

ASAC  
INDEX

November 15, 1974

REVISION 8, December 7, 1978

ICN #1

**VOID**

JOB 35-1195

COMANCHE PEAK STEAM ELECTRIC STATION

**VOID**

CONSTRUCTION PROCEDURE

35-1195-DCP-3

DOCUMENT CONTROL REPRODUCTION PROCESS



APPROVED BY:

APPROVED BY:

J. H. Magnier 12/14/78  
Date  
for J. H. Magnier  
Project Engineer

U. D. Douglas 12-18-78  
Date  
U. D. Douglas  
Construction Project Manager

PREPARED BY:

REVIEWED BY:

R. L. Taylor 12/12/78  
Date  
R. L. Taylor  
Document Control Supervisor

J. B. Adams 1-4-79  
Date  
Quality Assurance

BROWN & ROOT, INC.  
HOUSTON, TEXAS

FOIA-85-59

BB-22

B607110497 B60630  
PDR FOIA  
GARDEB5-59 PDR



JOB 35-1195  
COMANCHE PEAK STEAM ELECTRIC STATION  
INTERIM CHANGE NOTICE NUMBER 1

This notice applies to: Construction Procedure #35-1195-DCP-3, Revision 8.

The intent of this change will (x) / will not ( ) be incorporated in the next revision to the procedure or instruction.

This Change applies:

Until Further Notice ( )

Until the next Revision is issued (X)

Only as follows:

CHANGE THE PROCEDURE/INSTRUCTION AS FOLLOWS:

(1) Delete Paragraph 3.3 in its entirety.

(2) Change Paragraph 3.4 to read as follows:

3.4 G&H controlled documents will be distributed to all construction activities as applicable and will be stamped with the following stamp:

(3) Change Paragraph 3.5 to read as follows:

3.5 When G&H becomes aware that an immediate change affecting construction is required for a controlled document, G&H will notify TUSI-Site to initiate a CHN against the affected controlled document.

(4) Change Paragraph 5.1 to read as follows:

5.1 SUPPORTING DOCUMENTS

1. TUF-2731, "Construction Hold Notice", dated March 1, 1977

2. TUF-3685, "Design Changes/Deviations/Clarifications",  
Dated October 4, 1977

3. B&R Construction Procedure 35-1195-DCP-4,  
"Distribution of Controlled Documents"

Reason for change: Client directive regarding approval procedures.

This change approved by:

[Signature] 1-15-78  
Department Head Date

[Signature] 1/18/79  
Quality Assurance Date

Reviewed By:

[Signature]  
Procedures & Reports

Jan. 15, 1979  
Date



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NOTE

This document has been completely retyped for convenience in issuing Revision 8. Vertical lines (change bars) appearing in the margin indicate what information was actually changed, added or deleted by Revision 8.



## 1. INTRODUCTION

### 1.1 PURPOSE

- 1.1.1 The purpose of this procedure is to describe the activities and responsibilities of the Reproduction/Distribution Group as they pertain to the reproduction process of the DCC at CPSES.

### 1.2 SCOPE

- 1.2.1 The DCC Reproduction/Distribution Group will be responsible for the reproduction of controlled documents (drawings, specifications, procedures and safety related purchase orders) for distribution to construction activities. Design changes, interim change notices, construction hold notices, and specification addendums/supplements affecting controlled documents will also be reproduced for distribution to controlled document copy holders. Additionally, DCC will provide central reproduction for copying of correspondence, lists, forms and internal documents for other site offices and organizations as required.

## 2. DEFINITIONS OF TERMS, ABBREVIATIONS AND SYMBOLS

- |     |                                       |         |
|-----|---------------------------------------|---------|
| 2.1 | Document Control Center               | - DCC   |
|     | Brown & Root, Inc.                    | - B&R   |
|     | Texas Utilities Services, Inc.        | - TUSI  |
|     | Gibbs & Hill                          | - G&H   |
|     | Comanche Peak Steam Electric Station  | - CPSES |
|     | Distribution Routing and Control List | - DRCL  |
|     | Interim Change Notice                 | - ICN   |
|     | Construction Hold Notice              | - CHN   |
|     | Design Change Authorization           | - DCA   |

## 3. REPRODUCTION

- 3.1 The majority of all hard copy reproduction accomplished by DCC will be substantiated by the following:



- 1.) A Reproduction Request Form (see Attachment #1). The Reproduction Request Form covers all reproduction. It is used internally by DCC to account for the number of original sheets/pages/cards per document, the number of copies made from each original, the requesting organization, and other information relative to copying requirements and processes used for copying.

