

APPENDIX I

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2003\GoodPractice-2003-app-1-r4-draft.wpd

Operations Branch Examination Assignment Check Sheet:

as of: 3/17/03

(Includes ES-201-1 & ES-501-1 Rev. 8, Supplement 1 information)

Chief: H. Bundy

Facility/Task: Columbia/Written Retake Exam

Task Start Date: 3/27/03

ITEM DESCRIPTION		DUE DATE	INIT	DATE
0	Exam/Inspection Schedule Agreement	Sep 28, 2002	ATG	2/9/03
1	NRC Staff & Fac. Contact Assigned	Sep 28, 2002	ATG	2/9/03
2	Facility contact briefed on security & other issues	Sep 28, 2002	ATG	2/9/03
3	Corp. Notification Letter Sent	Sep 28, 2002	HB	2/14/03
4	Task Expectations, Issues, & Standards Discussed w/ BC	Dec 27, 2002	HB	2/6/03
5	Reference Material Due [Req'd for NRC-authored exams only]	Nov 27, 2002	NA	—
6	Integrated Exam Outlines Due	Nov 27, 2002	HB	3/10/03
7	Outlines reviewed by NRC & Feedback Sent	Dec 11, 2002	HB	3/11/03
8	Preliminary Applications Due	Feb 25, 2003	HB	2/20/03
9	Draft Exams w/ Doc./Ref. Due	Jan 26, 2003	HB	3/10/03
10*	Independent Reviewer Initials As Reviewed All Parts	Feb 5, 2003	Ar	3/19/03
11*	NRC Supervisor Initials Approving for Fac. Rev.	Feb 5, 2003	Ar	3/20/03
12	Exams Reviewed w/ Fac.	Feb 5, 2003	HB	3/25/03
13	Final Appl. Due & Assign. Sheet Prepared	Mar 13, 2003	HB	3/13/03
14*	NRC Supervisor Approved Final Exams	Mar 20, 2003	Ar	3/26/03
15	Final Appl. Rec'd & Waivers Sent	Mar 20, 2003	HB	3/13/03
16	Proctor Rules Reviewed w/ Fac. & Written Authorized	Mar 20, 2003	HB	3/25/03
17	Exam/Insp Material to Team	Mar 20, 2003	NA	—
18*	BC Discussed Final Exam Fairness w/ Licensee	Mar 20, 2003	Ar	3/27/03
19	Fac. graded exam & Comments Rec'd	Apr 8, 2003	HB	4/2/03
20	NRC Written Grading Completed	Apr 11, 2003	HB	4/2/03
21	Examiners Finished Grading Op. Tests	Apr 11, 2003	NA	—
22	NRC Ch. Ex. Review Completed	Apr 21, 2003	HB	4/2/03
23*	NRC BC Review Completed	Apr 22, 2003	Ar	4/2/03
24	RPS/IP Examinees Updated Before Report Issued	Apr 27, 2003	HB	4/4/03
25*	BC Discussed Exam Admin Issues w/ Licensee	Apr 27, 2003	Ar	4/7/03
26	License/Denials Signed & Facility Contact Notified of Results	May 15, 2003	HB	4/7/03
27	Report Issued	May 15, 2003	HB	4/11/03
28	Appendix H to OLA	May 29, 2003	HB	4/11/03

* Supervisor or Independent Reviewer initials required in lines 10, 11, 14, 18, 23, & 25.

