

OCT 5 1992

Docket No. 50-220

Mr. B. Ralph Sylvia
Executive Vice President - Nuclear
Niagara Mohawk Power Corporation
301 Plainfield Road
Syracuse, New York 13212

Dear Mr. Sylvia:

SUBJECT: REACTOR OPERATOR LICENSING EXAMINATIONS

In a telephone conversation between Mr. R. Sanaker, Unit 1, General Supervisor - Operations Training (NMP1), and Ms. Tracy Walker, Chief Examiner, arrangements were made for the administration of a licensing examination at the Region I office.

The examination is scheduled for December 21, 1992.

To meet the above schedule, it will be necessary for you to furnish the reference material listed in Enclosure 1, "Reference Material Requirements for Reactor Operator Licensing Examinations," by October 26, 1992. Any delay in receiving approved, properly bound and indexed reference material, or the submittal of inadequate or incomplete reference material may result in the examination being rescheduled. Mr. Sanaker has been advised of our reference material requirements and the address where each set is to be mailed.

Enclosure 2 contains the Rules and Guidelines that will be in effect during the administration of the written examination. The facility management is responsible for ensuring that all applicants are aware of these rules.

The facility staff review of the written examination will be conducted in accordance with requirements specified in Enclosure 3, "Requirements for Facility Review of Written Examinations."

A preliminary reactor operator license application should be submitted at least 30 days before the examination date so that we will be able to review the training and experience of the candidate, process the medical certification, and prepare final examiner assignments after applicant eligibility has been determined. If the application is not received at least 30 days before the examination date, it is likely that a postponement will be necessary. A final signed application certifying completion of all training requirements should be received by the Region fourteen (14) days before the examination date.

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Mr. B. Ralph Sylvia

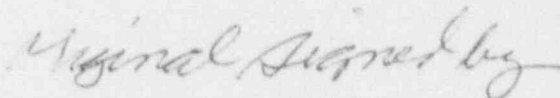
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Mr. Sanaker has been informed of the above requirements.

This request is covered by Office of Management and Budget Clearance Number 3150-0101 which expires May 31, 1995. A request for clearance extension has been submitted to the Office of Management and Budget (OMB) and is expected to be granted. The estimated average burden is 7.7 hours per response, including gathering, xeroxing and mailing the required material. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Records and Reports Management Branch, Division of Information Support Services, Office of Information Resources Management and Budget, U. S. Nuclear Regulatory Commission, Washington, D. C. 20503; and to the Paperwork Reduction Project (3150-0101), Office of Management and Budget, Washington, D. C.

Thank you for your consideration in this matter. If you have any questions regarding the examination procedures and requirements, please contact the undersigned at (215) 337-5210.

Sincerely,



Richard J. Conte, Chief
BWR Section
Operations Branch
Division of Reactor Safety

Enclosures:

1. Reference Material Requirements for Reactor Operator Licensing Examination
2. NRC Rules and Guidelines for Written Examinations
3. Requirements for Facility Review of Written Examinations

cc w/encls:

J. Firlit, Vice President - Nuclear Support
C. Terry, Vice President - Nuclear Engineering
J. Perry, Vice President - Quality Assurance
Vice President - Nuclear Generation
K. Dahlberg, Unit 1 Plant Manager
M. McCormick, Unit 2 Plant Manager
D. Greene, Manager, Licensing
R. Sanaker, General Supervisor - Operations Training (NMP1)
R. G. Smith, Manager - Training
J. Warden, New York Consumer Protection Branch
G. Wilson, Senior Attorney
M. Wetterhahn, Winston and Strawn
Director, Power Division, Department of Public Service, State of New York
C. Donaldson, Esquire, Assistant Attorney General, New York Department of Law
K. Abraham, PAO (2)
Public Document Room (PDR)
Local Public Document Room (LPDR)
Nuclear Safety Information Center (NSIC)
NRC Resident Inspector
State of New York, SLO Designee

Mr. B. Ralph Sylvia

4

bcc w/encl:

Region I Docket Room (with concurrences)

R. Conte, DRS

C. Cowgill, DRP

J. Yerokun, DRP

L. Nicholson, DRP

S. Greenlee, DRP

W. Schmidt, SRI - Nine Mile

V. McCree, OEDO

R. Capra, NRR

J. Menning, NRR

E. Brinkman, NRR

DRS/EB SALP Coordinator

D. Holody, EO

T. Walker, DRS

OL Facility File

DRS File (1)

RI:DRS
Walker/dmg
Taw
09/30/92

RI:DRS
Conte
[Signature]
10/6/92

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ENCLOSURE 1

REFERENCE MATERIAL REQUIREMENTS FOR REACTOR OPERATOR LICENSING EXAMINATION

1. Existing learning objectives, student handouts, and lesson plans (including training manuals, plant orientation manual, system descriptions, etc.), specifying the knowledges and abilities required of an operator at the facility.

Training materials shall include all substantive written material used for preparing applicants for initial RO licensing. The written material shall include learning objectives and the details presented during lectures, rather than outlines. Training materials shall be identified by plant and unit, bound, tabbed, and indexed. Training materials, which include the following, shall be provided:

- System descriptions including descriptions of all operationally relevant flow paths, components, controls and instrumentation. System training material should draw parallels to the actual procedures used for operating the applicable system.
 - Complete and operationally useful descriptions of all safety-system interactions and, where available, BOP system interactions under emergency and abnormal conditions, including consequences of anticipated operator error, maintenance error, and equipment failure.
 - Training material used to clarify and strengthen understanding of emergency operating procedures.
2. Complete Procedure Index (including surveillance procedures, etc.)
 3. All administrative procedures (as applicable to reactor operation or safety)
 4. All integrated plant procedures (normal or general operating procedures)
 5. All emergency procedures (emergency instructions, abnormal or special procedures)
 6. Standing orders (important orders that are safety related and may supersede the regular procedures).
 7. All annunciator/alarm response procedures
 8. Radiation protection manual (radiation control manual or procedures)
 9. Emergency plan implementing procedures

10. Technical Specifications (and interpretations, if available) for all units for which licenses are sought.
11. System operating procedures
12. Piping and Instrumentation diagrams, electrical single-line diagrams, or flow diagrams (contractor only).
13. Technical Data Book, and/or Plant curve information as used by operators and facility precautions, limitations, and set points (PLS) for the facility.
14. Questions and answers specific to the facility training program which may be used in written or operating examinations (voluntary by licensee) (contractor only).

The above reference material shall be approved final issues and shall be so marked. If a plant has not finalized some of the material, the Chief Examiner shall verify with the facility that the most complete, up-to-date material is available and that agreement has been reached with the licensee for limiting changes before the administration of the examination. All procedures and reference material shall be bound with appropriate indices or tables of contents so that they can be used efficiently. Failure to provide complete, properly bound and indexed plant reference material could result in cancellation or rescheduling of the examination.

ENCLOSURE 2

NRC RULES AND GUIDELINES FOR WRITTEN EXAMINATIONS

1. Check identification badges.
2. Pass out examinations and all handouts. Remind applicants not to review examination until instructed to do so.

READ THE FOLLOWING INSTRUCTIONS VERBATIM:

During the administration of this examination the following rules apply:

1. Cheating on the examination means an automatic denial of your application and could result in more severe penalties.
2. After the examination has been completed, you must sign the statement on the cover sheet indicating that the work is your own and you have not received or given assistance in completing the examination. This must be done after you complete the examination.

READ THE FOLLOWING INSTRUCTIONS

1. Restroom trips are to be limited and only one applicant at a time may leave. You must avoid all contacts with anyone outside the examination room to avoid even the appearance or possibility of cheating.
2. Use black ink or dark pencil only to facilitate legible reproductions.
3. Print your name in the blank provided in the upper right-hand corner of the examination cover sheet and each answer sheet.
4. Mark your answers on the answer sheet provided. **USE ONLY THE PAPER PROVIDED AND DO NOT WRITE ON THE BACK SIDE OF THE PAGE.**
5. If the intent of a question is unclear, ask questions of the examiner only.
6. When turning in your examination, assemble the completed examination with examination questions, examination aids and answer sheets. In addition, turn in all scrap paper.
7. To pass the examination, you must achieve an overall grade of 80% or greater.
8. There is a time limit of 4 (four) hours for completion of the examination.

9. When you are done and have turned in your examination, leave the examination area (DEFINE THE AREA). If you are found in this area while the examination is still in progress your license may be denied or revoked.

ENCLOSURE 3

REQUIREMENTS FOR FACILITY REVIEW OF WRITTEN EXAMINATIONS

1. At the option of the Chief Examiner, the facility may review the written examination up to two weeks prior to its administration. This review may take place at the facility or in the Regional office. The review will be conducted using the same material sent to the NRC for exam generation purposes. The Chief Examiner will coordinate the details of the review with the facility. An NRC examiner will always be present during the review.

When this option of examination review is utilized, the facility reviewers will sign the following statement prior to being allowed access to the examination. The examination or written notes will not be retained by the facility.

- a. Pre-Examination Security Agreement

I, _____, acknowledge that I have acquired specialized knowledge concerning the examination scheduled for _____ at _____ as of the date of my signature below. I agree that I will not knowingly divulge any information concerning this examination to any unauthorized persons. I understand that I am not to participate in any instruction involving those applicants scheduled to be administered the above examination from this date until after the examination has been administered. I further understand that violation of the conditions of this agreement may result in the examination being canceled and/or enforcement action against myself or the facility licensee by whom I am employed or represent.

Signature/Date

In addition, the facility staff reviewers will sign the following statement after the written examination has been administered.

- b. Post-Examination Security Agreement

I, _____, did not, to the best of my knowledge, divulge any information concerning the examinations administered during the week of _____ at _____ to any unauthorized persons. I did not participate in providing any instruction to those applicants who were

administered the examination from the date I entered into this security agreement until the completion of examination administration.

Signature/Date

2. Regardless of whether the above examination review option is exercised, immediately following the administration of the written examination, the facility staff shall be provided a marked up copy of the examination and the answer key. The copy of the written examination shall include pen and ink changes made to questions during the examination administration.

If the facility did not review the examination prior to its administration, they will have five (5) working days from the day of the written examination to submit formal comments. If the facility reviewed the examination prior to its administration, any additional comments must be given to an examiner prior to his/her leaving the site at the end of the week of the written examination administration. In either case, the comments will be addressed to the responsible Regional Office by the highest on site level of corporate management for plant operations, e.g., Vice President for Nuclear Operations. A copy of the submittal will be forwarded to the Chief Examiner, as appropriate. Comments not submitted within the required time frame will be considered for inclusion in the grading process on a case-by-case basis by the Regional Office Section Chief. Should the comment submittal deadlines not be met, a long delay in grading the examination may occur.

3. The following format should be adhered to for submittal of specific comments:
 - a. Listing of NRC Question, answer and reference
 - b. Facility comment/recommendation
 - c. Reference (to support facility comment)

- NOTES:
1. No change to the examination will be made without submittal of a reference to support the facility comment. Any supporting documentation that was not previously supplied should be provided.
 2. Comments made without a concise facility recommendation will not be addressed.

4. A two-hour post-examination review may be held at the discretion of the Chief Examiner. If this review is held, the facility staff should be informed that only written comments that are properly supported will be considered in the grading of the examination.