

OPERATOR TRAINING SERVICES

INSTRUCTOR REQUALIFICATION PROGRAM

GENERAL ELECTRIC COMPANY
NUCLEAR SERVICES DEPARTMENT
NUCLEAR TRAINING AND
TECHNICAL SERVICES
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1.0 INTRODUCTION

1.1 DOCUMENT SCOPE

The purpose of this document is to provide definition of program content and methodology used in the conduct of the General Electric Operator Training Services Instructor Requalification Program.

1.2 PROGRAM OVERVIEW

The Operator Training Services Instructor Requalification Program is composed of the following modules:

- o Required Reading Assignments
- o Formal Instructional Briefings
- o Periodic Written Examinations

This program provides a specific administrative commitment to the accomplishment of information briefings and distribution of written materials to ensure qualified instructor cognizance of current operating history, problems, and changes to procedures and administrative limitations of the appropriate simulated reference nuclear power station. Additionally, the Instructor Requalification Program provides for the routine and timely distribution of information pertaining to BWR generic operating occurrences and other relevant light water reactor experience.

2.0 REFERENCES

2.1 REGULATORY

- 2.1.1 Harold R. Denton letter to all power reactor applicants and licensees, March 28, 1980, "Qualifications of Reactor Operators".

2.1.2 Power Reactor Events - USNRC

2.1.3 Licensee Event Reports - USNRC

2.1.4 Office of Inspection and Enforcement, USNRC,
Circulars, Information Notices, and Bulletins.

2.2 SIMULATED PLANT

2.2.1 Related procedures and reports are defined by generic title with specific procedure definition established at the individual training centers for:

- a. Operating Occurrence Reports
- b. Administrative Procedures
- c. System Operating Procedures
- d. Integrated Operating Procedures
- e. Off Normal or Abnormal Operating Procedures
- f. Emergency Procedures
- g. Surveillance Procedures
- h. Security Procedures
- i. Annunciator Response Procedures
- j. Station Emergency Plan
- k. Station Technical Specifications

2.2.2 BWR Technology System Descriptions

2.3 GENERAL ELECTRIC

2.3.1 General Electric operations and related system information to include:

- a. Daily Operating Reports
- b. Service Information Letters

3.0 RESPONSIBILITIES

The Manager, Operator Training Services at each of the respective BWR Training Centers shall be responsible for the administration and conduct of the Operator Training Services Instructor Requalification Program.

4.0 INSTRUCTOR REQUALIFICATION PROGRAM

4.1 GENERAL DESCRIPTION

The Operator Training Services Instructor Requalification Program provides for the routine and timely distribution of information pertaining to procedural changes which have been implemented at the simulated reference nuclear power station, generic BWR operating experiences, and applicable training materials utilized in the conduct of the facility's training programs. Periodic examinations are administered to ensure instructor awareness and familiarity with distributed information.

4.2 CONDUCT AND ADMINISTRATION

4.2.1 Administration

The managers at each of the respective training centers shall designate a senior member of the respective

Operator Training Services staff to be responsible for the review of applicable reference information, distribution of required reading materials, coordination of staff briefings, conduct of periodic examinations, and all other administrative routines, including personnel records, related to the conduct of the requalification program.

4.2.2 Participation

All qualified members of the Operator Training Services staff shall participate in the requalification program. Participation will commence after the staff member has attained a General Electric SRO certification at that facility.

4.2.3 Conduct

- a. Provisions will be established and maintained to provide facility receipt of reference materials noted in section 2.0 of this description.
- b. The assigned requalification coordinator will review all reference materials and distribute for review either unabridged or edited materials to staff members designated by the manager of the training facility. Reference materials reviewed by the requalification coordinator will be evaluated with respect to applicability to the conduct of operator training.
- c. The requalification coordinator will make arrangements with facility management for periodic staff briefings to convey priority

operating occurrences and the presentation of pertinent operating events by guest lectures from such sources as design engineering, operating engineers, and plant technical staff.

4.2.4 Examination

- a. The requalification coordinator shall prepare and administer periodic examinations. The frequency of examinations will be determined by the priority and quantity of distributed information but in no instance shall the examination schedule be less than once per year.
- b. Any individual demonstrating less than 80% on written examinations shall be re-examined within 30 days following determination of performance level. Failure to successfully complete the repeat examination will result in suspension of license related training activities until satisfactory performance levels are demonstrated.

4.2.5 Records

- a. The requalification coordinator shall maintain documentation as required to validate individual staff completion of assigned reading assignments, participation in staff briefings, and the results of periodic examinations.
- b. Requalification program records shall be maintained for a two year period.