

SECTION XV

HIGH-LEVEL WASTE REPOSITORY LICENSE TECHNICAL REVIEWER NRC TECHNICAL REVIEWER QUALIFICATION JOURNAL

Applicability

This NRC Technical Reviewer (TR) Qualification Journal implements NRC Manual Chapter 1246, Appendix A, Section XV, by establishing the minimum training requirements for personnel assigned to perform HLW licensing activities for a High-Level Waste (HLW) Repository. The Qualification Journal must provide traceable documentation to show that minimum requirements are met for each TR.

The NRC Technical Reviewer Qualification Journal consists of a series of qualification guides and signature cards. Each signature card is used to document task completion, as indicated by the appropriate signature blocks. Each signature card has a corresponding qualification guide that establishes the minimum knowledge levels or areas of study that must be completed for each signature card.

Most of the qualification guides are divided into sections. The review sections of the qualification guides will identify references with general application to the TR's qualification. The TR is expected to have a general familiarity with these references. Other sections of the qualification guides will identify specific references that have direct application to a licensing discipline. The TR is expected to demonstrate detailed knowledge of the licensing discipline-specific references.

To support the review of upper-tier documents, programs, and policies, the TR's First Line Supervisor may assign one or more specific non-HLW waste facilities and/or disposal sites as reference facilities. The selection of a reference facility is intended to provide the TR's management with the ability to tailor the qualification process to the experience and training level of the TR, and to meet the needs of NRC. The use of specific real-world material will reinforce the qualification process.

INSPECTOR QUALIFICATION JOURNAL
High-Level Waste Repository License Technical Reviewer

(Name) (Title) (Branch) (Section)

To complete your qualification as a HLW TR you are to complete the following signature cards. All sign-offs shall include the signature of the responsible reviewer and the date. Maintain these cards in a notebook, along with any background or written material required by the program. This notebook will comprise your HLW TR Qualification Journal.

	<u>Signature When Complete</u>	<u>Date</u>
1. NRC Orientation	_____ First Line Supervisor	_____
2. Code of Federal Regulations _	_____ First Line Supervisor	_____
3. Office Instructions	_____ First Line Supervisor	_____
4. Regulatory Guidance	_____ First Line Supervisor	_____
5. Industry Codes and Standards	_____ First Line Supervisor	_____
6. NRC Inspection Manual Chapters (MC)*	_____ First Line Supervisor	_____
7. Inspection/Audit/Observation Audit Accompaniments*	_____ First Line Supervisor	_____
8. NRC Management Directives	_____ First Line Supervisor	_____
9. Formal Training	_____ First Line Supervisor	_____

*These portions of the journal are applicable to TRs whose work activities include inspections, audits, or observation audits, as may be applicable.

Qualification Board Requirement Met	<u>Second Level Supervisor or Board Chairman</u>	<u></u>
Recommendation as a qualified Technical Reviewer	<u>Second Level Supervisor</u>	<u></u>
Certification Memo Issued	<u>Second Level Supervisor</u>	<u></u>

Qualification Card 1
NRC Orientation

A.	Site Orientation	<u>Initials</u>	<u>Date</u>
1.	New employee processing package completed	_____ Employee	_____
2.	Facility tour and introduction	_____ First Line Supervisor	_____
B.	NRC Organization		
1.	Review of NRC Headquarters, Office of Nuclear Materials Safety (NMSS), Division of Waste Management (DWM), and HLW organization	_____ Employee	_____
2.	Discussion of NRC, NMSS. DWM and HLW organization	_____ First Line Supervisor	_____

Qualification Card 2
Code of Federal Regulations (CFR)

Initials

Date

- A. Familiarization with selected
CFR parts completed

Employee

- B. Discussion completed on CFR parts
related to waste management

First Line Supervisor

Qualification Card 3
Office Instructions

		<u>Initials</u>	<u>Date</u>
A.	Familiarization with NMSS/DWM Office policies and procedures (Site and Headquarters)	_____ Employee	_____
B.	Discussion completed on NMSS/DWM Office policies and procedures	_____ First Line Supervisor	_____

