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17.0 ASME Code Section XI - Repairs and Replacements	5	12-30-94	
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1.0 PURPOSE

1.1 The purpose of this chapter is to establish the requirements for review, approval, distribution and use of quality-related documents such as instructions, procedures and drawings, including changes thereto for the South Texas Project Electric Generating Station (STPEGS).

2.0 SCOPE

2.1 This chapter is applicable to documents which control quality activities for the licensing, operation, cesting, maintenance, and plant modification of the STPEGS. These documents include, but are not limited to, instructions; procedures; specifications; drawings; vendor manuals; status registers (such as drawing lists, equipment list); procurement documents; design documents; design change requests; as-built documents; non-conformance and deficiency reports; Updated Final Safety Analysis Report and program manuals (such as OQAP, Emergency Plan, Inservice Inspection Plan, etc.).

3.0 DEFINITIONS

3.1 None

4.0 REFERENCES

- 4.1 OQAP Chapter 6.0, Design and Modification Control
- 4.2 OQAP Chapter 14.0, Records Control

5.0 REQUIREMENTS

5.1 Procedures shall be established which identify the organizations or individuals responsible for the preparation, review, approval, and issuance of quality related documents and changes thereto.

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- 5.2 Departments responsible for program-implementing documents shall be required to provide and assure the necessary review and approval, prior to use, for instructions, procedures, and drawings. Review and approval assures that issued documents include proper quality and technical requirements, and are correct for their intended use. Additionally, individual departments are responsible for controlling documents generated or reviewed in the department for which the department has preparation and final approval or external interface responsibility.
- 5.3 Document reviews shall be performed by appropriately qualified personnel with access to pertinent background information to establish a basis for an adequate review. Nuclear Assurance shall review selected documents for quality requirements.
- 5.4 Procedures shall establish controlled distribution of documents and changes thereto including:
 - 5.4.1 Establishing current and updated distribution lists.
 - 5.4.2 Personnel or organizations acknowledging receipt and insertion of controlled documents and changes thereto.
 - 5.4.3 Controlling documents to avoid the use of outdated or inappropriate documents.
 - 5.4.4 Establishing and maintaining master document lists identifying the current revision of documents.
 - 5.4.5 Temporary changes to procedures.
- 5.5 Documents shall be available and used at work locations by individuals or organizations performing quality-related activities when required based upon the nature of the work. Clearly identified controlled copies of documents shall be available at the point of use prior to commencing activities.

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- Revisions or changes to documents shall be reviewed and approved by the same organizations that performed the original review and approval unless other organizations are designated and have knowledge of the requirements and intent of the original document. Personnel using a document to perform quality related activities are responsible for assuring the documents being used are the correct revision prior to such use.
- 5.7 Procedure reviews shall be performed:
 - 5.7.1 Following an unusual incident such as an accident, unexpected transient, significant operator error, or unusual equipment malfunction.
 - 5.7.2 Following a plant modification to a system to which a specific procedure is applicable.
- 5.8 Procedures shall be developed for the control and distribution of vendor/contractor documents such as approved drawings, specifications, technical manuals and instructions.
- 5.9 Control of design documents is addressed in Reference 4.1.

6.0 DOCUMENTATION

6.1 Procedures which are generated as required by this chapter shall identify the records which are required to implement and document those activities. The records shall be controlled in accordance with Reference 4.2.

7.0 ATTACHMENTS

7.1 None