

November 15, 1974

REVISION 0

**VOID**

JOB 35-1195

COMANCHE PEAK STEAM ELECTRIC STATION

CONSTRUCTION PROCEDURE

35-1195-DCP-3

REPRODUCTION

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Quality Assurance

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## 1. INTRODUCTION

### 1.1 PURPOSE

The purpose of this procedure is to describe the activities, functions and responsibilities of the Reproduction Section of the DCC at the CPSES.

### 1.2 SCOPE

The Reproduction Section of the DCC will perform or coordinate all printing, duplication and reproduction at the CPSES while maintaining and controlling the use of the plant's reproduction equipment.

## 2. DEFINITIONS OF TERMS, ABBREVIATIONS AND SYMBOLS

Comanche Peak Steam Electric Station - CPSES  
Document Control Center - DCC  
Distribution Routing Check List - DRCL

## 3. REPRODUCTION ACTIVITY AREAS

The DCC reproduction activities for site distribution will be performed in four major activity areas. The Reproduction Supervisor is responsible for the execution and coordination of all reproduction activities.

### 3.1 Xerox Area to reproduce:

#### 3.1.1 Correspondence

#### 3.1.2 Specifications

#### 3.1.3 Procedures

#### 3.1.4 Other data on sheets sized 8 1/2" by 11" and 8 1/2" by 14"

### 3.2 Blueprint Area to reproduce

#### 3.2.1 Hard copies or prints for distribution from reproducible (Mylars or Sepias).

#### 3.2.2 Copies of transmittal letters for distribution.

### 3.3 Microfilm Process Area to:

#### 3.3.1 Make diazo copies of aperture cards



- 3.3.2 Copies of drawings made from aperture cards for distribution.
- 3.3.3 Make 16 mm cartridge film of correspondence and documents not subject to revision
- 3.4 MULTILITH AREA TO REPRODUCE: (If Required)
  - 3.4.1 Forms
  - 3.4.2 Reports
  - 3.4.3 The above and other similar material requiring wide distribution.
- 3.5 AUTHORIZATION

The Reproduction Department will be authorized to reproduce only data for which:

  - 3.5.1 A Reproduction Work Order computer printout has been issued.
  - 3.5.2 "Distribution Routing Check List", a computer printout, has been issued.
  - 3.5.3 A signed standard "Request for Reproduction" form has been issued bearing the signature of a supervisor or his approved representative.

#### 4. REPRODUCTION EQUIPMENT AND CONTROL

Xerox machines will be located in the DCC Reproduction area as well as throughout the project.

- 4.1 AREA XEROX MACHINES
  - 4.1.1 Machines used by B&R personnel throughout the project will require an operating key to become activated. A single exception will be reproduction equipment maintained by the B&R Quality Assurance Department. Documents reproduced by this section will be stamped to clearly indicate their reproduction source to be B&R QA. Control of such reproduction will be the responsibility of the B&R Project QA Manager.
  - 4.1.2 Approved personnel will be issued operating keys. These personnel will be instructed that the following



documents may not be copied except through the DCC.

- 4.1.2.1 Specifications
- 4.1.2.2 Procedures
- 4.1.2.3 Security Documents
- 4.1.2.4 Construction Procedures
- 4.1.2.5 Any other document subject to being revised
- 4.1.3 The following documents may be copied
  - 4.1.3.1 Correspondence
  - 4.1.3.2 Unclassified reports
  - 4.1.3.3 Documents not subject to being revised or voided
  - 4.1.3.4 Documents appearing on an approved list issued by the Project Engineer.
- 4.1.4 A master key will be maintained by the DCC and in the plant's master key file.

#### 4.2 REQUEST FOR REPRODUCTION FORM

The "Request for Reproduction", Brown & Root modified reproduction work order request form (See Attachment 1), shall be used by on-site Craft and Department Supervisors to obtain additional copies of controlled documents other than those distributed in accord with the approved standard distribution list.

##### 4.2.1 FORM

The form is a three (3) part request for reproduction. The pink copy will be retained by the Craft or Department requesting copy work. The white and yellow copies with carbon intact will be submitted to the DCC mail room from where they will be transferred to central file for use in retrieving the reproducible or Central file's master copy of the document to be reproduced.

