

REVISION 6

**CALLAWAY AND GRAND GULF**

**TRANSITION IMPLEMENTATION PLAN**

**January 9, 1996**

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TABLE OF CONTENTS

	<u>PAGE</u>
OVERALL MILESTONE SCHEDULE . . . . .	1
POWER REACTOR INSPECTION AND OPERATOR LICENSING . . . . .	3
TRANSITION MILESTONE DATES . . . . .	6
POWER REACTOR ACTION ITEM LIST . . . . .	7
EMERGENCY RESPONSE PROGRAM . . . . .	17
EMERGENCY RESPONSE ACTION ITEM LIST . . . . .	22
PUBLIC AFFAIRS . . . . .	25
ADMINISTRATIVE, FINANCIAL AND PERSONNEL FUNCTIONS . . . . .	27
ADMINISTRATIVE ACTION ITEM LIST . . . . .	29
FINANCIAL ACTION ITEM LIST . . . . .	31
PERSONNEL ACTION ITEM LIST . . . . .	32
STATE PROGRAMS . . . . .	34
ENFORCEMENT/ALLEGATIONS . . . . .	36

**OVERALL MILESTONE SCHEDULE  
TRANSITION IMPLEMENTATION PLAN**

Note: Redlining indicates completed Action Items.

ACTION 1: Transition Team Meet: Identify issues and develop plan, establish coordination with Program Officials.

ACTION: Howell/Brockman/  
Hamill/Chamberlain                      ACTION DUE DATE: 9/8/95  
Complete

=====

ACTION 2: Meet with Program Office Reps.

ACTION: Dyer                                      ACTION DUE DATE: 9/11/95  
Complete

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ACTION 3: Administration and LAN Plan.

ACTION: Hamill                                      ACTION DUE DATE: 9/11/95  
Complete

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ACTION 4: Develop Controller/Fiscal Transition Plan.

ACTION: Hamill                                      ACTION DUE DATE: 9/11/95  
Complete

=====

ACTION 5: Develop Personnel Plan.

ACTION: Hamill                                      ACTION DUE DATE: 9/11/95  
Complete

=====

ACTION 6: Develop Power Reactor and Operator Licensing Transition Plan

ACTION: Howell, Chamberlain, Brockman      ACTION DUE DATE: 9/11/95  
Complete

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ACTION 7: Develop Incident Response Plan Complete.

ACTION: Bates                                      ACTION DUE DATE: Complete

=====

=====  
ACTION 8: Program Office Comments on Transition Plan.

ACTION: Johnson ACTION DUE DATE: 9/15/95  
Complete

=====  
ACTION 9: Transition Plan Forwarded to Director, NRR.

ACTION: Callan ACTION DUE DATE: 9/18/95  
Complete

=====  
ACTION 10: Complete Emergency Response turnover to Region IV.

ACTION: Collins ACTION DUE DATE: 9/30/95  
Complete

=====  
ACTION 11: Director NRR, Regions II, III, and IV meet with Grand Gulf and Callaway licensee and the states of Mississippi and Missouri to discuss the status of the transition.

ACTION: W. Russell ACTION DUE DATE: 9/20/95  
Complete

=====  
ACTION 12: Region IV assume all Grand Gulf and Callaway responsibilities.

ACTION: Collins ACTION DUE DATE: 10/1/95  
Complete

=====  
ACTION 13: Complete all transition activities essential to assuring public health and safety.

ACTION: Collins ACTION DUE DATE: 10/1/95  
Complete  
=====

**POWER REACTOR  
INSPECTION AND OPERATOR LICENSING**

**PREPARED BY**

**A. Howell**

**K. Brockman**

**J. Pellet**

**D. Chamberlain**

## I. BACKGROUND AND PURPOSE

The purpose of this plan is to identify the activities required to transition the power reactor and operator licensing programs oversight for the Callaway Plant and the Grand Gulf Nuclear Station to the Region IV office in Arlington, Texas. This plan was prepared in response to James M. Taylor's memorandum of August 24, 1995, and identifies the tasks to be accomplished along with proposed responsible organizations and target dates for implementation.

## II. SCOPE

To prepare the transition plan, the task group divided the total effort into the following sub-groups; DRP Branch operation, DRS functions, DRSS functions, tracking systems, plant performance reviews, procedure revisions, and SALP. Enclosure 1 provides a proposed timeline for the completion of those tasks associated with the transition of the inspection and operator licensing programs. Detailed action items for the various areas are contained in Enclosure 2 to this document.

