COMANCHE PEAK STEAM ELECTRIC STATION

TRAINING MANUAL

CONTROLLED COPY NO. _____

FOR INFORMATION ONLY

SHIFT ADVISOR TRAINING AND QUALIFICATIONS

PROCEDURE NO. TRA-299

REVISION NO. 1

NON-SAFETY-RELATED

SUBMITTED BY: R R Wistrand DATE: 7/12/84
ADMINISTRATIVE SUPERINTENDENT

APPROVED BY: R R Wistrand DATE: 7/12/84
MANAGER, PLANT OPERATIONS
for

1.0 Purpose

This procedure describes the Qualifications and Training Requirements for Shift Advisors.

2.0 Applicability

This procedure is applicable to individuals assigned as Shift Advisors to the Operations Department and becomes effective upon issuance.

3.0 Definitions

3.1 Shift Advisor - That individual who acts as an operations advisor on shift, and recommends appropriate actions (including shutdown) to the Shift Supervisor. The responsibilities of the Shift Advisors are delineated in ODA-102, "Shift Complement, Responsibilities And Authorities".

4.0 Instructions

4.1 Qualifications

At the time of initial fuel loading, Shift Advisors shall have the following qualifications.

4.1.1 Four (4) years of power plant experience.

4.1.2 Two (2) years of Nuclear Power Plant Experience.

4.1.3 One (1) year of experience as an on-shift licensed senior operator at an operating PWR plant.

4.2 Training

Shift Advisor Training is divided into the following areas: General Training, Procedure Training, Specialty Training, and Recurrent Training.

4.2.1 General Training: This area includes subjects which are general in nature and may be a requirement for station access.

4.2.1.1 The Shift Advisor must complete the training requirements for unescorted access into the Protected Area in accordance with TRA-101, "General Employee Training".

4.2.1.2 The Shift Advisor must complete the training requirements for unescorted access into Radiation Controlled Areas in accordance with TRA-102, "Radiation Worker Training".

4.2.1.3 The Shift Advisor may complete the training requirements for the use of respiratory protection equipment in accordance with TRA-103, "Respiratory Protection Training".

4.2.2 Procedure Training: This area includes training in station procedures and programs. The procedure training checklist is contained in Attachment 1.

4.2.3 Specialty Training: This area consists of formal classroom training, informal training obtained by reading applicable material, on-shift training or attending special seminars or meetings as necessary. The curriculum for formal classroom training is described in Attachment 2. Attachment 3 is typical schedule for classroom training.

4.2.4 Recurrent Training

Shift Advisors shall attend the Operator Proficiency Lecture Series as described in paragraph 4.2.2 of CPSES Procedure, TRA-204, "Licensed Operator Requalification Training Program". This lecture series includes the following topics:

4.2.4.1 Administrative Procedures, Conditions, and Limitations, including Technical Specifications.

4.2.4.2 Major Operational Evolutions

4.2.4.3 Facility Design and License Changes

4.2.4.4 Procedures - Normal, Abnormal, Emergency Operating, and Radiological Control

4.2.4.5 Operating History and Problems

4.2.4.6 Related Nuclear Industry Operating Experience

4.2.4.7 Procedure Changes

4.2.4.8 Reportable Events and Significant Events

4.2.5 Exemptions

Exemptions from certain courses may be allowed for appropriately qualified individuals. Exemptions shall be justified, documented and approved by the Operations Supervisor or the Operations Superintendent.

4.3 Examinations And Verification

4.3.1 Examinations may be written or oral as specified by the course description. Some courses may require attendance only for successful completion. Procedure reviews require the reviewers signature and a verification signature by the Operations Superintendent or Operations Supervisor.

4.3.2 An oral examination will be conducted for each Shift Advisor to ensure that their responsibilities, duties and training requirements are understood.