Qualification Card 4
Regulatory Guidance

	<u>Initials</u>	<u>Date</u>
A. Review of selected regulatory guidance		
1. Regulatory Guides	_____ Employee	_____
2. Information Notices and Bulletins	_____ Employee	_____
3. NUREGs	_____ Employee	_____
4. Generic Letters	_____ Employee	_____
5. Federal Register Notices	_____ Employee	_____
6. Policy and Guidance Directives	_____ Employee	_____
7. Branch Technical Positions	_____ Employee	_____
8. SECY Papers	_____ Employee	_____
B. Discussion of regulatory guidance with application to the DWM HLW Inspector program	_____ First Line Supervisor	_____

Qualification Card 5
Industry Codes and Standards

Initials

Date

- A. Review of selected codes
and standards completed

Employee

- B. Discussion of the application
of codes and standards related
to HLW storage and disposal in
the DWM HLW program

First Line Supervisor

Qualification Card 6
NRC Inspection Manual Chapters (MC)¹

	<u>Initials</u>	<u>Date</u>
A. Review of appropriate NRC MCs completed	 _____ Employee	 _____
B. Discussion of NRC MCs and their applicability to the DWM HLW program	 _____ First Line Supervisor	 _____

¹ This portion of the journal is applicable to TRs whose work activities include inspections, audits or observation audits, as may be applicable.

Qualification Card 7
Inspection/Audit/Observation Audit Accompaniments²

		<u>Initials</u>	<u>Date</u>
A.	Inspections/Audits/ Observation Audits completed		
1.	_____ Facility	_____ Employee	_____
2.	_____ Facility	_____ Employee	_____
3.	_____ Facility	_____ Employee	_____
4.	_____ Facility	_____ Employee	_____
B.	Review and discussion by the First Line Supervisor of the inspection/audit/observation audit and employee's role in the DWM HLW program		
1.	_____ Facility	_____ First Line Supervisor	_____
2.	_____ Facility	_____ First Line Supervisor	_____
3.	_____ Facility	_____ First Line Supervisor	_____
4.	_____ Facility	_____ First Line Supervisor	_____

²This portion of the journal is applicable to TR's whose work activities include inspections, audits or observation audits as may be applicable.

Qualification Card 8
NRC Management Directives

	<u>Initials</u>	<u>Date</u>
A. Review of selected portions of the NRC Management Directives completed	<hr/> Employee	<hr/>
B. Discussion of the application of the NRC Management Directives to the HLW Technical Reviewer	<hr/> First Line Supervisor	<hr/>

Qualification Card 9
Formal Training

H.	CORE TRAINING:	<u>Initials</u>	<u>Date</u>
1.	The Regulatory Process Course (PDC)	_____ Training Coordinator	_____
2.	Confident Public Speaking (A-230)	_____ Training Coordinator	_____
3.	High-Level Waste (HLW) Repository Health Physics Course (H-403) (Available June 2001)	_____ Training Coordinator	_____
4.	Risk Assessment for Application in Nuclear Materials and Waste (Available June 2001)	_____ Training Coordinator	_____
5.	Evaluation Techniques for Geological Repository Performance (DWM)	_____ Training Coordinator	_____
6.	Working in Self-Managed Teams (PDC)	_____ Training Coordinator	_____

B. SPECIALIZED TRAINING

Other specialized training and/or courses required for inspectors performing inspection or licensing activities in specific areas:

<u>Course Title</u>	<u>Course #</u>	<u>Initials</u>	<u>Initials</u>	<u>Date</u>
_____	_____	_____ Supervisor	_____ Training Coordinator	_____
_____	_____	_____ Supervisor	_____ Training Coordinator	_____
_____	_____	_____ Supervisor	_____ Training Coordinator	_____
_____	_____	_____ Supervisor	_____ Training Coordinator	_____