## III. IMPLEMENTATION

In preparing the schedule contained in Enclosure 1, the task group identified several broad, generic actions that should be accomplished prior to the October 1, 1995, transition date. Other generic activities to be completed early in the transition include: (1) meetings with the appropriate Region II and Region III personnel and states to discuss issues, (2) familiarization visits to the Grand Gulf and Callaway sites by Region IV management and technical staff, (3) specific orientation and familiarization by each Division for Branch Chiefs as applicable, (4) familiarization visits to the Region IV office by the Grand Gulf and Callaway resident inspector staffs, and (5) integration of inspection schedules and inspection support systems.

Each Division should develop a long-range plan for any necessary familiarization inspections/site visits and rotational assignments to be completed during the next fiscal year. As part of this effort, the task group recommends that TAC Number X02003 for the transition effort be utilized for familiarization inspections/site visits to avoid inappropriate charges to licensees while crediting inspectors with onsite time.

A complete review of the MIPs and the operator licensing schedules for Grand Gulf and Callaway should be performed to allocate resources and update inspection requirements in accordance with Region IV policy. The task group recognizes that this will be an ongoing effort as each supervisor becomes knowledgeable of the allocation of personnel and the resources available.

#### IV. OTHER ISSUES

In the process of developing this transition plan, the task group identified other issues that were related to this effort. These issues are listed below with the task group's recommendation:

1. Additional PGs and RONs need to be reviewed and updated to reflect how Region IV does business, but are not necessary for the transition effort.

RECOMMENDATION: DRP, TSS should identify the subject Pgs and RONs. The appropriate division should review and revise the assigned Pgs and RONs.

ACTION DATE: December 31, 1995

2. The question arose regarding the handling of Grand Gulf and Callaway inspector certifications and those qualification programs that are in progress.

RECOMMENDATION: Current (in process) inspector certifications should be transferred to Region IV and any qualification programs in progress should remain unchanged.

ACTION DATE: NA

#### ENCLOSURES:

1. Timeline for Power Reactor Inspection and Operator Licensing Transition
2. Action Items for Transition of Power Reactor Program Activities for the Callaway Plant and the Grand Gulf Nuclear Station to Region IV

ENCLOSURE 1

TRANSITION MILESTONE DATES  
TIMELINE FOR POWER REACTOR  
INSPECTION PROGRAM AND OPERATOR LICENSING TRANSITION

Transition activities

1. PG/RON review and update process
2. Generic orientation
3. Divisional orientation
4. Familiarization visits to RIV
5. Familiarization visits to Grand Gulf and Callaway
6. Realign the DRP organizational structure
7. Integrate operator licensing schedule
8. Implement inspection report format per PG 4090
9. Transfer MIPS and IFS programs for Callaway and Grand Gulf to Region IV responsibility
10. Complete review and update of MIPS; finalize resource allocations (initial screening to be done during SPPR on October 3-4, 1995)
11. Implement integrated inspection plans



ENCLOSURE 2

POWER REACTOR ACTION ITEM LIST

1. GENERIC ACTIONS

=====  
Action Item 1.A: DRP to meet with Region II and III personnel to discuss issues with respect to licensees (e.g., planned or anticipated meetings and public/media sensitivity issues, PPR results).

ACTION: DRP Division Director ACTION DUE DATE: 9/20/95  
Complete

=====  
Action Item 1.B: Identify needs and make assignments for Region IV personnel to provide orientation to Grand Gulf and Callaway resident inspectors on inspection and personnel issues. Coordinate scheduling between Divisions.

ACTION: DRP Division Director ACTION DUE DATE: 9/15/95  
Complete

=====  
Action Item 1.C: DRP establish a rotation scheme to provide indoctrination for Grand Gulf and Callaway resident inspector staff in Region IV. Rotations DO NOT have to occur prior to October 1, but should be completed no later than December 31, 1995.

ACTION: DRP Division Director ACTION DUE DATE: 10/1/95  
Complete

=====  
Action Item 1.D: Estimate available inspection resources and evaluate inspection needs to revise Grand Gulf and Callaway MIP as necessary.

ACTION: Division Directors ACTION DUE DATE: SPPR - 10/3-4/95  
Complete

=====  
Action Item 1.E: Review status of inspection program and provide evaluation of resource utilization to DRA.

ACTION: Division Directors ACTION DUE DATE: 11/13/95  
Complete  
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Action Item 1.F: Site familiarization visits to Callaway and Grand Gulf by  
selected Region IV technical staff.

ACTION: Division Directors

ACTION DUE DATE: 11/1/95  
Complete

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=====  
Action Item 2.C.2 : Revise Grand Gulf and Callaway MIPS, as necessary, to reflect new organization codes.

