

METROPOLITAN EDISON COMPANY

POSITION DESCRIPTION

Date: August 1976

Position: Administrator-Nuclear Technical Training

Approved: _____

Reports To: Group Supervisor-Technical Training -
Nuclear

Organizational Unit: Training

Location: Middletown - TMI

ACCOUNTABILITY OBJECTIVE:

This position is accountable for conducting, administering, and instructing various training programs for the Three Mile Island Staff. This includes providing administrative assistance to a Group Supervisor-Technical Training in the areas of program development, audit, review, planning and evaluation.

DIMENSIONS:

Personnel: 375 (Training)

NATURE AND SCOPE:

This position reports to a Group Supervisor-Technical Training on the TMI site along with one (1) other Administrator-Nuclear Technical Training.

The incumbent is accountable for conducting, administering, and instructing both NRC regulatory and non-regulatory training programs. This includes scheduling, developing course outlines, lesson plan preparation, examination preparation and administration, and program evaluation.

This position is responsible for instructing specialized nuclear training programs for reactor operators, auxiliary operators, shift foremen, and plant engineers. These programs include complex theoretical and operational reactor plant concepts.

The incumbent also assists a Group Supervisor-Technical Training in maintaining the necessary records and reports which are subject to the NRC Regulatory Operators Inspections.

When requested, the incumbent aides the Supervisor of Training and Staff Supervisors in the appraisal of certain plant personnel under consideration for possible future promotion.

This position assists other assigned instructors in establishing class outlines, obtaining instructional material and conducting class sessions.

The incumbent, upon request, counsels individual supervisory and non-supervisory staff members concerning personal development needs for themselves and their subordinates.

The incumbent spends time off hours talking to various civic and service groups to help create good public relations and educate the public on the production of electricity through nuclear energy.

The incumbent's position is considered to be both administratively and technically oriented.

PRINCIPAL ACCOUNTABILITIES:

1. Develop, coordinate, schedule, and administer training and re-training programs including course outlines, lesson material, evaluation examinations, and assignment of instructors.
2. Instruct specialized nuclear training programs for reactor operators, auxiliary operators, shift foremen, plant engineers, and shift supervisors.
3. Evaluate course instruction and student progress to determine effectiveness of training programs.
4. Assists the Group Supervisor-Technical Training in maintaining the necessary records and reports which are subject to NRC Regulatory Division inspections.
5. Upon request, aid Plant Superintendent, Supervisor of Training and Staff Supervisors in appraisal of certain plant personnel under consideration for promotion.
6. Assists other assigned instructors in establishing class outlines, obtaining instructional material and conducting class sessions.
7. Counsels individual members of the plant staff, upon request, concerning personal development needs and progress for themselves and their subordinates.
8. Report training program progress and evaluation to Group Supervisor-Technical Training and Supervisor of Training as requested.

METROPOLITAN EDISON COMPANY

G/712-5.a.3-31

POSITION DESCRIPTION

Date: _____ Position: Administrative Assistant-Technical
Training-Nuclear

Analyst: _____

Approved: _____ Reports to: Supervisor Training-Nuclear

_____ GPU Unit: Met-Ed

_____ Organization Unit: Production Supervision

Location: Three Mile Island Nuclear
Generating Station

ACCOUNTABILITY OBJECTIVES:

This position is accountable to the Supervisor of Training for the administrative functions necessary to maintain an effective, efficient and well documented Three Mile Island Training Program which complies administratively with state and federal regulatory requirements.

DIMENSION:

Three Mile Island Employees: 467 (approximately)

TMI Training Budget (1977): 657 K

NATURE AND SCOPE:

This position reports to the Supervisor of Training along with two Group Supervisors-Technical Training-Nuclear each with a staff of two Administrators-Nuclear Technical Training.

All Three Mile Island Training Programs are conducted in accordance with the Generation Division Two-Year Training/Retraining Program. This overall training program is designed to be administered, coordinated and documented at TMI and then reported to the Director Generation Training who also receives reports from the other generating stations. Within this context, this position is responsible for coordinating the training program, communications and documentation paths within TMI and between TMI and the Director Generation Training. This includes meeting with and assisting TMI departmental training coordinators in establishing the training records required by the Generation Two-Year Training/Retraining Program in order to properly document all TMI training programs; the dissemination, return and documentation of all lesson material and the tracking of department program status; the audit of training reports/records; and the preparation of monthly progress reports to the Supervisor of Training and Director Generation Training.

This position is responsible for all TMI inputs to the Generation Training Computer System. The incumbent interfaces with computer personnel to call for various computer reports for the purposes of audit and review. The incumbent must be thoroughly familiar with the basic computer system coding requirements and input/output processes and must also possess the ability to make logical determinations

when input/output problems are encountered so as to effectively interface with computer personnel for problem resolution.

The incumbent must be thoroughly familiar with the administrative requirements of the numerous Nuclear Regulatory Codes of Federal Regulation and Regulation Guidelines, TMI training memoranda and Final Safety Analysis Reports relating to training. The incumbent is responsible for periodically auditing TMI training files to ensure that documentation is in compliance and available for Nuclear Regulatory Commission inspections. This responsibility includes maintaining "controlled" copies of operating and administrative procedures and keeping Final Safety Analysis Reports up to date.

The Three Mile Island Training/Retraining Programs recognize the benefits to be derived from the selective attendance at outside training schools and conferences. The incumbent receives the information from available outside training schools/conferences and recommends those which are applicable, to the Supervisor of Training. After final review and selection by the Supervisor of Training, the incumbent disseminates this information to appropriate TMI departments and to the Director Generation Training. The incumbent then receives and coordinates the feedback requests for school attendance, prepares the purchase requisition/check requests, writes letters of justification for training and submits final TMI approved documentation to the Director Generation Training.

The incumbent supervises and directs the activities of a clerk junior within the limits of the union contract and company policy. The clerk junior is responsible for the typing, filing and photocopying efforts required to support the TMI training effort and the administration of the department.

This position assists in the evaluation of the TMI Training Department communication links and document control processes and recommends to the Supervisor of Training any changes required to improve efficiency of training program administration.

This position is responsible for preparing all nuclear operating license applications and renewals in accordance with the Nuclear Regulatory Code of Federal Regulation. This responsibility includes coordinating the transfer of all the procedures and information requested by the NRC for operator license examinations. The incumbent assists in the preparation of visual and audio-visual aids which are required to support the TMI training efforts. He/She administers Basic Radiation Protection programs to TMI personnel, off-site vendors, and visitors. This includes the review and evaluation of all required examinations. Therefore, the incumbent must be qualified in basic radiation protection theory and practice and familiar with applicable NRC Codes of Regulation and Guidelines relating to radiation protection.

The incumbent is responsible for ensuring that all TMI personnel required to be certified for inspection and test (ANSI 45.2.6) are so certified, and that their certification documentation is in accordance with regulatory requirements.

The incumbent must possess the supervisory, administrative and organizational ability and the attention to detail necessary to assist the Supervisor of Training with the administration of a training effort for over 450 employees.

PRINCIPLE ACCOUNTABILITIES:

1. Accountable to the Supervisor of Training for the overall administration of TMI training program documentation and document control, and ensuring that this is in compliance with and available for state and federal regulatory inspection.

2. Supervise and direct the activities of a clerk junior within the limits of the union contract and company policy.
3. Responsible for preparing monthly training reports for the Supervisor of Training and Director Generation Training in order to report training progress.
4. Responsible for the TMI input to the Generation Training Computer System including the interface with computer personnel to call for various computer reports and the audit and review of these reports.
5. Administer Basic Radiation Protection training programs for all TMI personnel, off-site vendors and visitors.
6. Recommends and prepares requests including letters of justification and purchase requisitions for off-site training programs in accordance with Generation Division guidelines.
7. Responsible for preparing nuclear regulatory operating license applications and renewals in accordance with Nuclear Regulatory Codes of Federal Regulation. This responsibility includes coordinating the transfer of all procedures and information requested by the NRC for operating license exam purposes.
8. Responsible for ensuring that required personnel are certified for inspection and test in accordance with ANSI 45.2.6.
9. Responsible for maintaining "controlled" copies of operating and administrative procedures and Final Safety Analysis Reports for the Training Department.
10. Responsible for operating various audio and audio-visual equipment.
11. Recommends to the Supervisor of Training where documentation systems can be improved to facilitate more efficient training program administration.
12. Directs and coordinates the documentation requirements, typing and photocopying efforts for the TMI Training Department staff personnel.

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G/712-5A.3-32

Position Description

Position: Unit Shift Foreman - Nuclear

Reports to: Station Shift Supervisor

ACCOUNTABILITY OBJECTIVE:

This position is accountable for the overall shift supervision and direction of production personnel in the efficient and safe operation of the TMI Unit to which he is assigned in order to ensure unit and system reliability.

DIMENSIONS:

Operations Budget: \$4M
Value of Daily Generation: \$450,000
Employees Supervised: 9 to 11

NATURE AND SCOPE:

This position reports to the Station Shift Supervisor along with seven (7) other Shift Foremen. Reporting to the incumbent while on shift are three (3) Control Room Operators and six (6) Auxiliary Operators.

While on shift the incumbent will be responsible for coordinating the operations necessary to accomplish the startup, shutdown and power operation of the unit. These plant operations must be performed within the In-Plant Switching and Tagging rules, the Final Safety Analysis Report and the Company safety rules.

The incumbent also participates in a continuous requalification training program in order to develop and maintain the necessary skills to maintain his Senior Reactor Operator's license and assist other personnel in preparing themselves for Senior Reactor Operators and Operator's licenses.

This position reviews and updates previously written procedures and writes unit operating, and emergency and surveillance tests.

The incumbent works very closely with Division and System Dispatching for load scheduling and system tagging, and coordinates the maintenance of equipment with the electrical, mechanical and instrument foreman to ensure the reliability of the equipment, systems and plant during operations.

It is the incumbent's responsibility to insure that the Surveillance Testing Program is conducted with minimum plant interference and in compliance with the Final Safety Analysis Report required by the Nuclear Regulatory Commission.

NATURE AND SCOPE: (CONT)

The incumbent is also responsible for seeing that all operations are conducted in such a manner that no detrimental environmental conditions arise, or that operations in no way jeopardize the health and safety of the employees and the public.

This position is also responsible for enforcing the interpretation of the Management-Union contract, making sure that contract obligations are adhered to, thereby ensuring harmonious labor relations between the Company and the Union.

The incumbent considers his position to be both administratively and technically oriented.

PRINCIPAL ACCOUNTABILITIES:

1. Counsel and guide subordinates in the performance of their duties, thereby creating an atmosphere of good morale.
2. Assist Station Shift Supervisor on policy and procedures to ensure that plant goals and objectives are met on schedule.
3. Administer the provisions of the Management-Union contract in order to maintain harmonious Labor Relations between the Company and Union.
4. Analyze electrical, mechanical, and nuclear problems which may occur while on shift and render recommendations and/or possible solutions to solve these problems to ensure equipment and plant reliability.
5. Obtain Senior Reactor Operator's License and maintain proficiency by continued study and training, thereby providing up-to-date, trained and well qualified personnel to operate the plant.
6. Coordinates transfer of systems and equipment from contractors to ensure system and equipment reliability and protect the Company's investment.
7. Administer the Surveillance Testing Program to ensure that it is conducted in accordance with the Final Safety Analysis Report which is required by the Nuclear Regulatory Commission.

Position Description

Position: Station Shift Supervisor

Reports to: Supervisor of
Operations

ACCOUNTABILITY OBJECTIVE:

3 1/3

This position is accountable for the overall shift supervision, direction of Foreman and production personnel in the efficient and safe operation of the Three Mile Island Nuclear Generating Station in order to ensure plant and system reliability.

DIMENSIONS:

Operations and Maintenance Budget:
Value of Daily Generation:
Employees Supervised: 8

NATURE AND SCOPE:

This position reports to Unit 1 and Unit 2 Supervisor of Operations along with seven (7) other Shift Supervisors. Reporting to the incumbent while on shift are two (2) Shift Foreman, four (4) Control Room Operators and four (4) Auxiliary Operator "A's".

While on shift the incumbent will be responsible for coordinating the operations necessary to accomplish the startup, shutdown and power operation of the nuclear station. These plant operations must be performed within the In-Plant Switching and Tagging rules, the Final Safety Analysis Report and the Company safety rules.

The incumbent also participates in a continuous requalification training program in order to develop and maintain the necessary skills to maintain his Senior Reactor Operator's license and assist other personnel in preparing themselves for Senior Reactor Operators and Operator's licenses.

This position reviews and updates previously written procedures and writes plant operating, and emergency and surveillance tests.

The incumbent works very closely with Division and System Dispatching for load scheduling and system tagging, and coordinates the maintenance of equipment with the electrical, mechanical and instrument foreman to ensure the reliability of the equipment, systems and plant during operations.

NATURE AND SCOPE: (CONT)

It is the incumbent's responsibility to insure that the Surveillance Testing Program is conducted with minimum plant interference and in compliance with the Final Safety Analysis Report required by the Nuclear Regulatory Commission.

The incumbent is also responsible for seeing that all plant operations are conducted in such a manner that no detrimental environmental conditions arise, or that operations in no way jeopardize the health and safety of the employees and the public.

This position is also responsible for enforcing the interpretation of the Management-Union contract, making sure that contract obligations are adhered to, thereby ensuring harmonious labor relations between the Company and the Union.

The Shift Supervisor acts for the Supervisor of Operations in designated specific instances.

The incumbent considers his position to be both administratively and technically oriented.

PRINCIPAL ACCOUNTABILITIES:

1. Counsel and guide subordinates in the performance of their duties, thereby creating an atmosphere of good morale.
2. Assist Supervisor of Operations on policy and procedures to ensure that plant goals and objectives are met on schedule.
3. Administer the provisions of the Management-Union contract in order to maintain harmonious Labor Relations between the Company and Union.
4. Analyze electrical, mechanical, and nuclear problems which may occur while on shift and render recommendations and/or possible solutions to solve these problems to ensure equipment and station reliability.
5. Obtain Senior Reactor Operator's License and maintain proficiency by continued study and training, thereby providing up-to-date, trained and well qualified personnel to operate the plant.
6. Coordinates transfer of systems and equipment from contractors to ensure system and equipment reliability and protect the Company's investment.
7. Administer the Surveillance Testing Program to ensure that it is conducted in accordance with the Final Safety Analysis Report which is required by the Nuclear Regulatory Commission.