Facility: <u>Columbia Generating Station</u>		Date of Examination: <u>3/27/2003</u>		
Item	Task Description	Initials		
		a	b*	c#
1. W R I T T E N	a. Verify that the outline(s) fit(s) the appropriate model per ES-401.	SA	REL	RB
	b. Assess whether the outline was systematically and randomly prepared in accordance with Section D.1 of ES-401 and whether all K/A categories are appropriately sampled.	SA	REL	RB
	c. Assess whether the outline over-emphasizes any systems, evolutions, or generic topics.	SA	REL	RB
	d. Assess whether the justifications for deselected or rejected K/A statements are appropriate.	SA	REL	RB
2. S I M	a. Using Form ES-301-5, verify that the proposed scenario sets cover the required number of normal evolutions, instrument and component failures, and major transients.	NA	N/A	N/A
	b. Assess whether there are enough scenario sets (and spares) to test the projected number and mix of applicants in accordance with the expected crew composition and rotation schedule without compromising exam integrity; ensure each applicant can be tested using at least one new or significantly modified scenario, that no scenarios are duplicated from the applicants' audit test(s)*, and scenarios will not be repeated over successive days.	NA	N/A	
	c. To the extent possible, assess whether the outline(s) conform(s) with the qualitative and quantitative criteria specified on Form ES-301-4 and described in Appendix D.	NA	N/A	
3. W / T	a. Verify that: (1) the outline(s) contain(s) the required number of control room and in-plant tasks, (2) no more than 30% of the test material is repeated from the last NRC examination, (3)* no tasks are duplicated from the applicants' audit test(s), and (4) no more than 80% of any operating test is taken directly from the licensee's exam banks.	NA	N/A	
	b. Verify that: (1) the tasks are distributed among the safety function groupings as specified in ES-301, (2) one task is conducted in a low-power or shutdown condition, (3) 40% of the tasks require the applicant to implement an alternate path procedure, (4) one in-plant task tests the applicant's response to an emergency or abnormal condition, and (5) the in-plant walk-through requires the applicant to enter the RCA.	NA	N/A	
	c. Verify that the required administrative topics are covered, with emphasis on performance-based activities.	NA	N/A	
	d. Determine if there are enough different outlines to test the projected number and mix of applicants and ensure that no items are duplicated on successive days.	NA	N/A	✓
4. G E N E R A L	a. Assess whether plant-specific priorities (including PRA and IPE insights) are covered in the appropriate exam section.	SA	REL	RB
	b. Assess whether the 10 CFR 55.41/43 and 55.45 sampling is appropriate.	SA	REL	RB
	c. Ensure that K/A importance ratings (except for plant-specific priorities) are at least 2.5.	SA	REL	RB
	d. Check for duplication and overlap among exam sections.	NA	N/A	N/A
	e. Check the entire exam for balance of coverage.	SA	REL	RB
	f. Assess whether the exam fits the appropriate job level (RO or SRO).	SA	REL	RB
a. Author <u>[Signature]</u>		Printed Name / Signature <u>Steve Hutchison</u>		Date <u>2/26/03</u>
b. Facility Reviewer (*) <u>[Signature]</u>		<u>Randy Guthrie / Randy [Signature]</u>		<u>2/27/03</u>
c. NRC Chief Examiner (#) <u>[Signature]</u>		<u>H.F. Bundy / [Signature]</u>		<u>3/11/03</u>
d. NRC Supervisor <u>[Signature]</u>		<u>Al. Gody / [Signature]</u>		<u>3/24/02</u>
Note: * Not applicable for NRC-developed examinations. # Independent NRC reviewer initial items in Column "c:" chief examiner concurrence required.				

Facility: <u>Columbia Generating Station</u> Date of Exam: <u>3/27/2003</u> Exam Level: <u>RO/SRO</u>			
Item Description	Initial		
	a	b*	c*
1. Questions and answers technically accurate and applicable to facility	EA	REL	HB
2. a. NRC K/As referenced for all questions b. Facility learning objectives referenced as available	EA	REL	HB
3. RO/SRO overlap is no more than 75 percent, and SRO questions are appropriate per Section D.2.d of ES-401	NA	NA	HB
4. Question selection and duplication from the last two NRC licensing exams appears consistent with a systematic sampling process			HB
5. Question duplication from the license screening/audit exam was controlled as indicated below (check the item that applies) and appears appropriate: <input type="checkbox"/> the audit exam was systematically and randomly developed; or <input type="checkbox"/> the audit exam was completed before the license exam was started; or <input type="checkbox"/> the examinations were developed independently; or <input checked="" type="checkbox"/> the licensee certifies that there is no duplication; or other (explain)	EA	REL	HB
6. Bank use meets limits (no more than 75 percent from the bank at least 10 percent new, and the rest modified); enter the actual question distribution at right	Bank 22	Modified 9	New 69
7. Between 50 and 60 percent of the questions on the exam (including 10 new questions) are written at the comprehension/analysis level; enter the actual question distribution at right	Memory 42	C/A 58	
8. References/handouts provided do not give away answers	EA	REL	HB
9. Question content conforms with specific K/A statements in the previously approved examination outline and is appropriate for the Tier to which they are assigned; deviations are justified	EA	REL	HB
10. Question psychometric quality and format meet ES, Appendix B, guidelines	EA	REL	HB
11. The exam contains 100, one-point, multiple choice items; the total is correct and agrees with value on cover sheet	EA	REL	HB
Printed Name / Signature a. Author <u>Steve Hutchison</u> b. Facility Reviewer (*) <u>Randy Guthrie</u> c. NRC Chief Examiner (#) <u>H.E. Bundy</u> d. NRC Regional Supervisor <u>A.T. Gody</u>			
Date 2/24/03 2/27/03 3/25/03 3/26/03			
Note: * The facility reviewer's initials/signature are not applicable for NRC-developed examinations. # Independent NRC reviewer initial items in Column "c;" chief examiner concurrence required.			

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a. (Cont) Ron Hayden / Ron Hayden 3-25-03
 b. (Cont) John S. Sims / John S. Sims 3/25/03

