

## Form 2.1-1 Examination Preparation Checklist

Facility: Prairie Island		Date of Examination: August 8 – 12, 2022
Developed by: Written: Facility <input checked="" type="checkbox"/> NRC <input type="checkbox"/> // Operating: Facility <input checked="" type="checkbox"/> NRC <input type="checkbox"/>		
Target Date*	Task Description	Chief Examiner's Initials
-240	1. Examination administration date confirmed (A.1-5). For NRC-prepared examinations, arrangements are made for the facility licensee to submit reference materials (B.4, C.4.g and F).	<i>RDB / JEN</i>
-210	2. NRC examiners and facility licensee contact assigned (B.1 and C.1-3).	<i>RDB / JEN</i>
-210	3. Facility licensee contact briefed on examination security and other requirements (D.4). As applicable, the facility licensee contact submits to the NRC any prescreened K/As for elimination from the written examination outline, with a description of the facility licensee's prescreening process (ES-4.1 A.1.a and ES-4.1 B.2).	<i>RDB / JEN</i>
-210	4. Reference material due for NRC-prepared examinations (F).	N/A
-210	5. Examination kick-off call held (C.4). The NRC sends the corporate notification letter (A.5).	<i>RDB / JEN</i>
-195	6. Written examination outline developed by the NRC and sent to the facility licensee contact (must be on the examination security agreement) (B.2, ES-4.1 A.1.b and ES-4.1 A.2.a).	<i>RDB / JEN</i>
-150	7. Operating test outlines and checklists due: Forms 1.3-1, 2.3-1, 3.2-1, 3.2-2, 3.3-1, and 3.4-1, as applicable (B.6). Facility licensee provides a draft operating test administration schedule to the NRC (B.18).	<i>EDZ / JEN</i>
-136	8. Operating test outlines reviewed by the NRC and feedback provided to the facility licensee (ES-2.3).	<i>EDZ / JEN</i>
-100	9. NRC-prepared examinations approved by the NRC supervisor and forwarded for facility licensee review (ES-2.3).	N/A
-75	10. Proposed examinations (written, JPMs, and scenarios, as applicable) and outline forms; quality checklists and supporting documentation (including Forms 2.3-2 and 2.3-4 and any Form 2.3-1, 1.3-1, and 3.4-1 updates); and reference materials due.	<i>EDZ / JEN</i>
-60	11. Preliminary waiver/excusal requests due (ES-2.2 E.1).	<i>EDZ / JEN</i>
-50	12. Written examination and operating test reviews completed (ES-2.3). The NRC supervisor's authorization to proceed with the facility review granted (ES-2.3 D).	<i>RDB/EDZ</i>
-50	13. Examination review results discussed between the NRC and the facility licensee (B.14).	<i>RDB/EDZ</i>
-35	14. Examination preparatory week conducted by the NRC and the facility licensee (I).	<i>EDZ / JEN</i>
-30	15. Preliminary license applications, including any waiver/excusal requests, due (ES-2.2 C.1).	<i>EDZ / JEN</i>
-14	16. Final license applications, including any waiver/excusal requests, due and Form 2.2-1 prepared (ES-2.2 C and E).	<i>EDZ / JEN</i>
-7	17. Written examinations and operating tests approved by the NRC supervisor (C.9)	<i>RDB/EDZ</i>
-7	18. Facility licensee management feedback on the examination requested by the NRC supervisor (C.10).	<i>EDZ / JEN</i>
-7	19. Final applications reviewed; 10% of applications audited to confirm qualifications/eligibility (ES-2.2 G); and examination approval letter (Letter 2.3-1) and waiver/excusal letters sent.	<i>EDZ / JEN</i>
-7	20. Written examination administration guidelines reviewed with the facility licensee (D.14).	<i>RDB/EDZ</i>
-7	21. Approved scenarios and job performance measures distributed to NRC examiners (D.12).	<i>EDZ / JEN</i>
* Target dates are based on facility licensee-prepared examinations and the examination date identified in the corporate notification letter. These dates are for planning purposes and may be adjusted in coordination with the facility licensee.		