Position Description

Position: Technical Engineer-Turbine-Nuclear Reports to: Supervisor-Unit Operations-
Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for coordinating the activities as well as counselling on matters involving the operation and maintenance of the turbines/generators, feed pump turbines and associated auxiliary equipment on Units 1 and 2 in order to ensure their continuous, efficient operation.

DIMENSIONS:

Net worth of Unit 1 and Unit 2: \$1,000'EM
Net worth of daily unit generation: \$0.5'EM

POOR ORIGINAL

NATURE AND SCOPE:

This position reports to the Supervisor-Unit Operations along with the Operations Engineer-Nuclear, an Engineer II-Nuclear and six Shift Supervisors-Nuclear. No one directly reports to this position.

This Technical Engineer schedules and coordinates all maintenance activities for Units 1 and 2 involving the turbines/generators (T/G), feed pump turbines and auxiliary systems to include:

- a. parts procurement involving direct contact with vendors to obtain an adequate, meaningful response to the station's needs for T/G equipment and parts; assisting in the development of segregated warehouse storage for T/G parts;
- b. procedure preparation dealing with the disassembly, inspection, repair, reassembly and testing for the above mentioned equipment;
- c. tool procurement, control and storage; and
- d. maintenance of all prints and technical manuals pertaining to all T/G equipment ensuring they are up to date and reflect any changes made.

The incumbent is also responsible for preparing and monitoring a Preventative Maintenance Program for both units, including oil sampling and greasing. This program means the incumbent must develop T/G Machine Histories for both units since these histories are the backbone of a preventative maintenance program. Sectionalized Maintenance programs for both Westinghouse and General Electric T/G's are established by this person and include feed pumps and auxiliary systems.

An Operational Surveillance Program for T/G, feed pump turbine and auxiliary equipment is established, managed and reviewed by the incumbent for both units. This Technical Engineer provides engineering guidance and assistance on T/G operational problems as required and he/she assists operators in unit start-up and in the monitoring of critical parameters.

NATURE AND SCOPE: (CONT.)

This position provides direct liaison with Westinghouse and General Electric with respect to technical guidance, maintenance and operational support regarding their particular T/G units. Development of specifications for open bidding by outside contractors for major T/G jobs is performed by the incumbent as well as coordinating the subletting of smaller projects with minor contractors during outages.

Detailed reports such as Outage Reports, Equipment Status Reports, and Performance Results are prepared by the incumbent. This position also sees to the administration of Technical Information Letters (TIL), Engineering Change Notices (ECN) and the Field Change Program on both units' T/G systems. Detailed CPM schedules illustrating man loading and dollar constraints for major inspections and outages are prepared by or through the incumbent as part of his/her budget responsibilities for this person is responsible for the total budget involved with all major and minor T/G maintenance. This entails moderate COMEC involvement, mostly dealing with input into the system.

Major problems facing this position include maintaining T/G operations and maintenance activities within a realistic budget while keeping vendor support to a minimum.

PRINCIPAL ACCOUNTABILITIES:

1. Ensures the timely, efficient and effective repair of T/G and associated equipment through the scheduling, coordination and supportive guidance of maintenance activities during outages.
2. Provides for continuous T/G operation by developing, implementing and managing Preventative Maintenance and Operational Surveillance Programs.
3. Assures economy of maintenance activities through preparation of schedules and monitoring of expenditures versus budget items.

POOR ORIGINAL

POSITION DESCRIPTION

G/712-5.a.3-35

Position: Operations Engineer

Reports To: Supervisor of
Operations

ACCOUNTABILITY OBJECTIVE:

This position is accountable for various operations related testing and data collection. The incumbent reviews plant parameters and trends to assist the operations supervision in analyzing plant problem areas.

DIMENSIONS:

Operations Budget - 4M
Value of Daily Generation - 450, over

NATURE AND SCOPE:

This position reports to the Supervisor of Operations along with one other Engineer. No one reports to the incumbent.

The incumbent is responsible for Operations Department Testing and Data Collection.

This position reviews and incorporates necessary changes to plant operating procedures.

The incumbent compiles and generates the plant operations summary. He also generates written reports on plant problem areas.

The incumbent is responsible for ensuring the Operations Department Surveillance Program is carried out properly. He reviews daily logs and surveillance records.

The incumbent compiles and generates NPDES reports. He also reviews the necessary records to ensure compliance with the NPDES Permit.

PRINCIPAL ACCOUNTABILITIES:

1. Order Operations Department supplies such as chemicals.
2. Analyze plant trends to assist in early detection of plant problems.
3. Writes and schedules various operation surveillances.

PRINCIPAL ACCOUNTABILITIES: (CONTINUED)

4. Monitors plant performance and recommends improvements to increase plant output.
5. Acts as a member of the Plant Operations Review Committee.

~~G/610-32~~
G/712-5a.3-36

Position Description

Position: Supervisor of Operations -
Unit 1

Reports to: Superintendent Unit 1

ACCOUNTABILITY OBJECTIVE:

This position is accountable for the generation of electricity at Three Mile Island.

DIMENSIONS:

Net Plant Worth: 400MM
Operations Department Budget: 8MM
Personnel: 72
Generation: 840MW

NATURE AND SCOPE:

This position reports to the Unit Superintendent - TMI Nuclear Generating Station along with the Supervisor of Maintenance, the Supervisor of Radiation Protection and Chemistry, and the Coordinator of Services. Reporting directly to the incumbent are six (6) Shift Supervisors and three (3) Engineers.

The incumbent administers the Operations Department personnel and budget at TMI to ensure reliable safe and economic generation of electricity.

The incumbents most frequent contacts within the company are as follows:

1. Supervisor of Maintenance - to coordinate maintenance work in the plant.
2. Unit Superintendent - to define and analyze technical problems.
3. Purchasing - to coordinate outside purchases.
4. Supervisor of Radiation Protection and Chemistry - to coordinate radiation protection and chemistry work.
5. Training Supervisor - to coordinate training programs for operations personnel.

The incumbents most frequent contacts outside the company are as follows:

1. Babcock & Wilcox - problem resolution with the nuclear steam supplier.
2. Gilberts Associates - problem resolution with the Architect-Engineer.
3. Consultants - as required.
4. Nuclear Regulatory Commission - compliance inspections.

NATURE AND SCOPE: (CONT)

The incumbent is a member of the Plant Operations Review Committee.

The incumbent is directly responsible to the Unit 1 Superintendent for operational compliance with the provisions of the plant license and technical specifications.

PRINCIPAL ACCOUNTABILITIES:

1. Administer the operations personnel to ensure reliable generation of electricity while maintaining employee morale.
2. Ensure the conditions of the plant operating license are met.
3. Ensure compliance with the Technical Specifications.
4. Administer the provisions of the management-union contract in order to maintain harmonious labor relations between the company and union.
5. Execute company policy as indicated by the Unit Superintendents.
6. Required by the plant Technical Specifications to license with the NRC as an SRO and maintain license level qualifications.

METROPOLITAN EDISON COMPANY

Position Description

Position: Supervisor Management
Control - Nuclear

Report to: Unit Superintendent -
Nucl. C

ACCOUNTABILITY OBJECTIVES:

This position is responsible for the development, implementation, monitoring and administration of maintenance-related management control systems and procedures which are necessary to enable station management to maximize productivity and efficiency while minimizing overall production costs.

DIMENSIONS:

Operation and Maintenance Budget	16MM
Capital Investment	700MM
Value of Daily Generation	\$500,000
Station Employees: Exempt	7
Non-exempt	8

NATURE AND SCOPE:

POOR ORIGINAL

This position reports to the Unit Superintendent. Others reporting to the same position are the Superintendent of Technical Services, Unit Maintenance Supervisor and the Unit Operations Supervisor.

The incumbent maintains records of maintenance performed on major station equipment, he prepares reports concerning maintenance projects, equipment problems and loss of generation reports. He assists in testing and evaluating operating equipment and determines what corrective action or repairs are necessary.

This position is responsible for planning the work schedules for the forced and planned shutdowns. This planning requires extensive record keeping to ensure that corrective and preventive maintenance work is performed in a timely manner to limit the equipment down time. This record keeping is required so as to make an analysis of the manhour requirements for individual projects, it is also required to predict down time and thereby schedule work for manpower utilization.

The incumbent must monitor the maintenance work request, he must separate these maintenance activities by priority and ensure that any ticket requiring outage time is properly documented and updated on a daily basis.

A major function performed by the incumbent is to expedite materials and supplies so that the corrective and preventive maintenance programs function with a minimum of interruptions. The incumbent must also ensure that proper and sufficient tools are available to support the scheduled maintenance activities. In cases of scheduled outages, this may require the purchase or rental of tools used only once; in these cases, special handling and storage is required to prevent misplacement and lost rental revenues.

The incumbent must coordinate the schedules and activities of outside contractors

who are required on an emergency basis and on major scheduled outages.

The incumbent assists the Unit Maintenance Supervisor and the Station Maintenance Superintendent in formulating critical path charts and work progress evaluations.

The incumbent must work closely with the Unit Operations Supervisor and the Unit Maintenance Supervisor in selecting priorities, schedules, equipment shutdowns and personnel requirements. He must work closely with and have a thorough understanding of the Station stores system and the Company Purchasing Department. The incumbent must have a thorough working knowledge of the current labor agreement.

This position requires an individual with several years of Nuclear generating plant experience, he must be thoroughly familiar with the Unit Maintenance activities. He should be familiar with the maintenance requirements of the boiler, turbine/generator, fans, pumps and a variety of additional support equipment.

PRINCIPAL ACCOUNTABILITIES:

1. Responsible for planning the work schedules for forced and planned shutdowns.
2. Extensive record keeping to assist in scheduling down time and manpower utilization.
3. Monitor the maintenance work request program to assess priorities and schedules.
4. Expedite material and services through the stores and purchasing departments.
5. Coordinate schedules of outside contractors and mobile maintenance personnel performing work on the Unit.
6. Responsible for administering the building services program.

POOR ORIGINAL

Position Description

Position: () Technical Analyst III reports to: Superintendent

Accountability Objective

This position is responsible for technical activities which support operation, maintenance and construction of an electric utility generating station in order to provide the safest, most efficient, and most reliable generation.

Titus Station

Personnel:	133
Capacity:	240 MW Steam
	40 MW Internal Combustion (gas turbine)
Value of Plant:	\$40 million
Annual Budget:	\$10 million fuel
	\$ 4 million O&M
	\$ 4 million Capital

Nature and Scope

Superintendent - The Supervisor of Maintenance, Supervisor of Operations, Station Engineer and Administrator.

This position requires the technical knowledge and practical experience necessary to solve the problems that are encountered in the operation of coal-fired generating equipment. Assignments will range from technical to mundane in nature.

This individual must interface with Station employees, Engineers, other Supervisors and Foremen, GPU and Corporate employees, Corporate Engineers, Consultants and Vendor representatives.

This individual may be required to occasionally work unusual hours, share in "call-out" responsibilities, and work "casual" overtime.

This individual should have extensive power plant experience.

Overall Responsibilities1. Safety Director

Coordinates Safety Committee and meeting at Titus Station. Performs routine safety observations of employees, coordinates response to housekeeping inspection, administers safety programs (esp. eye glasses).

2. Procedure Preparation

Coordinates preparation of operating, emergency and alarm response procedures.

Assists Maintenance and Operations Department in preparation of procedures.

3. System Description Preparation

Prepares revisions to system descriptions.

4. Outage Coordination and Planning

Assists in planning and coordination of Maintenance outages. Supports Supervisor of Maintenance and Station Engineer in this function. Coordinates Maintenance efforts with Operations Department to assure stable Station operation. Supervises contractor crews.

5. Cooling Tower and Other Projects

Coordinates turnover and startup of new systems, such as cooling tower and circulating water system. Coordinates preparation of surveillance, PM and operating procedures for these systems.

6. Training

Assists Training Administrator in training of Operations and Maintenance personnel.

METROPOLITAN EDISON COMPANY

Position Description

O'Connor
6/712-5a3-39

Position: Technical Analyst Sr. I - (Nuclear)

Reports to: Lead Mechanical Engineers
TMI I and II

ACCOUNTABILITY OBJECTIVE:

This position is responsible for providing engineering, management, maintenance/test scheduling, and outside vendor and inspection group coordination for the TMI station fire systems. This includes procedure preparation and review, management and coordination of surveillance and special fire systems tests, arranging for outside contractor support, parts review, development of specific fire fighting plans and significant contact with NRC and NELPIA inspectors and safety and generation engineering personnel.

DIMENSIONS:

Net Worth - Total Each Unit \$500MM
O&M Budget Each Unit \$15 MM

NATURE AND SCOPE:

This position reports to the Lead Mechanical Engineers in the respective units along with two other mechanical engineers per unit.

Since the Browns Ferry fire, fire systems and fire protection have assumed a significantly and increasing important posture at TMI. As such the person that fills this position will need to have the ability to coordinate and solve complex problems in this highly focused upon area with maturity and a positive goal oriented dynamic approach. The person in this position, since he will have responsibility for station vice unit systems will have to deftly split his time between the units giving each the proper priority and will report to both the units' respective lead mechanical engineers. This division of responsibility to successfully work will require a senior, responsible, and mature individual.

In that the TMI safety department has recently reduced its posture relative to fire systems and fighting line responsibility, the person in this position will be responsible for assuming many of these duties. These include such things as developing fire fighting plans for TMI (a TMI II license commitment), having TMI cognizance over the license required fire system modifications in TMI II, arranging for and auditing TMI fire fighting training, coordination of outside fire company involvement and training at TMI, coordinating NELPIA and NRC inspections in the fire protection area at TMI.

The respective units' fire barrier penetration seal programs including installation, inspection, and repair will fall under the cognizance of this individual. Further this individual will manage and audit the transient combustible loading of the 2 units to insure requirements are being met.

In that the fire systems have recently been incorporated into the technical specifications, significant surveillance testing is performed on them. The person in this position will serve as an alternate member of the respective units' Plant Operations and Review Committee in this area of expertise being the fire systems and fire protection area.

Position: Technical Analyst Sr. I - (Nuclear)

Page 2

Verbal contacts in this position are with NRC and NELPIA inspectors, GPUSC fire protection personnel, Met-Ed generation engineering fire protection personnel, and other members of the station staff. This position will be required to draft letters and event reports for the Unit Superintendents - Technical Support and the Station Superintendent.

To effectively fulfill this position the cognizant individual should have 5-8 years power plant or equivalent experience. He should have a strong working knowledge of mechanical, electrical and I&C systems, and should have experience with various facets of the TMI fire protection program. While maturity and aggressive problem solving are needed more than an academic degree for this position, the person filling this position must possess strength in his writing ability.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure reliable operation and proper maintenance of the TMI I and II fire systems.
2. Develop fire fighting plans for TMI and coordinate their internal and external implementation.
3. Coordinate NELPIA, NRC, and internal company inspections and interface in the fire protection area.

