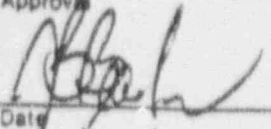



Approved 	Vogtle Electric Generating Plant NUCLEAR OPERATIONS	Procedure No. 10000-C
Date 4/17/91	Unit <u>COMMON</u>  Georgia Power	Revision No. 21 Page No. 1 of 29

CONDUCT OF OPERATIONS

MANUAL SET
NO. 1

1.0 PURPOSE

This procedure establishes the responsibilities of Operations Department personnel and provides administrative instructions for conduct of plant operations.

2.0 ORGANIZATION AND RESPONSIBILITIES

Figure 1 gives a basic organization chart for the Operations Department. Specific responsibilities, duties and reporting relationships are as follows.

2.1 MANAGER OPERATIONS

The Manager Operations is responsible for the overall management of the Operations Department to ensure safe and efficient operation of Plant Vogtle. Specific duties and reporting relationships are described in Plant Administrative Procedure 00001-C, "Plant Organization; Managerial Staff Responsibilities And Authority".

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2.2 SHIFT SUPERINTENDENT

The Shift Superintendent (SS) reports to the Superintendent Unit (Shift Operations). The SS is the senior management representative on each shift and is responsible for the safe and efficient operation of the plant. He assumes duties previously of the On-Shift Operations Supervisor (OSOS) and has the following duties and responsibilities.

- a. Functions as senior management representative for plant operations on shift,
- b. Has authority and responsibility to declare emergencies in accordance with the VEGP Emergency Plan. Upon declaration, the SS will: 1) function as Site Emergency Director until relieved by a higher ranking manager; 2) ensure immediate mitigating actions are implemented under the direction of the Unit Shift Supervisor; and 3) ensure required on-site and off-site communications are properly executed.
- c. Ensures that plant operations are conducted in accordance with the Technical Specifications and approved procedures,
- d. Reviews operations narrative logs and round sheets in accordance with 10001-C, "Logkeeping",
- e. Ensures shift relief is conducted in accordance with 10004-C, "Shift Relief",
- f. Ensures standing orders and night orders are carried out,
- g. Ensures that the shift is properly manned, the Fire Team constituted and team captain designated in accordance with 10003-C, "Manning The Shift",
- h. Ensures appropriate notifications of reportable occurrences are performed,
- i. Maintains a broad perspective of operational conditions affecting the safety of the plant as a matter of highest priority at all times,
- j. Does not become involved in any single operation that distracts him when multiple operations are required in the Control Room. During plant transients or an emergency he should not become totally involved in any single operation that distracts him from the rest of the operations required in the Control Room,

- k. Ensures that shift activities are conducted in a manner that keeps personnel radiation exposures as low as reasonable achievable,
- l. Ensures temporary procedure changes are properly administered on shift in accordance with 00052, "Temporary Changes To Procedures",
- m. Tours plant areas on a routine basis, noting condition of the plant and equipment, and monitoring rounds performance.

2.3

UNIT SHIFT SUPERVISOR

One Unit Shift Supervisor (USS) is assigned to each operating unit on each shift. He is responsible for the safe and efficient operations of the assigned unit. The USS(s) reports to the Shift Superintendent (SS) and has the following specific duties and responsibilities:

- a. Ensures that unit operations are conducted in accordance with Technical Specifications and approved procedures,
- b. Directs reactor to be shut down when:
 - (1) Safety of the reactor is in jeopardy, or
 - (2) Operating parameters exceed any of the reactor protection system trip setpoints and automatic reactor trip does not occur, or
 - (3) Personnel or equipment safety require it, or
 - (4) Unusual circumstances warrant it.
- c. Directs operational activities of the assigned unit from the Control Room unless relieved by a qualified licensed SRO,
- d. Authorizes maintenance and/or testing activities to be performed on the assigned unit, and ensures plant conditions are suitable for performing such activities. Maintains status of equipment, and determines operability of equipment upon return to service,
- e. Issues equipment clearances and ensures proper control of tags in accordance with Plant Administrative 00304-C, "Equipment Clearance and Tagging",

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- f. Ensures proper control of temporary jumpers, lifted wires, and pulled annunciator cards in accordance with 00306-C, "Temporary Jumper And Lifted Wire Control", and 10018-C, "Annunciator Status Control",
- g. Explains plans, procedures, and safety precautions to shift operating personnel prior to infrequent or unusual activities,
- h. Ensures shift relief is conducted in accordance with 10004-C, "Shift Relief",
- i. Maintains the Unit Shift Supervisor narrative log and administers logkeeping in accordance with 10001-C, "Logkeeping",
- j. Supervises operators assigned to specific shift positions on the unit,
- k. Maintains operating work spaces in a clean and orderly condition, and ensures good housekeeping practices by operators assigned to the unit,
- l. Conducts periodic safety meetings for operators on-shift, enforces safe practices, ensures appropriate protective equipment is used, prepares accident reports, and obtains medical attention, when needed,
- m. Limits access to the Control Room in accordance with Procedure 00301-C, "Main Control Room Access And Personnel Conduct",
- n. Tours plant areas on a periodic basis, noting condition of the plant and equipment, and monitoring rounds performance.