ACTION:     DRP                      ACTION DUE DATE: 10/13/95  
              Branch Chiefs    Complete

=====  
Action Item 2.C.3: Revise the MIPS for Grand Gulf and Callaway to provide the standard modules, as shown in ROPG 0809, which will include establishing standard 6-week inspection periods for resident inspectors.

ACTION:     DRP                      ACTION DUE DATE: SPPR - 10/13/95  
              Branch Chiefs    Complete

=====  
INSPECTION FOLLOWUP SYSTEM (OPEN ITEMS)

=====  
Action Item 2.D.1: Review Grand Gulf and Callaway IFS to determine if type of items on list reflects guidance in ROPG 0252. Resolve any differences and update the IFS list (coordinate Item 2.C.2), as necessary.

ACTION:     TSS/DRP                    ACTION DUE DATE: 10/13/95  
              Branch Chiefs    Complete

=====  
Action Item 2.D.2: Reassign all Region IV, Callaway, and Grand Gulf open items, as necessary, to the appropriate DRP/DRS/DRSS Branches, including use of new organization codes.

ACTION:     DRP                      ACTION DUE DATE: 10/13/95  
              Branch Chiefs    Complete

=====

PLANT PERFORMANCE REVIEWS

=====

Action Item 2.E.1: Obtain results of the 9/8/95 PPR results for Callaway and 9/18/95 PPR results for Grand Gulf.

ACTION: Grand Gulf and Callaway DRP Branch Chiefs      ACTION DUE DATE: 9/29/95  
Complete

=====

Action Item 2.E.2: Prepare SPPR assessment papers in accordance with RN 0133 to support the 10/3-4/95 SPPR meeting.

ACTION: DRP Branch Chiefs      ACTION DUE DATE: 9/29/95  
Complete

=====

Action Item 2.E.3: Transfer Callaway and Grand Gulf plant performance data (e.g., site matrix, plant status reports for the current SALP period that is stored on electronic media to Region IV.

ACTION: Regions II, III, and IV DRP Branch Chiefs      ACTION DUE DATE: 10/1/95  
Complete

=====

SYSTEMATIC ASSESSMENT OF LICENSEE PERFORMANCE

Action Item 2.F.1: Determine the SALP board members for the Grand Gulf SALP and discuss extension of SALP cycle.

ACTION: DRP Division Director      ACTION DUE DATE: 9/29/95  
Complete

=====

=====  
Action Item 2.F.2: Review and revise SALP schedule to establish SALP end dates for all Region IV plants that stagger the process throughout the year and avoid activity conflicts.

ACTION: TSS ACTION DUE DATE: 10/30/95  
Complete

=====  
G. OTHER ITEMS  
=====

Action Item 2.G.1: Review ROA work hours as they relate to single unit sites. Review and update job description as appropriate.

ACTION: DRMA/DRP ACTION DUE DATE: 11/1/95  
Division Directors

Note: This item is generic, not uniquely related to Callaway and Grand Gulf. The GG and Callaway ROA job descriptions are almost identical to the others in RIV. Revision of job descriptions is being done agency-wide and will no longer be tracked in this transition plan.

=====  
Action Item 2.G.2: Identify supervisors and personnel for Region IV DRP branches based in Arlington. Identify vacancies to be filled.

ACTION: DRP Division ACTION DUE DATE: 9/15/95  
Director Complete

=====  
Action Item 2.G.3: Provide on-site training for ROAs at Callaway and Grand Gulf.

ACTION: DRP ACTION DUE DATE: 11/1/95  
Branch Chiefs Complete  
=====

=====

3. DIVISION OF REACTOR SAFETY

Action Item 3.A: Obtain briefing from Regions II and III management on inspection priorities and initiatives and plant status.

ACTION: Division Director                      ACTION DUE DATE: 09/15/95  
Complete

=====

Action Item 3.B: Integrate Grand Gulf and Callaway into Region IV inspection schedule. (See Items in 2.C)

ACTION: Division Director                      ACTION DUE DATE: 10/20/95  
Complete

=====

Action Item 3.C: Integrate Grand Gulf and Callaway Operations Branch examination and inspection schedules into Region IV schedule.

ACTION: Region IV Operations                  ACTION DUE DATE: Complete  
Branch Chief

=====

Action Item 3.D: Transfer licensed operator files (other than pending files) to Region IV.

ACTION: Region IV DRMA                      ACTION DUE DATE: 10/1/95  
Complete

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Action Item 3.E: Report signout and license issuance for Grand Gulf and Callaway.

OLTS data entry and report generation will be performed by the RIV OLA, since letters involving licensed operators will be directed to RIV. If Grand Gulf and Callaway OLTS records are not available to the RIV OLA by 10/1/95, licenses will be generated manually until the RIV OLA has access. RIV OLA will modify OLTS individual docket region responsibility within two weeks of receipt of docket files.