6/7/72-514.3-40

GENERAL PUBLIC UTILITIES

Position Description

Date: 12-8-72 Position: () Nuclear Engineer
 Analyst: E. M. Z. Incumbent: Giuseppe F. Larizza
 Approvals: (1) Giuseppe F. Larizza Reports to: Station Engineer
 (Incumbent) GPU Unit: Met-Ed
 (2) J. J. Helein Organizational Unit: Productive
 (Superior) Location: Thres Mile Island
 Nuclear Generating Station

ACCOUNTABILITY OBJECTIVE:

This position is accountable for the safe fueling and assembly of the reactor core and is responsible for the safe and efficient operation of the nuclear reactor with emphasis on the nuclear fuel, which requires a knowledge of nuclear engineering, reactor coolant and secondary system, integrated control system, engineered safety features, reactor protection system, safety analysis and technical specifications.

DIMENSIONS:

Reactor and Related Equipment \$100MM

POOR ORIGINAL

NATURE AND SCOPE:

This position reports to the Station Engineer along with one (1) training Specialist, one (1) Project Engineer, two (2) Engineers, two (2) Engineer, Jrs., one (1) Radiation Protection Supervisor, and one (1) Chemical Supervisor. At the present time, no one reports to the Incumbent.

The Incumbent is responsible for providing the technical assistance and data to the Station Engineer in order to ensure the safe, economic operation of the nuclear reactor, fuel core and related equipment.

This position is also a member of the plant operating review committee. In this capacity he reviews the system descriptions, test specifications and operating procedures and safety analysis reports. The Incumbent then makes recommendations on these documents to the Station Superintendent. The Incumbent also writes documents related to the nuclear fuel and test procedures which are subject to review by the General Office Review Board and the Atomic Energy Commission.

The Incumbent is also a member of the initial fuel loading group which is responsible for the writing and review of the initial fuel loading documents which are used in the safe fueling and assembly of the reactor core.

This position is a member of the Core Design Task Group which is required to keep up to date changes and studies on Fuel Management. As a member of this group the Incumbent works closely with the G.P.U. Fuel management group, Babcock & Wilcox, the reactor and fuel supplier, and supplies these groups with the pertinent data for the fuel management studies to ensure the economic use of the nuclear fuel.

The Incumbent directs the physics test to be performed in the nuclear core to verify all the nuclear design parameters.

The challenge considered most important by the Incumbent is in maximizing the usage of the nuclear fuel by ensuring that the operational methods are safe and flexible enough for an efficient operation of the reactor.

The Incumbent reviews all safety analysis reports, writes portions of them including the technical specifications and has to be thoroughly familiar with AEC licensing procedures, ASME, IEEE codes, Title 10 of code of Federal Regulations and Safety guides, and will be expected to obtain his Senior Reactor Operator License.

The Incumbent must have a broad knowledge of Nuclear Engineering, and a working knowledge of Electrical and Mechanical Engineering, Radio Chemistry, and Health Physics. Using these various disciplines, the Incumbent must be able to study, interpret, and evaluate highly technical systems and procedures.

The Incumbent keeps up to date with the rulings and changes by various regulatory agencies such as the Atomic Energy Commission, the Commonwealth of Pennsylvania and problems incurred by other Nuclear Power Plants.

The Incumbent is also used in an advisory capacity in the training program being conducted at the Three Mile Island Station.

The Incumbent considers his position to be more technically than administratively oriented.

PRINCIPAL ACCOUNTABILITIES:

1. Provide pertinent technical data to the fuel management group in order to ensure the economic use of the nuclear fuel.
2. Assist Station Engineer and Plant Superintendents on various technical problems involved with the reactor and core in order to ensure plant and system reliability.
3. Interprets and evaluates highly technical systems and procedures and makes recommendations and/or solutions for maximizing fuel usage, and the safe and efficient operation of the Reactor.

POOR ORIGINAL

4. Provides technical assistance to the Shift Foreman during the conduct of the physics tests performed in the Nuclear core to verify all the nuclear design parameters to insure that technical specifications are complied with.
5. Reviews all safety analysis reports and recommends changes in these reports to obtain and ensure licensability of the plant.
6. Participates and is a voting member of the Initial Fueling Group. The incumbent is responsible for the safe fueling and assembly of the reactor.
7. Attain Senior Reactor Operator License.
8. Responsible for the evaluation and interpretation of the periodic computer outputs related to the Incore monitoring system.
9. Maintains special nuclear material inventory records associated with U235 fuel and related isotopes.
10. Provides up to date curves to the operations group based on most recent core parameters from physics tests.
11. Coordinates the collection and reporting of plant performance data in required monthly reports.

POOR ORIGINAL

Position Description

6712-5.3-41

Position: Station Nuclear
Engineer

Reports To: Unit Superintendent
Technical Support Unit 1
and Unit 2

ACCOUNTABILITY OBJECTIVE:

This position is accountable for the fueling of the reactor cores and is responsible for the safe and efficient operation of the nuclear reactor, with emphasis on the nuclear fuel and control components. This requires a knowledge of nuclear engineering principles, computer systems, reactor coolant and secondary systems, integrated control system, engineered safeguards system, safety analysis and technical specifications.

DIMENSIONS:

Reactor, Fuel
and Related Equip. - \$300MM

Net Worth of Station: \$1.2 Billion

Generation - 1672 MW

Net Worth of Daily Generation: \$1 MM

Personnel - 1 exempt

NATURE AND SCOPE:

This position reports to the Unit Superintendent Technical Support for each unit. At the present time two (2) Engineer II's - Nuclear and one (1) Engineer I - Nuclear report to the incumbent.

The incumbent is responsible for providing technical assistance and operational data to the Unit Superintendent Technical Support in order to ensure the safe and economic operation of the nuclear reactor, fuel and related equipment.

This position is a primary member of each unit's Plant Operation Review Committee. In this capacity he reviews nuclear safety procedures and changes thereto, reportable occurrences, changes to technical specifications, plant operations, test specifications and changes to the FSAR and Safety Analysis.

The incumbent is responsible for coordination of reactor refueling in each unit. This includes responsibility for and coordination of fuel receipt, review and scheduling of maintenance related work in relation to reactor vessel head removal, and operations support of the actual fuel shuffle.

NATURE AND SCOPE (CONTINUED):

The incumbent is a member of the Reload Licensing Group. As a member of this group, he is responsible for reviewing technical specifications changes and responding to NRC concerns in regards to Reload Licensing for each unit. This typically requires a significant amount of coordination with offsite groups and agencies and includes presentation of reports and safety analyses to the NRC at high level meetings.

This position is a member of the TMI Core Committee Group. As a member of this group he reviews operating plant nuclear data and provides input for various fuel management schemes. As a member of this group he works closely with the GPU Nuclear Fuels Group, Babcock and Wilcox, and Met-Ed Fuels Group.

The incumbent directs physics test after each refueling to verify all nuclear design parameters.

This position is responsible for all Special Nuclear Material Accountability at Three Mile Island Nuclear Generating Station. This includes both bookkeeping and physical inventories of all special nuclear material as well as providing necessary input for nuclear material inventory reports required by the NRC.

This position will play an active role in the initial licensing of the Westinghouse fuel slated as replacement fuel for Unit 2 during future Unit 2 cycles.

The incumbent must have a broad knowledge of Nuclear Engineering, and a working knowledge of Electrical and Mechanical Engineering, Radio Chemistry, and Health Physics. Using these various disciplines, the incumbent must be able to study, interpret, and evaluate highly technical systems and procedures.

The incumbent is also used in an advisory capacity in training programs conducted at the Three Mile Island Station.

PRINCIPAL ACCOUNTABILITIES:

1. Provide pertinent technical data to the fuel management group in order to ensure the economic use of the nuclear fuel.
2. Assist Unit Superintendents Technical Support (Unit 1 and 2) on various technical problems involved with the reactor and core in order to ensure plant and system reliability.
3. Interprets and evaluates highly technical systems and procedures and makes recommendations and/or solutions for maximizing fuel usage, and the safe and efficient operation of the reactor.

PRINCIPAL ACCOUNTABILITIES (CONTINUED):

4. Provides technical assistance to the Shift Supervisor/Foreman during the conduct of the physics tests performed in the nuclear core to verify all the nuclear design parameters to insure that operating and technical specifications are complied with.
5. Coordinates fuel receipt on site.
6. Responsible for the evaluation and interpretation of the computer outputs related to the incore monitoring system to satisfy periodic surveillance required by each units technical specifications.
7. Maintains special nuclear material inventory records associated with U235 fuel and related isotopes.
8. Provides up-to-date curves to the operations group based on most recent core parameters from physics tests.
9. Coordinates the collection and reporting of plant performance data in required monthly reports.
10. Responsible as a primary member of the Plant Operations Review Committee.
11. Provides plant input to Reload Licensing Committee.
12. Coordinates reactor refueling outages in each unit to ensure safe and efficient shuffle of the nuclear fuel.
13. Will hold on site responsibility for licensing of Westinghouse fuel for TMI-2.

METROPOLITAN EDISON COMPANY

Edison *04822*
G/712-5a.3-42

Position Description

Position: Technical Analyst III

Reports to: Lead Electrical Engineer

ACCOUNTABILITY OBJECTIVE:

This position is responsible for assisting the engineering staff in specialized technical areas.

DIMENSIONS:

NATURE AND SCOPE:

This position reports to the Lead Electrical Engineer along with an Engineer II.

The incumbent is responsible for assisting the engineering staff in the preparation of operating maintenance and surveillance procedures and evaluating work requests, change modifications and NRC bulletins.

Responsibilities include training of new operating personnel in basic mechanical or electrical fundamentals, and acting as technical consultant on highly specialized equipment which may be unique to a nuclear facility, as well as all other power plant equipment.

The incumbent is responsible for investigating reportable events occurring in his area of cognizance. This responsibility includes preparing the draft report, recommending corrective action and following up to assure corrective action is taken.

Incumbent confers with his supervisor at least once each day in order to report progress on current projects, to discuss problems, and to formulate plans for new projects.

The position's greatest challenge is to keep up to date on system problems and procedures in order to be able to assist the engineering staff and maintenance personnel in such a way as to help keep the plant operating smoothly and efficiently.

The incumbent's most frequent contacts are: Generation Engineering - to obtain or provide information and/or data for resolution of problems and Vendors - to obtain information on equipment related problems, keep current on available equipment and to obtain information for purchasing material or services.

07 #6

PRINCIPAL ACCOUNTABILITIES:

1. Provides specialized technical expertise on assigned systems in order to minimize maintenance problems.
2. Assists in the preparation of operating, maintenance, and surveillance procedures.
3. Recommends solutions to engineering problems as assigned to correct deficiencies, to implement new requirements or to improve operation.
4. Evaluate draft response and followup on action items resulting from Nuclear Regulatory Commission Circulars and Bulletin
5. Draft Licensee Event Reports, recommend corrective action and assure completion of corrective action on reportable events as required by Technical Specifications.

the requirements in the technical specifications.

The incumbent drafts event reports in the event of violation of the technical specifications or failure of equipment, investigates the cause, and assures that effective corrective action is taken to prevent reoccurrence.

This position is a primary member of the Plant Operations Review Committee (PORC) and therefore must have an overall knowledge of all systems in the unit to enable adequate review of the safety related procedures and other items that require PORC review.

In addition to the resolution of technical problems, review of procedures and development of recommendations based on available data, the incumbent also prepares requests for capital projects, tracks the costs and progress of these projects and assures that completion reports are prepared.

Contacts in this position are with other members of the staff at all levels, members of the generation staff, consultants, vendors, members of the generation staff, consultants, vendors, members of the GPUSC staff, NRC inspectors, and engineers from other utilities.

Because of the great volume of written documentation required and the verbal interfacing with all levels of the organization, this position requires significant written and oral communications skills. This position is frequently required to draft letters and reports for the signature of the Unit Superintendent Technical Support and at times the Unit and Station Superintendent.

The incumbent has the collateral duty of coordinating outside tours in both units. The planning for such tours includes selection of a tour route based on the time the group has available and the depth of knowledge of the group, policing of the route based on the time the group has available and the depth of knowledge of the group, policing of the route to remove interferences, and acting as TMI liason with the company communications group to solve problems.

In order to effectively fulfill the requirements of this position, the incumbent must have a detailed knowledge of nuclear power plant electrical systems and components as well as sound engineering background to enable evaluation, analysis and presentation of data regarding those systems. This knowledge should be supplemented by a college degree in Engineering, preferable Electrical Engineering and include nominally by 5 to 8 years of power plant experience with a minimum of 1 to 2 years nuclear experience.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure reliable operation of the unit's electrical systems by providing technical support based on engineering judgments and test results.
2. Assure compliance with the Technical Specifications by thorough review of surveillance procedures and test results. Assist in the performance of surveillance procedures as required.
3. Perform the duties of a primary member of PORC including procedure review, reportable occurrence review, and change modification review.

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G/712-5,0,3-44

METROPOLITAN EDISON COMPANY

Position Description

Position: Engineer Sr. I - Nuclear
(Lead Engineer)

Reports to: Unit Superintendent-
Technical Support

ACCOUNTABILITY OBJECTIVE:

This position is responsible for ensuring or providing sound engineering evaluations, test procedures, and maintenance recommendations for all of the unit's electrical equipment. These functions are provided on the electrical distribution Engineered Safeguards, Control Rod Drive and other systems necessary for safe efficient operation of the unit.

DIMENSIONS:

Net Worth - Total Each Unit - \$500MM
Control Rod Drive System - Each Unit - \$1.2MM
AC and DC Distribution System - \$80MM
O&M Budget - Each Unit - \$15MM

NATURE AND SCOPE:

This position reports to the Unit Superintendent Technical Support along with the Lead Engineers in the Mechanical, Instrument and Nuclear areas. Reporting to this position is an Engineer II - Nuclear and an Engineering Assistant II - Nuclear.

As Lead Engineer of the unit's electrical engineering section, the incumbent personally performs, or directs others who perform, the engineering evaluations for design changes, development of tests, and review of maintenance procedures for all of the unit's electrical equipment. This section is responsible for the AC and DC distribution systems, Vital AC Power, Control Rod Drive Systems, Heat Trace, Pressurizer Heater System and Main Generator. This section shares responsibility with other sections for the Emergency Diesel Generators, Fire Systems, and Main Step-up and Station Service Transformers. Based on the results of tests, evaluations and data analysis, the incumbent formulates and presents recommendations on operating procedures, maintenance procedures, maintenance schedules and if necessary design changes.