Qualification Guide 1
NRC Orientation

A. Site Orientation

1. The qualifying individual should read and complete, as appropriate, the following forms for processing into NRC:
 - a. Personnel Information
 - b. Health Insurance Elections
 - c. Retirement Plan Elections
 - d. Savings Elections (e.g., U.S. Savings Bonds, TSP, etc.)
 - e. Fitness-for-Duty Requirements and Physical Examination
 - f. Any other forms that may be required by NRC Office of Human Resources
 - g. Forms for issuance of tagged, controlled NRC equipment
 - h. Payroll forms and time cards
 - i. Regulatory Information Tracking System (RITS)
2. The First Line Supervisor should orient the qualifying individual to the facility as follows:
 - a. Tour the facility and introduce the qualifying individual to the staff.
 - b. Indicate to the qualifying individual the location of controlled documents, reference material, supplies, office equipment, etc.

B. NRC Organization

9. The qualifying individual should review and become familiar with:
 - a. Organizational charts of region, NMSS, and Headquarters, and overall NRC organization (NUREG 0325)
 - b. Role of Headquarters in policy and interpretation of regulations
 - c. Role of NRC General Counsel
 - d. Role of NRC Inspector General
 - e. Role of NRC Public Affairs
 - f. Role of NRC Congressional Affairs
 - g. Physical location of NRC offices and regions
 - h. Role of NRC as a regulatory agency
- (1) 10 CFR Part 1 (Organization)

- (2) Atomic Energy Act of 1954, as amended
- (3) Energy Reorganization Act of 1974, as amended
- (4) NRC Enforcement Policy (NUREG 1600)
- (5) Incident Response Plan" (NUREGs 0728 and 0845)
- (6) Energy Policy Act of 1992

- 2. The First Line Supervisor should discuss NRC organization and role with the qualifying individual to ensure he/she has a full understands NRC's organization and mission and the role of the TR in that mission.

C. HLW Organization

- 1. The qualifying individual should review and become familiar with:
 - a. DWM Organization charts
 - b. DOE Headquarters and Yucca Mountain Office organizational charts
 - c. Yucca Mountain Site Description
 - d. DWM's HLW Strategic Plan
 - e. Risk-Informed White Paper
 - f. Issue Resolution Status Reports
 - g. CNWRA Operations Plan
 - h. NRC Executive Director's Office and and Key Technical Issue Operations Plans
 - i. HLW Web Page
- 2. The First Line Supervisor should discuss HLW organization and documents with the qualifying individual to ensure that he/she has a full understanding of the HLW program and the role of the TR in that program.

Qualification Guide 2
U.S. Code of Federal Regulations

- A. The First Line Supervisor should select some currently applicable CFR parts. The selection should include the references listed below and be documented. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. The qualifying individual may accomplish this by self-studying, study-quizzes, briefings, or discussions.

- | | | |
|----|-----------------|--|
| 1. | 10 CFR Part 1 | Statement of organization and general information |
| 2. | 10 CFR Part 2 | Rules of practice for domestic licensing proceedings and issuance of orders |
| 3. | 10 CFR Part 9 | Public Records |
| 4. | 10 CFR Part 20 | Standards for protection against radiation (includes selected "Questions and Answers") |
| 5. | 10 CFR Part 51 | Environmental protection regulations for domestic licensing and related regulatory functions |
| 6. | 10 CFR Part 61 | Licensing requirements for land disposal of radioactive waste |
| 7. | 10 CFR Part 63 | Proposed Rule: Disposal of High-Level radioactive wastes in a proposed geologic repository at Yucca Mountain, Nevada |
| 8. | 10 CFR Part 72 | Licensing requirements for the independent storage of spent nuclear fuel and High-Level radioactive waste |
| 9. | 40 CFR Part 197 | Proposed Rule: Environmental Radiation Protection Standards for Yucca Mountain, Nevada |

Other CFRs as may be determined by the First Line Supervisor

- B. After the qualifying individual finishes studying the 10 CFR parts, the First Line Supervisor will test his/her knowledge of them. To the extent possible, recent application of various sections, new regulatory initiatives, and current industry issues should be emphasized.