- or -

- 2.) A DRCL (see Attachment #2). The DRCL is a computer generated printout arranged by control copy number (recipient code) listing the controlled documents being reproduced for distribution (this listing may be manually prepared in the event the computer is out of operation).

- or -

- 3.) A Document Disposition (see Attachment #3). The Document Disposition is a computer generated printout arranged by controlled document number listing the recipients and quantities reproduced for distribution and is utilized for aiding the reproduction of ICN's, CHN's, DCA's, specification addendums/supplements, and miscellaneous information affecting controlled documents for distribution to holders of those controlled documents. (See Attachments 4 thru 9)

3.2 All controlled document copies reproduced for distribution by DRCL, will be marked with the controlled copy stamp (below) and the control copy number will be entered in the shaded area of the stamp face after reproduction.



3.3 Prior to the reproduction of G&H controlled documents for controlled distribution, DCC must receive one of the following authorizations:

- 1.) A TUSI Status 1 letter approving the affected document.
- 2.) A CHN delineating any construction restrictions placed against the use of the document as a result of a TUSI Status 2 letter.
- 3.) A DCA stating that the comments contained in the TUSI Status 2 letter are of a minor nature and will not affect construction.

NOTE

The CHN and DCA must be prepared and approved by TUSI-Site.

If one of the above authorizations is not received, DCC will not reproduce the controlled document for distribution; however, DCC will reproduce a preliminary copy for appropriate Project Management. The preliminary copy will be marked with the following stamp:

**PRELIMINARY COPY**  
THIS DOCUMENT HAS NOT BEEN  
APPROVED AND IS NOT TO BE USED FOR  
ANY PHYSICAL CONSTRUCTION ACTIVITY

NOTE

No additional distribution of preliminary copies exceeding that mentioned above will be allowed without appropriate project management authorization on a case-by-case basis.



- 3.4 When a G&H controlled document approval authorization is received by DCC (as outlined in Paragraph 3.3), the document will be reproduced for controlled distribution to all construction activities and will be marked with the following stamp:

# APPROVED BY TUSI

- 3.5 When G&H becomes aware that an immediate change affecting construction is required for a controlled document that has already been approved or is in the approved cycle, G&H will notify TUSI-Site to initiate a CHN against the affected controlled document.

## NOTE

Other organizations involved in the construction of CPSES may also request the initiation of a CHN when they become aware that an immediate change affecting construction is necessary.

- 3.6 TUSI-Site will prepare and issue an approved CHN against the affected controlled document. Upon Receipt of the approved CHN, DCC will reproduce and distribute copies of the CHN to all controlled document copy holders of the affected document.
- 3.7 The approved CHN becomes an official part of the affected document at the specific issue/revision level addressed in the CHN and must be marked on the face of all copies of the affected document (in the same manner as design changes). A subsequent issue/revision of the affected document automatically rescinds a previously approved CHN. If the conditions necessitating the CHN have not been resolved on G&H drawings prior to the issuance of the subsequent issue/revision of the document, G&H must note the "hold" area on the affected document as it is still in effect.



- 3.8 When the DCC receives a G&H Specification Addendum/Supplement, distribution will be made to all controlled copy holders of that Specification by Document Distribution Log. The Addendum/Supplement will be attached to the "Specification Addendum/Supplement Distribution Notice", (see Attachment #7).
- 3.9 Request for additional copies of controlled documents, over and above controlled distribution or preliminary copy distribution, may be requested at the DCC counter as follows:
- 1.) Information Copy: An information copy may be requested for use as a "one-time" issue which will not be kept-up-to date with subsequent revisions by DCC. It will be the responsibility of the holder of an information copy to ensure that the document has not been superseded by a later revision. All information copies will be marked with the following stamp, in addition to the status stamp and (if applicable) the stamp indicating that the document is affected by Design Changes.

## INFORMATION COPY

THIS DOCUMENT IS FOR INFORMATION ONLY.  
CONTACT DOCUMENT CONTROL FOR CURRENT  
STATUS AND REVISION.