The incumbent is responsible for investigating special or generic problems in his areas of cognizance. After determining the cause for the problem, the course of action for correcting the problem is recommended. The corrective action may include additional tests to further define the extent or nature of the problem as well as action to prevent recurrence.

NATURE AND SCOPE: (Cont'd.)

The incumbent's responsibility on nuclear safety related systems including the Control Rod Drive Systems, Engineered Safeguards System and Electrical Distribution System involve assuring that the systems are operated, maintained and tested in accordance with the requirements in the technical specifications.

The incumbent drafts event reports in the event of violation of the specification or failure of equipment, investigates the cause, and assures that effective corrective action is taken to prevent recurrence.

This position is a member of the Plant Operations Review Committee (PORC) and therefore must have an overall knowledge of all systems in the unit to enable adequate review of the safety related procedures and other items that require PORC review. (An RO or SRO license or equivalent experience is desirable) The incumbent serves as Vice Chairman of the Plant Operations Review Committee and is frequently required to conduct the committee meetings. The Vice Chairman's responsibility requires an indepth knowledge of the technical specifications and the unit. In the absence of the Chairman the Vice Chairman is responsible for conducting the meetings, establishing priorities for review and assuring documentation of the review. The Vice Chairman must aid in assuring that events requiring review by PORC are reviewed promptly and that the results of the review are presented to the Unit Superintendent.

In addition to the resolution of technical problems, review of procedures and development of recommendations based on available data, the incumbent also prepares requests for capital projects, tracks the costs and progress of these projects and assures that completion reports are prepared. The incumbent must also effectively manage his section by establishing priorities, assigning duties and providing effective supervision.

Contacts in this position are most frequently other personnel on the unit staff. In addition, contacts are made with Generation Engineering personnel, contractors, consultants, Nuclear Regulatory Commission Inspectors, and engineers in other utilities. The incumbent reports to the Unit Superintendent Technical Support for guidance on an as needed basis. The contacts with the Unit Superintendent - Technical Support are often oral; however, the incumbent is frequently required to prepare written reports for presentation to the Plant Operation Review Committee or for effective communication with other departments.

In order to effectively fulfill the requirements of this position, the incumbent must have a detailed knowledge of nuclear power plant electrical systems and components as well as a sound engineering background to enable evaluation, analysis and presentation of data regarding those systems. This knowledge would be commensurate with a college degree in Engineering, preferably Electrical Engineering and supplemented nominally by 7 to 10 years of power plant experience with a minimum of two to three years nuclear experience.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure efficient, reliable operation of the unit by providing effective recommendations based on sound engineering evaluations, experience and test results.

PRINCIPAL ACCOUNTABILITIES: (Cont'd.)

2. Ensure safe operation of the unit by providing effective Surveillance Test Procedures for electrical systems and assuring meaningful corrective action to prevent recurrence of problems.
3. Perform the duties of Vice Chairman and a member of the Plant Operations Review Committee to ensure the committee gives a proper review of all nuclear safety related matters and procedures.

Promotion - Vick Orlando

Eng III -> Eng Sr. I

G/712-5A.3-45

METROPOLITAN EDISON COMPANY

Position Description

Position: Engineer Sr. I - Nuclear
(Lead Engineer)

Reports to: Unit Superintendent-
Technical Support

ACCOUNTABILITY OBJECTIVE:

This position is responsible for ensuring or providing sound engineering evaluations, test procedures, and maintenance recommendations for all of the unit's instrumentation and control systems. These functions are provided on the Reactor Protection System, Integrated Control System, Non-Nuclear Instrumentation, Incore Monitoring System, Loose Parts Monitoring System, Pneumatic control valves and components, Turbine Electro-Hydraulic Control System, Turbine Supervisory Instruments and other systems necessary for safe efficient operation of the unit.

DIMENSION:

Net Worth - Total Each Unit - \$500MM
O&M Budget - Each Unit - \$15MM

NATURE AND SCOPE:

This position reports to the Unit Superintendent Technical Support along with the Lead Engineers in the Mechanical, Electrical and Nuclear areas. Reporting to this position is an Engineer II - Nuclear.

As Lead Engineer of the unit's instrumentation and control systems engineering section, the incumbent personally performs, or directs others who perform, the engineering evaluations for design changes, development of tests, and review of maintenance procedures for all of the unit's instrument and control equipment. This section is responsible for the Reactor Protection System, Integrated Control System, Non-Nuclear Instrumentation, Radiation Monitoring System, Incore Monitoring System, Loose Parts Monitoring System, Pneumatic control valves and components, Turbine Electro-Hydraulic Control System, Turbine Supervisory Instruments. This section shares responsibility with other sections for the Plant Computer Systems. Based on the results of tests, evaluations and data analysis, the incumbent formulates and presents recommendations on operating procedures, maintenance procedures, maintenance schedules and design changes.

The incumbent is responsible for investigating special or generic problems in his areas of cognizance. After determining the cause for the problem, the course of action for correcting the problem is recommended. The corrective action may include additional tests to further define the extent or nature of the problem as well as action to prevent recurrence.

Position: Engineer Sr. I-Nuclear
(Lead Engineer)

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NATURE AND SCOPE: (Cont'd.)

The incumbent's responsibility on nuclear safety related systems including the Reactor Protection System, Radiation Monitoring System and Incore Monitoring System involve assuring that the systems are operated, maintained and tested in accordance with the requirements in the technical specifications.

The incumbent drafts event reports in the event of violation of the specification or failure of equipment, investigates the cause, and assures that effective corrective action is taken to prevent recurrence.

This position is a member of the Plant Operations Review Committee (PORC) and therefore must have an overall knowledge of all systems in the unit to enable adequate review of the safety related procedures and other items that require PORC review. (An RO or SRO license or equivalent experience is desirable). The incumbent serves as an alternate Vice Chairman of the Plant Operations Review Committee and is periodically required to conduct the committee meetings. The Vice Chairman's responsibility requires an indepth knowledge of the technical specifications and the unit. In the absence of the Chairman the Vice Chairman is responsible for conducting the meetings, establishing priorities for review and assuring documentation of the review. The Vice Chairman must aid in assuring that events requiring review by PORC are reviewed promptly and that the results of the review are presented to the Unit Superintendent.

In addition to the resolution of technical problems, review of procedures and development of recommendations based on available data, the incumbent also prepares requests for capital projects, tracks the costs and progress of these projects and assures that completion reports are prepared. The incumbent must also effectively manage his section by establishing priorities, assigning duties and providing effective supervision.

Contacts in this position are most frequently other personnel on the unit staff. In addition, contacts are made with Generation Engineering personnel, contractors, consultants, Nuclear Regulatory Commission Inspectors, and engineers in other utilities. The incumbent reports to the Unit Superintendent Technical Support for guidance on an as needed basis. The contacts with the Unit Superintendent - Technical Support are often oral; however, the incumbent is frequently required to prepare written reports for presentation to the Plant Operation Review Committee or for effective communication with other departments.

In order to effectively fulfill the requirements of this position, the incumbent must have a detailed knowledge of nuclear power plant instrumentation and control systems and components as well as a sound engineering background to enable evaluation, analysis and presentation of data regarding those systems. This knowledge would be commensurate with a college degree in Engineering, preferably a Masters Degree in Electrical Engineering and supplemented nominally by 10 years of power plant experience with a minimum of 5 years nuclear experience.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure efficient, reliable operation of the unit by providing effective recommendations based on solid engineering evaluations, experience and test results.

Position: Engineer Sr. I-Nuclear
(Lead Engineer)

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PRINCIPAL ACCOUNTABILITIES: (Cont'd.)

2. Ensure safe operation of the unit by providing effective Surveillance Test Procedures for instrumentation and control systems and assuring meaningful corrective action to prevent recurrence of problems.
3. Perform the duties of alternate Vice Chairman and a member of the Plant Operations Review Committee to ensure the committee gives a proper review of all nuclear safety related matters and procedures.
4. Assume overall site control of special projects, such as replacement of irradiated incore detectors, installation of new Computer Systems and replacement of the Loose Parts Monitoring System.

6/712-5A.3-46

Position Description

Position: Engineer Associate II
Nuclear

Reports To: Unit Superintendent
Technical Support

ACCOUNTABILITY OBJECTIVE:

This person is responsible for coordinating the activities of the Plant Operations and Review Committee as PORC Secretary as well as managing the various NRC reporting, work tracking, and management control systems at TMI.

DIMENSIONS:

Net Worth of Station - \$1.2 Billion
Generation - 1672 MW
Net Worth of Daily Generation - \$1 MM
Personnel - 1 exempt

POOR ORIGINAL

NATURE AND SCOPE:

The person in this position reports to the Unit 2 Superintendent Technical Support along with Lead Engineers from 4 engineering disciplines. No personnel report to the incumbent.

The position of PORC Secretary requires coordinating the diverse activities of the Plant Operations and Review Committee. As such it requires formulating agendas after judging the priority and availability of material for review; actively tracking PORC related assignments among the unit supervisory staff to insure the necessary material is available for review, and followup to insure that the phenomenal volume of material which is processed receives all the necessary signatures for review and approval (as many as 10 per piece of correspondence), and is promptly typed and issued. Approximately 10-15 hours per week are actually spent in meetings of the PORC monitoring and coordinating the items to be reviewed as well as contributing technically to the review process. Approximately twice this amount of time is spent in preparing for and following up from the PORC meetings. Preparation involves assimilation of all the material to be reviewed within unit dependent and technical specification deadlines from various sources.

To obtain this material requires not only tact and courtesy in dealing with the staff, but it also requires the ability to be forceful and persistent. Once a meeting has concluded the material must be carefully scrutinized to insure all approval signatures are obtained and the material is then prioritized in the typing work load by this position. The person in this position is required to submit detailed meeting minutes which are reviewed by senior Met-Ed and GPUSC management and the NRC.

NATURE AND SCOPE: (CONTINUED)

This position as an Engineer Associate II requires many other technical and administrative abilities. NRC licensee event report preparation and submission is coordinated by this position. The NRC action item system which includes followup action on inspection reports and event reports is managed by the person in this position. The person in this position coordinates the Station Superintendent's task system which requires reduction of lengthy assignments to concise key statements that adequately flag each item. Further the person in the position is required to interface in a somewhat delicate interpersonal situation as the Station Superintendent's representative to actively status and push for the completion of many of these tasks.

The person filling this position is required to be administratively adept in that he is required to write, revise and review administrative procedures to comply with Unit 2 Technical Specifications.

In addition to the guidance he provides to PORC as a coordinator the person in this position is required to function on various technical engineering projects such as writing selected operating or other procedures, training other personnel in selected systems, and investigating administrative technical problems as they relate to plant operation.

PRINCIPAL ACCOUNTABILITIES:

1. Coordinate procedure review in the PORC.
2. Formulate PORC agenda; insure material is available for review; and prepare detailed minutes of the PORC meetings.
3. Insure necessary approval chain is followed on each procedure and that all signatures are obtained within Technical Specification time constraints.
4. Insure procedure typing is prioritized and tracked based upon most pressing unit needs.
5. Insure timely issue of all procedures and changes.
6. Coordinate preparation and review of NRC licensee event reports to meet Technical Specification time constraints.
7. Coordinate action on NRC inspection followup items and event report items to insure deadlines are met and documentation is adequate.
8. Coordinate Station Superintendent's task system including actively tracking key items and coordinating with responsible individuals to insure deadlines are met.

POOR ORIGINAL

PRINCIPAL ACCOUNTABILITIES: (CONTINUED)

9. Write, revise and review administrative procedures.
10. Perform technical and administrative engineering projects such as writing or revising operating procedures, reviewing revisions on selected systems, and training other personnel on certain systems.

POOR ORIGINAL

POSITION DESCRIPTION

Slot " III C-P-2

Engr. II
Position: ISI Coordinator

Reports To: Unit 1 and 2 Lead
Mechanical Engineer

ACCOUNTABILITY OBJECTIVE:

This position is accountable for Inservice Inspection (ISI) on both Units 1 and 2 of the Three Mile Island Nuclear Generating Station.

DIMENSION:

Coordinate inservice inspection effort by Met-Ed operations, the maintenance contractors, authorized inspection agency, the authorized code inspector and the ISI consultant to insure that the requirements of ASME Section XI are met. The total cost of the ISI effort is over one half million dollars per year for both Units 1 and 2.

NATURE AND SCOPE:

Before any other duty, this technical position is responsible for interpretation of the requirements of ASME Section XI, Rules for Inservice Inspection of Nuclear Power Plants.

Also, the incumbent is responsible for planning, scheduling and writing procedures that will insure that the requirements of ASME Section XI are met within the limits of design for both Units 1 and 2.

During Unit 1 and 2 outages the incumbent coordinates effort between the maintenance contractors, Met-Ed operations, the inspection agency and the code inspector so that examinations are performed in an efficient and orderly fashion.

During non outage periods the incumbent engineers the ISI pump and valve program, writes procedures and produces weld maps and inspection location drawings. In addition, the incumbent assures the inspection agency is supplying Met-Ed with calibration standards and MT and UT procedures that meet the intent and Met-Ed's interpretation of the current ASME Section XI requirements.

PRINCIPAL ACCOUNTABILITIES:**POOR ORIGINAL**

1. Determine intent and interpretation of ASME Section XI.
2. Resolve ISI pump and valve program problems. Also evaluate pump and valve test data to insure that this equipment meets the ASME Section XI definition of satisfactory "operational readiness."

PRINCIPAL ACCOUNTABILITIES: (CONTINUED)

3. Write and update ISI procedures to current Edition and Addenda of ASME Section XI. This will be required every 20 months for pumps and valves and every 40 months for ISI Class 1, 2 and 3
4. Write new NRC submittal to new Edition and Addenda of ASME Section XI, every 20 months for pumps and valves and every 40 months for ISI Class 1, 2 and 3.
5. Plan examination schedule, make weld maps and examination location drawings in order to carry out the examinations.
6. Conduct hydrostatic pressure test for ISI Class 1, 2 and 3. Approximately one sixth of total Class 2 and 3 must be hydroed every outage. Class 1 will be hydroed near the end of each 10 year interval.
7. Arrange and schedule UT and MT inspections with the inspection agency. Also, coordinate ISI Visual examinations with QC or inspection agency.
8. Audit the inspection agency to insure that inspections, procedures and calibration blocks comply with Met-Ed interpretation of the current Edition and Addenda of Section XI.
9. Resolve nondestructive test indications to the satisfaction of the NRC and code inspector.
10. Answer technical questions from the NRC and code inspector in an accurate and informative manner.
11. Control and maintain ISI examination and test results, program plan, and ISI drawings.