Qualification Guide 3
Office Instructions

A. NMSS Office Policies and Procedures

1. Read the NMSS Policy and Procedures Letters:

- 1-8 Differing Professional Views and Opinions (12/05/96)
- 1-11 Communication with Licensees (04/06/81)
- 1-22 Quality Assurance (08/09/90)
- 1-23 Open Meetings (11/18/94)
- 1-27 Management of Allegations (07/01/88)
- 1-37 NMSS Participation in ACNW Reviews (02/20/90)
- 1-38 Interface with Commissioners' Offices (04/19/88)
- 1-48 Procedures for Preparing Environmental Assessments" (05/31/95)
- 1-50 Environmental Justice in NEPA Documents (02/24/95)
- 1-52 Guidance on Making NRC Electronic Information Available to the Public (04/14/97)

DWM Policy

- 1. Trip and Meeting Reports (Jan. 23, 1995)
- 2. Control of and Response to Incoming Correspondence (01/03/95)
- 3. Use and Documentation of Phone Calls (03/29/96)

Agreement Between DOE OCRWM and NRC/NMSS Regarding Prelicensing Interaction (1999)

2. The qualifying individual should review the NMSS policies and practices on:

- a. Travel, including Management Directive 14.1, Official Temporary Duty Travel and use of Government credit card
- b. Telephone use
- c. Policies on use of annual leave and sick leave and excused leave, including Bulletin 4135, Leave Administration
- d. Work schedule, including NRC Appendix 4136, Hours of work and Premium Pay
- e. Use of government equipment, including computers (NUDOCS and ADAMS) and Management Directive 13.1, Property Management
- f. Union activities, including Management Directive 10.102, Labor-Management Relations Program for Federal Employees
- g. Communications outside NRC
- h. Policies on outside employment and acceptance of gifts
- i. Participation in political activities
- j. Routing of mail and procedures for sending mail and materials (via U.S. Mail, Federal Express, etc.), including Management Directive 3.23, Mail Management
- k. Ordering of documents (e.g NUREGs)

- I. NMSS emergency and evacuation procedures
- m. Employee appraisal system and Individual Development Plan (IDP)
 - (1) Employee trial period (Management Directive 10.14 Employment and Staffing)
 - (2) Employee appraisals (Management Directive 10.67, Non-SES Performance Appraisal System)
- n. Differing Professional Views or Opinions (Management Directive 10.159, General Personnel Management Provisions)

B. The First Line Supervisor should discuss these policies and practices with the qualifying individual to ensure that he/she fully understands them.

Qualification Guide 4
Regulatory Guidance

- A. The First Line Supervisor should select some currently applicable regulatory guidance. These references should include those listed below and should be documented. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. The qualifying individual can accomplish studying this by study-quizzes, briefings, or discussions. Study of corresponding and sub-tier codes and standards is recommended.

1. Regulatory Guides (use latest revision)

3.50	Standard Format and Content for a License Application to Store Spent Fuel and High-Level Radioactive Waste
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8.29	Instruction Concerning Risks from Occupational Radiation Exposure
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Others, as selected by the First Line Supervisor

2. Information Notices (IN) and Bulletins (BL)

IN 85-092	Surveys of Wastes Before Disposal from Nuclear Reactor Facilities
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IN 91-003	Management of Wastes Contaminated with Radioactive Materials ("Red Bag" Waste and ordinary Trash)
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Others, as selected by the First Line Supervisor