Report format per RIV PG 4090.1 for inspections and examinations initiated after 10/1.

ACTION: RIV Operations                      ACTION DUE DATE: 11/1/95  
Branch Chief                                  Complete

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Action Item 3.F: Grand Gulf and Callaway requested to address correspondence to RIV.

ACTION: RIV Operations                      ACTION DUE DATE: 10/01/95  
          Branch Chief    Complete

=====  
Action Item 3.G: Develop docket, examination, and facility file consolidation plan as follows:

    C:OB proposes space needs and any RIV office reconstruction by 10/1/95 to D:DRS. [More space was not needed.]

    OLA and C:OB coordinate with DRMA to physically move Grand Gulf and Callaway files.

ACTION: RIV Operations                      ACTION DUE DATE: 1/1/96  
          Branch Chief    Complete

=====  
Action Item 3.H: GFES will be administered 10/3/95. Applicant preliminary letters and exam transmittal should be handled by Regions II and III prior to 10/1/95. RIV/DRS/OB will issue results letters after results are provided by the program office, estimated to occur in early November.

ACTION: Pellet                              ACTION DUE DATE: 11/30/95  
  Complete

=====  
4.    DIVISION OF RADIATION SAFETY AND SAFEGUARDS

Action Item 4.A: Integrate inspection plans for Grand Gulf and Callaway.

ACTION: DRSS Personnel                      ACTION DUE DATE: 10/13/95  
          RII, RIII personnel    Complete

=====  
Action Item 4.B: Regions II, III, and IV coordinate the transfer of EP and Security plan changes to Arlington.

ACTION: RIV DRSS Personnel                      ACTION DUE DATE: 10/15/95  
          RII, RIII personnel    Complete



=====  
Action Item 4.C: Transfer safeguards and security files from Regions II and III to Arlington

ACTION: Region IV DRMA ACTION DUE DATE: 10/15/95  
Complete

=====  
Action Item 4.D: Transfer management of state programs for offsite monitoring to Arlington and provide status of contracts to management.

ACTION: DRSS Director ACTION DUE DATE: 10/30/95  
Complete

=====  
Action Item 4.E: Consolidate site access training and incorporate Grand Gulf and Callaway inspector staffs into Region IV program.

ACTION: Division Director/FIP ACTION DUE DATE: 10/15/95  
Branch Chief/Admin. Mgt. Complete  
Branch Chief

=====  
Action Item 4.F: Transfer dosimetry program and associated records to Arlington.

ACTION: Division Director/FIP ACTION DUE DATE: 10/15/95  
Branch Chief Complete

=====  
5. PROCEDURES (PGs/ROns)

Action Item 5.A: Revise PG 0801, "Announced/Unannounced Inspections," to add the licensee contacts.

ACTION: TSS ACTION DUE DATE: 10/13/95  
Complete

=====  
Action Item 5.B: Revise RON 0601, "Directory of State Officials," to include States of Missouri and Mississippi.

ACTION: State Liaison Officer ACTION DUE DATE: 10/1/95  
Complete

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Action Item 5.C: Revise PG 9007C, "Tracking Management/Supervisory Site Visits," to add the Grand Gulf and Callaway sites.

ACTION: TSS ACTION DUE DATE: 10/30/95  
Complete

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Action Item 5.D: Revise RON 6001, "SALP Schedule for Region IV," to include Grand Gulf and Callaway.

ACTION: TSS ACTION DUE DATE: 10/30/95  
Complete

=====

Action Item 5.E: Issue PG 9004C, "Resident Office Assistant (ROA) Manual," to Grand Gulf and Callaway ROAs.

ACTION: TSS ACTION DUE DATE: 9/29/95  
Complete

=====

Action Item 5.F: Revise RCN 3087, "Status of RRI Staffing," to add Grand Gulf and Callaway resident inspectors.

ACTION: TSS ACTION DUE DATE: 10/16/95  
Complete

=====

Action Item 5.G: Revise RON 0124, "1995 Organization Chart," to add Grand Gulf and Callaway resident inspectors.

ACTION: DRMA ACTION DUE DATE: 10/16/95  
Complete

=====

Action Item 5.H: Revise PG 8013, "Official Travel Lodging, Meals and Incidental Expense (M&IE) Rates," to add Grand Gulf and Callaway inspectors.

ACTION: DRMA ACTION DUE DATE: 10/16/95  
Complete

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# EMERGENCY RESPONSE PROGRAM

## TRANSITION TEAM

G. Bates  
C. Hackney  
A. Mattila

## I. PURPOSE

The purpose of this plan is to detail how the incident response functions and responsibilities for the Grand Gulf and Callaway sites will be transferred to the Region IV office in Arlington, Texas. NRC Senior Management will assure that the transfer is discussed with the affected utilities, States, local governments and other Federal agencies. The public should be informed of this transfer of responsibility through a press release issued by NRC Headquarters.