POOR ORIGINAL

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Position Description

Position: Engineer III - Nuclear (Mechanical)

Reports to: Lead Mechanical Engineer

ACCOUNTABILITY OBJECTIVE:

This position is responsible for providing technical support on specific mechanical systems, problems, projects and tests. This includes procedure preparation and review, maintenance planning, scheduling and coordinating, and modification proposal, review, installation and followup. Chief areas of cognizance include: Local leak rate testing, integrated leak rate testing, structural integrity testing and other specific mechanical system responsibility.

DIMENSIONS:

Net Worth: Total Each Unit \$500MM

O&M Budget Each Unit: \$15MM

NATURE AND SCOPE:

This position reports to the Lead Mechanical Engineer along with an Engineer II and an Engineer I.

The incumbent is responsible for providing projects, and testing engineering support for specific systems, under his cognizance. This includes problem solution, coordination, planning modification and followup for such systems and projects as condensate polishing, local and integrated leak rate testing, structural integrity testing, and other mechanical projects assigned by the lead mechanical engineer.

Many of the systems and tests over which this position has cognizance are nuclear safety related. The incumbent resolves questions resulting from NRC inspections, prepares licensee event reports and assures that followup action is taken to correct any problems that are identified. The incumbent's management of the local and integrated leak rate testing area requires considerable coordination with the Inspection and Enforcement branch of the NRC.

This position serves as an alternate member of the Plant Operations and Review Committee. As such the person filling the position is required to have technical expertise on mechanical systems and problems and is required to be able to field the technical questions of other members of the PORC in his areas of cognizance.

Verbal contacts in this position are with other members of the staff in all departments, at all levels, members of the generation staff, consultants, vendors, members of the GPUSC staff, NRC inspectors, and engineers from other utilities. This position is frequently required to draft letters and reports for the lead mechanical engineer's review and the signature of the Unit Superintendent Technical Support.

The incumbent in this position, because of his past duties as Unit 2 construction turnover coordinator is required to provide assistance as required to the operations department to insure the turnover of unit systems is effectively completed.

NATURE AND SCOPE (continued):

In order to effectively fulfill the requirements of this position the incumbent must have a sound mechanical engineering background. This background should include a college degree in Engineering and 5-8 years power plant or equivalent experience with 1 to 2 years of this experience being in the nuclear field.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure reliable operation of the unit's mechanical systems by providing technical support based on engineering judgements and test results.
2. Oversee and manage critical tests required by the technical specifications including local and integrated leak rate testing and structural integrity testing.
3. Propose, coordinate, track, and manage change modifications and capital projects.

Position Description (Lock drawer) G/712-5.a.3-49
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Position Description

Position: (9992) Engineer-Sr. I-Nuclear
(Lead Mechanical)

Reports to: Unit Superintendent

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ACCOUNTABILITY OBJECTIVE:

This position is responsible for ensuring/providing sound engineering evaluations, testing, etc. concerning all of a unit's mechanical equipment (including the reactor building) in order to provide recommendations on the efficient operation and maintenance of such equipment, system/equipment modifications, etc. thereby ensuring efficient, continuous operation of the unit.

DIMENSIONS:

Net worth - each unit: \$500MM
Reactor Building Cost - each unit:
Inservice Inspection Program Budget:
O&M Budget - each unit: \$15MM

NATURE AND SCOPE:

This position reports to the Unit Superintendent-Technical Support along with the three other Lead Engineers in the electrical, instrument and control and nuclear areas. Reporting to this position are two Engineers II-Nuclear, an Engineer I-Nuclear and an Engineering Associate-Nuclear.

As Lead Engineer of a Unit's Mechanical Engineering Section, the incumbent personally forms and/or ensures his/her staff performs sound engineering evaluations, tests, ... for all unit mechanical systems and equipment, such as the main turbine/generators and associated condensers and piping, cooling towers, lube oil system, steam generators, feed pumps (both turbine and electric driven), heat exchangers, pressurizers, etc. This section is also responsible for all building and structures, especially the reactor building. Based upon the results of the evaluations or tests, the incumbent formulates and presents recommendations on more efficient operating procedures or methods, on system or equipment modification or changes, or more efficient maintenance schedules, etc.

Special and/or generic mechanical problems, including those involving safety related areas, are brought to this position for analysis and recommended course of correction. Such problems may deal with mechanical malfunctions, trouble-shooting techniques, preventive maintenance, etc. and may require formal evaluation and testing or merely visual inspection to resolve the problem.

The Inservice Inspection Program is a nondestructive testing type of program involving all safety related systems and equipment which requires the testing, evaluation and documentation of all such systems and equipment to verify their reliability as demanded by regulatory guidelines. The incumbent is responsible for this program by ensuring

NATURE AND SCOPE (CONT.)

that the tests and/or inspections are carried out by the Engineer II-Nuclear (Inservice Inspection Engineer) for his/her particular unit, by evaluating results and ensuring that proper documentation is maintained. The evaluation of the overall effectiveness of the program is a further responsibility of the incumbent enabling this person to make recommendations on how the program can better meet the regulatory requirements imposed on nuclear power plant operations.

This position is also responsible for verifying the integrity of the unit's reactor building as required by the Technical Specifications. These "Tech. Specs." require that the building be tested every three years and is an ongoing program covering all facets of the building within the allotted time frame. The program includes ring girder stress testing, leak and valve testing and visual and sound testing.

This position is a member of the Plant Operating Review Committee (PORC) and, as such, requires an overall knowledge of the plant so that he/she can adequately review the various safety related procedures and items that require PORC review.

Besides the plethora of mechanical problems of a non-recurring nature which are brought to this position, the incumbent must still function to manage major areas such as Inservice Inspection Program, Reactor Building and major mechanical problems. This is so because of the extensive scope of the program and the time parameters built into the program, which require the incumbent to decide what is to be done based on necessity and time.

Contacts are generally limited to the plant's staff and Production Supervision Mechanical Engineering personnel, but occasional coordination of activities with outside contractors and/or consultants is required. The incumbent reports to the Unit Superintendent-Technical Support on a need-be basis usually verbally, but recommendations and certain status reports are written for eventual presentation to PORC or for regulatory compliance.

In order to effectively carry out the duties of this position, the incumbent must be fully knowledgeable of nuclear power plant mechanical systems and equipment as well as the engineering techniques utilized in evaluating and testing the reliability and performance of such equipment. This knowledge would be commensurate with a college degree in Engineering, preferably Mechanical Engineering and supplemented by 7-10 years power plant experience with a minimum of 2 to 3 years nuclear.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure efficient, continuous unit operation by providing effective recommendations which are based on sound engineering evaluations and tests.
2. Ensure the safe operation of the unit by overseeing the Inservice Inspection Program and Reactor Building Surveillance Program and other Surveillance Programs and evaluating and making recommendations on the effectiveness of these programs.
3. Perform the duties of a PORC member thereby ensuring the Committee gives proper review of all nuclear safety related matters and procedures.

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Position Description

Position: () Unit Superintendent
Technical Support - Nuclear

Reports to: Unit Superintendent -
Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for assisting the Unit Superintendent in the administration, operation and maintenance of TMI Unit I or II in order to ensure safe, efficient and continuous generation.

DIMENSIONS:

Net worth of each unit: approximately \$500MM
Net worth of daily generation-Unit I: \$0.5MM
Operating and Maintenance Budget of each unit: \$15MM

NATURE AND SCOPE:

This position reports to the Unit Superintendent along with the Supervisor-Station Operations, the Supervisor-Maintenance, and the Supervisor-Radiation Protection & Chemistry. Reporting to this position are the four lead engineers (Engineer Sr. I or Engineer III), each dealing with a specific area of plant function: mechanical, electrical, instrument and control, and nuclear.

The overall scope of the responsibility of the Unit Superintendent Technical Support is to assist the Unit Superintendent in the integrated operation, maintenance and administration of a generating unit at the Three Mile Island facility to ensure that the unit is operated and maintained in a safe, efficient manner and that all applicable regulatory requirements are adhered to. This means that not only does the incumbent act as the Unit Superintendent during the Superintendent's absence, but actually assumes many of the normal duties of the Unit Superintendent with the same kind of authority as the Superintendent when such authority is so delegated and is not in conflict with established management policy as outlined in the Technical Specification.

Such authority includes assisting in the responsibility for the overall safety of plant operations by insuring that proposed changes to procedures, equipment or systems, as well as all proposed tests and experiments are reviewed and evaluated in terms of the Final Safety Analysis Report (FSAR) and the Code of Federal Regulations (CFR). These reviews and evaluations are to determine if such changes constitute a change to the FSAR and/or involve an unreviewed safety question as defined in the CFR. The incumbent is also responsible for ensuring that the proper records are kept and appropriate distribution is made of these changes and evaluations.

As part of the incumbent's duties in carrying out the above responsibility, this position chairs the Plant Operations Review Committee (PORC), while functions to advise the Unit Superintendent on all matters related to nuclear safety and overall plant operations. The Committee is responsible for the review of:

NATURE AND SCOPE (Cont.)

- a. procedures, equipment, systems, including changes to these and the evaluation of such changes,
- b. proposed tests and experiments,
- c. proposed changes to Technical Specifications and licenses,
- d. reportable plant safety occurrences, violations to Technical Specs., or Operating License, or any other violations of Federal Statute Codes, etc.,
- e. plant security, the Emergency Plan.

The Committee also evaluates plant operations for, and provides assistance in planning future activities to, the Unit Superintendent. Because this position chairs the PORC, the incumbent is involved in the detailed interfacing with the Met-Ed Licensing and the Nuclear Regulatory Commission (NRC), both on and off site, on matters pertaining to the Technical Specifications, FSAR, and any other nuclear safety item which must or should be referred to the Commission.

In order to ensure the safe, efficient generation of electricity, the incumbent directs the lead engineers in each of the mechanical, electrical, instrument & control, and nuclear areas. This means the incumbent is responsible for coordinating the efforts between each of these phases of the unit's operation and maintenance. This is further exemplified thru this position's capacity to act with authority at the Plan of the Day Meeting, which brings together Maintenance, Operations, Health Physics and Services personnel to determine, on a daily basis, what must be done to meet the Technical Specifications, how to deal with operational and maintenance problems, etc. The incumbent helps in determining priorities, scheduling activities, etc., in order to maintain plant operation.

The incumbent is also responsible for preparing and controlling the respective unit's budget, including the tracking of expenditures, the review and approval of invoices and purchase requisitions. This includes determining which items of significance should pass on to the Unit Superintendent for review and approval.

This position also assumes the duties of the Unit Refueling Outage Coordinator. Acting in this capacity, the incumbent recommends the overall scope of the refueling outage through:

- a. coordination of all departments-Maintenance, Electrical, Health Physics, etc., including the efforts of outside contractors such as B & W support,
- b. ensuring Critical Path Maintenance is ready to go,
- c. ensuring procedures, parts, manpower, etc., are at hand.

Even though refueling takes about two months, this task involves much of the incumbent's time considering that several months' work goes into preparing for the outage.

Participation with other plant personnel in interviewing and recommending selection of applicants is also a function of this position as applies to the respective unit. This also includes making recommendations to the Unit Superintendent and the Mgr.-Generation Ops. regarding other personnel actions such as promotions, demotions, transfers, etc.

NATURE AND SCOPE (Cont.)

In order to successfully carry out all the responsibilities of this position the incumbent must have a thorough knowledge of the Unit's Technical Specifications, the FSAR, the Code of Federal Regulations, and other various regulations, codes, etc., applying to a nuclear power plant. A B.S. equivalency in engineering know-how, tempered by approximately 12 years of experience, is required in the coordination of unit operational and maintenance activities.

A major problem to be solved by the incumbent is the scheduling and coordinating of activities, which becomes even more of a problem when viewed during a refueling outage, at which time major maintenance overhauls and inspections must be scheduled and performed according to priorities partially determined by the incumbent and circumscribed by the time of the outage. Besides the challenges imposed by this problem, the incumbent is also faced with the demand of ensuring that the Unit meets the stringent commitments of the regulatory agencies.

PRINCIPAL ACCOUNTABILITIES:

1. Ensures overall safety of Unit operations thru the review and evaluation of changes to procedures, systems, and equipment in the light of their affect upon the FSAR, the CFR, etc.
2. Ensures the safe, efficient generation of electricity thru coordination of plant operational and maintenance activities which is accomplished at the Plan of the Day meetings and through effective direction of lead engineers and their functional areas.
3. Responsible for the reviews and recommendations of the PORC by chairing the committee, thereby ensuring that technical support is provided in decisions involving all aspects of the Unit's operations.
4. Ensures successful refueling of unit and efficient performance of other activities during refueling thru effective scheduling and coordination of all aspects involved with and during plant refueling.
5. Ensures a cost-effective operation by supervising budget preparation and controlling expenditures to conform to the Unit budget.
6. Ensures that capable, qualified personnel man the plant by recommending various personnel actions.
7. Effectively assists in the coordination of communications between TMI and Reading engineering groups.

Position Description

Position: () Plant Computer Supervisor-Unit 2 Reports to: Supervisor Generation Computer Applications

ACCOUNTABILITY OBJECTIVE:

This position is accountable for directing and administering the function of the plant process computer software, hardware and associated instrumentation for the monitoring of the Nuclear Steam Supply System (NSSS) and Balance of Plant (BOP) at Three Mile Island Nuclear Station-Unit 2

DIMENSIONS:

Computer Equipment: \$3mm
Indirect value to daily generation: \$450m/day
Personnel: 2

NATURE AND SCOPE:

This position reports to the Supervisor-Generation Computer Applications along with a Plant Computer Supervisor-Unit 1, Station Data Terminal Coordinator and Administrative Assistant-Computer.

The Plant Computer Supervisor is responsible for planning, scheduling, supervising and coordinating the operations of the computers used for the acquisition, calculation and reporting of parameters necessary for monitoring the performance of the Nuclear Steam Supply System and the Balance of Plant for Unit 2 of Three Mile Island Nuclear Station. At present the computers at Unit 2 consist of a Bailey 855/50 and a NOVA 1200 minicomputer.

Two positions report directly to the incumbent for technical direction: one Plant Computer Specialist and one Plant Computer Associate. These positions are charged with the responsibility of performing the work necessary for maintenance, updating, and programming of the plant computers. Additionally, bargaining unit personnel from the Instrumentation and Control Department may be assigned to the incumbent for direction and supervision in performing certain preventative, corrective and remedial maintenance chores on the computer hardware. The Plant Computer Supervisor is responsible for supervising, scheduling and reviewing the work of his subordinates for adequacy, correctness and efficient performance.