- 4.2.1.1 Central files will retrieve the document to be reproduced and transfer the document with the yellow copy to



reproduction authorizing copy work.

- 4.2.1.2 Central files will maintain the white copy of the form in the Reproduction Request File until the reproducibles or master copies have been used by Reproduction to make duplicate copies and are returned to the Central Files.
- 4.1.1.2.1 As the reproducibles are returned the white copy will be filed in a special file folder maintained in the same file location as the master or reproducible as a record of the request copies made of the particular documents.
- 4.2.1.2.2 In the case of a request for more than one document listed on the "Request for Reproduction" form a xerox copy will be filed with each of the reproducibles or masters of the documents reproduced.
- 4.2.1.3 The yellow copy of the form transferred to Reproduction will upon completion of copy work be attached to the reproduced copies and placed in the Craft's or Department's mail box for pick-up.
- 4.2.1.3.1 The Craft or Department at time of pick-up will initial the yellow copy acknowledging receipt of copy work and leave this yellow copy at the mail room.
- 4.2.1.3.1 Mail room will transfer yellow copies to Central files where they will be matched with previously filed white copies issued by request and as a receipt from Craft or Department for whom request copies were made.
- 4.2.1.4 The DCC, upon receipt of a new revision of the requested document, will check the Reproduction Request folder and will notify the listed Craft or Department to whom the earlier "Request" was made of a change in document status.
- 4.2.1.4.1 "Runners" will be given the yellow copy of the request form with instructions to recover, for destruction, the now voided document (See DCP-5).
- 4.2.1.4.2 Should the recipient of the earlier revision continue to have need of the "request" copy he will submit a "Request for Reproduction" form for the revised information, and the above procedure would be duplicated for the request for the revision.



## 5. REPRODUCTION COORDINATION

- 5.1 RESPONSIBILITIES OF THE DCC REPRODUCTION AREA
  - 5.1.1 Arrange to have the reproduction equipment serviced and maintained.
  - 5.1.2 Provide or obtain technical advice and assistance on all matters pertaining to printing or reproducing project data.
  - 5.1.3 Prepare and submit to the Project Engineer reports of the reproduction costs incurred and the number of copies reproduced on a monthly basis.
  - 5.1.4 Control reproduction of classified material in accordance with approved procedures.
  - 5.1.5 Provide operating keys to authorized personnel for operating satellite reproduction machines.
  - 5.1.6 Maintain an inventory of adequate supplies for all reproduction equipment.
- 5.2 RESPONSIBILITIES OF THE VARIOUS DEPARTMENTS
  - 5.2.1 Request only the reproduction of material necessary to the conduct of official business.
  - 5.2.2 Plan ahead and allow sufficient lead time for requested work.
  - 5.2.3 For reproduction on strategically placed machines, contact personnel with a "key" and adhere to procedures and regulations established by the Project Engineer.







Exhibit 4

FOIA-85-59

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Report of Interview  
Of  
Keith PORTER

On September 11, 1984, Keith PORTER, a former Piping Design Services employee at the Comanche Peak Steam Electric Station (CPSES), was interviewed by NRC Investigator H. Brooks GRIFFIN. PORTER stated that he had been hired at the CPSES in April 1982 and had worked as a Systems engineer until his departure from the CPSES in December 1983. PORTER was asked if he recalled the component modification card (CMC) and the revisions to the CMC he had written against the stainless pipe for containment spray. PORTER said he recalled the pipe because he had spent so much time addressing the issue of whether the pipe could be used in the safety system.

When PORTER was questioned as to why revision 4 of the CMC contained a request to change piece number 38 to 48, he explained it was their intention to scrap the pipe and to install a new piece. PORTER said the new piece would be number 48. PORTER indicated he did not know the final disposition on the pipe, but said that there had been no attempt to conceal the history of the pipe. PORTER said the Authorized Nuclear Inspector (ANI) had become involved in the effort to find a proper disposition for the pipe. PORTER said that as far as he knew everything had been documented and it was all "above board."