## II. SCOPE

This plan was developed in support of incident response considerations related to the transfer of Grand Gulf and Callaway sites to the Region IV office in Arlington, Texas. The plan describes the process for making the transition of responsibilities in incident response that will be transferred to the Region IV Office in Arlington, Texas.

## III. PROCESS

The NRC Incident Response Plan, NUREG-0728, Rev. 2 is the operative document that describes the way in which the NRC will respond to events as an Agency. During the transition and after transfer of the Grand Gulf and Callaway sites to the Region IV Office, the NRC Plan will remain unchanged regardless of where the response emanates within the Agency.

## IV. NARRATIVE DESCRIPTION

The NRC Incident Response Plan places the lead for all major or "core" functions and communications responsibilities within the NRC location associated with a particular response mode. Until the transition is complete, the responsibilities for response to events at Grand Gulf and Callaway will remain in Regions II and III, respectively.

Once the transition to Region IV is complete, the responsibility and associated lead for the following core functional areas will reside in the Region IV office in Arlington, Texas during the appropriate response modes in accordance with the NRC Incident Response Plan:

- a) Response Management
- b) Reactor Safety
- c) Protective Measures
- d) Safeguards
- e) Government Liaison
- f) Status Summary
- g) Public Affairs

- h) Response Coordination
- i) Resource Management

#### A. DUTY OFFICER PROGRAM

The current Regional Duty Officer program in Region IV will assume the responsibilities for the receipt of event notifications from the Headquarters Operations Office for the Grand Gulf and Callaway sites when the transfer becomes effective on or about October 1, 1995. The Headquarters Operations Officers will be formally notified of the change in responsibilities through the Operations Officer Section Chief, AEOD and the Operations Officer reading file.

#### B. EXERCISES

Previously scheduled exercises at Grand Gulf and Callaway during the remainder of calendar year 1995 will be observed by selected staff from the Region IV office.

#### V. DATE FOR TRANSFER OF INCIDENT RESPONSE RESPONSIBILITY TO THE REGION IV ARLINGTON OFFICE

The lead for responding to emergencies will transfer to Region IV on or about October 1, 1995.

#### VI. TASKS TO BE COMPLETED

The emergency response action item list following this plan lists the actions to be completed during and following the transfer. Liaison functions and interfaces between and among licensees, State and local authorities, other Federal agencies and the NRC must be established in the Region IV Arlington office to ensure coordination of emergency response activities and to maintain response readiness. The implementation of these tasks will be an on-going process during the transition phase and is anticipated to be completed prior to the formal transfer of emergency response responsibilities to the Region IV Arlington office. However, complete implementation of all the tasks is not a requirement for the transfer. The Region IV Regional Administrator in consultation with the Director, AEOD will determine that appropriate tasks have been completed to support transfer. All of the tasks identified will be performed by or coordinated by Region IV Emergency Response Coordinator, Emergency Response Assistant, and Regional State Liaison Officer with assistance from the Emergency Response Coordinators and State Liaison Coordinators from Regions II and III, and in coordination with the Emergency Response Branch, Office for Analysis and Evaluation of Operational Data. Information to consider for selected action items is discussed below.

#### TRANSFER OF REFERENCE MATERIALS PER ACTION 1

Reference materials related to emergency response and preparedness for the Grand Gulf and Callaway sites and associated states/locals will be

transferred to the Region IV IRC. The timely transfer of these materials may require duplication of some materials in order to maintain necessary materials in the Regions II/III/IV incident response centers during the transition phase. The inventory of these materials and transfer schedule and other actions as necessary, to ensure response readiness from the regional offices are identified below:

#### Grand Gulf and Callaway sites

- Emergency Plans and Implementing Procedures
- Plant Information Books
- P&IDs
- 10 Mile EPZ Maps
- 50 Mile EPZ Maps
- Evacuation Zone Maps (Landmarks)
- Aerial Photographs
- Population Density Maps
- Reactor Status Boards
- Site Contacts/EP Organization
- Reactor Control Room and Load Dispatcher Telephone Numbers
- Utility Site Phone Books
- Primary and Alternate Routes to Site From Nearest Commercial Airport
- Telephone Directory for Licensee Emergency Contacts (incl 24 hr no.)