The incumbent possesses a mixture of hardware and software expertise in real-time computing; this mixture may be somewhat unbalanced (i.e., incumbent may be either more hardware- or more software oriented) but this imbalance may be corrected by the expertise of a subordinate staff.

The incumbent must also have a technical knowledge of the operation of all systems and their instrumentation in the nuclear plant which the plant computer is used to monitor and report. This includes both the Nuclear Steam Supply System (NSSS) and the Balance of Plant (BOP).

The incumbent has frequent contact with personnel from other departments within the operating unit. The incumbent will determine from these contacts whether the computer function is being effectively and efficiently administered at the unit. The incumbent will investigate and determine the feasibility and reasonableness of requests from other departments for possible plant computer applications. Additionally, the incumbent will make other operating unit personnel aware of any areas in which he has observed that the computer might be applied for increased accuracy and efficiency.

The incumbent may be called upon from time to time to explain to certain committees, et cetera the role of the plant computer, its function and its reliability in the total scope of the operation of the generation unit.

The incumbent is charged with ensuring that the plant computer model adequately and accurately represents the unit's true operational state. This involves reviewing for technical validity and basis any changes, modifications or new programs implemented on the unit's plant computer.

The incumbent will provide technical direction and supervision to his subordinates and to assigned bargaining unit personnel as to the work necessary to maintain the computer hardware and software in an operable condition.

The incumbent will interface with software and hardware vendors to obtain information about new products and to obtain corrective information for problems encountered with the currently installed vendors' products.

It will be necessary for the incumbent to communicate and correspond with other utilities for the exchange of information relating to plant computer topics, problems and solutions.

The incumbent will be expected to serve on committees, panels and other groups which may consist of a mixture of disciplines whose purpose is to report on, improve the efficiency of, or resolve problems with the plant's performance.

The incumbent will participate in the preparation of annual budgets, capital accounts, personnel plans, training programs and other management-type reports relating to the plant computer function.

The incumbent will be responsible for the reviewing and verification of work orders, change modifications, purchase requisitions and other paperwork associated with the updating or modification of plant computer facilities. He is also charged with interfacing technically with Materials Management, GPUSC, AE's or vendors to provide information and to see that the work or procurement is satisfactorily and expeditiously performed.

The incumbent will report periodically or as requested to the Supervisor-Generation Computer Applications, the computer group, the Station Superintendent and Unit Superintendents the status of the plant computer system including any problem areas, any new applications, significant developments or progress, and any other items of interest.

In order to successfully carry out the responsibilities of this position, the incumbent should at least possess a college degree in engineering, computer science or the equivalent supplemented by five (5) to seven (7) years experience in process control and measurement computing.

PRINCIPAL ACCOUNTABILITIES:

1. Supervise and direct the day-to-day operations and ensure reliability of particular unit's plant computer systems.
2. Coordinate with I&C engineers and foremen to ensure instrumentation calibration and correctness.
3. Plan and coordinate modifications to existing computer room, procurement and installation of additional equipment.

4. Assist in preparation of capital and personnel budgets.
5. Arrange for preventative and corrective maintenance with vendors.
6. Ensure technical validity of plant computer model.
7. Discuss and report on feasibility of new computer applications with other company personnel.
8. Report status of unit's plant computer periodically to station and unit superintendents.
9. Attend and contribute to meetings, serve on committees, et cetera related to plant performance monitoring.
10. Accept feedback from other personnel and organize work toward resolution of any computer problems, hardware or software.
11. Arrange for training of subordinates.

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Position Description

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Position: Technical Analyst Sr. - I
Nuclear (Generation Maint.
Systems - Computer)

Reports To: Unit 2 Superintendent
Technical Support

ACCOUNTABILITY OBJECTIVE:

This position is accountable for insuring all Generation Maintenance Systems (Computer) are developed, implemented, operated and applied properly to any and all situations where they would be of service to TMI Station for the achievement of safe, efficient, reliable and progressive operations practices.

DIMENSIONS:

NATURE AND SCOPE:

This position reports to the Unit 2 Superintendent Technical Support along with the Unit 2 Lead Engineers in the Mechanical, Electrical, Computer, Instrument & Control and Nuclear areas. However, this position manages the Generation Maintenance Systems for both Unit 1 and Unit 2. This position may serve as an alternate on the Plant Operations Review Committee and as a GPU Generation Maintenance Systems Development/Implementation team member.

Two "Unit G.M.S. Coordinators" report to this position (Job Classification of Technical Analyst III - Nuclear, or below). The duties of the "Unit G.M.S. Coordinators" are to:

1. Administer the Generation Maintenance Systems for the incumbent's particular unit (i.e., insure data is suitable for correct entry, input results/change information, correct data entry errors and produce schedules, lists, indices and reports).
2. Review completed Technical Specification Surveillance data sheets to ensure the data complies with the Technical Specifications, procedure acceptance criteria and surveillance schedule(s).
3. Administer other reliability engineering systems that TMI participates in such as "N.F.R.D.S." and "R.A.D.C.A.S."
4. Recommend changes, based on personnel analysis, which may be required to computer programming in order for the computer to meet changing needs.

5. Provide guidance in the use of the Generation Maintenance Systems to TMI plant personnel desirous of using computer services.

The "Unit G.M.S. Coordinator" should possess an academic degree in mathematics, a physical science, or engineering. (This can be waived in lieu of other education and/or experience on a case by case basis.)

This position encourages self-motivation of subordinate's by requiring only "reporting by exception." The incumbent obtains information on the condition of a subordinate's area via computer report review (random), and interface with plant personnel affected by the Generation Maintenance Systems. The incumbent requires more technical know-how and knowledge of the Generation Maintenance Systems and each unit's Technical Specifications than that of his subordinates in order to serve as consultant.

This position most frequent contacts inside the company are Lead Engineers, Shift Supervisors, Department Heads and direct subordinates; outside the company the most frequent contacts range from Manager to peer level. The majority of these contacts are the direct result of surveillance control discussion. New computer system development, implementation or use are a source of other contacts. The incumbent must travel an average of one day per month either for development meetings or attending industry-wide functions.

The growth potential associated with this position has not been defined, but will be directly proportional to the extent that GPU automates its scheduling and record keeping operations. The incumbent would be expected to keep abreast of technological advances that are adopted by GPU, and ensure these advances become part of his working knowledge such that he is the "Station Expert". The incumbent should have an academic degree in mathematics, a physical science, or engineering, 3 to 6 years experience in using a computer "data base" type system, and 3 to 6 years experience in nuclear power (the educational requirements may be waived on a case by case basis). Experience as a "data base" type computer system user is most important, making this position more technical than administrative. However, the incumbent must possess enough administrative prowess to enable him to direct automation efforts with a minimum impact on day to day operations.

This position's greatest challenge lies in automating work previously performed manually, then conducting an implementation program such that the change over is uneventful. Innovative work lies with adapting already existing systems to new applications. Creative work is accomplished with the "ground up" development effort of entirely new systems. Problem solving always involves interface with others because Generation Maintenance Systems are service oriented.

This position is largely one guided by "self-motivation" and being able to "see what's required". Reporting to this position's superior is on an "exception" basis (such as when a Technical Specification requirement has not been met because of a computer problem). The incumbent is expected to interview prospective employees as required, perform employee evaluations and Manpower Assessments. The incumbent operates within boundaries which are quite general and often determined/changed by the incumbent. The criteria for setting down these boundaries are simply those which allow the incumbent to perform his functions in the most efficient manner. The incumbent has the authority to initiate change to policies, procedures and management controls, however this area is under more definite guidelines.

PRINCIPAL ACCOUNTABILITIES:

1. Ensure the safe operation of TMI through proper management of the Technical Specification Surveillance Program.
2. Ensure the efficient operation of TMI by providing timely and varied information services to management through computer applications.
3. Provide aid in achieving equipment reliability objectives through on-going development of the Generation Maintenance Systems.
4. Ensure timely response to changing requirements by providing effective recommendations based on sound administrative evaluations and systems analysis experience.

METROPOLITAN EDISON COMPANY
Position Description

G/712-5,03-53

Draft by WEP

Date: June 7, 1976

Position: (8723) Supervisor - Quality Control
Listed computer printout. Supr - QA- Nuc

Analyst:

Incumbent: W. E. Potts

Approvals: (1) _____
(Incumbent)

Reports to: Manager-Operational Quality Assurance

(2) _____
(Superior)

Organizational Unit: Generation Division

Location: Three Mile Island

Accountability Objectives

5/6/74

This position is accountable for:

1. The implementation of the operational quality assurance program to ensure the safe and reliable operation of Three Mile Island Unit 1 and 2 nuclear generating station. These activities cover operations, maintenance, modification, engineering support, nondestructive examination, refueling, and procurement.
2. The implementation of policies and procedures designed to implement Federal, State and Local codes, regulations, orders and permits.
3. The implementation of company policy for administration and training of the Three Mile Island Quality Control group.

Dimensions:

QC Specialist/Assistant: 12
QC Project Engineer: 1
QC Admin. Assistant: 1
QC Clerks: 2

POOR ORIGINAL

QC Budgets: in excess of \$350,00 per year.

Nature and Scope:

This position reports to the Manager - Operational Quality Assurance.

The incumbent has a staff of 16 consisting of 12 Quality Control Specialist/ Assistants, 1 project engineer, 1 administrative assistant and 2 clerks located

at Three Mile Island. He must travel approximately 500 miles per month in the performance of his duties.

He is responsible for the supervision of the quality control group including all temporary or permanently assigned personnel and contractor quality control personnel assigned to the site. He approves procedures for the station quality group activities and changes thereto. He also approves quality control checklists defining specific inspection or surveillance to be performed in support of operations, tests, refueling, maintenance modification or repair activities.

He supervises the performance of inspections, surveillances and audits of the station staff's various site activities which have a potential effect on Nuclear Safety or reliability. These include operation, maintenance, modification, engineering support, nondestructive examination, refueling and procurement.

The incumbent has the authority to take appropriate corrective action, including the stoppage of work on specific plant maintenance, repair, refueling or modification activities when the work is not in conformance with approved procedures and specifications. He may recommend to the Unit Superintendent, if appropriate, that the unit be shut down when a serious quality problem is identified.

In the performance of his duties, he will confer daily with the Unit Superintendents, Supervisors of Operations, PORC chairman, Supervisor of Maintenance, and the Manager-Operational Quality Assurance or, in his absence, with the Vice-President Generation. On a less frequent basis he will confer with the Managers of Engineering, Operations Nuclear, and Maintenance. His contacts outside the company will be vendors, contractors, other utilities, and governmental agencies.

The incumbent is responsible for reviewing and concurring with site maintenance, modification and repair, and operations with regard to quality assurance

POOR ORIGINAL

aspects.

He reports regularly to the Manager-Operational Quality Assurance on the effectiveness, adequacy, and status of the operational quality assurance program for Three Mile Island Units 1 and 2.

He is responsible to provide adequate receipt inspection of all nuclear safety related material used in the start-up and operation of Three Mile Island Units 1 and 2.

The job's greatest challenge is improving the nuclear safety and reliability by employing an effective management tool - Quality Control - and recommending to management methods of improvement.

Principal Accountabilities

1. Planning, scheduling, and supervision of the inspection and surveillance program at Three Mile Island.
2. Supervising the conduct of audits at Three Mile Island.
3. Approving procedures for station quality group activities and changes thereto.
4. Reviewing quality assurance record documents for adequacy and assisting the Manager - Operational Quality Assurance in ensuring quality records are maintained.
5. Reviewing and concurring with site maintenance, modification and repair procedure with regard to quality assurance aspects.
6. Approving quality control checklists defining specific quality control inspection or surveillance to be performed in support of operations, tests, refueling, maintenance modification or repair activities.
7. Planning and supervising the performance of surveillance and audits of the station staff's various site activities involving nuclear - related structure, components and systems for compliance with written procedures and the

POOR ORIGINAL

Technical Specifications.

8. Planning and supervising the performance of inspections for items within the scope of quality control, including receipt inspections, nondestructive examinations, and acceptance inspections following modifications, maintenance or repair.
9. Planning and supervising the performance of surveillance of site contractors to assure they meet specified quality control procedures.
10. Informing management of the existence of serious quality problems and recommending solutions.

POOR ORIGINAL

G/7/12-5,013-54

METROPOLITAN EDISON COMPANY

Position Description

Date: February 12, 1975

Position: Administrative Assistant-
Quality Control-Nuclear

Analyst: D. C. Ryan

Incumbent:

Approvals: (1) _____
(Incumbent)

Reports to: Supervisor-Quality Control-
Nuclear

(2) F. F. ...
(Superior)

Organizational Unit: TMI Nuclear
Generating Station

Location: Middletown

ACCOUNTABILITY OBJECTIVE:

This position is responsible for administering and coordinating the preparation, distribution and filing of Quality Control procedures and surveillances and for directing the flow of work to and from the clerical personnel.

DIMENSIONS:

Station Employees: Exempt - 93
Non-Exempt - 214

Quality Control Budget:

NATURE AND SCOPE:

This position reports to the Supervisor-Quality Control along with two Quality Control Specialist-Nuclear, six Quality Control Assistants-Nuclear and two clerks. Through the Supervisor-Quality Control, the incumbent directs the flow of work to and from the two clerks.

Responsibilities include the establishment and maintenance of a filing system, making judgments as to logical filing order, and assuring consistency with the Generation Division's filing system. The incumbent directs the office clerical personnel in the preparation, distribution, and filing of Quality Control procedures and surveillances.

Under direction of the Supervisor-Quality Control, writes procedures for conduct of Quality Control by on-site Quality Control personnel. Assists in audits and surveillances, compiling and tabulating information and making an initial evaluation of the adequacy of that information.

Writes and processes confidential and quasi-confidential letters, memos, and reports. Initiates and writes procedures and other correspondence implementing Company policy and establishing and maintaining control of Company and Vendor proprietary information. Monitors outgoing letters and memos for typographical errors, proper English, and composition.

NATURE AND SCOPE (CONT.)

Performs all audit and surveillance functions other than team leader with primary emphasis upon tabulation and compilation of statistical information necessary to the audit or surveillance.

In the performance of his duties, he will confer daily with the Supervisor Quality Control or, in his absence, with the Manager-Operational Quality Assurance. On a less frequent basis he will confer with the Office Supervisor, the Coordinator of Services, the Plant Superintendent, or any other of the plant engineers or supervisors, as the need arises. His contacts outside the Company will be with vendors, contractors, and governmental agencies.

