

memorandum

DATE: MAR 28 1994

REPLY TO:
ATTN OF: EM-343

SUBJECT: Meeting to Kick-Off the Review of the West Valley Demonstration Project
Vitrification Plant Hot Operations and High Level Waste Interim Storage
Final Safety Analysis Report (SAR-003)

- TC
- . McIntosh, EM-343
 - . Smith, EM-23
 - J. Psaras, EH-11
 - V. Kapila, EH-33
 - G. Comfort, NRC-NMSS

On May 9-11, 1994, I plan to conduct a kick-off meeting for the West Valley Demonstration Project, Vitrification Plant Hot Operations and High Level Waste Interim Storage Final Safety Analysis Review (FSAR) (SAR-003) in Buffalo/West Valley, New York. SAR-003 is tentatively expected to be provided at the meeting. Additionally I have attached a proposed agenda for your information, and please be aware that some of the topics may change as we approach the meeting dates.

The joint review of SAR-003 will be managed by the Vitrification Projects Division Technical Review Group (TRG) Program Manager and guided by the Safety Analysis Report - TRG with participation from: the Office of Safety and Health Oversight (EM-23), Office of Nuclear Safety Performance Assessment (EH-11), and Risk Analysis and Technology Division (EH-331), and the Nuclear Regulatory Commission Licensing Branch-Division of Fuel Cycle Safety and Safeguards.

The kick-off meeting will be coordinated through my office; therefore, I need to know the names, phone numbers, and addresses of the people who will be participating in the review, and who will be attending the kick-off meeting.

Please provide this information to the following address by April 15, 1994.

Mr. C. E. Miller, TRG Program Manager
U.S. Department of Energy
EM-343, Trevion II Building
Washington DC 20585-0002

Also you may FAX the information to (301) 903-8506. If you have any questions or need additional information please do not hesitate to contact me at (301) 903-7194.



Chester Miller
TRG Program Manager
Vitrification Projects Division

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cc: ,

R. Provencher, WVPO

T. Jackson, WVPO

AGENDA

- MONDAY, MAY 9, 1994: Travel to Buffalo, N.Y.
(stay at Buffalo Hilton)
- TUESDAY, MAY 10, 1994:
- 7:30 a.m. Travel to West Valley Site
- 8:45 a.m. Arrive at Main Gate; begin check-in
- 9:15 a.m. Introductions
- 9:30 a.m. Walk-thro Floor Plans and Elevation Drawings (2-hours)

Each reviewer will be given a packet of drawings and flowsheets. Using these materials, the presenter will explain the material flow path through the facility, including personnel actions required.

Each material added to the facility (approx. volumes) and each material leaving the facility will be traced to provide a complete overview of material movement. The purpose of this presentation is to acquaint the reviewers with the mechanics of the flowsheet using floorplans and equipment arrangements.

- 10:30 a.m. 10-minute break
- 11:30 a.m. Presentation to support facilities required for the vitrification plant (30 minutes)
- 12:00 noon Lunch
- 1:30 p.m. Break up into small groups and tour vitrification plant and support facilities (2 hours)
- 3:30 p.m. Presentation on the organization of the Safety Analysis Review and the modular approach. This presentation should address compliance to DOE 5480.23 and 5480.22, and spell out which buildings are within the scope of SAR-003 and which are within the scopes of other SARs.
- 4:30 p.m. Adjourn
- 5:00 p.m. Exit main gate (it closes at 5:00 p.m.)

WEDNESDAY, MAY 11, 1994, (BUFFALO HILTON CONFERENCE ROOM)

8:00 a.m.	Introductions
8:15 a.m.	Reflections on topics covered first day
8:30 a.m.	Presentation of function design criteria (20 min) Presentation of safety systems (20 min) Discussion and questions; copies available
9:30 a.m.	Presentation on detailed flowsheet with emphasis on flowrates and manning requirements (copies available)
10:00 a.m.	Morning Break
10:30 a.m.	Review of waste streams; disposition of wastes
11:00 a.m.	Review of radiation protection program (copies available)
11:30 a.m.	Lunch
1:00 p.m.	Review of Safety Envelope Discuss hazards analysis (copies available) Discuss FHA conclusions (copies available)
2:30 p.m.	Discuss organization, staffing, and qualifications
2:45 p.m.	Discuss SLs, LCOs and administration limits
3:00 p.m.	Afternoon break
3:30 p.m.	Discuss structures/systems/components under the QA Program. Present the QA document hierarchy. Describe the QA program. (copies available)
4:00 p.m.	Describe Emergency Readiness Assurance Plan (ERAP). Includes emergency organization, status of EP hazards assessment, coordination with offsite agencies, drills, exercises and training. (Provide copies of ERAP, Emergency Plan and EP hazards assessment if completed)
4:30 p.m.	Wrap-up: Solicit major observations by attendees. Discussion of review schedule. Discussion of review mechanics.
5:30 p.m.	Adjourn