4.3.2.1 The oral examination shall be conducted by a review panel consisting of any three of the following members of plant management, all of whom are qualified at the SRO level:

4.3.2.1.1 Operations Superintendent

4.3.2.1.2 Operations Supervisor

4.3.2.1.3 Operations Engineer

4.3.2.1.4 Shift Supervisor

4.3.2.1.5 Assistant Shift Supervisor

4.3.2.2 The review shall include the areas listed in Attachment 4 and may include any additional areas or topics deemed appropriate by the review panel.

4.3.2.3 Attachment 4 shall be utilized to document the review.

4.3.3 Shift Advisors should successfully complete written or oral examinations covering the topics listed in section 4.2.4, "Recurrent Training". The examinations are normally administered at the conclusion of each recurrent training cycle.

4.4 Certification

Upon confirmation of qualifications and completion of required initial training, a Shift Advisor is certified to function on shift. That certification shall be documented on Form TRA-299-2.

4.5 Program Evaluation

4.5.1 The Shift Advisor training may be periodically evaluated as part of the Operations Department Training Program in accordance with CPSES Procedure, NOT-110, "Evaluating the Effectiveness of Training".

4.5.2 The Operations Supervisor shall evaluate the effectiveness of training by using individual Shift Advisor performance on shift as the basis. He shall specify the need for re-training or additional training.

4.6 Documentation

Training shall be documented in accordance with CPSES Procedure, NOT-104, "Training Records".

5.0 References

5.1 CPSES Procedure TRA-101, "General Employee Training"

5.2 CPSES Procedure TRA-102, "Radiation Worker Training"

5.3 CPSES Procedure TRA-103, "Respiratory Protection Training"

5.4 CPSES Procedure TRA-204, "Licensed Operator Requalification Training Program"

5.5 CPSES Procedure NOT-104, "Training Records"

5.6 CPSES Procedure NOT-110, "Evaluating the Effectiveness of Training"

5.7 CPSES Procedure ODA-102, "Shift Complement, Responsibilities and Authorities.

6.0 Attachments

6.1 Shift Advisor Procedure Training, Attachment 1

6.2 Shift Advisor Classroom Training, Attachment 2

6.3 Shift Advisor Training Schedule (Typical), Attachment 3

ATTACHMENT 1
PAGE 1 OF 8

SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
STA-204	Temporary Procedures	
STA-205	Temporary Changes to Procedures	
STA-207	Special Orders, Night Orders, and Management Memorandums	
STA-403	Identification of Safety-Related Equipment	
STA-501	Reporting of Operating Information to the NRC	
STA-503	Reporting of Operating Information to Regulatory Agencies other Than The NRC	
STA-504	Problem Report	
STA-601	Authority for Equipment Operations	
STA-602	Temporary Modifications and Bypassing of Safety Functions	
STA-605	Clearance and Safety Tagging	
STA-606	Maintenance Action Requests	
STA-610	Secondary Water Chemistry Control	
STA-615	Staff Work Hours	
STA-616	Control Room and Observation Area Access	
STA-702	Surveillance Test Program	
STA-703	Inservice Inspection Program	
ODA-101	Operations Department Organization and Responsibilities	
ODA-102	Shift Complement, Responsibilities, and Authorities	
ODA-104	Operations Department Document Control	
ODA-107	Reporting of Operational Incidents	
ODA-301	Operating Logs	
ODA-302	Relief of Personnel	
ODA-303	Conduct of Personnel in Control Room	
ODA-401	Disabling of Control Panel Annunciators/Instruments	
EPP-104	Drills and Exercises	
EPP-109	Duties of the Emergency Coordinator	