### NOTE

Information Copies will be issued on a "restricted" basis per IM-15260.  
(See Attachment 10)

- 2.) Bid Document: Copies of documents may be requested for the preparation of bid packages. These copies will be marked with the following stamp in addition to the status stamp and (if applicable) the stamp indicating the document is affected by design changes.

# BID DOCUMENT



- 3.) Take-Off Copy: Copies of G&H Drawings may be requested for take-off purposes (to be used only in conjunction with controlled copies of the same drawings). The take-off copies will not be stamped with status or the design change indicator stamp.

### TAKE-OFF COPY

TO BE USED FOR TAKE-OFF ONLY. THIS DOCUMENT DOES NOT REFLECT STATUS OR DESIGN CHANGE INFORMATION AND IS NOT TO BE USED FOR ANY PHYSICAL CONSTRUCTION ACTIVITY.

- 4.) For Training Purposes Only: Copies of drawings may be requested to be used for training classes. These drawings will not be stamped with status or the design change indicator stamp.

# FOR TRAINING PURPOSES ONLY



- 3.10 All controlled CMC copies reproduced for distribution by the Document Control Center will be marked in red with the Issued by DCC stamp shown below.

## **ISSUED BY DCC**

- 3.11 Any Document reproduced and distributed by the DCC that is affected by design change documentation will be marked with the following stamps:

**THIS DOCUMENT  
AFFECTED BY  
DESIGN CHANGES**

OR

**THIS DOCUMENT  
AFFECTED BY  
DESIGN CHANGES**



#### 4. REPRODUCTION EQUIPMENT, CONTROL AND COORDINATION

##### 4.1 EQUIPMENT AND CONTROL

4.1.1 Copy machines located outside the DCC reproduction area are specifically for departmental copying and are not to be used for reproduction of the types of documents listed in items 1 through 5 below. It will be the responsibility of each department manager having cognizance over such copy machines to insure that this procedure is followed. Additionally, signs warning of these copying restrictions will be posted at each copying station located outside the DCC reproduction area. The only exceptions to these requirements are; the QA/QC Department who handle their own internal distribution of some documentation, and any distribution made per DCP-4, Para. 1.3.

1. Specifications
2. Construction Procedures
3. Drawings
4. Limited Distribution Documents
5. Any documents requiring more than twenty (20) copies

##### 4.2 COORDINATION

4.2.1 Additional responsibilities of the DCC which are a matter of business conduct, but which should not be considered "QA Audit" items, are as follows:

1. Arrange to have the reproduction equipment serviced and maintained.
2. Provide or obtain technical advice and assistance on all matters pertaining to printing or reproducing project data.
3. Maintain an inventory of adequate supplies for all reproduction equipment.



## 5. SUPPORTING INFORMATION

### 5.1 SUPPORTING DOCUMENTS

1. TUF-1378, "Drawing Status", Dated March 11, 1976
2. GTN-7442, "Drawing Construction Releases", Dated March 12, 1976
3. TUF-2719, "Minutes of Drawing Distribution and Status Meeting", Dated February 28, 1977
4. TUF-2731, "Construction Hold Notice", Dated March 1, 1977
5. TUF-3685, "Design Changes/Deviations/Clarifications", Dated October 4, 1977
6. B&R Construction Procedure 35-1195-DCP-4, "Distribution of Controlled Documents"

### 5.2 ATTACHMENTS

1. Reproduction Request Form
2. DRCL
3. Document Disposition
4. ICN
5. CHN
6. DCA
7. Specification Addendum/Supplement Distribution Notice
8. Document Distribution Log
9. Instructive or Information Type Interoffice Memo to Holders of Certain Controlled Documents
10. IM-15260, "Information Copies", dated August 21, 1978.



ATTACHMENT 1  
(Reduced)

SAMPLE

### REQUEST FOR REPRODUCTION

DATE: 10-2-77  
REQUESTOR NAME: J. LONGFELLOW DEPT. TUSI  
DOCUMENT REQUESTED: SI-500 Pgs 3

NO. OF ORIGINALS (PAGES/CARDS): 1 COPIES REQ.: 1 (EACH)  
SPECIAL INSTRUCTIONS:  SORT  STAPLE  3 HOLE PUNCH  FOLD  
OTHER: INFORMATION ONLY

