



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

January 3, 1991

MEMORANDUM FOR: All NRR Employees

FROM: Thomas E. Murley, Director
Office of Nuclear Reactor Regulation

SUBJECT: NRR OFFICE LETTER NO. 1500 - PROCEDURE FOR REVISION OF
NUREG-1021, THE "OPERATOR LICENSING EXAMINER STANDARDS"

PURPOSE

This NRR office letter establishes the guidelines and procedures to be used by the NRR staff to make revisions to the "Operator Licensing Examiner Standards" (NUREG-1021). It provides a uniform and consistent approach for determining whether the proposed Examiner Standard revision should be reviewed by the Committee to Review Generic Requirements (CRGR).

These procedures supplement the policies and procedures contained in NRC Manual Chapter 3201, "Publication of NRC Staff-Generated Regulatory and Technical Reports." Users of this office letter should become familiar with this manual chapter and its contents and NRR Office Letter No. 500, "Procedures for Controlling the Development of New and Revised Generic Requirements."

DEFINITIONS

Revision - Any official change, including major document revisions, pen-and-ink changes, or errata changes.

OBJECTIVES

The objectives of this office letter are to ensure that (1) all Examiner Standards revisions receive the appropriate technical and policy reviews and (2) the revisions receive appropriate backfit consideration.

RESPONSIBILITIES AND AUTHORITIES

Associate Director for Inspection and Technical Assessment (ADT), NRR

The ADT is responsible for making a backfit determination on all revisions to the Examiner Standards. The ADT shall determine whether a staff position in the proposed revision should be sent to CRGR for review and approval. The ADT is responsible for approving all revisions to the Examiner Standards.

Contact:
C. Gratton, DLPQ/NRR
492-1055

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Director, Division of Licensee Performance and Quality Evaluation (DLPQ)

The Director, DLPQ, shall be responsible for ensuring that the revisions to NUREG-1021 receive the necessary technical and policy reviews. The Director, DLPQ, shall ensure that an evaluation is conducted to support the proposed revision and that a recommendation concerning CRGR review is submitted with the revision to the ADT.

Chief, Operator Licensing Branch (LOLB)

The Chief, LOLB, is responsible for (a) determining the need for revisions to the Examiner Standards; (b) developing a methodology to obtain program comments from examiners (regional and headquarters based and contractor), industry, and the public that can be used in the development of the revision; (c) developing the proposed revision to reflect the current program office policy; (d) performing an evaluation of the staff position for backfit consideration; and (e) submitting the final copy of the revision to the Director, DLPQ, for review and approval.

BASIC REQUIREMENTS

When directed by the Chief, LOLB, the LOLB staff shall compile the following material for the development of a revision to NUREG-1021: (a) comments solicited from NRC and contract examiners as part of participation in the annual Examiners' Conference, (b) relevant industry feedback about the current examination process, (c) recent regional interaction requests by examiners, and (d) comments from regional LOLB Branch Chief and Section Chief counterpart meetings.

The staff shall develop the proposed revision, taking into consideration the aforementioned resource material and the current program office policy. The Chief, LOLB, shall be responsible for obtaining comments on the proposed revision from regional examiners, industry, and the public. The Chief, LOLB, shall ensure that the proposed revision receives concurrence from the technical editor before it is submitted to the Director, DLPQ. The Chief, LOLB, shall ensure that an analysis of the proposed revision is conducted in accordance with NRC Manual Chapter 3201 and NRR Office Letter No. 500.

The Chief, LOLB, shall submit the proposed revision and backfit analysis/recommendation to the Director, DLPQ, for review and concurrence before they are forwarded to the ADT for review and backfit determination. Based on the analysis performed by the LOLB staff, the Director, DLPQ, shall make a backfit recommendation to the ADT.

The ADT shall review the proposed revision and make a backfit determination. If the ADT determines the proposed revision is a backfit, the ADT shall forward

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the appropriate staff position to the CRGR for review and approval. If the ADT determines that the proposed revision is not a backfit, the ADT may approve the revision for use.

EFFECTIVE DATE

This office letter is effective immediately.

Original signed by
Thomas E. Murley

Thomas E. Murley, Director
Office of Nuclear Reactor Regulation

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*See previous concurrence

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