

DCS

FEB 15 1991

Docket No. 50-354

Public Service Electric & Gas Company  
ATTN: Mr. Steven E. Miltenberger  
Vice President and  
Chief Nuclear Officer  
Post Office Box 236  
Hancocks Bridge, New Jersey 08038

Gentlemen:

Subject: NRC Inspection of Training Programs at Hope Creek Nuclear Generating Station

An NRC inspection of the Hope Creek training programs was discussed in a telephone conversation on February 12, 1991, between Mr. Greg Mecchi, Principal Training Supervisor, and Mr. Herb Williams, Senior Operations Engineer. This inspection is in keeping with NRC policy, as stated in, "Commission Policy Statement on Training and Qualifications of Nuclear Power Plant Personnel," (as published in Federal Register 53 FR 46603) which states that the NRC will expand the method by which it monitors the industry training programs by performing post-accreditation reviews at selected sites.

The NRC plans to conduct this inspection April 1 to April 5, 1991. Accredited training programs for the following facility positions will be inspected: (1) licensed operators (initial and requalification programs for all licensed positions and the STA position); (2) instrument and control technician; (3) technical staff and managers, and (4) non-licensed operator training.

In order for the NRC staff to prepare for the inspection, we request that you provide the materials listed in Attachment 1 to the NRC Region I office by March 15, 1991, to the attention of Mr. Williams.

The staff will select specific tasks for inspection from the submitted task lists. We will inform your staff of our selection before the inspection so that training material specific to the tasks will be readily available at the site.

The inspection will focus on: (1) how the tasks were analyzed; (2) how training objectives were derived from the tasks; (3) how training for the tasks was designed, developed, and implemented; (4) how trainees were observed and evaluated during training to determine their level of task mastery, and (5) how feedback on training, trainee evaluations, and on-the-job performance indicators are incorporated into revision and evaluation of the training programs.

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Attachment 2 provides a general list of the types of information and resources we expect to have available at the site to perform our inspection of your training programs.

Your cooperation with us in this matter is appreciated. If you have any questions concerning this matter, please contact Mr. Herb Williams, of my staff, at 215-337-5124.

Sincerely,

Original Signed By:

Lee H. Bettenhausen, Chief  
Operations Branch  
Division of Reactor Safety

Attachments:

1. Attachment 1 - List of Required Information
2. Attachment 2 - General List of Information and Resources

cc w/encl:

S. LaBruna, Vice President-Nuclear Operations  
Scott B. Ungerer, Manager, Joint Generation Projects Department,  
Atlantic Electric Company  
J. J. Hagan, General Manager - Hope Creek Operations  
B. A. Preston, General Manager - Licensing and Regulation  
J. T. Robb, Director, Joint Owner Affairs  
A. C. Tapert, Program Administrator  
R. Fryling, Jr., Esquire  
M. J. Wetterhahn, Esquire  
Licensing Project Manager, NRR  
J. Lipot, State of New Jersey  
Lower Alloways Creek Township  
Public Document Room (PDR)  
Local Public Document Room (LPDR)  
Nuclear Safety Information Center (NSIC)  
NRC Resident Inspector  
State of New Jersey

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bcc w/Attachments:  
Region I Docket Room (with concurrences)  
Management Assistant, DRMA (w/o encl)  
R. Conte, DRS  
H. Williams, DRS  
T. Walker, DRS  
L. Wink, DRS  
J. White, DRP  
B. Clayton, EDO  
J. Joyner, DRSS  
K. Brockman, EDO  
R. Blough, DRP  
S. Dembek, NRR  
P. Kaufman, DRP  
DRS Files (3)

DRS:RI  
Williams/ajk  
*ajk*  
02/14/91

DRS:RI  
Conte  
*JHW for RL*  
02/14/91

DRS:RI  
Bettenhausen  
*JHB*  
02/15/91

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### Attachment 1

The following is a list of information necessary to adequately prepare for the inspections:

- Task lists for the positions being reviewed.
- Instructions/procedures related to:
  - Systematic methods used to analyze jobs,
  - Training organization goals, objectives, and plans,
  - Responsibilities/authority of training organization personnel,
  - Methods for evaluation/selecting instructional materials, methods, and media,
  - Methods for organizing/sequencing of training
  - Methods for keeping training programs current,
  - Maintenance of training records,
  - Selection of candidates for training and the granting of waivers/exemptions from training
  - Evaluation of training programs, and
  - Training, qualification, and evaluation of instructors
  - Interface between the training department and plant organization
- Roster/organization chart for the training organization and the plant organizations. The chart should represent the interface between training and plant organizations. A list of phone numbers should also be provided.
- Training schedule for the past six months and the next six months for the positions being reviewed. Also a detailed training schedule for the week of the inspection.
- Qualification and experience standards for technicians, supervisors, and managers for the areas being reviewed.
- Qualification and experience standards of instructors for the positions being reviewed.



## Attachment 2

The following is a general list of the types of information and resources we expect to have available at the site to gain information about the licensee's training program:

- Documentation related to:
  - Development/validation of task lists,
  - Selection of tasks for formal training,
  - Analysis of on-the-job performance problems and industry events, and
  - Evaluation/audits of the training programs(s).
- Final accreditation report
- Resumes of instructors for the positions being reviewed
- To assist the inspection team, the person who coordinated the licensee's efforts toward accreditation should be available. In addition, any other cognizant training personnel involved with the accredited programs should be available to answer questions or clarify issues that are not readily apparent through document review. The team intends to interview up to 10 trainees and job incumbents. The utility should plan to have plant staff and space available for the interviews.