3. NUREGs (latest revision, where applicable)

NUREG-XXXX	Yucca Mountain Review Plan, Rev.1 (2000)
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NUREG 1297	Generic Technical Position on Peer-Review for High-Level Nuclear Waste Repositories (1988)
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NUREG 1298	Qualification of Existing Data for HLW Repositories (February 1988)
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NUREG 1318	Items and Activities in the High-Level Waste Geologic Repository Program Subject to Quality Assurance Requirements (April 1988)
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NUREG 1563	Branch Technical Position on the Use of Expert Elicitation in the High-Level Radioactive Waste Program (1996)
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NUREG/BR-0167	Software Quality Assurance Program and Guidelines (February 1993)
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NUREG/CR-4369	QA Plan for Computer Software Supporting the U.S. NRC's HLW Management Program (January 1986)
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NUREG/CR-4640	Handbook of Software Quality Assurance Techniques Applicable to the Nuclear Industry (August 1987)
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- Others, as selected by the First Line Supervisor
4. Generic Letters (GL)

GL 83-007 The Nuclear Waste Policy Act of 1982

Others, as selected by the First Line Supervisor.
 5. Federal Register Notices

As selected by the First Line Supervisor.
 6. Policy and Guidance Directives

As selected by the first line supervisor.
 7. High-Level Waste Review Plans

Review Plan for High-Level Waste Repository Quality Assurance Program Descriptions (Revision 2) (March 1989)

Review Plan for NRC Staff Review of DOE Site Characterization Plan Program Reports (August 1990)

Review Plan for NRC Staff Review of DOE Study Plans (Revision 2) (March 1992)

Draft Topical Report Review Plan (Revision 2) (March 1993)

Others, as selected by the First Line Supervisor.
 8. Branch Technical Position

As selected by the First Line Supervisor.
 9. SECY Papers

89-319	Implementation of the U.S. Environmental Protection Agency's High-Level Waste Disposal Standards (October 17, 1989)
93-013	Analysis of Energy Policy Act of 1992 Issues Related to High-Level Waste Disposal Standards (January 25, 1993)
97-279	Generic and Cumulative Environmental Impacts of Transportation of High-Level Waste (HLW) in the Vicinity of an HLW Repository (SRM M970612)
97-300	Proposed Strategy for Development of Regulations Governing Disposal of High-Level Radioactive Waste in a Proposed Repository at Yucca Mountain, Nevada
98-198	Status of the Issue Resolution process in the High-Level Radioactive Waste Program at Yucca Mountain, Nevada
98-225	Proposed Rule: 10 CFR 63 – Disposal of High-Level Radioactive Wastes in a Proposed Geologic Repository at Yucca Mountain, Nevada
98-237	Final Rule, Part 2, Subpart J, Procedures Applicable to Proceedings for

the Issuance of Licenses for the Receipt of High-Level Radioactive Waste at a Geologic Repository

- 99-074 Staff Review of U.S. Department of Energy Viability Assessment for a High-Level Radioactive Waste Repository at Yucca Mountain, Nevada
- 99-107 Potential Modification of the DOE/NRC MOU Due to Changes in the Hanford Tank Waste Re-mediation System Privatization
- 99-115 Final Rule: Amendments to 10 CFR Part 72 - Miscellaneous Changes to Licensing Requirements for the Independent Storage of Spent Nuclear Fuel and High-Level Radioactive Waste
- 99-186 Staff Plan for Clarifying How Defense-in-Depth Applies to the Regulation of a Possible Geologic Repository at Yucca Mountain, Nevada
- 00-0047 Draft Regulatory Guide Providing Guidance and Examples for Identifying 10 CFR 50.2 Design Bases

Others as selected by the First Line Supervisor.

Qualification Guide 5
Industry Codes and Standards

- A. The First Line Supervisor should select some currently applicable industry codes and standards. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. He/she may accomplish this by studying study quizzes, briefings, or discussions. The First Line Supervisor should document the selected standards.

6. American Society for Testing and Materials (ASTM)

- a. Standard Practice for Prediction of the Long-Term Behavior of Materials, Including Waste Forms, Used in Engineered Barrier System (EBS) for Geological Disposal of High-Level Radioactive Waste, Designation C-1174-97, West Conshohocken, PA, American Society for Testing and Materials, 1997.
- b. ASTM C26.13 Repository Waste Material Testing
- c. ASTM 26.07 Repository Waste Package Materials

2. American Nuclear Society (ANS)

- a. ANS 16.01 Radioactive Waste Leach Testing

- B. The First Line Supervisor should test the qualifying individual's knowledge of the applicability of these codes and standards to the HLW TR program, by discussions, interviews, or oral quizzes.

Qualification Guide 6
NRC Inspection Manual Chapters (MC)³

- A. The First Line Supervisor select some currently applicable NRC MC and Inspection Procedure (IP) references with direct application to the HLW program. The qualifying individual should study the application of the specific references to the inspection and licensing program in detail.

1. REPORTS/COMMUNICATIONS/FOLLOW-UP

MC 0230	Morning Report
MC 0610	Inspection Reports
MC 0620	Inspection Documents and Records
MC 0720	NRC Bulletins and Information Notices
MC 0801	Inspector Feedback
MC 1120	Preliminary Notifications
IP 92701	Follow-up
IP 92703	Follow-up of Confirmatory Action Letters

2. INSPECTIONS

MC 0300	Announced and Unannounced Inspections
MC 0312	Technical Assistance for Radiation Safety Inspections at Nuclear Fuel Cycle Facilities and Materials Licensees' Sites
MC 1246	Formal Qualification Programs in Nuclear Material Safety and Safeguards Program Area
MC 2800	Materials Inspection Program (Inspection Priorities and Scheduling)

3. INTERACTIONS WITH OTHER FEDERAL AGENCIES

MC 1007	Interfacing Activities between Regional Offices of NRC and OSHA
IP 87102	Maintaining Effluents from Materials Facilities As Low As Is Reasonably Achievable (ALARA) [EPA] ⁴

4. INCIDENT RESPONSE

MC 1300	Incident Response Actions - Responsibility and Authority
MC 1301	Response to Radioactive Material Incidents that Do Not Require Activation of the NRC Incident Response Plan
MC 1302	Action Levels for Radiation Exposures and Contamination Associated with Materials Events Involving Members of the Public
MC 1330	Response to Transportation Accidents Involving Radioactive Materials
MC 1360	Use of Physician and Scientific Consultants in the Medical Consultant Program
IP 87103	Inspection Material Licensees Involved in an Incident or Bankruptcy Filing
IP 93800	Augmented Inspection Team

5. WASTE MANAGEMENT

IP 84101	Radioactive Waste Management
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³This portion of the journal is applicable to TRs whose work activities include inspections, audits, or observation audits as may be applicable.

⁴Required for non-sealed source licensees.

- IP 84722 Solid Wastes
- IP 84723 Liquids and Liquid Wastes

- IP 84750 Radioactive Waste Treatment, and Effluent and Environmental Monitoring
- IP 84850 Radioactive Waste Management - Inspection of Waste Generator Requirements of 10 CFR Part 20 and 10 CFR Part 61

6. RADIATION PROTECTION

- IP 83726 Control of Radioactive Materials and Contamination, Surveys, and Monitoring
- IP 83728 Maintaining Occupational Exposures ALARA
- IP 83750 Occupational Radiation Exposure
- IP 83822 Radiation Protection
- IP 83890 Closeout Inspection and Survey

7. TRANSPORTATION

- MC 1330 Response to Transportation Accidents Involving Radioactive Materials

- IP 86721 Transportation (Basic)
- IP 86740 Inspection of Transportation Activities
- IP 86750 Solid Radioactive Waste Management and Transportation of Radioactive Materials

8. OTHER

- MC 1010 Independent Assessment and Analysis
- MC 1100 Notification of Significant Meetings
- MC 1201 Conduct of Employees
- MC 2900 Performance Appraisal Program
- MC 2901 Team Inspections

- IP 30800 Initial Management Meeting - Materials Licenses
- IP 35701 Quality Assurance Program Annual Review

- B. The First Line Supervisor will hold discussions, interviews, or oral quizzes to test the qualifying individual's knowledge and understanding of the applicability of the selected references to the Inspectors program.

