



March 25, 1994

Nuclear Regulatory Commission
Attention: Document Control Desk
Washington, DC 20555

Subject: Reply to a Notice of Nonconformance

During the Nuclear Regulatory Commission's inspection of our facilities, a nonconformance was identified and documented on Docket No. 99901269, Report No. 94-01. Upon identification of the nonconformance associated with the calibration records and calibration files, the Quality Assurance (QA) Engineer reconciled the active and inactive calibration files to the Meter and Test Equipment Log and the Meter and Test Equipment Calibration Log. During this reconciliation the QA Engineer verified that all active M&TE and their calibration files reflected the correct information. All M&TE identified as "Reference Only" or inactive were removed from the Meter and Test Equipment Calibration Log and their respective files were placed in the inactive file. The QA Engineer also moved the "Inactive" M&TE files to a different location to prevent the possibility of an individual incorrectly filing any M&TE's calibration file.

To prevent recurrence of this nonconformance, Schulz Electric Has implemented/will be implementing the following:

- Training was held with all QA personnel on the importance of properly maintaining the calibration system.
- The QA Engineer will update the calibration records anytime an instrument's calibration status changes.
- The QA Engineer will reconcile the M&TE records every three months to identify discrepancies and perform corrective action.
- During the course of Schulz Electric's annual internal audit, the QA Manager shall instruct the lead auditor to reconcile the entire calibration file inventory, vice checking a sampling of active instruments.

With the exception of the reconciliation of the calibration records during the internal audit, all corrective action has been completed. The internal audit of the Schulz Electric Company's QA Program will be completed by July 15, 1994 by an outside auditor contracted under the requirements of the Schulz Electric Company's QA Program. Please feel free to call if you have any questions or comments regarding this issue.

Sincerely

A handwritten signature in cursive script, appearing to read "Robert Davis".

Robert Davis
President, Schulz Electric Company

cc: Chief, Vendor Inspection Branch, Division of Reactor Inspection and Licensee Performance, Office of Nuclear Reactor Regulation

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