

FEB 13 1985

Docket: 50-368

Arkansas Power & Light Company
ATTN: T. Gene Campbell
Vice President - Nuclear Operations
P.O. Box 551
Little Rock, Arkansas 72203

Gentlemen:

SUBJECT: Reactor Operator and Senior Reactor Operator Licensing
Examinations

In a telephone conversations between Mr. ED Force, Training Supervisor, Unit 1 and Mr. Ralph Cooley, Chief, Operator Licensing Section, arrangements were made for administration of examinations at Arkansas Nuclear One, Unit 1.

The written examinations are scheduled for May 21, 1985. The plant operating examinations are scheduled for May 22-24, 1985.

In order for us to meet the above schedule, it will be necessary for the facility to furnish the reference material listed in Attachment 1, "Reference Material Requirements for Reactor/Senior Reactor Operator Licensing Examinations," by March 15, 1985. Any delay in receiving this material may result in a delay in administering the examinations. Our examinations are scheduled far in advance with considerable planning to utilize our present examiner manpower and to meet the examination dates requested by various facilities. Missing the March 15, 1985 deadline, even by a few days, likely will result in a long delay because it may not be possible to reschedule examinations at other facilities. Mr. Force has also been informed of our reference material requirements, the number of reference material sets that are required, and the examiner's 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. Attachment 2, "Administration of Reactor/Senior Reactor Operator Licensing Written Examinations," describes our requirements for conducting these examinations. Mr. Force has also been informed of these requirements.

All reactor and senior reactor operator license applications normally should be submitted at least 60 days before the first examination dates so that we will be able to review training and experience of the candidates, process medical certifications, and prepare final examiner assignments after candidate eligibility has been determined. If applications are not received at least 30 days before the examination dates, it is likely that a postponement will be necessary.

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This request for information was approved by the Office of Management and Budget under Clearance Number 3050-0101, which expires June 30, 1986. Comments on burden and duplication may be directed to the Office of Management and Budget, Reports Management Room 320B, New Executive Office Building, Washington, D. C. 20503.

Thank you for your consideration in this matter. If you have any questions regarding examination procedures and requirements, please contact Mr. John J. Pellet, Chief Examiner, (817) 860-8159 or Mr. R. A. Cooley, Chief, Operator Licensing Section, (817) 860-8147.

Sincerely,
"Original Signed By:
D. R. HUNTER"

D. R. Hunter, Chief
Reactor Project Branch 2

Attachments

cc w/attachments:

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Resident Inspector
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R. Cooley

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J. J. Pellet

RPB2 *JP*
J Pellet
2/11/85

RPB2 *RAC*
R Cooley
2/8/85

RPB2 *DH*
D Hunter
2/11/85

ATTACHMENT 1

REFERENCE MATERIAL REQUIREMENTS FOR REACTOR/SENIOR REACTOR OPERATOR LICENSING EXAMINATIONS

1. Procedure Index (alphabetical by subject preferred)
2. All administrative procedures (as applicable to reactor operation or safety)
3. All integrated plant procedures (normal or general operating procedures)
4. Emergency procedures (emergency instructions, abnormal or special procedures)
5. Standing orders (important orders that are safety-related and may supercede the regular procedures)
6. Fuel-handling and core-loading procedures (initial core loading procedure when appropriate)
7. Annunciator procedures (alarm procedures, including setpoints)
8. Radiation protection manual (radiation control manual or procedures)
9. Emergency plan implementing procedures
10. Technical Specifications
11. Lesson plans (training manuals, plant orientation manual, system descriptions, reactor theory, thermodynamics, etc.)
12. System operating procedures
13. Piping and instrumentation diagrams, electrical single-line diagrams, or flow diagrams
14. Technical Data Book, and/or plant curve information as used by operators
15. Any other material the examiner feels necessary to adequately prepare a written examination, such as reactor traces of significant plant evolutions.
16. Questions and answers that licensee has prepared (voluntary by licensee)
17. Malfunction and initial condition material for simulator (if applicable)

All of the above reference material should be approved and final issues should be so marked. Uncontrolled, preliminary, or other such issues will not be accepted except for cold-license examinations. If a cold-license plant has not finalized some of the material, the chief examiner is responsible for ensuring 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 should be bound or in the form used by the control room operators, with appropriate indexes or tables of contents so that they can be used efficiently.

ATTACHMENT 2

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 space is the responsibility of the licensee.
2. Minimum spacing is required to ensure examination integrity as determined by the chief examiner. Minimum spacing should be one candidate per table, with a three foot space between tables. No wall charts, models, and/or other training materials shall be present in the examination room.
3. Suitable arrangements shall be made by the facility if the candidates are to have lunch, coffee, or other refreshments. These arrangements shall comply with Item 1 above. These arrangements shall be reviewed by the examiner and/or proctor.
4. The facility shall arrange to have a maximum of one knowledgeable facility or contract staff member per section per examination available to review the written examination and answer key. This review shall begin after all candidates have completed the examination and all examination materials and notes have been turned in to the examiner or proctor. This review is limited to two (2) hours per exam. Any additional comments should be provided in writing to the appropriate Regional Branch Chief, not later than five (5) working days following the end of the site visit.
5. The licensee shall provide pads of 8-½ in. by 11 in. lined paper in unopened packages for each candidate's use in completing the examination. The examiner shall distribute these pads to the candidates. All reference material needed to complete the examination shall be furnished by the examiner. Candidates may bring pens, pencils, calculators, or slide rules into the examination room and no other equipment or reference material shall be allowed.
6. Only black ink or dark pencils should be used for writing answers to questions.