#### States (Mississippi/Missouri)

- Emergency Plans
- Emergency Plan Implementing Procedures
- Local Emergency Plans (Site Specific)
- Road Maps-State and County
- Key Staff Point of Contact for Emergency Management Organizations and Radiation Control
- Protective Action Decisionmaking Flow Charts
- Telephone Directory for State and Local Contacts (including 24-hour number.)
- Location of State Emergency Response Facilities (EOC/SFEOC)

#### Regional Federal Agencies (FEMA, DOE, EPA, HHS, DOL-OSHA, DOT)

- Emergency Response Organizations
- Office Telephone Directories
- Key Staff Point of Contact
- Emergency Response Plans and Procedures (if available)
- Disaster Field Office Locations and Phone Numbers (if available)
- FRMAC Locations and Phone Numbers (if available)

SITE FAMILIARIZATION VISITS BY REGION IV PERSONNEL INITIALLY TO INCLUDE THE  
FOLLOWING PER ACTION 2

Regional Administrator  
Deputy Regional Administrator  
Director, Division of Reactor Projects  
Deputy Director, Division of Reactor Projects  
Director, Division of Reactor Safety  
Deputy Director, Division of Reactor Safety  
Director, Division of Radiation Safety and Safeguards  
Deputy Director, Division of Radiation Safety and Safeguards  
State Liaison Officer  
Emergency Response Coordinator  
Chief, Facility Inspection Program Branch  
DRP Branch Chiefs for Callaway and Grand Gulf

# EMERGENCY RESPONSE ACTION ITEM LIST

Note: Redlining indicates completed Action Items

ACTION 1: Transfer necessary documentation to Region IV.

ACTION:	Bates/Mattila	ACTION DUE DATE: <u>09/29/95</u>
STATUS:	Complete	

=====  
ACTION 2: Site familiarity visits by RIV Senior Management and other key staff. The Director or Deputy from each division should visit one of the two sites by the end of September with all visits targeted to be completed by the end of October.

ACTION:	Collins	ACTION DUE DATE: <u>10/31/95</u>
STATUS:	Complete	

=====  
ACTION 3: Establish date of transition of Incident Response responsibilities for Grand Gulf and Callaway sites from Regions II and III to Region IV.

ACTION:	Callan/AEOD	ACTION DUE DATE: <u>9/29/95</u>
STATUS:	Complete	

=====  
ACTION 4: Draft incident response transition plan.

ACTION:	Bates/Hackney/Mattila	ACTION DUE DATE: <u>09/01/95</u>
STATUS:	complete	

=====  
ACTION 5: Liaison Planning and Coordination.

ACTION:	Bates/Hackney/Mattila	ACTION DUE DATE: <u>SEE BELOW</u>
	Meeting - Grand Gulf	done 9/13
	Meeting - Callaway	done 10/2
	Meeting with State of MS, MO	done 9/20
	FEMA IV, DOE IV, EPA IV, HHS/CDC	done 11/30

STATUS: Complete

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ACTION 6: Request modification of IRC to accommodate storage facilities for Grand Gulf and Callaway emergency plans, implementing procedures, P&IDs, Plant Information Books, Reactor Status Boards, EPZ maps, and population densities.

ACTION: Bates/Mattila ACTION DUE DATE: 11/15/95  
STATUS: Complete

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ACTION 7: Revise Region IV IRC Telephone Directory, points of contact, IRC Telephone programs, and wallet cards to incorporate information pertaining to Grand Gulf and Callaway sites.

ACTION: Mattila/Bates/Hackney ACTION DUE DATE: 9/25/95  
STATUS: Complete

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ACTION 8: Provide pagers to Grand Gulf and Callaway resident inspector.

ACTION: Mattila/Holbrook ACTION DUE DATE: 10/01/95  
STATUS: Complete Complete

=====

ACTION 9: Distribute Region IV Incident Response Plan, "Supplement to NUREG 0845" to Licensees, States, other Federal agencies, and resident inspectors.

ACTION: Mattila ACTION DUE DATE: 10/1/95  
STATUS: Complete

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ACTION 10: Duty Officer Program - Notification to Section Chief of Headquarters Operations Officers effective transfer date of Grand Gulf and Callaway sites to Region IV.

ACTION: Bates/Mattila ACTION DUE DATE: 9/30/95  
STATUS: Complete

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ACTION 11: Provide training to selected staff of the Region IV Emergency Response Team on the Grand Gulf and Callaway sites and liaison functions with State and local emergency response organizations.

ACTION: Bates/Hackney/Mattila ACTION DUE DATE: 11/30/95  
STATUS: Complete

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=====

ACTION 12: Selected staff from RIV to observe previously scheduled exercises  
at Grand Gulf and Callaway.