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SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
EPP-112	Duties of Emergency Response Personnel	
EPP-201	Assessment of Emergency Action Levels and Plan Activation	
EPP-203	Emergency Notification and Communications	
EPP-204	Emergency Facility Activation	
EPP-305	Personnel Dosimetry for Emergency Condition	
FIR-101	Fire Protection Program	
FIR-102	Fire Emergency Plan	
FIR-103	Fire Reporting	
FIR-104	Fire Brigade	
FIR-107	Control of Transient Combustables and Ignition Sources	
FIR-109	Fire Watches	
HPA-101	ALARA Program	
HPA-111	Personnel Exposure Control	
HPA-112	Radiation Work Permits	
HPA-113	Personnel Dosimetry	
HPA-117	Personnel Exposure Records	
RFO-101	Refueling Organization	
RFO-102	Refueling Operation	
RFO-103	Fuel Handling Emergencies	
RFO-301	Handling of New Fuel and Shipping Containers During Fuel Receipt Operations	
RFO-302	Handling of Fuel Assemblies During Refueling Operations	
RFO-303	Handling of Rod Cluster Control Assemblies and Core Components	
OPT-104A	Operations Weekly Routine Tests	
OPT-106A	Control Rod Excerise	
OPT-107A	Seismic Monitoring Instrumentation Check	
OPT-108A	Remote Shutdown Instrument Channel Check	

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SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
OPT-109A	PORV and Block Valve Operability Test	
OPT-110A	RCP Controlled Leakage Measurement	
OPT-111A	Accumulator Isolation Valve Breaker Check	
OPT-112A	Accident Monitoring Instrument Channel Check	
OPT-113A	Containment Purge Supply and Exhaust Position Check	
OPT-201A	Charging System Operability	
OPT-202A	Boration System Operability	
OPT-203A	Residual Heat Removal System Operability	
OPT-204A	Safety Injection System Operability	
OPT-205A	Containment Spray System Operability	
OPT-206A	Auxiliary Feedwater System Operability	
OPT-207A	Service Water System Operability	
OPT-208A	Component Cooling Water System Operability	
OPT-210A	Control Room Emergency Air Cleanup System Operability Test	
OPT-211A	Hydrogen Recombiner System Operability Test	
OPT-213A	ESF Exhaust Air Cleanup System Operability Test	
OPT-214A	Diesel Generator Operability	
OPT-215A	Preferred AC Source Operability	
OPT-217A	Main Turbine Stop and Control Valve Test	
OPT-218A	Containment Isolation Valve Operability (Testable during Operation)	
OPT-219A	Containment Penetration Non-Automatic Isolation Valve Position Verification (IRC)	
OPT-220A	Fire Suppression Water and Sprinkler System Operability Test	
OPT-301	Reactor Shutdown Margin Verification	
OPT-302	Calculating Power Tilt Ratio	

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SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
OPT-303	Reactor Coolant System Water Inventory	
OPT-304	Leak Test of Reactor Coolant System After Opening	
OPT-305	Inspection Following Containment Maintenance	
OPT-306	Containment Sump Inspection	
OPT-307A	Residual Heat Removal System Isolation	
OPT-308	Calculating Estimated Critical Condition	
OPT-309	Unit Calorimetric	
OPT-401A	Reactor Coolant System Temperature Verification	
OPT-402A	Shutdown Rod Surveillance	
OPT-403A	Axial Flux Difference	
OPT-406A	Final Actuation Device Test	
OPT-407A	Reactor Coolant System Heatup/Cool-down Limitations Verification	
OPT-408A	Containment Integrity Verification	
OPT-409A	Steam Generator Low Temperature Limitation Verification	
OPT-410A	Turbine Trip Checks - Startup Mode	
OPT-411A	Refueling Water Level Check	
TRA-203	Replacement License Training	
TRA-204	Licensed Operator Requalification Training Program	
TRA-299	Shift Advisor Training and Qualifications	
EOP-0.0	Reactor Trip or Safety Injection	
EOS-0.1	Reactor Trip Recovery	
EOS-0.2	Natural Circulation Cooldown	
EOS-0.3	SI Termination Following Spurious SI	
EOS-0.4	Natural Circulation Cooldown with Steam Void in Vessel Upper Head	
EOP-1.0	Loss of Reactor Coolant (LOCA)	
EOS-1.1	SI Termination Following LOCA	
EOS-1.2	Post-LOCA Cooldown and Depressurization	

