



UNITED STATES
 NUCLEAR REGULATORY COMMISSION
 REGION III
 799 ROOSEVELT ROAD
 GLEN ELLYN, ILLINOIS 60137

TIL

November 4, 1980

Docket No. 50-440
 Docket No. 50-441

Christine F. Schilt
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 c/o Perry Nuclear Power Plant
 P. O. Box 97
 Perry, OH 44081

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 GLEN ELLYN, ILLINOIS

Gentlemen:

The following information is provided in connection with a question raised by you during a presentation by a member of the Region II Quality Assurance Team at the Nuclear Records Management Association Symposium on September 8, 1980.

Question: When a document (procedure, drawing, etc.) is revised, superseded hard copies are withdrawn and destroyed thereby ensuring that only the latest revision is available for use. If a single microform (e.g., roll of 16mm film, microfiche) contains multiple revisions to a document, how does the licensee ensure that the document used will be the latest revision?

Response:

1. Prior to making a hard copy of the document, a search through reference documents (master index, revision list) must be made by an authorized individual to determine that the latest revision is the one being copied for distribution and use. This position is consistent with information in Section 7, Document Control of ANSIN 45.2-1971.
2. If a hard copy is not required, an authorized individual is responsible for assuring that the document made available for viewing is the latest revision.

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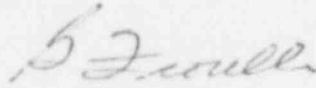
Christine F. Schilt

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November 4, 1980

I hope this will be of assistance to you.

Sincerely,



G. Fiorelli, Chief
Reactor Construction and
Engineering Support Branch

cc:
Central Files
Director, NRR/DPM
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TIC
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