Facility: <u>Columbia Generating Station</u>		Date of Exam: <u>3/27/03</u>		Exam Level: <u>RO/SRO</u>	
Item Description		Initials			
		a	b	c	
1.	Clean answer sheets copied before grading	<u>RWH</u>	<u>AR</u>	<u>CB</u>	
2.	Answer key changes and question deletions justified and documented	<u>RWH</u>	<u>AR</u>	<u>CB</u>	
3.	Applicants' scores checked for addition errors (reviewers spot check > 25% of examinations)	<u>RWH</u>	<u>AR</u>	<u>CB</u>	
4.	Grading for all borderline cases (80% +/- 2%) reviewed in detail	<u>N/A</u>	<u>N/A</u>	<u>NA</u>	
5.	All other failing examinations checked to ensure that grades are justified	<u>N/A</u>	<u>N/A</u>	<u>NA</u>	
6.	Performance on missed questions checked for training deficiencies and wording problems; evaluate validity of questions missed by half or more of the applicants	<u>RWH</u>	<u>AR</u>	<u>CB</u>	
Printed Name / Signature		Date			
a. Grader	<u>Ron Hayden / RWH</u>	<u>3/27/03</u>			
b. Facility Reviewer(*)	<u>Jim Redwine / JAR</u>	<u>3/27/03</u>			
c. NRC Chief Examiner (*)	<u>H.F. Bundy / HFB</u>	<u>4/2/03</u>			
d. NRC Supervisor (*)	<u>AT. Goody / ATG</u>	<u>4/7/02</u>			
(*) The facility reviewer's signature is not applicable for examinations graded by the NRC; two independent NRC reviews are required.					

Operator Licensing Exam Schedule

From 10/01/2002 To 09/30/2003

Region: 4

Phase Code: 5 Operational

Exam Week	Site/Docket No./Insp Rpt #	# Candidates	Type	Exam Author	Chief Examiner	Examiners Assigned
10/07/2002	Columbia Generating Station / 05000397 / 2002301 TAC #: X02226	RO - 6 SROU - 3	SROI - 6 Admin		STETKA, THOMAS F.	BUNDY, HOWARD F. LANTZ, RYAN E. MCKERNON, THOMAS O. STETKA, THOMAS F.
12/09/2002	Columbia Generating Station / 05000397 / 2002004 Procedure #: 7111111B				MCKERNON, THOMAS O.	MCKERNON, THOMAS O. STETKA, THOMAS F.
02/20/2003	Columbia Generating Station / 05000397 / 2003301 TAC #: X02260	RO - 1		FFF	BUNDY, HOWARD F.	BUNDY, HOWARD F.

Operator Licensing Exam Schedule

From 10/01/2002 To 09/30/2003

Region: 4

Phase Code: 5 Operational

Summary By Date

10/2002	WNP - Columbia Generating Station				
	RO - 6	SROI - 6	SROU - 3	LSRO - 0	Total for Columbia Generating Station: 15
10/2002					
	RO - 6	SROI - 6	SROU - 3	LSRO - 0	Total for 10/2002: 15
12/2002	WNP - Columbia Generating Station				
12/2002					
02/2003	WNP - Columbia Generating Station				
	RO - 1	SROI - 0	SROU - 0	LSRO - 0	Total for Columbia Generating Station: 1

Operator Licensing Exam Schedule

From 10/01/2002 To 09/30/2003

Region: 4

Phase Code: 5 Operational

Summary By Site

WNP - Columbia Generating Station

RO - 7

SROI - 6

SROU - 3

LSRO - 0

Total for Columbia Generating Station: 16

1. Pre-Examination

I acknowledge that I have acquired specialized knowledge about the NRC licensing examinations scheduled for the week(s) of _____ as of the date of my signature. I agree that I will not knowingly divulge any information about these examinations to any persons who have not been authorized by the NRC chief examiner. I understand that I am not to instruct, evaluate, or provide performance feedback to those applicants scheduled to be administered these licensing examinations from this date until completion of examination administration, except as specifically noted below and authorized by the NRC. Furthermore, I am aware of the physical security measures and requirements (as documented in the facility licensee's procedures) and understand that violation of the conditions of this agreement may result in cancellation of the examinations and/or an enforcement action against me or the facility licensee. I will immediately report to facility management or the NRC chief examiner any indications or suggestions that examination security may have been compromised.

2. Post-Examination

To the best of my knowledge, I did not divulge to any unauthorized persons any information concerning the NRC licensing examinations administered during the week(s) of _____. From the date that I entered into this security agreement until the completion of examination administration, I did not instruct, evaluate, or provide performance feedback to those applicants who were administered these licensing examinations, except as specifically noted below and authorized by the NRC.

PRINTED NAME	JOB TITLE / RESPONSIBILITY	SIGNATURE (1)	DATE	SIGNATURE (2)	DATENOTE
1. Steve Hutchison	TRNG SPEC.		11/11/02		3/31/03
2. Ron Hayden	TRG SPEC.		11/11/02		3/27/03
3. Jim Romaine	TRG SPEC.		11/11/02		3/27/03
4. MIKE PEZZETTI	OPS SPEC.		3/5/03		3/27/03
5. Stephen P. Johnson	OPS		2/5/03		3-27-03
6. Jeff Curn	GPS RO		2/5/03		3/31/03
7. Doug Berglund	CRS		2/5/03		3/31/03
8. Chris Harrington	RO		2/11/03		3-31-03
9. Mark Westergren	TRNG SPEC		2/12/03		3-27-03
10. M.C. Peterson	SAFEGUARDS		2/12/03		3-27-03
11. Randy Guthrie	Randy Guthrie Trng mgr		2/27/03		3/27/03
12. Patrick Bagan	Trng Spec.		3/24/03		3/27/03
13. John S. Sims	Trng Spec.		3/25/03		3/27/03
14. M.C. Peterson					
15.					

NOTES: