

Attachment

EMPLOYEE CONCERNS PROGRAMS

PLANT NAME: SHOREHAM LONG ISLAND
LICENSEE: POWER AUTH DOCKET #: 50-322

NOTE: Please circle yes or no if applicable and add comments in the space provided.

A. PROGRAM:

1. Does the licensee have an employee concerns program?
(Yes or No/Comments) Yes (QAP 2 x 12) QA Procedures
Quality Hot Line Program

2. Has NRC inspected the program? Report # _____
Yes - individual reports
- summary reports

B. SCOPE: (Circle all that apply)

1. Is it for:

a. Technical? (Yes, No/Comments) For any item including safety.

b. Administrative? (Yes, No/Comments)

c. Personnel issues? (Yes, No/Comments)

2. Does it cover safety as well as non-safety issues?
(Yes or No/Comments)

3. Is it designed for:

a. Nuclear safety? (Yes, No/Comments) For any item.

b. Personal safety? (Yes, No/Comments)

c. Personnel issues - including union grievances?
(Yes or No/Comments)

4. Does the program apply to all licensee employees?
(Yes or No/Comments)

5. Contractors?
(Yes or No/Comments)

Contractors are provided familiarization
training in General Employee Training.

Information is posted on area bulletin boards.

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Issue Date: 07/29/93

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2500/028 Attachment

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6. Does the licensee require its contractors and their subs to have a similar program?
(Yes or No/Comments) Contractors have a similar but not required program.
7. Does the licensee conduct an exit interview upon terminating employees asking if they have any safety concerns?
(Yes or No/Comments) The licensee has a formal exit check list and interview contractors to see if they have any concerns.

C. INDEPENDENCE:

1. What is the title of the person in charge?
Quality Systems Division Manager
2. Who do they report to? Report to Quality Assurance Department Manager - he reports to an offsite Vice President.
3. Are they independent of line management?
Yes
4. Does the ECP use third party consultants?
No, unless help needed on an as needed basis.
5. How is a concern about a manager or vice president followed up?
Manager above the individual may be involved.

D. RESOURCES:

1. What is the size of the staff devoted to this program? One Clerk (part-time), one QA Engineer (part-time), QSD Manager who oversees program as necessary
2. What are ECP staff qualifications (technical training, interviewing training, investigator training, other)?
No. Hotline concerns are, however, evaluated by QA personnel who are qualified auditors.

E. REFERRALS:

1. Who has followup on concerns (ECP staff, line management, other)? Select line organization to do follow up and QA follow up on closure.

F. CONFIDENTIALITY:

1. Are the reports confidential? Only time name released if he/she specifically requests it.
(Yes or No/Comments)
- Hot Line item keep in locked safe
- Tape recorder locked

2. Who is the identity of the alleged made known to (senior management, ECP staff, line management, other)?
(Circle, if other explain) no
In most cases don't get identify - typically concerns made anonymously and name known only by QA personnel. No one in line organization told name.

3. Can employees be:
- a. Anonymous? (Yes, No/Comments) Yes
 - b. Report by phone? (Yes, No/Comments) Yes
Locked tape recorder

G. FEEDBACK:

1. Is feedback given to the alleged upon completion of the followup?
(Yes or No - If so, how?) Concern posted
30 day posting of QA follow-up of concerns and closeout
2. Does program reward good ideas?
Not tied in to suggestion program. QA does recommend to individual to go to suggestion program. Licensee has suggestion program.
3. Who, or at what level, makes the final decision of resolution?
QA or QS Division Manager
4. Are the resolutions of anonymous concerns disseminated?
Yes - concern posted. 30-day posting of resolution
5. Are resolutions of valid concerns publicized (newsletter, bulletin board, all hands meeting, other)?