ACTION: Collins  
STATUS: Complete

ACTION DUE DATE: 9/13/95 GG  
10/18/95 CAL

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# PUBLIC AFFAIRS

Transition Team

B. Henderson

PUBLIC AFFAIRS TRANSITION PLAN

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Action Item 1: Media contact lists for Grand Gulf and Callaway and  
licensee's public affairs contacts.

ACTION: Henderson ACTION DUE DATE: 10/1/95  
RII, RIII PAOs Complete

=====  
Action Item 2: Schedule press conferences in Mississippi and Missouri.

ACTION: Henderson ACTION DUE DATE: 12/1/95  
STATUS: Complete, scheduled for 4/96 in Mississippi, 10/96 in  
Missouri

**ADMINISTRATIVE, FINANCIAL AND PERSONNEL  
FUNCTIONS**

Transition Team

K. Hamill

P. Krayner

L. Ousley

K. League

## I. PURPOSE

On August 10, 1995, the Commission approved the implementation of several initiatives including the transfer of oversight responsibility for Grand Gulf and Callaway from Regions II and III to Region IV. On August 24, 1995 the EDO tasked the Director of NRR with lead responsibility for implementing this. A number of specific administrative, financial and personnel related tasks are required to accomplish this. These tasks are detailed in Sections II, III, and IV.

## II. ADMINISTRATIVE ACTION PLAN

The administrative action items generally fall into one of five categories. The first category involves space-related items most of which relate to files and incident response material storage.

The second administrative category of items relate to automated data processing (ADP). The ADP area encompasses the local area network and all associated hardware, software and peripherals.

The third major category of administrative action items relates to procurements for ongoing services. Arrangements will need to be made to shift such arrangements to RIV.

The fourth general grouping of administrative action items relate to correspondence control and file management. Determinations will need to be made about the handling of incoming and outgoing correspondence (e.g., distribution lists, licensee notifications, etc.)

The final significant grouping of administrative actions to plan involves the transfer of accountable property and the inventory of resident office furniture at both Callaway and Grand Gulf.

A few miscellaneous items are also identified such as the need to arrange for the rebadging of employees who are transferring into Region IV.

## III. FINANCIAL TRANSITION PLAN

The financial action items required to implement the incorporation of Grand Gulf and Callaway into RIV are mostly related to FTE resources (direct and overhead) and dollars for travel and administrative support. The only other item involving coordination with the Controller's Office is the transfer of appropriate resident staff into RIV time and attendance units.

## IV. PERSONNEL

The personnel related items are fairly straightforward and typify those routine actions required to process employees transferring between organizations. The formal personnel actions need to be processed, OPFs and EPFs need to be relocated, and affected personnel need to be incorporated into RIV systems for monitoring within grade increases, promotions, appraisals, site tours, etc.

# 1. ADMINISTRATIVE ACTION ITEM LIST

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ACTION 1: Estimate file space needs: Reactor, Operator  
Licensing, Personnel, Administrative.

ACTION: Ousley ACTION DUE DATE: 9/25/95

STATUS: Complete

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ACTION 2: Reconfigure RIV office LAN (verify hardware and software will  
accommodate increased number of users).

ACTION: Kraye ACTION DUE DATE: 09/30/95

STATUS: Complete

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ACTION 3: Add Grand Gulf and Callaway users to RIV LAN groups.

ACTION: Kraye ACTION DUE DATE: 9/30/95

STATUS: Complete

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Action 4: Determine if any additional PC equipment and software is needed.

ACTION: Kraye ACTION DUE DATE: 9/29/95

STATUS: Complete

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Action 5: Provide nationwide pagers for residents for emergency response  
purposes.

ACTION: Mattila/Holbrook ACTION DUE DATE: 9/15/95

STATUS: Complete

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ACTION 6: Reproduce or transfer, Grand Gulf and Callaway appropriate  
(reactor) files, as necessary and ship to RIV.

ACTION: Ousley ACTION DUE DATE: 9/30/95

STATUS: Complete

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ACTION 7: Reproduce and distribute all RIV Policy Guides and Notices to Grand Gulf and Callaway.

ACTION: Ousley/Talbot  
STATUS: Complete

ACTION DUE DATE: 9/27/95

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Action 8: Review and recommend all necessary changes for handling incoming and outgoing correspondence (e.g. distribution lists, licensee notifications).

ACTION: Ousley

ACTION DUE DATE: 10/1/95  
Complete

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ACTION 9: Badging new employees.

ACTION: Ousley

ACTION DUE DATE: TBD close  
to 10/1/95

STATUS: Complete for RIs; ROAs will be badged upon their first RIV visit.

=====

ACTION 10: Revise Grand Gulf and Callaway unescorted site access list to include RIV staff and managers.

