



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

JUN 13 1988

MEMORANDUM FOR: Jack W. Roe, Director  
Division of Licensee Performance  
and Quality Evaluation, NRR

FROM: John N. Hannon, Chief  
Operator Licensing Branch  
Division of Licensee Performance  
and Quality Evaluation, NRR

Leonard A. Wiens, Section Leader  
Program Development and Review Section  
Operator Licensing Branch  
Division of Licensee Performance  
and Quality Evaluation, NRR

Shelly Spilberg  
Program Development and Review Section  
Operator Licensing Branch  
Division of Licensee Performance  
and Quality Evaluation, NRR

SUBJECT: TRIP REPORT ON OBSERVATION OF NUMARC  
WORKSHOPS

On April 8, 1988 we observed three workshops conducted by NUMARC to develop guidance for industry preparation for the NRC requalification examination process. The workshops were held at the INPO office in Atlanta, GA. John N. Hannon observed the workshop on developing Job Performance Measures for the plant walk-through, Len Wiens observed the workshop on developing simulator scenarios, and Shelley Spilberg observed the workshop on developing open reference written examination questions. As observers, we did not actively participate in the workshop activities, but only stated or clarified existing agency policy for the workshop participants. Agenda for the three

*OTM-15-1  
+ OTM-7  
NUMARC*

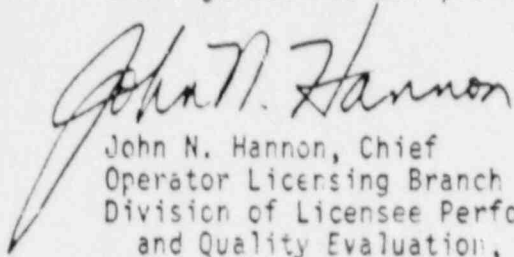
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Jack W. Roe

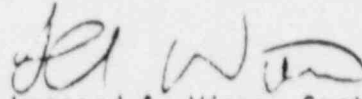
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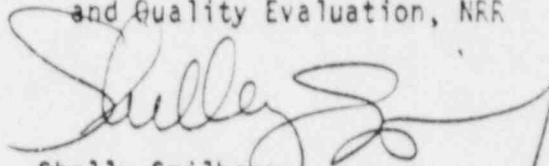
workshops are enclosed. NUMARC representatives requested that we review the draft guidelines and provide any comments, which we agreed to do.



John N. Hannon, Chief  
Operator Licensing Branch  
Division of Licensee Performance  
and Quality Evaluation, NRR



Leonard A. Wiens, Section Leader  
Program Development and Review Section  
Operator Licensing Branch  
Division of Licensee Performance  
and Quality Evaluation, NRR



Shelly Spilberg  
Program Development and Review Section  
Operator Licensing Branch  
Division of Licensee Performance  
and Quality Evaluation, NRR

Enclosure:  
As stated

Distribution and concurrence for memo to Jack W. Roe dated JUN 13 1988

Distribution:  
Central Files  
OLB RF  
JNHannon  
SSpilberg  
LWiens

TRIP REPORT ON NUMARC WORKSHOP

OFC	: OLB:BLPO	: OLB:DLPO	: OLB:DLPO	:	:	:
NAME	: SSpilberg:rh	: LWiens	: JNHannon	:	:	:
DATE	: 6/9/88	: 6/13/88	: 6/13/88	:	:	:

JOB PERFORMANCE MEASURES TASK GROUP

AGENDA

4/8/88

I. INTRODUCTION

II. OBJECTIVES

1. Design Suggested Industry JPM Format(s) Guidance
2. Develop guidance for identifying scope of selected JPMS
3. Design guidelines for identifying critical steps

III. BRIEFING BY EACH PLANT REPRESENTATIVE

IV. DEVELOP MATERIAL

V. ADJOURN

David	Llewellyn	Va Pwr
Joe	Wynne	Shoreham
Dave	Neterer	Union Electric
John	Herman	OPPD
Jim	Zach	Wisconsin Electric
Lee	Williams	Alabama Pwr {chairman}

OBJECTIVE 1 - DESIGN JPM FORMAT

JPM should include:

1. Administrative Information
2. Task Conditions
3. Task Standards
4. Tools & Equipment
5. References
6. Initiating Cues
7. Performance Checklist
8. Feedback
9. Critical Step Identification
10. Task Knowledges Should Be Available