Qualification Guide 7
Inspection/Audit/Observation Audit Accompaniments

- A Each TR being certified to perform work related to inspection/audit/observation audit should accompany certified inspectors on at least four inspections/audits/observation audits.
- B. The following is a guide for material that should be studied and discussed with the inspector in charge during these inspection/audit/observation audit accompaniments. The First Line Supervisor will discuss these items, as appropriate, after each inspection accompaniment.
1. The Inspection/Audit/Observation Audit Program

Memorandum from Kenneth Hooks to James E. Kennedy, "Observation Audit Procedure," October 9, 1989.
 2. Scheduling and Preparation for Inspections

MC 0300 Announced and Unannounced Inspections
 3. Scope of Inspection/Audit/Observation Audit
 4. Entrance/Exit Interviews
 5. Conduct of Inspection/Audit/Observation Audit, Accumulation of Data
 6. Post-inspection Activities of Inspectors

MC 0610 Inspection Reports

MC 0620 Inspection Documents and Records

MC 1100 Notification of Significant Meetings
 7. Morning Reports

MC 0230 Morning Report
 8. Non-routine Licensee Events

MC 1110 Potential Abnormal Occurrences

IP 90714 Non-routine Reporting Program

Management Directive 8.3 NRC Incident Investigation Program

Management Directive 8.9 Accident Investigation
 9. Preliminary Notification

MC 1120 Preliminary Notifications
 10. Bulletins/Information Notices

IM Chapter 0720 NRC Bulletins and Information Notices

11. Use of Consultants of NRC
12. Allegations and Investigations
13. Communication outside NRC

Management Directive 5.5 Public Affairs Program

Management Director 3.6, Distribution of Unclassified NRC
Staff/Contractor-Generated Reports

- 14 Memorandum from Kenneth Hooks to James E. Kennedy. Observation Audit Procedure, October 8.1989.

Qualification Guide 8
NRC Management Directives

- A. The First Line Supervisor select some currently applicable NRC Management Directive (MD) references. These references should include those listed below and be documented. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. He/she may accomplish this by studying, study-quizzes, briefings, or discussions. The selection should include:
1. NRC MD 9.1 Organization Management
 2. NRC MD 9.29 Organization and Function of Regional Offices
 3. NUREG 0325 USNRC Functional Organization Chart
 4. NRC MD 3.2 Privacy Act
 5. NRC MD 3.1 Freedom of Information Act
 6. NRC MD 10.130 Safety and Health Program Under the Occupational Safety and Health Act
 7. NRC MD 10.131 Protection of NRC Employees Against Ionizing Radiation
 8. NRC MD 14.1 Official Temporary Duty Travel
 9. NRC MD 10.159 Differing Professional Views or Opinions
 10. NRC MD 10.42 Hours of Work and Premium Pay
 11. NRC MD 10.43 Time and Attendance Reporting
 12. NRC MD 10.67 Non-SES Performance Appraisal System
 13. NRC MD 10.101 Employee Grievances
 14. NRC MD 8.3 NRC Incident Investigation Program
 15. NRC MD 8.8 Management of Allegations
 16. NRC MD 5.1 Intergovernmental Consultation
 17. NRC MD 5.5 Public Affairs Program
 18. NRC MD 8.11 Review Process for 10 CFR 2.206 Petitions
 19. NRC MD 10.160 Open Door Policy
- B. The First Line Supervisor will discuss the applicability of the selected NRC MDs to the HLW TR program, with the qualifying individual, to test his/her knowledge.

Qualification Guide 9 Formal Training

The standards for each Training Course are provided in the NRC Technical Training Course Catalog and will not be duplicated in the Qualification Guide.