ACTION: Ousley

ACTION DUE DATE: 10/1/95

STATUS: Complete

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ACTION 11: Review property inventories at Grand Gulf and Callaway sites and transfer property accountability in PASS to RIV.

ACTION: Ousley

ACTION DUE DATE: 12/1/95

STATUS: Complete

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ACTION 12: Review purchase orders for ongoing service requirements. (e.g., copiers, fax, phones)

ACTION: Holbrook/Ousley  
McCormick, Shaw

ACTION DUE DATE: 10/1/95

STATUS: Complete

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ACTION 13: Revise Agency automated databases (e.g., MIPS, IFS, SINET)

ACTION: Elko  
STATUS: Complete

ACTION DUE DATE: 10/1/95



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ACTION 14: Transfer electronic versions of site inspection information.

ACTION: Talbot ACTION DUE DATE: 10/1/95  
STATUS: Complete

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ACTION 15: Transfer inspection report log book for Grand Gulf and Callaway from Regions II and III to RIV.

ACTION: Elko ACTION DUE DATE: 10/1/95  
STATUS: Complete

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## 2. FINANCIAL ACTION ITEM LIST

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ACTION 1: Estimate and provide adequate travel funds for travel to and from Grand Gulf and Callaway.

ACTION: Kraye ACTION DUE DATE: 10/1/95  
STATUS: Complete

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ACTION 2: Confirm with NRR direct FTE allocations as revised to reflect transfer of Grand Gulf and Callaway.

ACTION: Kraye ACTION DUE DATE: 9/30/95  
STATUS: Complete

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ACTION 3: Request overhead resources from Controller.

ACTION: Kraye ACTION DUE DATE: Complete

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ACTION 4: Incorporate resident staff in RIV DRP T&A units.

ACTION: Thomas ACTION DUE DATE: 10/1/95  
STATUS: Complete

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### 3. PERSONNEL ACTION ITEM LIST

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ACTION 1: SF-52s for realignment of all current employees at Grand Gulf and Callaway will be prepared for concurrence by Regions II and III as appropriate.

ACTION: League ACTION DUE DATE: 10/10/95  
Complete

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ACTION 2: SF-50, Notification of Personnel Action, will be completed by Region IV personnel staff for each employee currently at Grand Gulf and Callaway.

ACTION: League ACTION DUE DATE: 10/10/95  
Complete

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ACTION 3: Request for OPFs will be completed by RIV personnel staff.

ACTION: League ACTION DUE DATE: 9/28/95  
Complete

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ACTION 4: Incorporate Grand Gulf and Callaway resident staff personnel into RIV checklist for within grade increases, career ladder promotions, performance appraisals, site tour rotations, etc.

ACTION: League ACTION DUE DATE: 10/1/95  
Complete

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ACTION 5: Verify whether or not any resident is eligible for relocation bonus and if so status of bonus payment.

ACTION: League ACTION DUE DATE: 10/1/95  
Complete

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ACTION 6: Determine if either site have current vacancies.

ACTION: League ACTION DUE DATE: 9/22/95  
Complete

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ACTION 7: Send a welcome to RIV letter to each employee at Grand Gulf and Callaway.

ACTION: League ACTION DUE DATE: 10/4/95  
Complete

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ACTION 8: Ensure FY95 appraisals are completed by Regions II and III and that FY96 Elements and Standards are completed by DRP.

ACTION: League/Dyer

ACTION DUE DATE: 10/30/95  
Complete

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## STATE PROGRAMS

### Transition Team

C. Hackney, RIV

R. Trojanowski, RII

R. Lickus, RIII

STATE PROGRAMS ACTION ITEM LIST

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Action 1: Notify appropriate State, Local, and Federal officials of Grand Gulf and Callaway transfer to Region IV.

ACTION: Hackney/Trojanowski/Lickus ACTION DUE DATE: Complete

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Action 2: Meet with State officials to discuss and address concerns.

ACTION: Callan/Collins/  
Hackney ACTION DUE DATE: 9/20/95  
Complete

## ENFORCEMENT/ALLEGATIONS

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Action 1: The enforcement officer and allegations coordinator have discussed transition with their respective counterparts. There are no open escalated enforcement actions involving Callaway or Grand Gulf. Allegation cases which were opened prior to 9/1/95 will be processed by Regions II and III. Region IV will receive and process any new allegations related to either facility effective 9/1/95. Case files associated with allegations and enforcement will be shipped to RIV, with the exception of files which have been archived.

ACTION: Wise/Sanborn

ACTION DUE DATE: 10/1/95  
Complete

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Action 2: Establish a detailed listing of open allegations being pursued by Regions II and III and schedule for closure.

ACTION: Wise/Sanborn

ACTION DUE DATE: 10/1/95  
Complete