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SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
EOS-1.3	Transfer to Cold Leg Recirculation Following LOCA	
EOS-1.4	Transfer to Hot Leg Recirculation	
EOP-2.0	Loss of Secondary Coolant (LOSC)	
EOS-2.1	SI Termination Following LOSC	
EOS-2.2	Transfer to Cold Leg Recirculation Following LOSC	
EOP-3.0	Steam Generator Tube Rupture (SGTR)	
EOS-3.1	SI Termination Following SGTR	
EOS-3.2	SGTR Alternate Cooldown By Backfilling RCS	
EOS-3.3	SGTR with Secondary Depressurization	
ECA-1.0	Anticipated Transient Without Trip (ATWT)	
ECA-2.0	Loss of All AC Power	
ECA-2.1	Loss of All AC Power Recovery Without SI Required	
ECA-2.2	Loss of All AC Power Recovery With SI Required	
ECA-3.0	SGTR Contingencies	
ECA-4	Response to Multiple Steam Generator Depressurization	
ECA-5	Loss of Emergency Coolant Recirculation	
ECA-6	Secondary High Energy Line Rupture with Loss of SI Function	
ECA-7	Combined SGTR and LOCA	
ECA-8	Unisolable SGTR	
ECA-9	SGTR Without Pressurizer Pressure Control	
FRS-0.1	Response to Nuclear Power Generation	
FRS-0.2	Response to Loss of Core Shutdown	
FRC-0.1	Response to Inadequate Core Cooling	
FRC-0.2	Response to Degraded Core Cooling	
FRC-0.3	Response to Potential Loss of Core Cooling	
FRC-0.4	Response to Saturated Core Cooling Conditions	

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SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
FRP-0.1	Response to Imminent Pressurized Thermal Shock Conditions	
FRP-0.2	Response to Anticipated Pressurized Thermal Shock Conditions	
FRH-0.1	Response to Loss of Secondary Heat Sink	
FRH-0.2	Response to Steam Generator Overpressure	
FRH-0.3	Response to Steam Generator High Level	
FRH-0.4	Response to Steam Generator Low Level	
FRH-0.5	Response to Loss of Steam Generator PORV's and Condenser Dump Valves	
FRZ-0.1	Response to Containment High Pressure	
FRZ-0.2	Response to High Containment Sump Level	
FRZ-0.3	Response to High Containment Radiation Level	
FRI-0.1	Response to Pressurizer Flooding	
FRI-0.2	Response to Low System Inventory	
FRI-0.3	Response to Voids in Reactor Vessel	
ABN-101	Reactor Coolant Pump Trip/Malfunctions	
ABN-102	High Reactor Coolant Activity	
ABN-103	Excessive Reactor Coolant Leakage	
ABN-104	Residual Heat Removal System Malfunction	
ABN-105	Chemical and Volume Control System Malfunctions	
ABN-106	High Secondary Activity	
ABN-301	Instrument Air System Malfunction	
ABN-302	Feedwater, Condensate, Heater Drain System Malfunction	
ABN-304	Main Condenser and Circulating Water System Malfunction	
ABN-401	Main Turbine - Generator Malfunctions	
ABN-501	Station Service Water System Malfunction	