#### DCC USE ONLY

DATE: 10-3  
TIME: STARTED 9:01  
COMPLETED 9:03  
BY: [Signature]  
EQUIP. USED 3781

XEROX,  MICROFILM PRINT,  BLUELINE  
COPY SIZE:  8 1/2" x 11"  30" x 40"  
 8 1/2" x 14"  36 X  
 11" x 17"  ROLL  
 18" x 24"  X  
 24" x 36"



ATTACHMENT 2  
 (Reduced)

SAMPLE

CPSES - DISTRIBUTION ROUTING CONTROL LIST

PAGE 01

RECIPIENT: 072

MEDIUM: AR

DATE 771006

OCN	OSN		PAGE	REV	LATST	NR	ORIG	DATE	COMMENTS
0000	0000	FB	048	0	NO		001=RETURN=770919		<i>Relax 2</i>
0000	0000	FB	048	1	YES		001 3-2 771006		
0000	0000	FB	043	0	NO		001=RETURN=770919		
0000	0000	FB	043	2	YES		001 771006		
0000	0000	FB	039	1	NO		001=RETURN=770919		
0000	0000	FB	039	2	YES		001 771006		

*10-77*  
*CR*

RECEIVED BY *HARRIS*

DATE *10-27-77*



ATTACHMENT 3  
 (Reduced)

SAMPLE

1 OF 2

DOCUMENT DISPOSITION

OCN: TPOCP -35-1195-DCP-07  
 REPRODUCTION MEDIUM: PP

06	CODE	ISSUE	RETURN	LOST	KEPT	CODE	ISSUE	RETURN	LOST	KEPT
07										
08	001	001	000	000	000	002	001	000	000	000
09	004	003	000	000	000	005	001	000	000	000
10	007	001	000	000	000	008	001	000	000	000
11	012	001	000	000	000	015	001	000	000	000
12	022	001	000	000	000	026	001	000	000	000
13	034	002	000	000	000	035	002	000	000	000
14	036	001	000	000	000	039	001	000	000	000
15	040	002	000	000	000	041	001	000	000	000
16	045	001	000	000	000	046	001	000	000	000
17	048	001	000	000	000	050	001	000	000	000



ATTACHMENT 4  
(Reduced)

SAMPLE

JOB 35-1195  
Comanche Peak Steam Electric Station

Construction Procedure  
INTERIM CHANGE NOTICE NUMBER 1

This notice applies to Construction Procedure No. 35-1195-DCP-25, Revision 1.

The intent of this change will (x) / will not ( ) be incorporated in the next revision to the procedure.

This Change applies:  
Until Further Notice ( )      Until the next revision is issued (x)  
Only as follows: \_\_\_\_\_

Change the procedure as follows: 1. On page 4, replace the text of  
paragraph 1.3.2 with the following: (See page 2)

2. On page 9, add the following:

5.3 ATTACHMENTS

1. Mason-Johnston & Associates letter

MJT-167 dated July 23, 1975.

NOTE: The added attachment is a part of this Change Notice.

Reason for change: To comply with TUSI letter TUF-784 dated  
August 29, 1975.

This change approved by:

Charles E. Brown  
Department Head

Don Hunsford  
Quality Assurance

Reviewed By:

W. H. Hensch  
Procedures & Reports

October 15, 1975  
Date



ATTACHMENT 5  
(Reduced)

SAMPLE

TNM, FILE, ROT

CONSTRUCTION HOLD NOTICE

REQUEST NO. 12

ORIGINATOR TUSI

APPLICABLE SPEC/DRAWING/~~XXXXXXXX~~ 2325-S2-0608 4 5-13-77  
Rev/Issue Date

DESCRIPTION OF HOLD NOTICE

Construction of the I-S wall shall not proceed above elevation 331'-6",  
since design of the Diesel Generator Building is not sufficiently  
complete to provide details of interface at the I-S line.

REF: GTT-1510

REQUEST PREPARED BY *R. Williams* TITLE Field Engr. DATE 3-13-77  
R. Williams

APPROVED *[Signature]* DATE 8/30/77  
TUSI Resident Manager

ARMS INDEXED
DCN: TDCI-N / C+N-12
MSC: DDATR/2325-S2-0608/4
01:17083 d 10: E-R 1 - FROM: TUSI -

DISTRIBUTION: TUSI (Dallas) (6) B&R (Houston) (2) G&H (New York) (2)  
TUSI (Field) (2) B&R (Field) (2) G&H (Field) (2)



ATTACHMENT 6  
(Reduced)

SAMPLE

Figure 2.7-1

Page 1 of 2

COMANCHE PEAK STEAM ELECTRIC STATION  
SPEC. FILE, ARMS DESIGN CHANGE/DESIGN DEVIATION/AUTHORIZATION  
(WILL) ~~RECOMMENDED~~ BE INCORPORATED AUTHORIZATION NO. 2352  
IN DESIGN DOCUMENTS. SAFETY RELATED DOCUMENT: X YES    NO

1. DESCRIPTION OF CHANGE/DEVIATION/CLASSIFICATION

A. APPLICABLE SPEC./DRAWING/DOCUMENT 2321-MS-85 Rev. 5-15-76  
Issue Date

B. DETAILS PROBLEM: Gibbs & Hill felt a need to clarify "Certificate of Compliance."

SOLUTION: Add new Paragraph to Section 2.8.2, Page 2-30 as follows:

Materials used in fabrication of seismic Category I ductwork or ductwork components or accessories that are relied upon to provide structural stability or integrity shall be provided with "Certified Material Test Reports" or "Certificates of Compliance" as required by Section 2.11.1. When "Certificates of Compliance" are provided in lieu of "Material Test Reports", the certificate of compliance shall include the material test results and the conformance of the material to the requirements of the specification. The material supplier issuing the certificate of compliance shall have a Quality Assurance program that is in accordance with specification requirements and have a certified material test report or have performed the tests. The results of the material tests shall be traceable to the material being supplied.

2. SUPPORTING DOCUMENTATION (SEE PAGE TWO)

DAL-749: NE/CI-8-10 809

3. SIGNATURES GLM/ss 8-18-78

A. APPROVED BY: [Signature] 8-18-78  
Date

B. APPROVED BY: [Signature] 8-18-78  
Responsible Engineer Date

C. APPROVED BY: N/A  
Vendor Duty Authorized Representative (Title) DATE

4. STANDARD DISTRIBUTION

- TUGCO Site QA (1)
- G&H New York (1)
- G&H Dallas (1)
- S&R Field (Original) (1)
- S&R Site QA (1)

JOB NO. 35-1195  
RECEIVED  
AUG 18 1978  
RECEIVED



ATTACHMENT 7  
(Reduced)

SAMPLE

- SPECIFICATION ADDENDUM/SUPPLEMENT DISTRIBUTION NOTICE -

ATTACHED IS ADDENDUM/SUPPLEMENT NO. \_\_\_\_\_ TO  
SPECIFICATION \_\_\_\_\_, REVISION \_\_\_\_\_.

FILE THE ATTACHED DOCUMENT WITH THE ABOVE SPECIFICATION AND MARK  
THE TITLE PAGE OF THE SPECIFICATION WITH THE ADDENDUM OR SUPPLE-  
MENT NUMBER.



ATTACHMENT 8  
 (Reduced)

SAMPLE

DOCUMENT DISTRIBUTION LOG

Document ID 100100A 300 Revision SPTW 3279  
 Document Affected (if applicable) 31-578 Revision 3

RECIPIENT Code	DISSEMINATION Date	NUMBER OF Copies	RECIPIENT SIGNATURE
004	10-3-77	3	SN
007	10-6-77	1	W
010	10-3	1	A MC
021	10-3-77	1	GA
022	10/3/77	3	A SA
024	10-3-77	1	K MC
028	10-6-77	1	W
030	10-3-77	1	P R
034	10-3-77	9	J R
035	10-3-77	3	W
038	10-3-77	1	W
041	10-3-77	1	W
045	10-3-77	1	W-A
055	10-3-77	1	W
062	10-5	1	BRU 6142
063	10-5	1	BRU 6140
070	10-5	2	BRU 6141
072	10-3-77	1	HWR
074	10-3	1	A MC
079	9-30-77	1	A W
082	10-3-77	1	HWR
095	10-3-77	1	W



35-1195-DCP-3, Nov. 15, 1974  
REVISION 8, December 7, 1978  
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ATTACHMENT 9  
(Reduced)

SAMPLE

Brown & Root, Inc.

35-1195  
7/26/78

INTEROFFICE MEMO

DN-14945

DATE: July 26, 1978

TO: Site Controlled Copy Holders of  
GAH Drawing 2323-S-759, Revision 8

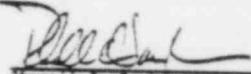
FROM: Randall O. Taylor

SUBJECT: Void Design Change/Deviation Authorization

REF.: GHF-2903, "Waste Gas Compressor Anchor Bolts"

File custodians are instructed to strike DC/DDA-2138 from the stamp face appearing on their copy (s) of S-759, Revision 8, and void and discard all copies of same, per the referenced letter.