The job's greatest challenge is to establish and maintain a smooth running office dedicated to the efficient and reliable operation of the Quality Control section of TMI Nuclear Generating Station.

PRINCIPLE ACCOUNTABILITIES:

1. Direction of clerical personnel for the purpose of efficient and reliable operation of the Quality Control office.
2. Establish and maintain a comprehensive filing system to assure that all pertinent documents are readily accessible when needed.
3. Writes procedures for conduct of Quality Control for use by on-site Quality Control personnel.
4. Assists in audit and surveillance close outs for the purpose of making an initial evaluation of the adequacy of that information.
5. Provides assistance to the Supervisor of Quality Control in various administrative functions to assure that he has more time for management functions.
6. Performs audits and surveillances under the direct supervision of the Quality Control Supervisor, Quality Control Specialists/Assistants, and/or Quality Assurance Engineers.

METROPOLITAN EDISON CO.

G/712-5103-55

Position Description

Date: March 28, 1977

Position: (7511) Quality Control Specialist - Nuclear

Approvals:

Reports to: Supervisor - Quality Control

W. S. Carter
(Supervisor - Quality Control)

Organizational Unit: Generation Quality Assurance

R. L. Lawson 4/14/77
(Manager - Generation Quality Assurance)

Location: Three Mile Island

ACCOUNTABILITY OBJECTIVES:

This position is responsible for assisting the Supervisor - Quality Control to insure that the Quality Assurance program at Three Mile Island Generating Station complies with the Quality Assurance criteria for nuclear power plants (Appendix B to 10CFR50), Final Safety Analysis Report, and the Operational Quality Assurance Plan.

DIMENSIONS:

Responsible to the Supervisor - Quality Control for all quality control aspects of the Three Mile Island Nuclear Generating Station Units I and II.

NATURE AND SCOPE:

This position reports to the Supervisor - Quality Control. Certain jobs within this position have one or more Quality Control Assistants reporting to the incumbent.

The Incumbent works with the Supervisor - Quality Control and other Quality Control Specialists/Assistants at various times reviewing purchase requisitions, system turn-over and acceptance packages, maintenance procedures, completing surveillances of maintenance and operations, and performs receipt inspection of spare parts.

The Incumbent's most frequent contacts within the Company are as follows:

1. Maintenance Foreman - coordinates activities affecting quality and solving various mutual problems. Inspects nuclear safety related maintenance work.
2. Warehouse Personnel - coordinates the receipt of spare parts that are of a quality nature insuring the spare part meets the specifications and applicable codes of the purchase order.
3. Engineering Staff - assists in solving mutual problems common to both Engineering and Quality.

The Incumbent's most frequent contacts outside of the Company are as follows:

1. Site Contractors - discuss and solve problems involving publications, documentation, and blueprints. Coordinates activities affecting quality and solving various mutual problems. Inspects work of contractor personnel.
2. Various Vendors - Discuss and solve mutual problems involving documentation, packaging, and shipping of spare parts that are of a quality nature.

listing only duties... not nature of job

The Incumbent is responsible for the following duties:

*1. Complete this...
personnel...
what levels of...
do they have...
to know
Familiar...
in depth only*

1. Completes required audits, inspections, and surveillances to insure the Three Mile Island Generating Station is operated and maintained in accordance with the Final Analysis Safety Report, Quality Assurance Plan, and applicable Federal Regulations.
2. Inspect or review all maintenance and repair of nuclear safety related systems and/or components to insure that they are completed in accordance with approved procedures, standards and policies.
3. Verify conformance of maintenance, operations Engineering, and technical support activities to the Operational Quality Assurance Plan.
4. The review of purchase requisitions that are of a quality nature to insure applicable approved specifications have been specified. Review all purchase requisitions of a non-quality nature to insure a proper determination has been made.
5. Perform receipt inspection of nuclear safety related spare parts to insure that the correct documentation has been received, the spare parts are not damaged and in an acceptable condition, the spare parts are packaged for long-time storage, and are of the quality specified in the purchase order.
6. The review of surveillance test plans as described in the Technical Specifications to insure that the surveillance meets the requirements.
7. Identify quality problems and make recommendations as to their solution.

PRINCIPAL ACCOUNTABILITIES:

1. Provide general quality control support to Three Mile Island Generating Station and the Engineering staff as requested.
2. Provide assistance to support the Three Mile Island Generating Station's Operational Quality Assurance Program as determined by the Supervisor - Quality Control.
3. Provide required surveillance and audit reports.
4. Conduct facility and administrative audits, inspections and surveillances as requested by the Supervisor - Quality Control.
5. Conduct receipt inspection of spare parts as requested by the Supervisor - Quality Control.
6. Contact vendors to assist in solving documentation, packaging, and shipping problems.
7. Reviews completed surveillance checkoff sheets for accuracy, and forwards the results to the Supervisor - Quality Control.
8. Reviews system turnover packages prior to their acceptance by the Supervisor - Quality Control.
9. Provides guidance and supervision to Quality Control Assistants.

10. Advises Supervisor - Quality Control on questions within his area of expertise.

NATURE AND SCOPE (CONT.)

The Incumbent's most frequent contacts outside of the Company are as follows:

1. Site contractors - Discuss and solve problems involving publications, documentation, and blueprints.
2. Various Vendors - Discuss and solve mutual problems involving documentation, packaging, and shipping of spare parts that are of a quality nature.

The Incumbent is responsible for the following duties:

1. The review of purchase requisitions that are of a quality nature to insure the correct manufacturing, quality assurance documentation, and shipping instructions are included on the requisition.
2. Completes required audits, inspections, and surveillances to insure the Three Mile Island Generating Station is operated and maintained in accordance with the Final Analysis Safety Report, Quality Assurance Plan, and applicable Federal regulations.
3. The review of surveillance test plans as described in the Technical Specifications to insure that the surveillance meets the requirements.
4. Inspect all maintenance and repair of nuclear safety related systems and/or components to insure that they are completed in accordance with approved procedures, standards and policies.
5. Perform receipt inspection of nuclear safety related spare parts to insure that the correct documentation has been received, the spares are not damaged and in an acceptable condition, the spare parts are packaged for long-time storage, and are of the quality specified in the purchase order.
6. Verify conformance of maintenance, operations Engineering and technical support activities to the Operational Quality Assurance Plan.
7. Identify quality problems and make recommendations as to their solution.

PRINCIPAL ACCOUNTABILITIES

1. Provide general quality control support to Three Mile Island Generating Station and the Engineering staff as requested.
2. Provide assistance to support the Three Mile Island Generating Station's Operational Quality Assurance Program as determined by the Quality Control Supervisor.
3. Provide required audit reports.
4. Conduct facility and administrative audits, inspections and surveillances as requested by the Quality Control Supervisor.

POOR ORIGINAL

OA# 225

PRINCIPAL ACCOUNTABILITIES (CONT.)

5. Conduct receipt inspection of spare parts as requested by the Quality Control Supervisor.
6. Contact vendors to assist in solving documentation, packaging, and shipping problems.
7. Reviews completed surveillance checkoff sheets for accuracy, and forwarding the results to the Quality Control Supervisor.
8. Reviews system turnover packages prior to their acceptance by the Quality Control Supervisor.

METROPOLITAN EDISON COMPANY

Position Description

Date: July 10, 1975

Position: (7645) Representative-Safety-Nuclear

Analyst: S.M.S.

Reports to: Coordinator-Services-Nuclear

Approval: _____
(Superior)

Organizational Unit: Three Mile Island

Location: Middletown

ACCOUNTABILITY OBJECTIVE:

This position is responsible for administering and coordinating the safety program at Three Mile Island Generating Plant.

DIMENSIONS:

Exempt employees: 92

Non-exempt employees: 216

O & M budget: \$25MM

POOR ORIGINAL

NATURE & SCOPE:

This position reports to the Coordinator-Services along with one Personnel Specialist-Nuclear, one Administrator-Nuclear, one Office Supervisor-Nuclear, one Computer Terminal Coordinator, one Security Specialist and one Supervisor-Stores.

The day-to-day operations at TMI present a diverse variety of challenges on construction projects, management-union relations, employee working conditions and the overall safety of a Met-Ed and contractor employees. The interpretation and administration of the U. S. Department of Labor OSHA Act requires judgment on a case-by-case basis, which frequently involves large expenditures.

The incumbent represents Met-Ed on the TMI-1 "Rectification Task Force" whose sole purpose is to identify and correct, where feasible, the design deficiencies at TMI that are not in compliance with OSHA. In this capacity, the incumbent works with

NATURE & SCOPE: (CONT.)

Gilbert Associates, GPU Services Corporation and United Engineers and Constructors.

This responsibility is now being expanded to include Burns & Roe involving TMI-2.

The incumbent works with various department heads to maintain harmonious relationship between all personnel at the station. This involves discussions with union officials on matters related to the provisions of the union contract.

The incumbent provides counsel for any employee having a concern for help or advice on the safety and health aspects of specific work assignments.

The incumbent works closely with the Supervisor-Radiation Protection and Chemistry-Nuclear in the administration of the station radiation safety program.

The incumbent is responsible for implementing the requirements of Met-Ed and GPU Insurance Carriers and for good judgment in areas where consideration by higher management is required.

The incumbent accompanies the representatives of the U. S. Government and Pennsylvania Department of Labor on their plant tours and investigations, answers their questions and implements their requirements, where possible.

This position requires an understanding of the tax structures and legalities involved to answer questions of Local and State Tax officials.

The incumbent is responsible for the training of all station employees, contractor personnel and new employees in the safety and first-aid program.

The incumbent administers emergency first-aid in cases of accident or illness and the reporting thereof.

PRINCIPAL ACCOUNTABILITIES:

1. Administer and interpret the provisions of the union contract to foster sound Company-union relationship.
2. Provide counsel to any employee having a concern for help or advice on the safety and health aspects of specific work assignments.
3. Advise and assist plant supervisors of actions required to conform to Company policy and procedures, U. S. and State regulations and requirements of insurance carriers.
4. Administer the maintenance of station records as required by government regulations, Met-Ed and insurance carrier requirements so that accurate, up-to-date records and required supporting documentation are readily available.
5. Conduct tours in an efficient, courteous and intelligent manner for insurance and government investigators.
6. Implement the acquisition and utilization of all safety equipment required and used at the station.

METROPOLITAN EDISON COMPANY

G/7/2-5A,3-58

Position Description

Position: Administrator-Safety-Nuclear Reports to: Representative-Safety-Nuclear

ACCOUNTABILITY OBJECTIVE:

This position is responsible for participating in the administration and coordination of the TMI Nuclear Generating Station Safety Program in order to insure that safe work practices are followed and in keeping with all applicable safety rules and regulations.

DIMENSIONS:

TMI Safety Budget:

Total TMI Employees:

TMI Lost Time Accidents:

Total TMI Reported Accidents:

Cost for Employee Physicals: \$20 - 30M (annually)

POOR ORIGINALNATURE & SCOPE:

This is the only position which reports to the Representative-Safety-Nuclear. No one reports to this position.

The day-to-day operation at a nuclear generating station presents a variety of safety-related challenges concerning construction projects, management-union relations, working conditions and the overall safe work activities of Met-Ed and contractor employees. It is within this overall environment that this position works closely with the Safety Representative and plant supervisory personnel in conducting safety meetings, crew and good housekeeping inspections, accident investigations, etc., as required by regulatory (Federal, State, and Local) requirements and/or Company safety policy.

Accident reports are handwritten by the supervisor in charge of the area/function where the accident occurred. The reports are forwarded to this position to be reviewed for accuracy, completeness and readability with the incumbent often expounding on the report to properly tell what happened. In conjunction with this position's review of these reports, the incumbent participates in accident investigations, performing such preparatory work as obtaining witness statements which may require probing questioning to reconcile conflicting statements and to ensure accuracy. Based upon review of the material obtained, the incumbent endeavors to determine causes and make recommendations, if applicable, to correct work methods, etc., which may have led to the accident.

Good housekeeping and fire prevention inspections are conducted by this position, requiring the incumbent to perform such tasks as checking the location and charge status of fire extinguishers, that tools are returned to their proper place, etc. These inspections are not only formally done on a program basis as necessitated by NRC regulations, but also on an informal, ongoing basis, such as when the incumbent is making station tours/audits and may discover something in violation of the Good Housekeeping and/or Fire Prevention Programs. This position prepares necessary reports/records as required by these programs and the regulations they are based on.

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OPERATIONS ANALYSIS

NATURE & SCOPE (Cont.)

This position conducts periodic ~~unannounced~~ audits of required safety programs such as Switching and Tagging, Respiratory Protection and OSHA required testing and inspection. For example, the incumbent would go into the Control Room and pick up a job order that is being performed and go into the plant to ensure that it is being done in accordance with established procedures. If the work activities are not being performed in accordance with procedures, the incumbent will so note it to the employees and may even perform the particular task to illustrate to the working personnel the proper safe way to do the job. This position prepares all necessary documents pertaining to such audits for OSHA and NRC requirements.

The in-plant monitoring of daily work activities for conformance to OSHA, NRC, and the Company, is a responsibility of this position on a day-by-day basis. As with the audits, the incumbent, for example, goes to a supervisor/foreman and picks up the work schedules to go directly to an actual job site to observe work activities and point out unsafe practices. Again, the incumbent may perform the activity to illustrate to the working personnel the proper safe method. It is in this way that this position deals with working personnel on a one-to-one basis (excluding accident investigation interviews).

As a qualified instructor in First Aid, Fire Fighting and all rules/regulations governing safety matters, this position conducts all facets of safety-related training for all levels of station personnel. Through this position's investigating, auditing and monitoring activities, the incumbent recommends training programs/activities to meet current and future needs as well as assist in the development of lesson plans, methods (lecture, workshop, etc.), and the actual conduct of the lesson/program. This responsibility involves close interfacing with the Generation Training Group, especially for scheduling, enrollment and record keeping.

Because of recent emphasis by NRC, physical examinations of plant personnel has taken on greater significance. In the light of this, this position plans and schedules the approximately 400 employee physicals required by the regulations which require this position to adjust appointment schedules to fit the constantly changing personnel schedules necessitated by vacations, transfers, shift fill-ins and carry-overs, etc. From the documentation sent by any of the three Company physicians (excluding consultants), the incumbent reviews findings and format results for dissemination to the NRC and any applicable personnel. When necessary, this position takes corrective action which may involve developing tests to follow-up on observations made by the physician.