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SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
ABN-502	Component Cooling Water System Malfunction	
ABN-601	138/345 KV High Voltage Interruption	
ABN-701	Source Range Instrumentation Malfunction	
ABN-702	Intermediate Range Instrumentation Malfunction	
ABN-703	Power Range Instrumentation Malfunction	
ABN-704	T_c/N-16 Instrumentation Malfunction	
ABN-705	Pressurizer Pressure Instrumentation Malfunction	
ABN-706	Pressurizer Level Instrumentation Malfunction	
ABN-707	Steam Flow Instrumentation Malfunction	
ABN-708	Feedwater Flow Instrumentation Malfunction	
ABN-709	S/G Pressure, Steam Header Pressure, and Turbine 1st Stage Pressure Instrumentation Malfunction	
ABN-710	Steam Generator Level Instrumentation Malfunction	
ABN-711	Loss of Protection and/or Instrument Bus	
ABN-712	Rod Control System Malfunction	
ABN-901	Fire Protection System Malfunctions	
ABN-902	Accidental Release of Radioactive Gas	
ABN-903	Accidental Release of Radioactive Liquid	
ABN-904	Accidental Release of Chlorine Gas	
ABN-905	Loss of Control Room Habitability	
ABN-906	Loss of P2500 Computer	
ABN-907	Acts of Nature	
ABN-908	Fuel Handling Accident	

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SHIFT ADVISOR PROCEDURE TRAINING

PROCEDURE NUMBER	TITLE	SIGNATURE/DATE
IPO-001A	Plant Startup from Cold Shutdown to Hot Standby	
IPO-002A	Plant Startup from Hot Standby to Minimum Load	
IPO-003A	Power Operations	
IPO-004A	Plant Shutdown from Minimum Load to Hot Standby	
IPO-005A	Plant Shutdown from Hot Standby to Cold Shutdown	
IPO-007A	Maintaining Hot Standby	
IPO-008A	Plant Shutdown from Hot Standby to Cold Shutdown Outside of Control Room	

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ATTACHMENT 2
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SHIFT ADVISOR CLASSROOM TRAINING

Subject	Approximate Classroom Hours
Turbine/generator EHC	6
Steam Generator	2
Reactor Coolant Pump	2
Steam Generator Water Hammer Interlocks	2
Steam Generator Water Level Control	2
Pressurizer Pressure and Level	4
Steam Dump	2
Excore Instruments	4
Incore Instruments	3
Loose Parts Monitoring	1
N-16 Power/Flow	1
RCS Temperature	1
Upgrade Protection Package	2
Rod Control	5
Rod Position Indication and Rod Insertion Limits	3
Subcooled Margin Monitoring	1
Seismic Monitoring	1
Plant Computer	2
Reactor Protection	5
Control Logic	2
Control System Failure Analysis	5
Abnormal Procedures	5
Emergency Operating Procedures	5
Integrated Plant Operating Procedures	4
Technical Specifications	6
Technical Data Book	2
Industry Transients	3
Accident Analysis	3
Increase Heat Removal	2
Decrease Heat Removal	1
Decrease Flow Rate	2
Reactivity Anomalies	2
Decrease Inventory	2
Increase Inventory	1
Radioactive Release	2
ATWT	3
Forced Flow	2
Natural Circulation	2
ERG	7
ECA	2
FRG	5

ATTACHMENT 2
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SHIFT ADVISOR CLASSROOM TRAINING

Subject	Approximate Classroom Hours
Hydrogen Gas	2
Containment Response	2
Radiological Consideration	2
Instrumentation	3
Review	5
Exam	10

ATTACHMENT 3
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COMANCHE PEAK STEAM ELECTRIC STATION

TRAINING SCHEDULE

WEEK 1

SHIFT ADVISOR TRAINING

DAY	DATE	GROUP*	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	NOTES
MONDAY		RCP	Steam Generator	SGMLC	Water Hammer Interlocks	EHC	EHC	EHC	Study	Study	
TUESDAY		Steam Dumps	Steam Dumps	Pzr Press/ Level Control	Pzr Press/ Level Control	Excore	Excore	Study	Study	Study	
WEDNESDAY		Incore	Incore	RCS Temp/ N16 PWR/ Flow/Up-grade Pack	RCS Temp/ N16 PWR/ Flow/Up-grade Pack	RCS Temp/ N16 PWR/ Flow/Up grade Pack	LPMS	Seismic Monitor	Study		
THURSDAY		Rod Control	Rod Control	RPI/RIL	RPI/RIL	RPI/RIL	Subcooled Margin Monitor	Plant Computer			
FRIDAY		Study	Study	Exam	Exam						