If there should be any questions, please contact the OCC at extension 308.

  
Randall O. Taylor  
OCC Supervisor

ROT/SLR/sr

C. Smith  
J. Wagner  
S. Clark



ATTACHMENT 10  
(Reduced)

SAMPLE

Brown & Root Inc.

35-1195  
8/20/78

INTEROFFICE MEMO

DM-15260

TO: Distribution August 21, 1978  
FROM: U.D. Douglas  
SUBJECT: "Information Copies"

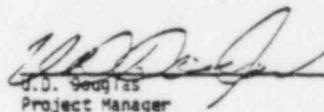
Effective Monday, August 21, 1978, the DCC will issue "Information Only" copies on a restricted basis.

There will be no "Information Copies" of any controlled documents allowed on the jobsite, except in the following locations: (1). Superintendents Offices, (2). Field Coordinators' Office, (3). Field Engineering Offices, (4). Administrative Building Offices, (5). QA/QC offices. In these locations the "Information Copies" are to be used for planning purposes only.

"Information Copies" will be reproduced and issued by the DCC to authorize file custodians, from the craft departments, only if the requesting department superintendent has personally signed a request for the document(s).

Engineering personnel may continue to request "Information Copies" for planning purposes, but these documents are to only be used in engineering offices, not in the field.

All craft superintendents should take the necessary action to insure that all "Information Copies", in their departments, are located only in their offices.

  
U.D. Douglas  
Project Manager

  
UDD/ROT/dcs  
cc:  
All Supts.  
All Dept. Heads  
J.T. Merritt  
B.C. Scott  
J.P. Clarke  
All Authorized File Custodians



TEXAS UTILITIES GENERATING CO CPSES	PROCEDURE NUMBER	REVISION	ISSUE DATE	PAGE
	CP-QP-18,6	0	1-3-80	1 of 3
RECORD TURNOVER TO TUGCO OPERATIONS GROUP	PREPARED BY: <u>G.V. Flick</u>			12-14-79 DATE
	APPROVED BY: <u>R. J. Olson</u>			12/14/79 DATE

1.0 REFERENCES

1-A ANSI N.45.2.9 11th Draft

**FOR INFORMATION ONLY**

2.0 GENERAL

2.1 PURPOSE AND SCOPE

The purpose of this procedure is to establish methods for Turn-over to the owner, those records accumulated and temporarily maintained by others. These records shall substantiate that the plant's structures, systems and components have been constructed in accordance with specified engineering and quality requirements. The scope of this procedure encompasses only those structures, systems and components designated as safety-related.

2.2 APPLICABILITY

The requirements of this procedure apply to all organizations participating in the design, procurement, installation and testing activities associated with the construction of CPSSES.

2.3 RESPONSIBILITIES

2.3.1 Organizations

Each organization performing any of those activities identified in 2.2 shall be responsible for the preparation, collection, storage, maintenance, and timely turnover to the owner, those records necessary to substantiate compliance to specified requirements.

2.3.2 Owner

The owner, TUGCO Operations Group, is responsible for the storage and maintenance of the permanent plant records after they have been turned over and accepted.

85-11060469

FOIA-85-59

BB-23

TEXAS UTILITIES GENERATING CO. CPSES	PROCEDURE NUMBER	REVISION	ISSUE DATE	PAGE
	CP-QP-18.6	0	1-3-80	2 of 3

3.0 PROCEDURE

3.1 RECORD REQUIREMENTS

3.1.1 Generation of Records

All organizations involved in the safety-related portion of the plant shall prepare sufficient records as work is performed to furnish documentary evidence of the quality of the items and of activities affecting the quality.

Records generated and accumulated shall be legible (necessary for reproduction), completely filled out and adequately identifiable to the item involved. Records classified (see 3.1.2) as lifetime records shall be considered valid only if they are either stamped, initialed, signed or otherwise authenticated and dated by authorized personnel.

3.1.2 Record Classification

Records designated for turnover to the owner shall be classified as lifetime or nonpermanent. The classifications shall be assigned in accordance with the appropriate guidelines of Reference 1-A and the owner.

