

Form 2.1-1 Examination Preparation Checklist

Facility: Byron Station		Date of Examination: 10/16/2023	
Developed by: Written: Facility <input checked="" type="checkbox"/> NRC <input type="checkbox"/> // Operating: Facility <input checked="" type="checkbox"/> NRC <input type="checkbox"/>			
Days from Exam	Target Date*	Task Description	CE's Initials
-240	02/18/23	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).	TI
-210	03/20/23	2. NRC examiners and facility licensee contact assigned (B.1 and C.1-3).	TI
-210	03/20/23	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).	TI
-210	03/20/23	4. Reference material due for NRC-prepared examinations (F).	N/A
-210	03/20/23	5. Examination kick-off call held (C.4). The NRC sends the corporate notification letter (A.5).	TI
-195	04/04/23	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). Provided on 02/22/2023	TI
-150	05/19/23	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).	TI
-136	06/02/23	8. Operating test outlines reviewed by the NRC and feedback provided to the facility licensee (ES-2.3).	TI
-100	07/08/23	9. NRC-prepared examinations approved by the NRC supervisor and forwarded for facility licensee review (ES-2.3).	N/A
-75	08/02/23	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.	TI
-60	08/17/23	11. Preliminary waiver/excusal requests due (ES-2.2 E.1).	N/A
-50	08/27/23	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).	TI
-50	08/27/23	13. Examination review results discussed between the NRC and the facility licensee (B.14).	TI
-35	09/04/23	14. Examination preparatory week conducted by the NRC and the facility licensee (I).	TI
-30	09/16/23	15. Preliminary license applications, including any waiver/excusal requests, due (ES-2-2 C.1).	TI
-14	10/02/23	16. Final license applications, including any waiver/excusal requests, due and Form 2.2-1 prepared (ES-2.2 C and E).	TI
-7	10/09/23	17. Written examinations and operating tests approved by the NRC supervisor (C.9)	TI
-7	10/09/23	18. Facility licensee management feedback on the examination requested by the NRC supervisor (C.10).	TI
-7	10/09/23	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.	TI
-7	10/09/23	20. Written examination administration guidelines reviewed with the facility licensee (D.14).	TI
-7	10/09/23	21. Approved scenarios and job performance measures distributed to NRC examiners (D.12).	TI

* 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.