Yes

H. EFFECTIVENESS:

1. How does the licensee measure the effectiveness of the program?
Look at it as trend program used to measure employee attitude. Included in work Controls Fundamentals Evaluation
2. Are concerns:
- a. Trended? (Yes or No/Comments) Yes
 - b. Used? (Yes or No/Comments) Yes
- Yes. Used as part of evaluation of corrective action program. In last two
3. In the last three years how many concerns were raised? 30* years since
Of the concerns raised, how many were closed? 28 What percentage LIPA took
were substantiated? only one was of unprofessional nature. Every concern was substantiated and some over
programmatic enhancements initiated as a result. 15 in 1993 to date.

4. How are followup techniques used to measure effectiveness (random survey, interviews, other)?

As part of corrective action, audit evaluate closure of concerns. Program looks for repeat concerns. Also evaluate during quarterly trend review.

5. How frequently are internal audits of the ECP conducted and by whom? Annual corrective action audit. Also QA program is independently evaluated every two years.

I. ADMINISTRATION/TRAINING:

1. Is ECP prescribed by a procedure? (Yes or No/Comments)

Yes. QAP 2 x 12, Quality Hot Line Program

2. How are employees, as well as contractors, made aware of this program (training, newsletter, bulletin board, other)?

Provided in General Employee Training. Highlights in QA training in GET. Also hotline posters put up around station with hotline number.

ADDITIONAL COMMENTS: (Including characteristics which make the program especially effective, if any.)

- If individual not satisfied, can go back to hotline to get concern re-issued
- Licensee has not had individuals raise concerns about the adequacy of the program

Note: Information obtained by telephone on October 21, 1993. Individuals interviewed were:

- Acting Licensing and Compliance Division Manager
- QA Department Manager
- Quality Systems Division Manager

NAME: R. L. Nimitz TITLE: SR Radiation Specialist PHONE #: 215-337-5267 DATE COMPLETED: October 21, 1993

Attachment

EMPLOYEE CONCERNS PROGRAMS

PLANT NAME: Siemens Power Corporation LICENSEE: Siemens Nuclear Corporation

DOCKET No: ~~50-193~~ ^{NM} 70-1257

NOTE: Please circle yes or no if applicable and add comments in the space provided.

A. PROGRAM:

1. Does the licensee have an employee concerns program?
(Yes) or No/Comments)

Employees normally express their concerns to management. If management does not resolve employees' concerns, workers are encouraged to elevate their concerns to higher management levels, and ultimately, to the director of employee relations. Employees, however, may directly discuss their concerns with the employee relations department.

Similar to permanent employees, licensee contractors have the same benefit of using the ECP. For permanent, and contract employees, the process of raising concerns may be performed on an informal and a formal basis.

2. Has NRC inspected this program? (No) Report # NA

B. SCOPE: (Circle all that apply)

1. Is it for:
- a. Technical? (Yes) No/Comments)
 - b. Administrative? (Yes) No/Comments)
 - c. Personnel issues? (Yes) No/Comments)
2. Does it cover safety as well as non-safety issues?
(Yes) No/Comments)
3. Is it designed for:
- a. Nuclear Safety? (Yes) No/Comments)
 - b. Personal Safety? (Yes) No/Comments)
 - c. Personnel issues - including union grievances?
(Yes) No/Comments)

4. Does the program apply to all licensee employees?
(Yes, No/Comments)
5. Contractors?
(Yes, No/Comments)
6. Does the licensee require its contractors and their subs to have a similar program?
(Yes or No/Comments)
7. Does the licensee conduct an exit interview upon terminating employees asking if they have any safety concerns?
(Yes or No/Comments)

Upon termination, contractors are asked if they have any concerns and are offered a form to document their concerns.

C. INDEPENDENCE:

1. What is the title of the person in charge?
Director of Employee Relations (for non-safety related matters).
Manager of Safety, Security, and Licensing (for safety related matters).
2. Who do they report to?
Both individuals report to the Senior Vice President & General Manager.
3. Are they independent of line management?
Yes.
4. Does the ECP use third party consultants?
The EAP may use third party consultants on an as needed basis.
Currently, licensee's ECPs do not provide this kind of service.
5. How is a concern about a manager or vice president followed up?
It is handled by the same process. Employees, however, may directly raise their concerns to top executives.

