

FEB 7 1985

Docket No. 50-331

Iowa Electric Light and Power
Company
ATTN: Mr. R. W. McGaughy, Mgr.
Nuclear Division
IE Towers
P. O. Box 351
Cedar Rapids, IA 52406

Gentlemen:

Subject: Operator and Senior Operator Licensing Examinations

In a telephone conversation between Mr. R. Schlesinger, of your training organization, and Mr. L. Dimmock, Operator Licensing, arrangements were made for the administration of examinations at the Duane Arnold Energy Center.

The written and plant oral examinations are scheduled for the week of March 11, 1985.

In order for us to meet the above schedule, it will be necessary for the facility to furnish the approved reference material by February 11, 1985. Any delay in receiving this material will result in a delay in administering the examinations. Our examinations are scheduled far in advance with considerable planning to best utilize our limited examiner manpower and to meet the examination dates requested by the various facilities. Therefore, missing the February 11, 1985 deadline, even by a few days, will likely result in a long delay since it may not be possible to reschedule examinations at other facilities. Mr. Schlesinger has been advised of our reference material requirements, the number of reference material sets that are required, and the examiners' names and addresses where each set is to be mailed.

The facility management is responsible for providing adequate space and facilities in order to properly conduct the written examinations. Enclosure 1, "Administration of Operator/Senior Operator Licensing Written Examinations," describes our requirements for conducting these examinations. Mr. Schlesinger has also been informed of these requirements.

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Iowa Electric Light and Power
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This request for information was approved by the Office of Management and Budget under Clearance Number 3150-0101, which expires June 30, 1986. Comments on burden and duplication may be directed to the Office of Management and Budget, Reports Management Room 3208, New Executive Office Building, Washington, D.C. 20503.

Thank you for your consideration in this matter. If you have any questions regarding the examination procedures and requirements, please contact L. Dimmock at 312-790-5684.

Sincerely,

"Original signed by W. S. Little"

W. S. Little, Chief
Operations Branch

Enclosure: Administration of
Operator Licensing Written
Examinations

cc w/encl:

D. Mineck, Plant Superintendent
Nuclear

DMB/Document Control Desk (RIDS)

Resident Inspector, RIII

Thomas Heavenagle, Iowa

Commerce Commission

R. Schlesinger, Plant Training Manager

cc w/o encls:

M. Thadani, Project Manager, NRR

B. Boger, Acting Branch Chief, OLB

W. Miller, Licence Fee Branch Administration

RIII
Dimmock/bl
02/06/84

RIII
McMillen
3/7/84

RIII
Little
2/7/84

Administration of Reactor/Senior Reactor Operator
Licensing Written Examinations

Operator Licensing Branch requirements are:

1. A single room shall be provided for completing the written examination. The location of this room and supporting restroom facilities shall be such as to prevent contact with all other facility and/or contractor personnel during the duration of the written examination. If necessary, the facility should make arrangements for the use of a suitable room at a local school, motel, or other building. Obtaining this room is the responsibility of the licensee.
2. Minimum spacing is required to ensure exam integrity as determined by the chief examiner. Minimum spacing should be one candidate per table, with 3 foot spacing between tables. No wall charts, models, and/or other training materials shall be present in the examination room.
3. Suitable arrangements are to be made by the facility if the candidates are to have lunch, coffee, etc. These arrangements shall comply with Item 1 above. These arrangements will be reviewed by the examiner and/or proctor.
4. The facility may arrange to have a maximum of one facility staff member per section per examination available to review the examination questions and answer key. This review will only begin after all of the candidates have completed the examination and all examination materials and notes have been turned in to the examiner. The review will normally be limited to a maximum of 2 hours (elapsed time). After the review, all copies of the examinations and answer keys will be collected by the examiner.
5. The licensee will provide pads of 8-1/2 x 11" lined paper in unopened packages for each candidate's use in completing the examination. The examiner will distribute these pads to the candidates. All reference material needed to complete the examination will be furnished by the examiner. Candidates can bring pens, pencils, calculators or slide rules into the examination room and no other equipment or reference material is allowed.
6. Only black ink or dark pencils should be used for writing answers to questions.