OBJECTIVE 2 - GUIDANCE FOR SELECTING JPMs

1. Outside NCO tasks specified in Emergency and Abnormal Procedures/  
AOPs
2. Plant Specific Task List
  - Tasks with high importance & low frequency
3. Control room tasks specified in Emergency and Abnormal Procedures  
associated with identified Emergency Systems

### OBJECTIVE 3 - GUIDELINES FOR IDENTIFYING CRITICAL STEPS

1. Improper performance could result in personnel injury or equipment damage  
(Ex. starting a pump with the suction valve shut)  
(Ex. racking out a breaker under load)
  
2. Failure to complete a step of the JPM prevents successful task completion.  
(Ex. failure to start a boric acid pump during emergency boration)
  
3. Failure to complete steps in sequence when step sequence is critical to successful task completion  
(Ex. ensure HHSI pump running prior to tripping RCP)

## AGENDA

### 1. OBJECTIVE:

Develop industry guidance for use by utilities in preparing for full resumption of licensed operator requalification exams in October 1988. Included in the guidance will be examples of effective examination products (i.e. simulator scenarios).

### 2. BACKGROUND OF PILOT PROGRAM & NUMARC WORKING GROUP EFFORT:

(Handout: NUMARC letter dated 3/2/88)

### 3. SCHEDULE:

4/8/88 Subcommittee meeting to develop input for industry guidance.

4/15/88 DRAFT guidance will be provided to subcommittee members for review.

4/20/88 Conference call to collect comments.

4/28/88 Presentation to NUMACR Working Group.

TBD Utility mailing of REV.0.

July 1988 Preparation of REV.1 to incorporate SCE, PSE&G and CEI experience.

### 4. REFERENCES:

#### A. Regulatory -

1. 10CFR55.59 "Requalification"
2. "Requirements and Procedures for Requalification Examinations", J.W. Roe, NRR dated 2/18/88.
3. NUREG 1021, Operator Licensing Examiner's Standards, REV.4, May 1987.
4. NUREG 1291, BWR and PWR Off-Normal Event Descriptions, September 1987.

5. NUREG 1122/1123  
NRR



B. Industry -

1. INPO 86-025, Guideline for continuing Training of Licensed Personnel, October 1986.
2. INPO 86-026, Guideline for Simulator Training, October 1986.
3. INPO 88-003, Guideline for Teamwork and Diagnostic Skill Development, January 1988.

5. OUTLINE OF GUIDANCE DOCUMENT:  
(Follows NRC "Requirements & Procedures for Requalification Examinations").

NRC Para #

COMMENTS

1.2

"Simulator Evaluations" - Purpose

10CFR55.59(a)(2)(ii) references a comprehensive sample of items specified in 55.45(a)(2) through (13).

Discussion items -

- . Sample Plans
- . References
- . Acceptance Criteria

1.2.A "Developing Scenario Recommendations for scenario  
Scope & Contents" - preparation

(1) Sample Plan

(2) Format

(3) KA Catalogue Linkage

(4) Development Plan  
Proposal: 15 industry scenarios, Pre-  
approved possibly assigned to NSSS owners  
groups.

NRC Para #

COMMENT

1.2.B

"Review for Scenario Complexity, Standards and Criteria"

1. Scenario Development Plan Considerations

(a) Starting with scenario sample plan

(b) Prepare JPMS

(c) Time dependency

(d) Critical steps or elements

(e) Position

(f) KA Catalogue value step or element  
Knowledge/ability.

(g) Validation

2. What ifs? - Review of NRC briefing  
sheet "Part B"  
Individual Demonstrations of:

a. controls manipulation

b. annunciator response

c. verification vs. actions

d. use of procedures

e. operator skills (communication, loop,  
leadership, etc)

f. team demonstrations

g. STAs role

1.2.C

"Guideline for Overall Test Length"

(1) Notation -  
Proposal - Policy Needed

(2) Crew Sampling -  
RO's needed

(3) NRC Simulator Exam Briefing Sheet  
"Part B"  
Discussed in 1.2.B (2) above.

NRC Para. #

COMMENT

- 1.2.D "Procedure for Flagging System"
- (1) Examples of appropriate follow-up questions
  - (2) Individual observation - success/failure criteria
  - (3) Team criteria:
    - Simulator Crew Evaluation Form
- 1.2.E "Guideline for Number of Examiners Assigned"
- Examiner assignments during scenario.
- 1.2.F "Procedure for Crew Evaluation"
- 1.2.G "Individual/Crew/Program Education Guidance"
- . Individual Evaluation
  - . Program Evaluation
- 1.2.H "Guidelines for Video Taping"



NUCLEAR MANAGEMENT AND RESOURCES COUNCIL

1776 Eye Street, N.W. • Suite 300 • Washington, DC 20006-2496  
(202) 872-1280

March 31, 1988

To: Operator Requalification Task Group Members

Subject: Notice of Meeting April 8, 1988

This confirms telephone calls to you from Art Bivens of NUMARC regarding NUMARC task group meetings at INPO headquarters in Atlanta, GA on April 8, 1988.

