

DSAR-12.3

Conduct of Operations

Written Procedures

Rev 1

Safety Classification:

Safety

Usage Level:

Information

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Fort Calhoun Station

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12.3 Written Procedures

An approved set of written procedures are used to conduct plant operations and maintenance. These procedures are written by the plant staff using inputs and guidelines supplied by OPPD support personnel, Architect Engineers, NSSS vendors, fuel suppliers and equipment vendors. New procedures or revision of existing procedures since initial operation have been authorized as described in the Quality Assurance Topical Report (QATR), NO-FC-10, as referenced by [Appendix A](#).

12.3.1 Operating Procedures and Operating Instructions

Plant operations are conducted in accordance with written operating procedures and operating instructions. The operating procedures are step-by-step procedures for performing integrated plant operations and they reference specific operating instructions which are detailed step-by-step instructions for operating individual systems or specific components within a system.

12.3.2 Abnormal Operating Procedures

Defueled plant operations during abnormal conditions are conducted in accordance with written Abnormal Operating Procedures (AOPs). These procedures have been written such that the operator can readily perform actions necessary to mitigate the event in progress. A Permanently Defueled Emergency Plan and Implementing Procedures are utilized when responding to emergencies that arise.

12.3.3 Administrative Procedures

Administrative procedures provide general guidelines or policies related to the general administration, operation and maintenance of the plant. These procedures receive the same level of control and review as operating procedures and instructions.

12.3.4 Test Procedures

Test procedures are used to perform operations to analyze performance. Test procedures have a similar format to the operating procedures.

12.3.5 Maintenance Procedures

Plant maintenance is conducted in accordance with written general maintenance procedures. They provide guidelines to ensure safety and quality control. Maintenance procedures are prepared in advance to cover foreseeable maintenance tasks which are performed routinely, such as preventative maintenance and filter replacement. Maintenance procedures for unforeseeable tasks are written on an as needed basis.