3.2 RECORDS CHECKLISTS

In order to assure that all required records for any given item or activity has been generated and/or accumulated, each organization shall be responsible for preparing checklists which identify what records are required for specific items and activities. The checklists shall be generated from the applicable codes, standards, specifications, procedures and contracts.

Upon completion of checklists, a copy shall be submitted to the owner for his review and concurrence.

3.3 RECORD TURNOVER

3.3.1 Timeliness

Each organization shall submit to the owner, a specific submittal plan and schedule for record turnover. The plan and schedule shall be submitted at least thirty (30) days prior to the first scheduled system/subsystem turnover involving each organization.

3.3.2 Record Packages

To maintain continuity with the overall project, records shall be turned over to the owner in packages. The packages

TEXAS UTILITIES GENERATING CO. CPSES	PROCEDURE NUMBER	REVISION	ISSUE DATE	PAGE
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shall be assembled by system/subsystem, structure or purchase order. A record inventory list shall accompany each package.

3.3.3 Record Index

A record index shall be prepared by each organization for those records being turned over to the owner. The index shall indicate, as a minimum, specific records, record applicability and record retention times. A copy of the index shall be submitted to the owner at the time of record turnover.

3.3.4 Transfer of Records

Records to be turned over to the owner shall be packages in containers that will provide protection from possible damage. Each container shall be marked to identify it's contents. The records shall be delivered to the owner's Permanent Records Storage Vault.

A letter of record transmittal shall accompany each turnover. The file custodian accepting the records for the owner shall sign the transmittal letter signifying receipt.

TEXAS UTILITIES SERVICES INC.	PROCEDURE	REVISION	ISSUE DATE	PAGE
<b>FOR INFORMATION ONLY</b>	CP-EP-4.5	1	2-18-80	1 of 3
	DESIGN VERIFICATION	PREPARED BY <i>R. E. Seim</i>	APPROVED BY <i>J. M. [Signature]</i>	

1.0 REFERENCES

1-A TUGCO/TUSI CPSES QA Plan

2.0 GENERAL

2.1 PURPOSE

The purpose of this procedure is to specify the requirements for design verification for Comanche Peak Project Engineering (CPPE) designed projects to ensure that a new or revised design adequately satisfies its intended function.

2.2 DEFINITIONS

2.2.1 Design Verification - The process of reviewing, confirming or substantiating the design by one or more methods to provide assurance that the design meets the specified inputs. Acceptable verification methods include but are not limited to Design Review, Alternate Calculations, and Qualification Testing.

2.2.3 Alternate Calculations

Design verification method that employs comparison with alternate calculation or analysis. The alternate method may be a more simplified or less rigorous approach.

2.2.4 Qualification Testing

Verification achieved by suitable testing of a prototype or initial production unit.

2.3 RESPONSIBILITIES

The Original Designer shall authorize their personnel at the site or in the CPSES Project Engineering Group to perform design reviews/verifications.

3.0 PROCEDURE

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### 3.1 GENERAL

Design verification shall be done in accordance with subordinate instructions that outline the requirements and/or the method(s) to be used.

Design verification shall be performed by other than the one who performed the original calculation.

When verifying changes to a previously verified design, verification shall include an evaluation of the effects of these changes on the overall design.

Design verifications will be verified by the original designer when applicable.

Deficiencies identified during design verification shall be identified, documented and resolved as per the requirements of Reference 1-A.

Acceptable methods for design verification include Alternate Calculations and Qualification Testing.

### 3.2 ALTERNATE CALCULATIONS

When using alternate calculations for design verification,

- a. Appropriateness of assumptions, input data and the code requirements used during the original calculations shall be reviewed; (e.g. hand calculations vs. computer)
- b. Even if the simplified alternate calculations do not exactly check the original calculations, they must be consistent with the original calculations.

### 3.3 QUALIFICATION TESTING

When verifying design by qualification testing:

- a. Qualification testing shall be designed to demonstrate adequacy even under the most adverse conditions.
- b. If qualification testing is designed to verify a specific design feature then the other features shall be verified by other means.
- c. It shall be performed in accordance with procedures which make provisions for insuring that the prerequisites have been met, adequate instrumentation is available and that necessary monitoring is performed.

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3.4

DOCUMENTATION

The design verification method, results and the verifier's approval shall be documented as described in subordinate instructions.