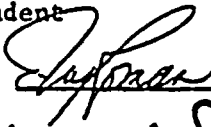


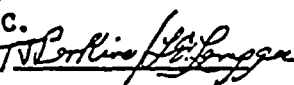



NINE MILE POINT NUCLEAR STATIONADMINISTRATIVE PROCEDUREPROCEDURE NO. AP-3.4.1ADMINISTRATION OF TECHNICAL AND SAFETY REVIEWS
Site Operations Review CommitteeDATE AND INITIALS

<u>APPROVALS</u>	<u>SIGNATURES</u>	<u>REVISION 0</u>	<u>REVISION 1</u>	<u>REVISION 2</u>
Station Superintendent NMPNS T. W. Roman			_____	_____
Station Superintendent NMPNS Unit 2 R. B. Abbott		1/29/85 RBC	_____	_____
General Superintendent Nuclear Generation Chairman of S.O.R.C. T. J. Perkins		2/13/85 TJP/SL	_____	_____
Quality Assurance Concurrence Manager, QA Nuclear D. R. Palmer		2/9/85 DRP	_____	_____

Summary of Pages

<u>Revision</u>	<u>Effective</u>
0	8/29/85
<u>PAGE</u>	<u>DATE</u>
1-6	December 1984

NIAGARA MOHAWK POWER CORPORATION

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PDR ADOCK 05000410
PDR

THIS PROCEDURE NOT TO BE
USED AFTER AUGUST 1987
SUBJECT TO PERIODIC REVIEW.



AP-3.4.1

ADMINISTRATION OF TECHNICAL AND SAFETY REVIEWS
Site Operations Review Committee

1.0 PURPOSE

This procedure defines the requirements of membership, meeting frequency, responsibilities, authority, and records for the Site Operations Review Committee (SORC) and provides the detailed procedure for committee meetings.

2.0 MEMBERSHIP

Membership shall be as prescribed in Section 6.5.1.6 of the Technical Specifications.

3.0 RESPONSIBILITIES AND AUTHORITY

3.1 Responsibilities

Shall be as defined in Paragraph 6.5.1.6 NMPNS Tech. Spec.

3.2 Authority

Shall be as defined in paragraph 6.5.1.7 NMPNS Tech. Spec.

3.3 Records

Shall be maintained at the plant in the form of minutes as prescribed in Technical Specifications: Paragraph 6.5.1.8 NMPNS Tech. Spec. Record retention shall be in accordance with AP-10.1. The disposition of each item of Technical Specification 6.5.1.6 shall be identified in the minutes. The minutes of the meetings shall be serial numbered and copies shall be sent to the General Superintendent, Nuclear Generation, the Vice President Nuclear Generation NMPC, and the Chairman of the Safety Review and Audit Board.

4.0 MEETING FREQUENCY AND QUORUM

4.1 Meeting shall be at least monthly and at the call of the Chairman. (Tech Spec 6.5.1.4).

4.2 A quorum shall consist of the chairman and four members including designated alternates. (Tech Spec 6.5.1.5).



5.0 REVIEW PROCEDURE

5.1 Agenda

5.1.1 Material for Presentation

Material for SORC review may be prepared at the request of the chairman or may be generated by staff supervisors in the course of their regularly assigned duties. All material presented to the committee for formal review should be prepared in written form. When because of urgency, a subject is presented orally, the secretary to the committee will be responsible for recording the presentation in the appropriate format or subsequently obtaining a copy from the person making the presentation.

5.1.2 Outstanding Items List

The secretary shall maintain an Outstanding Items List of all documents and other items pertaining to the SORC for review or recommendation which have been deferred, or referred to an individual or committee for implementation, study and/or later report. The Outstanding Items List is reviewed periodically by the committee to resolve any outstanding items.

5.1.3 Assignments for Presentation

Anyone who has completed an assignment for presentation to SORC or has other material for presentation, should notify the SORC Chairman or his secretary stating the title of the document or subject ready for review. This material may then be used to make up the meeting agenda.

5.1.4 Meeting Agenda

Wherever practical, the SORC Chairman or his alternate shall distribute an agenda to all SORC members prior to each meeting, listing the documents and other matters to be presented for review. If available, copies of any documents on the agenda shall be furnished on request to any member of SORC. The physical maintenance of Outstanding Items Lists and agendas for SORC may be assigned to the secretary to the SORC Chairman subject to the supervision of the SORC Chairman.

5.2 Material Presentation

5.2.1 Presentations for Information

Subjects presented for general information or informal discussion, and which do not require a recommendation from the Committee, may be presented orally or in writing. These presentations may be summarized or referenced in the minutes of the meeting without commentary.



5.2.2 Safety Analysis Reports and Other Reports
Prepared for Formal Review and Approval

It is expected that Safety Analysis Reports and other reports of a more complex nature will be presented to SORC in summary form accompanied by an analytical review completed by a knowledgeable person not a party to the original report. The reviewer may be but need not be a member of SORC. Reviews should be made as outlined in Section 5.3.

5.2.3 Other Reports

Other reports which may require SORC review and recommendation, but for which no formal comments are submitted may be presented with the permission of the chairman. When presented, these shall be summarized or referenced in the minutes of the meeting along with the committee recommendations.

5.3 Formal Review Procedure

When massive or complex documents require SORC review and recommendation, a qualified person shall be designated to prepare a summary and review for presentation at a special or regular meeting.

5.3.1 Reviewers

Reviewers shall not be persons directly involved in the preparation of the document; however, prior to presentation the author may deliver copies of his document to reviewers designated by the SORC Chairman or by the supervisor sponsoring the matter for presentation. He shall then attempt to produce a document satisfactory to all reviewers. See AP-3.4.3.