The NUMARC Working Group on Operator Issues has decided to develop industry guidance for use by utilities in preparing for full resumption of licensed operator requalification examinations in October of this year. Therefore, three task groups have been formed to develop such guidance. INPO will provide meeting rooms and support for the three separate groups. The meetings will commence at 8:00 AM and probably last all day. Plan on the meetings lasting until 5:00 PM. You should check in on the 15th floor reception area at the INPO office, 1100 Circle 75 Parkway. A map is enclosed.

The membership of each task group is as follows:

Open Book Written Exam Question Task Group

Chairman	Terry Williams, VA Power	804 775-5262
	Chuck Majure, Duke	704 875-5013
	John Tesarek, OPPD	402 533-6761
	Jim Yoe, BG&E	301 260-4791
	Susan Timpano, VA Power	804 775-5262
	Rick Burris, INPO	404 953-3600
	Terry Byron, CP&L	803 383-1848

Simulator Scenario Task Group

Chairman	Mike Short, So Cal Ed	714 368-8393
	Paul Stovall, Duke	803 882-6150 ext. 130
	Randy Elright, PSE&G	609 339-3871
	Chris Persson, CEI	216 259-3737
	Mike Wyatt, INPO	404 953-3600

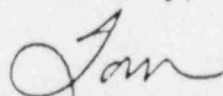
Job Performance Measures Task Group

Chairman	Lee Williams, Alabama Power	205 899-5156 ext. 6106
	Dave Neterer, Union Electric	314 676-8410
	John Herman, OPPD	402 533-6783
	Dave Llewellyn, VA Power	804 775-5263
	Jim Zach, WI Electric	414 755-2321
	Walt Popp, INPO	404 953-3600

Task group members are encouraged to call their chairman to discuss any pre-meeting preparations that would be helpful.

The goal is to have the product of these meetings reviewed at the next full NUMARC Working Group meeting scheduled for April 28 at the NUMARC office in Washington, D.C.

Sincerely,



Thomas Tipton  
Director  
Operations, Management and  
Support Services Division

TET:beq

Enclosure

cc: Don Schnell, Union Electric  
Bill Jessop, Union Electric  
Walt Coakley, INPO  
Ken McCoy, INPO

# INPO

Institute of  
Nuclear Power  
Operations

Suite 1500  
1100 Ovre 75 Parkway  
Atlanta, Georgia 30339-3064  
Telephone 404 953-3600

## Directions to The Waverly Hotel from airport

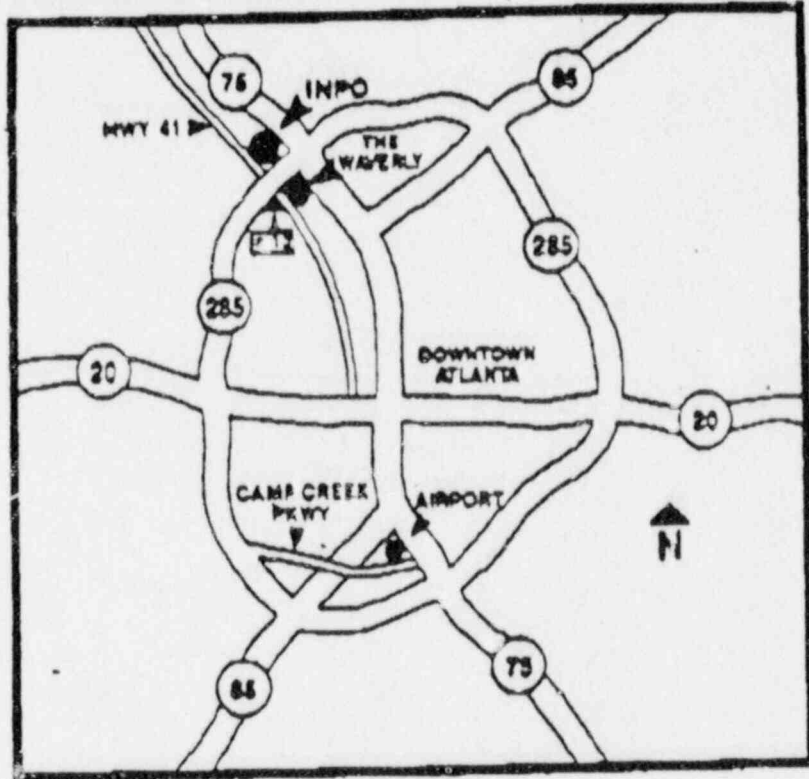
The Hartsfield International Airport is located approximately 23 miles south of The Waverly Hotel. Traveling from the airport, take Camp Creek Parkway west to the I-285 perimeter. Exit onto I-285 heading north. After approximately 18 miles, take exit 13 onto U.S. Highway 41, Cobb Parkway. Turn right and then left at second traffic light. The Waverly is located at the far end of the Galleria shopping complex.

## Transportation

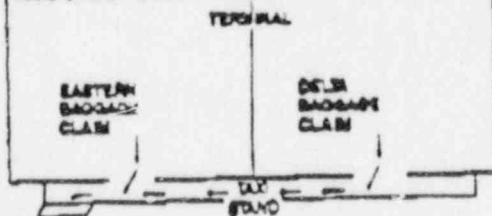
Transportation to The Waverly Hotel is provided by Executive Town & Country Limousine, Northside Airport Express Bus, taxi or rental car. INPO will provide bus transportation to Hartsfield International Airport at the conclusion of the workshop.

## Executive Town & Country Limousine

From Baggage Claim follow signs to Public Ground Transportation. Executive Town & Country is located on island 3 adjacent to the guardhouse. They provide continuous shuttle service to The Waverly Hotel from 8:00 am to 10:00 pm daily. Fare: \$12.00 each way.

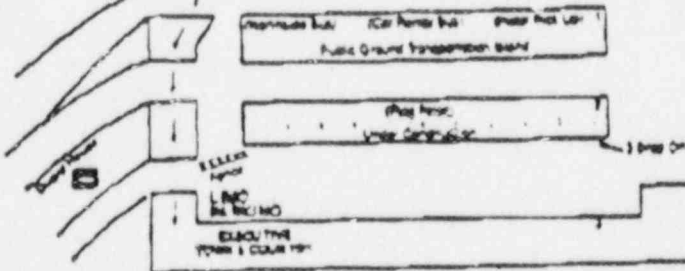


TRANSPORTATION TO STAFFER WEAVER HOTEL FROM AIRPORT



FROM BAGGAGE CLAIM FOLLOW SIGNS TO PUBLIC GROUND TRANSPORTATION

WEST END TRANSPORTATION FOLLOW ARROW TO EXECUTIVE TOWN & COUNTRY ISLAND 3 ALL ISLANDS ARE RAISED



## NORTHSIDE AIRPORT EXPRESS BUS SCHEDULE

From Atlanta Airport To Windy Hill Terminal			
Leave	Arrive	Leave	Arrive
8:00 am	8:35 am	12:45 pm	1:20 pm
8:15	7:50	1:30	2:05
7:30	8:05	2:15	2:50
8:15	8:45	3:00	3:35
9:00	9:35	3:45	4:20
9:45	10:20	4:30	5:05
10:30	11:05	5:15	5:50
11:15	11:50	6:00	6:35
12:00 pm	12:35 pm	6:45	7:20
		7:30	8:05
		8:15	8:50
		9:00	9:35
		9:45	10:20
		10:30	11:05
		11:15	11:50
		12:15 am	12:50

Located approximately 1 mile from hotel. The Waverly provides courtesy transportation to hotel. Fare: \$8.00 each way.



NUCLEAR MANAGEMENT AND RESOURCES COUNCIL

1776 Eye Street, N.W. • Suite 300 • Washington, DC 20006-2496  
(202) 872-1280

RECEIVED  
MAR 18 1988  
M.P. SHORT

March 16, 1988

To: Members, NUMARC Working Group on Operator Issues

Subject: NRC Requirements and Procedures for Requalification Examinations

Enclosed for your review prior to the next meeting of the Working Group is the latest revision of the subject document, with enclosures. Jack Roe stated that the NRC would soon be issuing this document to all licensees. Changes from the earlier version have been indicated by side bars in the margin.

Sincerely,

A handwritten signature in cursive script, appearing to read "Tipton", written in dark ink.

Thomas E. Tipton  
Director  
Operations, Management and  
Support Services Division

TET:beq

Enclosures