D. RESOURCES:

1. What is the size of the staff devoted to this program?
Five individuals are dedicated to resolve matters of employee concerns. However, the licensee would involve additional staff

members to carefully evaluate safety related matters.

2. What are ECP staff qualifications (technical training, interviewing training, investigator training, other)?

Staff qualification depends on the complexity of the concern. Staff members are generally trained in investigative techniques.

E. REFERRALS:

1. Who has followup on concerns (ECP staff, line management, other)?

Line supervision, management, and ECP staff.

F. CONFIDENTIALITY:

1. Are the reports confidential?

(Yes) or No/Comments)

2. Who is the identity of the alleged made known to (senior management, ECP staff, line management, other)?

Allegers identity may only be revealed on a need-to-know basis.

3. Can employees be:

a. Anonymous? (Yes) No/Comments)

b. Report by phone? (Yes) No/Comments)

G. FEEDBACK:

1. Is feedback given to the alleged upon completion of the followup?
(Yes or No -- If so, how?)

Informally or formally; such as, by verbal discussion or written response.

2. Does the program reward good ideas?

While no formal program currently exists, special one-time dinner certificates are offered for bright suggestions.

3. Who, or at what level, makes the final decision of resolution?

Senior Vice President & General Manager, and the President if all program avenues were exhausted.

4. Are the resolutions of anonymous concerns disseminated?

Yes, especially if they are safety related. On the other hand, concerns would not be disseminated if they are related to personnel matters.

5. Are resolutions of valid concerns publicized (newsletter, bulletin board, all hands meeting, other)?

That is dependent upon the type and the severity of the concern.

H. EFFECTIVENESS:

1. How does the licensee measure the effectiveness of the program?

The licensee has not officially measured the effectiveness of the programs. However, the licensee indicated that workers have not complained about the ECP and are satisfied with the program's performance.

2. Are concerns:

- a. Trended? (Yes or No/Comments)

Concerns are not trended. However, if there is an increase in the number of concerns was noted, problems would be trended.

- b. Used? (Yes or No/Comments)

Yes, on an as needed basis.

3. In the last three years how many concerns were raised?

30

Of the concerns raised, how many were closed?

30

What percentage were substantiated?

20%

4. How are followup techniques used to measure effectiveness (random survey, interviews, other)?

Through direct interviews with supervisors.

5. How frequently are internal audits of the ECP conducted and by whom?

About every 3 years by ECP staff.

I. ADMINISTRATION/TRAINING:

1. Is ECP prescribed by a procedure? (Yes or No/Comments)
2. How are employees, as well as contractors, made aware of this program (training, newsletter, bulletin board, other)?

During orientation and general meetings, and by discussion with supervisors.

ADDITIONAL COMMENTS: (Including characteristics which make the program especially effective, if any.)

Workers were interviewed during the inspection for the purpose of determining their awareness of the ECPs. Generally, workers were cognizant of the fact that concerns are directed to supervisors, and managers/ECP staff if they were inadequately addressed. However, workers were unfamiliar with and unaware that a formal program of addressing employee concerns existed.

This observation was brought to the licensee's attention.

NAME:

TITLE:

PHONE #:

Nader Mamish/Radiation Specialist

/(510) 975-0322 Date Completed: 8/26/93

DETAILS

1. Persons Contacted

J. Davis, Spectrometry Laboratory Supervisor
G. Mathison, Employee Relations Director
P. McBride, Health & Safety Technician Specialist
Y. Muns, Health & Safety Technician
J. Tufford, Health & Safety Technician Student
*R. Vaughan, Manager, Safety, Security and Licensing

*Denotes the individual attending the exit interview on August 12, 1993.