In order to successfully carry out the duties and responsibilities of this position, the incumbent must be fully knowledgeable of all Company, OSHA and NRC safety-related policies, procedures, regulations, etc., all phases (operational and maintenance) of a nuclear power station's work activities, all appropriate fire regulations and a working knowledge of the Union Agreement. The incumbent must also possess the physical and manual dexterity to show people methods of work.

This position deals with all levels of plant personnel from production employees in observing and illustrating work practices to senior staff members in planning safety-related programs. Interface is maintained with Generation Corporate Staff in conjunction with accident investigations, required inspections and tests, and the reporting of safety-related activities and incidents. Outside contacts include contractors for monitoring compliance with established safety rules, conducting training and interpreting safety rules, with State, Federal and insurance company inspectors during their inspections and audits at TMI and with local fire officials during the

NATURE & SCOPE (Cont.)

course of required periodic fire-fighting training programs.

The duties of this position are identical with that of the Representative-Safety, Nuclear, with the exception of the Representative's supervisory capacity over this position. However, this supervision is mainly related to a "reporting status" and not to technical knowledge or, to a lesser degree, this position's freedom to act.

PRINCIPAL ACCOUNTABILITIES:

1. Good housekeeping and fire prevention inspections.
2. Review of all accident reports for correctness and completeness.
3. Participate in accident investigations.
4. Administer first aid in the event of any injuries.
5. Conduct periodic audits of required safety programs such as Switching & Tagging, Respiratory Protection, and OSHA required testing and inspection.
6. Conduct safety-related training.
7. In-plant monitoring of daily work activities.
8. Plan and schedule approximately 400 required employee physical examinations.
9. Maintain OSHA and NRC required records.

9/20/77

Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>MAINTENANCE</u>			
Superintendent Station Maintenance		D. M. Shovlin	D. M. Shovlin
Supervisor Maintenance	D. M. Shovlin		
Supervisor - Unit Maintenance #1		W. J. Sawyer	T. M. Hawkins
Supervisor - Unit Maintenance #2		R. E. Sieglitz	R. E. Sieglitz
Engineer - Maintenance #1	W. J. Sawyer		
#2	R. C. Troutman	R. C. Troutman	
Technical Analyst Sr. III	D. E. Barry	D. E. Barry	D. E. Barry
Supervisor - Mechanical Maintenance	J. J. McGarry	J. J. McGarry	J. J. McGarry
Foreman - Mechanical Maintenance	G. E. Stambaugh C. F. Leonard R. A. Snow S. E. Jules W. M. Donahay N. S. Herneisey A. D. Conrad W. Metzger	G. E. Stambaugh . F. Leonard S. E. Jules N. S. Herneisey A. D. Conrad W. Metzger J. N. Games E. A. Meck R. A. Snow W. M. Donahay A. R. Blakeman, Jr.	G. E. Stambaugh C. F. Leonard S. E. Jules N. S. Herneisey A. D. Conrad W. Metzger J. N. Games E. A. Meck R. A. Snow W. M. Donahay M. Leakway
Supervisor - Electrical Maintenance	H. M. Mitchell	H. M. Mitchell	H. M. Mitchell
Foreman - Electrical Maintenance	W. W. Peiffer B. J. Rittle J. R. Bowman E. R. Crawfoot C. E. Rippon	M. F. Beare B. J. Rittle E. R. Crawfoot C. E. Rippon J. R. Bowman	M. F. Beare B. J. Rittle E. R. Crawfoot C. E. Rippon J. R. Bowman G. R. Light
Supervisor - Instrument & Controls Maintenance	R. R. Harper	R. R. Harper	M. G. Snyder

G/712-5A4-1

Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>MAINTENANCE</u> (Continued)			
Foreman - I&C Maintenance	M. G. Snyder H. L. Wilson D. E. Weaver J. R. Gilbert	A. J. Knoche H. L. Wilson D. E. Weaver J. R. Gilbert N. K. Bennett E. G. Lawrence, Jr. M. F. Toole	E. C. Lawrence, Jr. H. L. Wilson D. E. Weaver J. R. Gilbert N. K. Bennett M. F. Toole A. J. Knoche B. R. Kalenevitch
Supervisor - Utility		E. B. Eisenhower	E. B. Eisenhower (Contractor)
Utility Foreman	J. C. Abromitis K. S. Kline R. H. Trautman	J. C. Abromitis K. S. Kline R. H. Trautman C. F. McKinney T. L. Grim	J. C. Abromitis K. S. Kline R. H. Trautman C. F. McKinney T. L. Grim

RADIATION PROTECTION & CHEMISTRY

Superintendent Administration/Technical Support			D. F. Limroth
Supervisor - Radiation Protection & Chemical Engineers	J. E. Romanski	R. W. Dubiel	R. W. Dubiel
	R. W. Dubiel	L. J. Landry	L. J. Landry
	E. C. Fuhrer	E. C. Fuhrer	E. C. Fuhrer
	E. D. Showalter	E. D. Showalter	E. D. Showalter
Supervisor Radiation Protection		T. L. Mulleavy	T. L. Mulleavy
Foremen - Radiation Protection	R. D. McCann	R. D. McCann	R. D. McCann
	T. L. Mulleavy	F. M. Huwe	P. P. Velez
			F. M. Huwe
	F. M. Huwe	P. P. Velez	J. H. Deman
Staff Chemist	K. H. Frederick	K. H. Frederick	
Chemist II			G. E. Chevalier
Chemistry Foremen	J. G. Reed	E. W. Houser	E. W. Houser
	K. L. Harner	J. G. Reed	J. G. Reed
		K. L. Harner	K. L. Harner
Foreman - Rad Waste	J. R. Smith	J. R. Smith	J. F. Smith
		L. P. Hydrick	L. P. Hydrick
Technical Analyst III		R. R. Campbell	R. R. Campbell

6/9/72-5194-2

Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>BUDGETS</u>			
Supervisor - Budgets & Special Reports			
Administrator - Budgets		R. G. Hedges	J. R. Knoll
Administrative Assistant	R. G. Hedges J. R. Knoll	J. R. Knoll	S. Daise
<u>ADMINISTRATION</u>			
Supervisor Administration			W. H. Parker
Coordinator Office Services	W. S. Poyck	W. S. Poyck	
Office Supervisor	C. A. Nixdorf	C. A. Nixdorf	C. A. Nixdorf
Administrative Assistant		A. Stowe	A. Stowe

6/7/2-5.0.4-8

Title

March 1, 1976

March 1, 1978

March 28, 1979

SECURITY

Supervisor - Security

J. L. Taylor

J. F. Stacey

Security - Specialist

J. F. Stacey

Site Protection Officer

C. J. Behmen

C. J. Behmen

S. R. Finicle

J. A. Heverling

J. Jones

J. Jones

R. K. Ream

R. K. Ream

R. D. Stintzum

R. D. Stintzum

R. D. Stintzum

D. E. Corl

M. A. Wertz

M. A. Wertz

W. J. Busansky

J. A. Heverling

6/9/2-5,0,4-4

Title

March 1, 1976

March 1, 1978

March 28, 1979

STORES

Supervisor - Stores

R. O. Doty

K. L. Baney

K. L. Baney

Foreman - Stores

G. J. Rueter

G. J. Rueter

G. J. Rueter

L. D. Woska

L. D. Woska

L. D. Woska

6/9/2-50A4-5

Title

March 1, 1976

March 1, 1978

March 28, 1979

STARTUP & TEST

Engineers

J. C. Ulrich
A. J. Dominguez

J. C. Ulrich
A. J. Dominguez

Technical Analyst Sr. I

J. W. Garrison

J. W. Garrison

6/712-5.A.4-6

Title

March 1, 1976

March 1, 1978

March 28, 1979

TRAINING

Supervisor - Training	A. Tsaggaris	R. W. Zechman (Acting)	R. W. Zechman
Group Supervisor - Technical Training		D. A. Goodman	F. A. McCormick M. L. Beers
Administrator - Nuclear Technical Training	R. W. Zechman N. F. Derks N. D. Brown F. A. McCormick	D. J. Boltz E. W. Orwig N. D. Brown F. A. McCormick R. F. VanStry	D. J. Boltz E. W. Orwig C. E. Husted N. D. Brown
Administrative Assistant		K. M. Kitchey	K. M. Tennis

6/7/2-5, 10, 11-7

Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>OPERATIONS</u>			
Manager Nuclear Generating Station		G. P. Miller(Sta. Supt.)	G. P. Miller
Unit Superintendent - Unit #1	J. J. Colitz	J. P. O'Hanlon	J. L. Seelinger
Unit Superintendent - Unit #2	G. P. Miller	J. B. Logan	J. B. Logan
Technical Analyst III			R. S. Harbin M. R. Shaffer
Unit Supervisor Management Control			R. C. Troutman T. Faulkner
Supervisor - Station Operations - Unit #1	G. A. Kunder	M. J. Ross	M. J. Ross
Supervisor - Station Operations - Unit #2	J. R. Floyd	J. R. Floyd	J. R. Floyd
Engineer - Operations - Unit #1		H. B. Shipman	H. B. Shipman
Engineer - Operations - Unit #2		D. B. Jenkins	D. A. Berry
Turbine Engineer - Unit #1			C. C. Seitz
Turbine Engineer - Unit #2		W. J. Marshall	W. J. Marshall
Shift Supervisors	M. L. Beers J. J. Chwaszyk M. J. Ross B. G. Smith R. H. Porter	M. L. Beers J. J. Chwaszyk B. G. Smith W. H. Zewe G. R. Hitz, Sr.	K. P. Bryan J. J. Chwaszyk B. A. Mehler B. G. Smith W. H. Zewe G. R. Hitz, Sr. R. S. Hutchison
Shift Foreman - Unit #1	D. J. Boltz T. L. Book K. P. Bryan A. C. Fredlund G. R. Hitz, Sr. L. G. Noll	T. L. Book K. P. Bryan D. L. Pilsitz L. G. Noll T. H. Acker T. L. Crouse	D. C. Janes D. R. Deiter D. L. Pilsitz R. L. Parnell, III L. G. Noll T. H. Acker T. L. Crouse

6/17/2-5, 14-8

Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>OPERATIONS</u> (Continued)			
Shift Foreman - Unit #2	C. D. Adams W. R. Desh C. L. Guthrie J. E. Morgan, III W. H. Zewe	C. D. Adams W. R. Desh C. L. Guthrie K. R. Hoyt B. A. Mehler D. A. Neumann P. M. Lydon, Jr. R. S. Butchison	C. D. Adams W. T. Conaway, II C. L. Guthrie K. R. Hoyt F. J. Scheimann, Jr. A. W. Miller J. W. Garrison

Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>TECHNICAL SUPPORT</u>			
Unit Superintendent Technical Support #1		G. A. Kunder	W. E. Potts
Unit Superintendent Technical Support #2		J. L. Seelinger	G. A. Kunder
Engineer Senior I #1	J. P. O'Hanlon		
Engineer Senior I #2	J. L. Seelinger		
Engineers - Mechanical	R. O. Barley	R. O. Barley	R. O. Narley
	R. L. Summers	R. L. Summers	R. P. Warren
	N. A. Williams	T. A. Mackey, Jr.	R. L. Summers
	T. E. Morck	R. P. Warren	D. B. Jenkins
		T. E. Morck	J. R. Pearce
			T. E. Morck
Engineer - In-service-inspection	J. M. Hall	W. C. Ream	W. C. Ream
PORC Secretary #1	M. A. Shatto	M. A. Shatto	M. A. Shatto
	#2 L. A. Fisher	M. B. Bezilla	M. B. Bezilla
Engineers - Instrument & Control	V. P. Orlandi	V. P. Orlandi	V. P. Orlandi
	D. J. McGettrick	D. J. McGettrick	D. J. McGettrick
	J. A. Brummer	J. A. Brummer	J. A. Brummer
	R. C. Geiger	J. R. Paules	J. R. Paules
			I. D. Porter
Engineers - Electrical	C. E. Hartman	C. E. Hartman	C. E. Hartman
	E. M. Sheets	E. M. Sheets	R. W. Bensel
	R. W. Bensel	R. W. Bensel	J. D. Lawton
	J. G. Zenyuch		
Technical Analyst III			C. E. Randolph
Engineer Assistant II	C. E. Randolph	C. E. Randolph	

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Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>TECHNICAL SUPPORT</u> (Continued)			
Engineers - Nuclear	J. F. Hilbish D. E. Curry M. L. Benson L. M. Wier	J. F. Hilbish D. E. Curry M. L. Benson H. C. Crawford	J. S. Wilkerson M. L. Benson H. C. Crawford
Fire Protection - Technical Analyst Sr. I			T. A. O'Connor

Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>COMPUTER</u>			
Supervisor - Computer Application		E. W. Harris	E. W. Harris
Computer Specialists	W. Fels	W. Fels R. C. Geiger	W. Fels R. C. Geiger
Computer Term Coordinator	G. L. Hahn		
Technical Analyst Sr. I			D. L. Good
Technical Analyst III	D. L. Good	D. L. Good	R. P. Beeman W. D. Herman
Technical Analyst II		M. R. Shaffer	R. A. Eich
Engineer Associate II		W. D. Herman	
Engineer Associate I	W. D. Herman		

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Title	March 1, 1976	March 1, 1978	March 28, 1979
<u>QUALITY CONTROL</u>			
Supervisor Quality Control	W. W. Cotter	W. W. Cotter	T. A. Mackey
Administration Assistant	S. M. Bonneville	D. K. Gee	D. K. Gee
Engineer Quality Control	J. C. Fornicola	J. C. Fornicola	J. C. Fornicola
Quality Control Specialist	E. W. Daniels E. F. Gee W. G. Heysek R. E. Neidig, Jr.	E. W. Daniels J. J. Potter W. G. Heysek R. E. Neidig, Jr. J. V. Principe, Jr.	E. W. Daniels J. J. Potter W. G. Heysek R. E. Neidig, Jr. R. L. St. Pierre J. C. Powell D. L. Hosking
Quality Control Assistant	D. L. Hosking M. W. Johnson J. J. Potter J. V. Principe R. L. St. Pierre	D. L. Hosking W. E. Shumaker J. W. Quinnette, Jr. R. L. St. Pierre J. C. Powell T. A. O'Connor C. D. Rowe Z. L. James, Jr.	W. E. Shumaker J. W. Quinnette, Jr. D. McConnell K. Tremhlay C. D. Rowe Z. L. James, Jr.

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<u>Title</u>	<u>March 1, 1976</u>	<u>March 1, 1978</u>	<u>March 28, 1979</u>
<u>SAFETY</u>			
Safety Representative	F. H. Grice	E. F. Gee	E. F. Gee
Administrator - Safety		J. D. Wealand	J. D. Wealand P. J. Werni

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