



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

*File Admin*

December 17, 1979

MEMORANDUM FOR: B. Crocker, Acting Chief, Site Operations Section, TMI Support  
E. B. McCabe, Acting Chief, Site Operations, TMI Support

FROM: J. T. Collins, Deputy Director, TMI Support

SUBJECT: PREPARATION OF DUTY OFFICERS FOR THE FORTHCOMING  
HOLIDAY PERIOD

I have been advised by Met-Ed that there will be essentially no work performed by crafts people during the period 12/22 - 1/1/80. Met-Ed will maintain their normal reactor operating force, but no special activities are planned for this period. In view of this, I would like you to submit to me by Tuesday, December 18, a duty roster for the corresponding period. Your planning should consider the following:

1. From 12/23 - 12/25 and 12/30 - 1/1 there will be one staff member on-site from 0800 - 1600 and available locally the remaining hours.
2. During the period 12/26 - 12/28 there will be three staff members on-site for round the clock coverage.
3. During the period 12/26 - 12/28 there will be one senior staff member, from both the Site Operations Section and the Technical Support Section. Jay Lee is scheduled to be here during this period and will be Acting Chief, Technical Support Section. The representative from Site Operations Section should be either the Acting Chief or the Senior Radiation Specialist.
4. The duty officers should be senior people and can be either IE or NRR personnel. The appointed Duty Officer should be made aware that for his appointed time period he is truly available and prepared to return to TMI should the need arise. The duty officer should be appointed for no less than a 24 hour period.

*John T. Collins*

J. T. Collins  
Deputy Director  
TMI Support

cc: H. Denton  
R. Vollmer  
B. Grier  
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