5.3.2 Review Form

Documents subject to the review described in this section shall be accompanied by a document review report and check off sheet designed to correspond with the document to be reviewed. After presentation to SORC, this review report shall be retained in the station files with the final approved document.

5.3.3 Acceptance at SORC Meeting as Revised

If the SORC meeting results in a document with acceptable revisions; a copy of the original submittal with attached or marked revisions shall be returned to the originator or alternate for preparation of a revised document suitable for publication.

5.3.4 Unsatisfactory Document

If a reviewer considers a document unacceptable as presented or as revised, he may present his recommendations directly to SORC for consideration.



5.3.5 If the recommendations of a reviewer or the results of the SORC meeting are such that:

- a. It is not practicable to accept or draft revisions at the time of the meeting,
- b. The comments require referral back to the author for general revision or research, or
- c. There is an unresolved disagreement between reviewers,

The Chairman shall assign the original author or other knowledgeable person to coordinate the preparation of a revised submittal of the document.

5.4 Review of Occurrences Requiring Cognizance of the SORC

Unusual or reportable occurrences involving operating variations or equipment malfunctions which do or may require cognizance of the SORC, shall be recorded on the plant occurrence report (see AP-10).

5.4.1 Where a formal report is made, the general procedure outlined in Section 5.1 shall be followed.

5.4.2 Investigations made prior to preparation of a formal report may be conducted by a knowledgeable person or subcommittee appointed by the Chairman. This committee shall report when convened by the Chairman the purpose of the investigation.

5.4.3 The person assigned by the General Superintendent to prepare special submittals to the NRC shall maintain an Occurrence Report Form in accordance with AP-10.2.2. He shall act as Coordinator for the special SORC investigation. The results of the investigation and any comments by members of SORC shall be included in the minutes of the meeting. Copies of the final report or letter along with copies of any comments by members of SORC shall be attached to the Occurrence Report Form and placed in the Occurrence Report file as evidenced that appropriate investigations, reports, and distributions have been made concerning the occurrence.

5.4.4 When an occurrence is reportable in accordance with the 10CFR50.73, a Licensee Event Report (LER) shall be submitted to the NRC. (See AP-10.2.2).

5.5 All investigations made by or at the direction of SORC and/or the General Superintendent shall include if possible, a determination of the cause and corrective action required. If the cause and/or corrective action cannot be determined upon first presentation, the measures being taken to make these determinations shall be presented to SORC.



5.6 Scram Reports prepared in accordance with AP-10 shall also be submitted to SORC for review in the same manner as occurrence reports. Scram reports need not be reviewed by SORC prior to restart unless the cause of the scram or the plant transient response is not fully understood. Under these conditions SORC will provide the independent assessment per generic letter 83-28 Section 1.1.6, and SORC approval is required prior to restart. OP-43 and/or RAP-6 determine the need for this independent review.

5.7 Operating Experience Assessment

The Site Operations Review Committee augmented by additional technical personnel shall be responsible for regular assessment of operation experience with the requirement for making recommendations for improvement in station safety and performance. Detailed procedures for operating experience assessment are contained in AP-3.4.2.

5.8 Plant Modifications

5.8.1 The Site Operations Review Committee augmented by additional technical personnel shall be responsible for site review of the design of modifications and associated safety evaluations as detailed in AP-6.0.

5.8.2 The Site Contact shall coordinate the site review and document the reviews on the modification review form (Figure 1). Open review items shall be documented on the SORC or SRAB meeting minutes as applicable. The completed review form shall be logged by Site Planning and become part of the modification file

7.0 APPENDICES

7.1 Modification Review Form



Figure 1
NIAGARA MOHAWK POWER CORPORATION

MODIFICATION REVIEW FORM

SITE OPERATIONS REVIEW COMMITTEE

Modification Title: _____		
Modification Control No. N _ Y _ _ M _ _ _ LE _ _ _		
Design Review: <input type="checkbox"/> Conceptual <input type="checkbox"/> Final <input type="checkbox"/> N/A		
Documents Reviewed: <input type="checkbox"/> Safety Evaluation <input type="checkbox"/> Technical Specifications <input type="checkbox"/> Site Functional Specification <input type="checkbox"/> Conceptual Design Description <input type="checkbox"/> Other: _____		
Document Title _____		Document No. _____
Originator: Name _____	Dept. _____	Date _____
Project/Site Engineer: _____		Date _____
Logged by Site Planning: _____		Date _____
REVIEW:		
Name	Accepted as Presented Initials/Date	Accepted as Revised Initials/Date
1. Site Contact _____	/	/
2. _____	/	/
3. _____	/	/
4. _____	/	/
5. _____	/	/
SORC REVIEW:		
First presented to SORC by _____ on Date _____		
Accepted by SORC: <input type="checkbox"/> As submitted <input type="checkbox"/> As Revised. Meeting # _____		
<input type="checkbox"/> This modification does not involve an unreviewed safety question and does not involve a change to technical specifications.		
<input type="checkbox"/> This modification involves an unreviewed safety question or a change to technical specifications. Prior NRC approval shall be obtained.		
<input type="checkbox"/> The documents submitted for review need more detailed engineering or revision. Return to SORC for further review.		
<input type="checkbox"/> The modification may proceed and be installed after final review of the safety evaluation.		
SORC Chairman _____	Date _____	<input type="checkbox"/> SORC Review N/A Int. _____
Logged/Complete By Site Planning _____		Date _____
SRAB REVIEW <input type="checkbox"/> Accepted as submitted <input type="checkbox"/> As revised Meeting Date _____		
SRAB Chairman _____	Date _____	<input type="checkbox"/> SRAB Review N/A Int _____
Logged Closed By Site Planning _____		Date _____