ATTACHMENT 3
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COMANCHE PEAK STEAM ELECTRIC STATION

TRAINING SCHEDULE

WEEK 2 SHIFT ADVISOR TRAINING

DAY	DATE	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	NOTES
MONDAY		RPS	RPS	RPS	IFA	IFA	IFA	IFA	IFA	
TUESDAY		IPO's	IPO's	EOP's	EOP's	EOP's	EOP's	Study	Study	
WEDNESDAY		ABN's	ABN's	ABN's	ABN's	Technical Data Book	Technical Data Book	Study	Study	
THURSDAY		Tech Specs	Tech Specs	Tech Specs	Tech Specs	Tech Specs	Tech Specs	Study	Study	
FRIDAY		Study	Study	Study	Exam	Exam				

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COMANCHE PEAK STEAM ELECTRIC STATION

TRAINING SCHEDULE

WEEK 3 SHIFT ADVISOR TRAINING

DAY	DATE	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	NOTES
MONDAY		Intro. to Industry Transients	Intro. to Industry Transients	Intro. to Industry Transients	Accident Analysis	Accident Analysis	Accident Analysis	Study	Study	
TUESDAY		Increase Heat Removal	Increase Heat Removal	Decrease Heat Removal	Decrease Flow Rate	Decrease Flow Rate	Reactivity Anomalies	Reactivity Anomalies	Study	
WEDNESDAY		Decrease Inventory	Decrease Inventory	Increase Inventory	Radioactive Release	Radioactive Release	Intro ATWT	Study	Study	
THURSDAY		ATWT	ATWT	Forced Flow	Natural Circ	Natural Circ	Study	Study	Study	
FRIDAY		ERG's	ERG's	ERG's	ERG's	ERG's	ERG's	Study	Study	

ATTACHMENT 3
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COMANCHE PEAK STEAM ELECTRIC STATION

TRAINING SCHEDULE

WEEK 4 SHIFT ADVISOR TRAINING

DAY	DATE	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	GROUP	NOTES
MONDAY		HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	
TUESDAY		ERG's	ECA	ECA	FRG	FRG	FRG	FRG	FRG	
WEDNESDAY		Hydrogen Gas	Hydrogen Gas	Containment Response	Containment Response	Radiological Considerations	Radiological Considerations	Study	Study	
THURSDAY		Instrumentation	Instrumentation	Instrumentation	Study	Study	Study	Study	Study	
FRIDAY		Study	Study	Exam	Exam	Exam				

ATTACHMENT 4
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COMANCHE PEAK STEAM ELECTRIC STATION
SHIFT ADVISOR ORAL REVIEW AND CERTIFICATION

SHIFT ADVISOR _____

___ ___ Qualifications confirmed _____ / _____
Operations Superintendent Date

___ ___ General Training Complete

___ ___ General Employee Training

___ ___ Radiation Worker Training

___ ___ Respiratory Protection Training (Optional)

_____ / _____
Director, Nuclear Training Date

___ ___ Specialty Training Complete _____ / _____
Director, Nuclear Training Date

___ ___ Procedure Training Complete _____ / _____
Operations Supervisor Date

___ ___ Oral Examination

___ ___ Understands responsibilities and authorities (ODA-102)

___ ___ Understands initial and recurrent training requirements (TRA-299)

Comments (_____ Additional comment pages attached:) _____

_____

_____

_____

Certification of Qualifications and Training Completion

_____ / _____ / _____
Signature Title Date

_____ / _____ / _____
Signature Title Date

_____ / _____ / _____
Signature Title Date