

OPERATOR REQUALIFICATION PROGRAM

FOR THE UNIVERSITY OF VIRGINIA REACTOR FACILITY

A. General

1. This requalification program applies to the licensed reactor operators of the University of Virginia Research Reactor (UVAR), located at the Reactor Facility of the University of Virginia. The program shall meet the requirements of 10 CFR 55.59 and ANS Standard 15.4., as applicable to research reactors. The program will follow a two year cycle. The program will be followed by successive requalification programs, that is, begin anew every two years.
2. The Reactor Administrator or, in his absence, a designated Senior Reactor Operator, will be responsible for administering the requalification program.

B. Program

1. Start-ups and Checklists

Each licensed operator will be required to complete reactor check lists and perform reactor start-ups on dates no further apart than four calendar months. If a licensed operator fails to operate the reactor within a period of four months or longer, that individual will be removed from licensed activities. Prior to reinstatement as a qualified licensed operator, this individual will be required to take an examination given by reactor facility management, similar in scope to NRC exams, followed by an operating test under the direction of a Senior Reactor Operator.

2. Lectures

During the program's two year cycle, each licensed operator is required to attend a series of lectures. A cycle will normally begin in September (corresponding to the beginning of an academic year). The lectures will be pre-scheduled to run from September through June, with a break during the summer months of July and August, and continue the following September. The lectures will cover: various aspects of reactor operation including normal, abnormal, and emergency procedures; technical specifications; reactor instrumentation and control systems; reactor safety systems; radiation control and safety; plant operating characteristics and important changes to procedures or equipment. The operator who misses a lecture will be required to review the lecture notes. This will be verified by the Reactor Administrator.

3. Written Examinations

At the end of each two-year cycle a written exam will be administered to licensed operators to determine knowledge of facility operations. An overall grade of 70% or greater will be considered as passing. If an operator receives less than 70% on one or more sections of the exam, but has a passing grade overall, he/she will be retrained in the deficient areas and given a make-up written exam covering only those areas. If an operator scores less than 70% overall on the examination, he/she will be excused from licensed duties, undergo retraining, and retake the entire exam. If an individual does not requalify within a four month period Facility management will request the NRC to cancel the license of that individual. The bi-annual exam will be composed and administered by a senior staff member with a Senior Operator License. This individual will be exempted from taking an exam.

4. Annual Operations Test

Once each calendar year, an evaluation will be made of each licensed operator. The supervisor(s) will observe the completion of checklists, reactor start-up and control. If an operator is found to be deficient in some area of operation, this will be documented and the appropriate action to correct the deficiency taken and noted.

5. Physical Fitness

Licensed operators will be required to undergo physical examinations at least once every two years to assure continued physical fitness to operate the reactor in a safe and efficient manner.

C. Records

1. A file shall be kept for each licensed operator. The file shall contain legible records about checklists and start-ups performed by the individual, the content and results of written exams, the results of annual evaluations, additional training covering areas of exhibited deficiencies, and the results of bi-annual medical exams. These personal records shall be retained until the operator's or senior operator's license is renewed.
2. Records showing the lecture schedule, content, and attendance by the licensed operators will be kept in a separate requalification program file.