2.4 SHIFT SUPPORT SUPERVISOR

The Shift Support Supervisor (SSS) reports to the Unit Shift Supervisor (USS). Specific duties and responsibilities include but are not limited to:

- a. Coordinates clearance and tagging review for the USS,
- b. Coordinates control of keys required for plant operation per Procedure 00008-C, "Plant Lock And Key Control",
- c. Performs WRT, maintenance work order, and deficiency card reviews for the USS,

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- d. Supervises shift operators who are not assigned a specific shift position, fire protection technician, shift clerk, and radwaste operators.
- e. Assists the Shift Superintendent (SS) in implementing work scheduled per the Plan-of-the-Day, and provides input to the POD work process,
- f. May serve as Fire Team Leader if designated by the SS,
- g. Tours plant areas on a routine basis, noting condition of the plant and equipment and monitoring rounds performance.

2.5 REACTOR OPERATOR

The Reactor Operator (RO) reports to the SSS. He is the licensed operator assigned to operate the reactor and related controls from the Control Room. The RO normally operates the Primary Plant Systems (located on Control Room Panels A2 and C). Specific duties and responsibilities include:

- a. Maintains the unit in a safe condition, including shutting down the reactor when:
 - (1) Safety of the reactor is in jeopardy, or
 - (2) Operating parameters exceed any of the reactor protection circuit set points and automatic shutdown does not occur, or
 - (3) Required to protect personnel and equipment, or
 - (4) Unusual circumstances warrant it.
- b. Initiates immediate actions necessary to maintain the unit in a safe condition during abnormal and emergency operations,
- c. Performs shift operations and surveillance testing in accordance with approved procedures, standing orders, and the Technical Specifications,
- d. Exercises continuous surveillance of unit conditions and system parameters. Remains in the "at the controls" area unless properly relieved. "At the controls" is defined in 10003-C, "Manning The Shift",
- e. Instructs the Balance of Plant Operator to perform prescribed plant operations,

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- f. Manipulates the controls and equipment to start up, operate, and shut down the unit as required by operating schedules and load demand,
- g. Maintains the Unit Control Log and completes round sheets for his position. Maintains recorder charts for his work station,
- h. Promptly notifies the USS of unusual conditions,
- i. Remains alert and knowledgeable of all unit operations in progress that involve the functioning of equipment controlled from the Main Control Room,
- j. Functions as a team member during initiation of the Site Emergency Plan,
- k. Coordinates startup and shutdown operations of the nuclear reactor, turbine generator and auxiliary equipment,
- l. Responds to the system operator requests at the direction of the USS.

2.6

BALANCE OF PLANT OPERATOR

The Balance of Plant Operator (BOP) is a second licensed operator assigned to each unit. He reports to the USS. He normally operates primary support and balance of plant systems and controls (located on Control Room Panels A1, B1, B2 and those panels not located in the at-the-controls area). Specific duties and responsibilities include:

- a. Maintains the unit in a safe condition, including shutting down the reactor when:
 - (1) Safety of the reactor is in jeopardy, or
 - (2) Operating parameters exceed any of the reactor protection circuit set points and automatic shutdown does not occur, or
 - (3) Required to protect personnel and equipment, or
 - (4) Unusual circumstances warrant it,
- b. Initiates the immediate actions necessary to maintain the unit in a safe condition during abnormal or emergency operations,

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- c. Performs shift operations and surveillance testing in accordance with approved procedures, standing orders, and Technical Specifications,
- d. Exercises continuous surveillance of unit conditions and system parameters,
- e. Receives instruction from the Reactor Operator,
- f. Completes check lists for his position, maintains recorder charts for his work station, and assists the Reactor Operator in maintaining the Unit Control Log,
- g. Promptly notifies the USS of unusual conditions,
- h. Remains alert to and knowledgeable of all unit operations in progress that involve the functioning of equipment under his control,
- i. Functions as a team member during initiation of the Site Emergency Plan,
- j. Maintains the Control Room in a clean and orderly condition,
- k. Relieves the RO when authorized by the USS,
- l. Normally remains in the Control Room unless performing necessary duties elsewhere in the plant.

2.7

PLANT EQUIPMENT OPERATORS

There will normally be four Plant Equipment Operators (PEO) on shift for each unit: A Turbine Building Operator (TO), an Auxiliary Building Operator (AO), an Outside Area Operator (OAO) and a Control Building Operator (CBO).

The PEOs report to the Shift Support Supervisor (SSS), but may also receive direction from the RO or BOP. Specific duties and responsibilities include:

- a. Performs rounds to ensure proper operation of equipment in assigned work area,
- b. Executes routine shift duties as directed by the USS,
- c. Removes equipment from service and executes clearance orders; restores equipment to service and removes clearances as directed by the USS,

- d. Maintains clean and orderly work area,
- e. Acts as Fire Team member when designated by the Shift Superintendent (SS).

2.8 RADWASTE OPERATOR

The Radwaste Operator reports functionally to the Shift Support Supervisor (SSS) and administratively to a Radwaste Foreman. Specific duties and responsibilities include:

- a. Operates Radwaste Systems in accordance with approved procedures and Standing Orders,
- b. Maintains round sheets and logs for his position,
- c. Executes routine shift duties as directed by the Radwaste Foreman or USS,
- d. Maintains clean and orderly work area.

2.9 SHIFT TECHNICAL ADVISOR

The Shift Technical Advisor (STA) provides engineering expertise during operational emergencies to assess plant status and assist in implementing EOPs.

An STA is not required on shift if the Shift Superintendent (SS) or a USS holds a bachelors degree in engineering or a related science. The SSS may also be designated to perform the STA function, if qualified.

If an STA is assigned on shift, he or she will report to the SS.

2.10 SUPERINTENDENT UNIT

The Superintendent Unit includes two functional positions:

2.10.1 The Superintendent Unit (Outage & Work Planning) reports to the Manager Operations. He has the following duties and responsibilities:

- a. Ensure proper scheduling and coordination of work activities to achieve optimum plant availability and material condition,
- b. Identify system/component outages when necessary and ensure all desired work activities are included and properly supported by the various work groups,

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- c. Decide what work activities are to be included on the forced outage schedule,
- d. Ensure Operations Department support of refueling outage activities,
- e. Develop and prioritize the design change worklist,
- f. Review and approve operating procedures, as designated by the Manager Operations,
- g. Ensure plant operations are conducted in accordance with Technical Specifications and approved procedures,
- h. Serve on the Plant Review Board when designated,
- i. May function as Manager Operations when designated.

2.10.2 The Superintendent Unit (Shift Operations) reports to the Manager Operations. He has the following duties and responsibilities:

- a. Supervises the activities of the Shift Superintendents (SS),
- b. Provides direction to the Shift Superintendents for routine scheduling and coordination of Operations shift activities, including interfacing with other plant departments, to achieve optimum plant availability and material condition,
- c. Ensure development of supervisory skills of on-shift supervision,
- d. Ensures plant operations are conducted in accordance with Technical Specifications and approved procedures,
- e. Maintains shift crew(s) continuity,
- f. Serves on the Plant Review Board when designated,
- g. Implements outage and work scheduling for shift efficiency,
- h. Reviews and approves operating procedures, as designated by the Manager Operations,
- i. May function as Manager Operations when designated.

2.11 SUPERINTENDENT OPERATIONS (SUPPORT)

The Superintendent Operations (Support) reports to the Manager Operations. He has the following duties and responsibilities:

- a. Supervises the preparation and review of plant operating procedures,
- b. Provides input to the Training Department for development and conduct of training and qualification of Operations Department personnel,
- c. Develops and maintains personnel records such as shift schedules, vacation schedules, and seniority lists,
- d. Provides interface between Operations and other departments on all administrative matters,
- e. Serves on the Plant Review Board when designated,
- f. May function as Manager Operations when specifically designated.

2.12 PLANT ENGINEERING SUPERVISOR (OPERATIONS)

The Plant Engineering Supervisor in Operations reports to the Superintendent Operations (Support) and has the following duties and responsibilities:

- a. Coordinates Operational Experience Assessment Program activities pertaining to plant operation (with Nuclear Safety and Compliance Section),
- b. Maintains plant operating procedures current and accurate,
- c. Reviews plant design changes to ensure timely revisions to operating procedures when necessary,
- d. Provides technical and administrative support to the Operations Superintendents and Manager Operations,
- e. Supervises administration of the Operations Reading Book per Procedure 10017-C, "Operations Reading Books",
- f. Coordinates operations responses to plant open items.

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2.13 OPERATIONS TRAINING SUPERVISOR

Operations Training Supervisor reports to the Superintendent Operations (Support) and has the following duties and responsibilities:

- a. Assures that each applicant has the knowledge and skills to competently perform the assigned position,
- b. Monitors on-the-job-training (OJT) performance and Operations Department training needs,
- c. Primarily and routinely interfaces with the Training Department,
- d. Maintains Training Qualification Checklist and OJT documents,
- e. Obtains and distributes training material,
- f. Attends training course IN-001, "Instructor Development Program" within one year of being appointed to the position,
- g. Establishes and maintains a list of approved Operations Department OJT Trainers/Evaluators,
- h. Serves on the Operations Training Committee,
- i. Coordinates and schedules evaluations and training,
- j. Performs evaluations and training,
- k. Identifies area of candidate's deficiencies and provides feedback to Training and operations management.

2.14 RADWASTE SUPERVISOR

The Radwaste Supervisor reports to the Superintendent Operations (Support). He has the following duties and responsibilities:

- a. Plans, directs, and supervises Operations Department liquid and gaseous radioactive waste processing, and coordinates these activities with other plant departments as necessary,
- b. Conducts routine administration and scheduling for radwaste personnel,
- c. Advises the Training Department on requirements for developing and conducting training of radwaste personnel,
- d. Ensures liquid and gaseous radwaste operations are conducted in accordance with state and federal regulations, and approved procedures,
- e. Tracks and trends water usage in the plant, and coordinates water management activities plant wide to ensure efficient and safe operations.

2.15 RADWASTE FOREMAN

The Radwaste Foreman reports to the Radwaste Supervisor. He has the following duties and responsibilities:

- a. Directs the activities of the Radwaste Operators,
- b. Coordinates and schedules radwaste activities,
- c. Reviews Radwaste Operator logs,
- d. Initiates corrective actions for out-of-limit conditions and notifies the Radwaste Supervisor and the USS,
- e. Coordinates and schedules Chemistry, Health Physics and Maintenance support,
- f. Conducts the Radwaste Operator Qualification Program.

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3.0 SHIFT OPERATIONS

3.1 SHIFT COMPLEMENT

The Shift Superintendent (SS) shall ensure that the operating shift is properly manned, in accordance with Procedure 10003-C, "Manning The Shift".

3.2 SHIFT WORK HOURS

3.2.1 Shift Hours

The shifts will be conducted on a 24-hour clock system, using Central Standard Time (or Central Daylight Savings Time). Specific shift schedules will be posted by the Superintendent Operations (Support).

3.2.2 Overtime

Overtime should not be routinely scheduled to meet the shift crew staffing requirements. In the event that overtime must be used, the overtime restrictions of Procedure 00005-C, "Overtime Authorization", will be followed.

3.2.3 Notification of Absences

Anyone expecting to be late or unable to report for shift duty at the scheduled time shall, at the earliest possible time, inform the Shift Superintendent (SS) or USS.

3.2.4 Call Out Authority

The SS is authorized to call out anyone required for the safe plant operation, per Plant Administrative Procedures 00007-C, "Vogtle Duty Manager/Response Team" and 00012-C, "Shift Manning Requirements".

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3.3 GENERAL WORK PRACTICES

All personnel assigned to shift operations shall:

- a. Be aware that the primary responsibility of the operating shift is to assure the safe operation of the plant under all conditions,
- b. Protect plant personnel, the health and safety of the public and plant equipment,
- c. Conduct plant operations in accordance with approved written procedures,
- d. Be attentive to the condition of the plant at all times. They must be alert to ensure that the plant is operating safely and take action to prevent any progress toward a condition that might be unsafe,
- e. Relieve and respond to instrument indications until they are proven to be incorrect,
- f. Not bypass, reset bypasses, defeat safety systems or interlocks or remove Category 1, 2, or 3 instrument channels from service, unless allowed to do so by an approved procedure.

3.3.1 Shift Conduct

- 3.3.1.1 Each member of the shift crew shall perform in a professional manner. Potentially distracting activities shall not be conducted in the Control Room area. Activities prohibited include loitering, listening to music, hobbies, non job-related reading material, and horseplay. The full focus of the shift complement's attention shall be the safe and efficient operation of the plant.
- 3.3.1.2 Operations personnel on shift must be aware of and responsible for the plant status at all times. This includes supervisors being responsible for the performance of personnel assigned to their shift who could affect plant safety.
- 3.3.1.3 All Operations personnel on shift must be alert and remain within their work areas until properly relieved. Operators are responsible for monitoring the instrumentation and controls located within their work areas. They are responsible for taking timely and proper actions to ensure safe operation of the facility.

3.3.1.4 Controls that directly affect the reactivity or power level of a reactor shall only be manipulated by licensed operators, except for training purposes.

3.3.1.5 Mechanisms and apparatus, other than controls, that may indirectly affect the power level or reactivity of a reactor shall only be operated with the knowledge and prior consent of a licensed operator.

3.3.2 Abnormal Indications

The SS, USS, RO, and BOP have the authority and responsibility to perform the tasks necessary to limit plant operations or to shutdown the unit when such action is warranted by unit conditions or unusual circumstances. When analyzing such situations, shift operating personnel shall consider instrument readings and control indications to be true unless they are proven to be incorrect. When abnormal indications occur, operations personnel shall determine the cause of the abnormal indication and initiate appropriate corrective action.

3.3.3 Instrument Setpoints

Shift operating personnel shall not manipulate instrument, control or alarm setpoints, other than those available on the control console or those normally required during routine operation. Setpoint changes shall be entered in the Unit Control Log or the Shift Supervisor's Log.

Anyone performing a function that may affect a unit's operation or a Control Room indication shall notify the Control Room operators before initiating the function.

3.3.4 Control Room Access

Control Room access shall be limited to official business only in accordance with Plant Administrative Procedure 00301-C, "Main Control Room Access And Personnel Conduct".

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3.3.5 Generator Load Changes

Normally generator load changes will be made as requested by the System Operator. If approved by the Shift Superintendent (SS), and if plant operating conditions and operational orders permit, the Reactor Operator will comply with the request. The RO shall inform the USS when the requested load change is completed. Whenever plant conditions require a load change, the System Operator shall be notified as soon as possible of the proposed load and rate of change.

Scheduled outage requests shall be initiated by the Manager Operations and approved by the General Manager and System Operator prior to scheduled plant shutdown.

3.3.6 Control Room Housekeeping

The Control Room will be maintained in a clean and orderly condition in the interest of safe and efficient operations. Dusting and cleaning of control consoles, instrument panels, and computer consoles will be performed by shift operating personnel.

3.3.7 Manual Operation Of Motor Operated Valves

Avoid overtravel. Some MOV's are adjusted to stop traveling open for less than 100% stroke due to pump or system flow restriction requirements.

NOTE

Excessive closing or opening force during manual operation can damage the limitorque operator.

If manual seating or backseating is required, the associated handswitch shall be caution tagged to indicate that the valve has been manually operated.

Safety related MOV's which receive an actuation signal or are required to be repositioned to fulfill a safety related function shall be considered inoperable.

The valve shall be manually unseated and then stroked using the motor operator prior to returning the MOV to remote service or for the case of safety related MOV's, declaring the MOV operable.

3.4 NOTIFICATION REQUIREMENTS

The Shift Superintendent (SS) is responsible for the notification of the NRC, plant management and staff in special situations. Notifications required during day shift, Monday thru Friday, should be to the Superintendent Unit (Shift Operations) and at other times to the Operations Duty Manager and Vogtle Duty Manager, who may direct the SS to call the Manager Operations.

3.4.1 Notification Of Duty Manager

The SS shall notify the Operations Duty Manager and the Vogtle Duty Manager if the following occur:

- a. Reportable Occurrences requiring NRC red phone notification per Plant Administrative Procedure 00152-C, "Federal And State Reporting Requirements",
- b. Conditions that require the use of Abnormal Operating Procedures,
- c. Unscheduled entry into an LCO action statement with less than or equal to 72 hours. Notification should also be made when abnormal conditions occur during scheduled LCO entries for surveillances, testing, etc,
- d. Equipment failures that could necessitate a derate,
- e. A major failure resulting in structural damage to company property,
- f. Any serious personnel injury,
- g. Any call for offsite assistance,
- h. A fire with activation of the plant fire team,
- i. Serious environmental problems, such as toxic chemical, oil, or hazardous waste spills,
- j. Technical assistance or management direction is needed for issues of reportability, operability, technical specification compliance, or procedural adequacy.

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3.4.2 NRC Immediate Notification Events

The Shift Superintendent (SS) is responsible for notification of the NRC Operations Center for prompt reportable occurrences in accordance with Plant Administrative Procedure 00152-C, "Federal And State Reporting Requirements".

3.5 SHIFT RELIEF AND EVOLUTION BRIEFINGS

3.5.1 Each shift relief shall be conducted in an orderly, professional manner in accordance with Procedure 10004-C, "Shift Relief". The SS may add to these minimum requirements as he sees fit.

3.5.2 Briefings shall be conducted for individuals involved in complex or unusual evolutions. The detail of the briefing is dependent on the degree of complexity, routineness, logistics, or number of people involved.

3.5.3 The individual who is to perform an activity is responsible to adequately review its procedure, to fully understand what he is doing, and to be cognizant of all the limitations and precautions and requirements.

3.5.4 Evolutions involving many individuals, especially from two or more departments or disciplines, may require large formal briefings or pre-planning sessions. If the evolution is complex and involves close coordination, the briefing session should include:

- a. A review of the appropriate sections of the procedure by key parties,
- b. An examination of each individual's specific involvement and responsibility,
- c. A discussion of expected results or performance,
- d. A review of limitations, hold points,
- e. A review of emergency action to be taken in contingencies,
- f. Checks to ensure that everyone understands the interface and communications required,
- g. Identification of individual in charge of the evolution.

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3.6 SHIFT RECORDS

Shift records include logs, round sheets, check lists, recorder charts, computer printouts and other data generated during operations.

3.6.1 Logs

- a. Operations narrative logs, round sheets, recorder charts and computer printouts shall be kept in accordance with the provisions of 10001-C, "Logkeeping",
- b. Where instrument numbers are provided in Rounds Sheets and Technical Specification Surveillance Logs, it is not intended to limit recording of the specified parameter from only the instrument number specified if an equivalent instrument is available which measures the same parameter.

3.6.2 Night Orders and Standing Orders

Night Orders and Standing Orders are issued in accordance with 10002-C, "Plant Operating Orders".

3.6.3 Reactor Trip Review

The Shift Superintendent (SS) shall initiate review of reactor trips in accordance with 10006-C, "Reactor Trip Review".

3.7 KEY CONTROL

Keys required for plant operation are controlled in accordance with 00008-C, "Plant Lock And Key Control".

3.8 RADIOLOGICAL CONTROLS

- 3.8.1 Each person on the plant staff is responsible to use proper radiological practices and procedures. Everyone must be continuously aware of the radiological aspects of the work he is involved in and take appropriate actions to minimize exposure and to control the generation and spread of radioactive contamination.

- 3.8.2 Refer to 43007-C, "Issuance, Use And Control Of Radiation Work Permit", for control of work in radiation and high radiation areas.

3.9 SAFETY CLEARANCE AND TAGGING

Clearance and tagging for personnel and equipment safety is conducted in accordance with 00304-C, "Equipment Clearance And Tagging".

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3.10 EQUIPMENT RETURN TO SERVICE

Following maintenance on or modification to a system or component, Operations shall verify the operable condition of that system or component. Verification may be by functionally testing or by surveillance testing. If the component or system is not covered by a surveillance procedure and a special functional test is not performed, a return to service functional inspection should be performed. The inspection should address items such as the following:

- a. Mechanical coupling,
- b. Blind flanges installed/removed,
- c. Electrical connections,
- d. Area cleanliness,
- e. Valve alignment,
- f. Proper lubrication,
- g. System integrity,
- h. Function of remotely operated valves.

3.11 TECHNICAL SPECIFICATION CLARIFICATIONS

3.11.1 Technical Specification clarifications may be made using Figure 2 as follows:

- a. Immediate Need

The requestor will contact one of the below listed individuals:

- (1) Shift Superintendent,
- (2) Manager Operations,
- (3) An Operations Superintendent.

The clarification will be given verbally, and may be followed up by the clarifier with a written request form.

b. Normal Need

The requestor fills in the first two portions of the request form and forwards it to the Manager Operations. After clarification is made, review and concurrence is obtained from Technical Support Manager, after which final approval is obtained from Manager Operations. The clarification is numbered (year-sequential number), "controlled copies" made for the Technical Specification Clarification Book(s) in the Control Room area and the office of the Manager Operations, and the original sent to Document Control. Information copies will be distributed to:

- (1) Technical Support Manager,
- (2) Engineering Support Manager,
- (3) Plant Training & Emergency Preparedness Manager,
- (4) Operations Reading Book,
- (5) HP & Chemistry Manager,
- (6) Manager Licensing.

c. Review

A periodic review of the Technical Specification Clarification Book will be conducted by the Operations Manager or his designee. This review is to verify appropriateness and applicability,

d. Deletion

When it is determined that a clarification is no longer valid, a Tech. Spec. clarification Termination Request (Figure 3) is completed and forwarded to the Technical Support Manager and Manager Operations for approval. The completed Figure 3 will be maintained as in b. above.

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4.0 PLANT OPERATING PROCEDURES

4.1 PROCEDURE COMPLIANCE

4.1.1 Operating personnel will follow approved plant procedures as directed by 00054-C, "Rules For Performing Procedures".

4.1.2 In emergencies, Operations personnel are directed to take such action as is necessary to minimize personnel injury and damage to the plant; to return the plant to a stable, safe condition; and to protect the health and safety of the general public and personnel on site.

4.1.3 In emergencies, personnel may take reasonable action that departs from a license condition or a Technical Specification when this action is immediately needed to protect the public health and safety and no action consistent with license conditions and Technical Specifications that can provide adequate or equivalent protection is immediately apparent.

4.1.4 Personnel action permitted by Paragraph 4.1.3 shall be approved, as a minimum, by a licensed Senior Reactor Operator prior to taking the action.

4.2 PROCEDURE IMPLEMENTATION

4.2.1 Procedures for other than simple, frequently performed operations shall be followed step-by-step with the procedure present. Many procedures will require signoffs. Routine procedural actions that are frequently performed may not necessitate the presence of a procedure. If the operator is not completely familiar with the procedural action to be performed, the procedure must be present. Immediate operator actions of emergency procedures shall be committed to memory.

4.2.2 Independent Verifications required by procedures which do not have signoff spaces shall be documented using 11879-C, "Independent Verification Documentation Log Sheet".

4.2.3 If an evolution is suspended for an extended period of time, reverification of prerequisites and necessary applicable system alignments is required.

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4.3 SYSTEM LINEUPS AND SYSTEM STATUS FILE

System lineups establish and confirm the status of equipment and systems. The current lineup for each system is maintained in a system status file. The file contains the most recent complete lineup and those partial lineups performed subsequently which collectively reflect the current status of the entire system.

- 4.3.1 Complete system lineups are performed as directed in unit operating procedures. Partial lineups are performed on portions of systems inside clearance boundaries, after clearances are released, when directed by the Shift Supervisor. Partial lineups are also performed on portions of systems affected by procedure revisions when directed by an Operations Superintendent. Complete or partial lineups may be performed when directed by the USS.
- 4.3.2 Each system lineup will be performed at least every 30 months. The Operations Manager or his designee will designate system lineups that will be performed prior to unit startup following cold shutdown. Any exceptions to this policy will be approved by the Assistant General Manager - Operations.
- 4.3.3 Lineups should be performed in sequence identified in Lineup procedure unless otherwise directed by the USS.
- 4.3.4 The operator shall compare the position of the component with the condition required on the alignment, and initial in the spaces provided. Report components found not to be in the required position to the USS for evaluation prior to repositioning to the condition required.
- 4.3.5 A control valve condition is verified to be AVAILABLE by ensuring that power or air, as appropriate, is available to the valve operator and that no physical obstructions that could prevent operation are apparent.
- 4.3.6 All components left in other than the condition required shall be noted on the comments section of each alignment procedure and the reason for the exception shall be entered.
- 4.3.7 While performing lineups, the operator should compare the component tag with the alignment procedure component I.D. and description. Discrepancies should be noted on the comments section of the alignment procedure.

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4.3.8 Independent position verification shall be performed in accordance with 00308-C, "Independent Verification Policy" and Sub-subsection 4.2.2.

4.3.9 The USS or SSS shall review the completed system lineup for completeness and to ensure exceptions do not warrant further corrective action. The original lineup is placed in the system status file. Superseded lineups are forwarded to Document Control. Care must be taken when removing lineups from the file to ensure that the file reflects the current status of the systems (e.g., partial lineups can supersede only partial lineups on the same components; partial lineups can only supersede complete lineups if, collectively, they constitute a complete lineup.)

4.4 SURVEILLANCE TESTING

4.4.1 OPERATIONS Surveillance Tests

4.4.1.1 The Operations Department shall perform, document and review operations surveillance tests.

4.4.1.2 The approval of the USS shall be obtained before starting each surveillance test. The operator performing the test shall record information as required by the test procedure and initial each step as it is completed. He shall sign and date the procedure upon completion of the test. If a step is not completed the explanation shall be recorded on the procedure. If a test does not meet the specified acceptance criteria, the USS shall be notified and corrective action initiated.

4.4.1.3 The Shift Superintendent (SS) or USS shall review all operations surveillance tests performed on his shift for completeness and accuracy. He shall indicate his review by signing and dating the procedure in the appropriate space.

4.4.1.4 Refer to 00-04-C, "Surveillance Test Program" for method of tracking Tech. Spec. surveillance tests during normal conditions.

4.4.2 Special Condition or Off-Normal Surveillance Requirements

The USS shall ensure 14915-1/2, "Special Condition Surveillance Logs" is or has been initiated as required to comply with Technical Specifications in conditional or off-normal situations.

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4.4.3 The USS shall ensure 14000-1/2 "Operations Shift & Daily Surveillance Logs" surveillances are started within 2 hours of shift turnover and worked to completion, provided circumstances warrant.

5.0 REFERENCES

5.1 FSAR - Chapter 13

5.2 VEGP Technical Specifications

5.2 PROCEDURES

- 5.3.1 00001-C, "Plant Organization; Managerial Staff Responsibilities And Authority"
- 5.3.2 00005-C, "Overtime Authorization"
- 5.3.3 00007-C, "Vogtle Duty Manager/Response Team"
- 5.3.4 00008-C, "Plant Lock And Key Control"
- 5.3.5 00012-C, "Shift Manning Requirements"
- 5.3.6 00052-C, "Temporary Changes To Procedures"
- 5.3.7 00054-C, "Rules For Performing Procedures"
- 5.3.8 00152-C, "Federal And State Reporting Requirements"
- 5.3.9 00301-C, "Main Control Room Access And Personnel Conduct"
- 5.3.10 00304-C, "Equipment Clearance And Tagging"
- 5.3.11 00306-C, "Temporary Jumper And Lifted Wire Control"
- 5.3.12 00308-C, "Independent Verification Policy"
- 5.3.13 00404-C, "Surveillance Test Program"
- 5.3.14 10001-C, "Logkeeping"
- 5.3.15 10002-C, "Plant Operating Orders"
- 5.3.16 10003-C, "Manning The Shift"
- 5.3.17 10004-C, "Shift Relief"
- 5.3.18 10006-C, "Reactor Trip Review"
- 5.3.19 10017-C, "Operations Reading Book"

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- 5.3.20 1001E-C, "Annunciator Control"
- 5.3.21 11879-C, "Independent Verification Documentation Log Sheet"
- 5.3.22 14000-1/2, "Operations Shift And Daily Surveillance Logs"
- 5.3.23 14915-1/2, "Special Conditions Surveillance Logs"
- 5.3.24 43007-C, "Issuance, Use And Control Of Radiation Work Permits"

END OF PROCEDURE TEXT

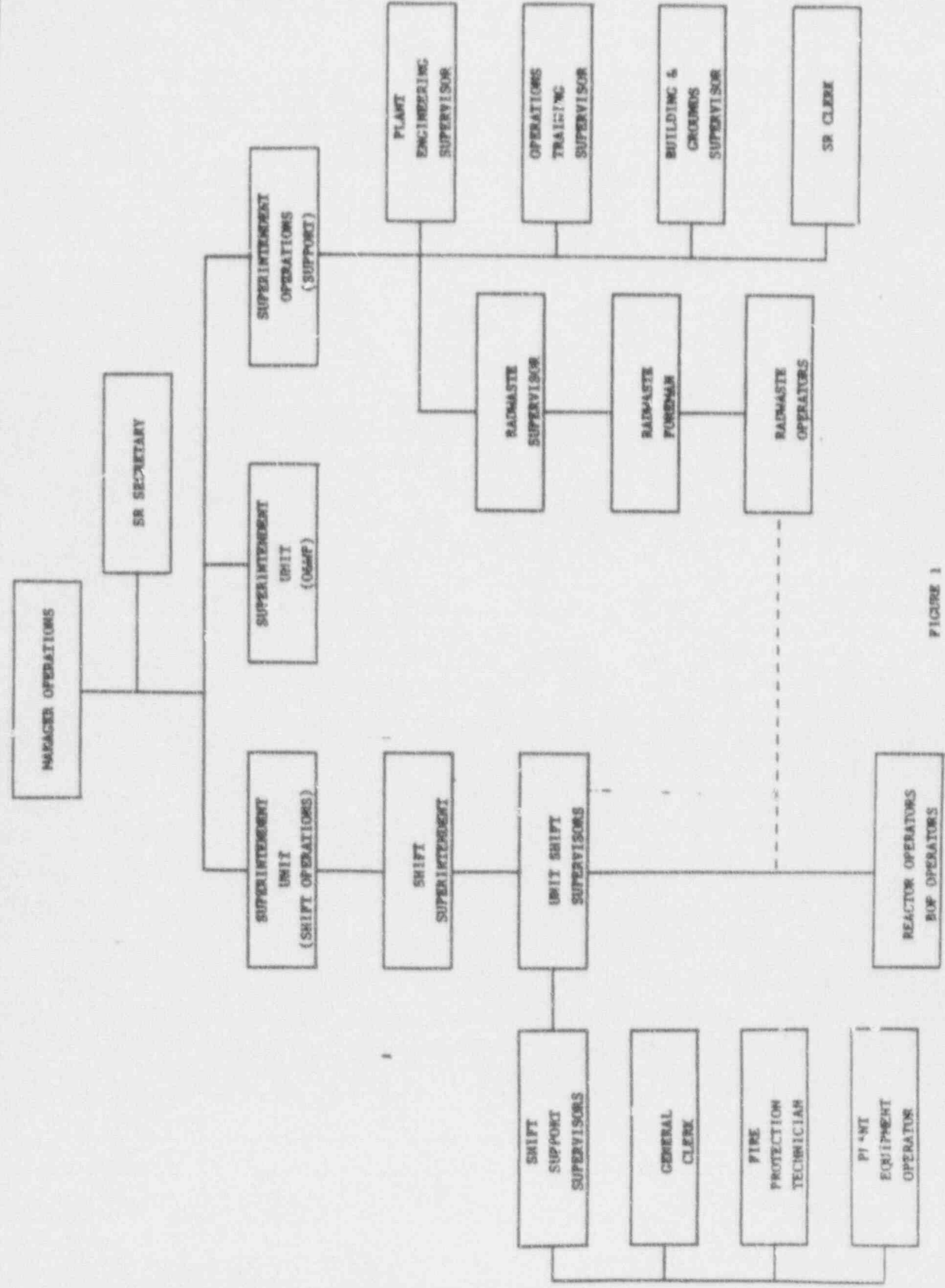


FIGURE 1

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PLANT VOGTLE UNITS 1 & 2

TECH SPEC CLARIFICATION

CLARIFICATION #: _____

TECH SPEC #: _____

QUESTION OR AREA NEEDING CLARIFICATION:

CLARIFICATION:

Review &
Concurrence:

Technical Support Manager

Date

Approved By:

Manager Operations

Date

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PLANT VOGTLE - UNITS 1 & 2
TECH SPEC CLARIFICATION TERMINATION REQUEST

Request Termination of Tech Spec Clarification No. _____

Tech Spec No. _____

Effective Date of Deletion: _____

Remarks: _____

Approved By:

Technical Support Manager

Date

Manager Operations

Date

FIGURE 3