In addition to the individuals noted above, the inspector met and held discussions with other members of the licensee's staff.

2. Inspection Findings

The inspector interviewed licensee managers concerning the substance of their employee concerns program (ECP). Additionally, the inspector reviewed licensee documents, and interviewed workers to determine their awareness of licensee's ECP.

The questionnaire, provided in Temporary Instruction 2500/028, was completed during the interview and is included as an attachment to this inspection report.

No violations or deviations were identified.

3. Exit Interview (TI 2500/028)

The inspector met with the licensee representatives, denoted in Section 1, at the conclusion of the inspection on August 12, 1993. The scope and findings of the inspection were summarized. The licensee was informed that no violations or deviations were identified.

U.S. NUCLEAR REGULATORY COMMISSION

REGION V

Report No. 70-1257/93-01 ⁰¹⁰ 010

License No. SNM-1227

Licensee: Siemens Power Corporation
2101 Horn Rapids Road
Richland, Washington 99352-0180

Facility Name: Siemens Power Corporation

Inspection Location: Richland, Washington

Inspection Duration: August 12, 1993

Inspected By:

N. L. Mamish, Radiation Specialist

8/26/93
Date Signed

Approved by:

James H. Reese, Chief
Facilities Radiological Protection Branch

8/26/93
Date Signed

Summary:

Areas Inspected:

This was an announced inspection to obtain information on the licensee's employee concerns program. Temporary Instruction 2500/028 was addressed.

Results:

In the areas inspected, the licensee's programs appeared capable of accomplishing of their safety objectives. No violations or deviations were identified.

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UNITED STATES
NUCLEAR REGULATORY COMMISSION
REGION V

1450 MARIA LANE
WALNUT CREEK, CALIFORNIA 94596-5368

AUG 26 1993

Docket No. 70-1257
License No. SNM-1227

Siemens Power Corporation
2101 Horn Rapids Road
P. O. Box 130
Richland, Washington 99352-0130

Attention: Mr. B. N. Femreite, Plant Manager

SUBJECT: NRC INSPECTION REPORT NO. 70-1257/93-10

This letter refers to the inspection conducted by Mr. N. Mamish and Mr. J. Reese of this office on August 12, 1993, of activities authorized by NRC License No. SNM-1227. At the conclusion of the inspection, Mr. N. Mamish and Mr. J. Reese discussed the findings with members of your staff identified in the enclosed report.

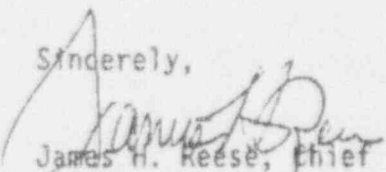
Areas examined during the inspection are described in the enclosed inspection report. Within these areas, the inspection consisted of selective examinations of procedures and representative records, interviews with personnel, and observations by the inspector.

No violations of NRC requirements were found within the scope of this inspection

In accordance with 10 CFR 2.790(a), a copy of this letter and the enclosure will be placed in the NRC Public Document Room.

Should you have any questions concerning this inspection, we would be glad to discuss them with you.

Sincerely,


James H. Reese, Chief
Reactor Radiological Protection Branch

Enclosure: Inspection Report No. 70-1257/93-10
Attachment: Temporary Instruction Questionnaire

cc w/enclosure: State of Washington

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UNITED STATES
NUCLEAR REGULATORY COMMISSION
REGION V

1450 MARIA LANE
WALNUT CREEK, CALIFORNIA 94596-5368

FACSIMILE TRANSMITTAL REQUEST

DATE: 10/27/93

FROM: Nuclear Branch

TO: Bill Campbell

NUMBER OF PAGES (INCLUDING COVER): 8

FAX NUMBER: (301) 504-3555

VERIFICATION NUMBER (IF KNOWN): _____

SPECIAL INSTRUCTIONS: _____