

WASHINGTON PUBLIC POWER SUPPLY SYSTEM  
PLANT PROCEDURE

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WNP. 2

PROCEDURE NUMBER *1.3.9	APPROVED <i>J. Martin</i>	DATE 07/28/82
VOLUME NAME 1 ADMINISTRATIVE PROCEDURE		
SECTION 1.3 CONDUCT OF OPERATIONS		
TITLE *1.3.9 CONTROL OF JUMPERS, LIFTED LEADS AND TEST BOX DEVICES		

1.3.9.1 Purpose

The purpose of this procedure is to establish the method of controlling electrical and mechanical jumpers, lifted leads and test box devices.

1.3.9.2 References

- A. ANSI N18.7 - 1976, Section 5.2.6 (Equipment Control)
- B. Operational QA Program Description

1.3.9.3 Scope

- A. This procedure applies with the following clarifications:
  - 1. This procedure does not control the use of "installed bypass", i.e., key-lock switches, bypass switches, and mode switches which are used in accordance with other appropriate procedures.
  - 2. Jumpering and/or lifting of leads performed during surveillance testing will be controlled in accordance with the specific steps of the surveillance test procedure. In addition, these jumpers and lifted lead tags shall be logged per this procedure.
  - 3. With the exception of A.2 above, jumpers and lifted leads shall not be used to incapacitate a system required to be operable by the Technical Specifications. Jumpers or lifted leads on operable safety related systems constitute a system modification and shall be controlled in accordance with PPM 1.4.1, Plant Modifications.
- B. This procedure shall become effective when the responsibility for a system has been transferred to Plant Operations (Release for Operation).

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#### 1.3.9.4 Limitations and Precautions

- A. The Jumper and Lifted Lead Log shall be maintained by the Shift Manager in the control room. This log (example included in this procedure) shall contain the location of all jumpers, lifted lead tags and test box devices in use within the confines of the plant site. An up-to-date index list similar to Attachment II of jumpers, lifted lead tags and test box devices presently available for use and their identifying numbers, shall be maintained in the front of the Jumper and Lifted Lead Tag Log, similar to Attachment I.
- B. There shall be one set of distinctively colored jumpers sequentially numbered for accountability.
- C. There shall be one set of distinctively colored bright red plastic lifted lead tags sequentially numbered for accountability.
- D. Test box devices shall be sequentially numbered for accountability.
- E. The use of any jumpers or lifted lead tags installed on systems that have been "Released for Operation" other than those described in B and C above within the confines of the plant site, is not permitted without the specific permission of the Plant Manager.
- F. Jumpers, lifted lead tags and test box devices shall be maintained under the control of the Shift Manager and shall be accounted for once per day.
- G. The installation of jumpers and/or the lifting of leads shall only be accomplished with the permission of the Shift Manager.
- H. Jumpers, lifted lead tags and test box devices shall not be permitted to exist in plant systems any longer than necessary.
- I. Any time a jumper or lifted lead tag is lost, the number of that jumper or lifted lead tag shall be permanently retired from the Log Index.
- J. Lifted leads shall be suitably insulated from other circuits and from ground and jumpers must be compatible for the use intended (e.g., size, terminal type, insulation).
- K. Independent verification shall be made for installation or removal of jumpers, lifted leads and test box devices.

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### 1.3.9.5 Procedure

#### A. Installation of Jumpers or Test Box Devices

1. When the installation of a jumper(s) or test box device is required for testing or maintenance, the responsible individual shall enter the following information in the Jumper and Lifted Lead Log:
  - a. The panel or instrument rack in which the jumper(s) or test box device is to be installed (Column 2).
  - b. The specific terminal numbers on which the jumper(s) or test box device is to be placed (Column 3).
  - c. The specific reason for installing the jumper(s) or test box device (Column 4).
  - d. The name of the person requesting the jumper(s) or test box device (Column 5).
  - e. The date that the jumper(s) or test box device is to be installed (Column 6).
2. The responsible individual shall then submit the jumper(s) or test box device information to the Shift Manager for his approval.
3. On approval the Shift Manager shall then issue to the responsible individual the jumper(s) or test box device.
4. The Shift Manager shall then enter the jumper(s) or test box device number (Column 1) and his initials (Column 7) in the Jumper and Lifted Lead Log.
5. The responsible individual shall inform the Control Room Operator just prior to installing the jumper(s) or test box device.
6. The Shift Manager shall direct a second independent verification of the circuit modification and the individual shall also initial Column 7 of the Log Sheet.
7. Upon completion of the subject testing or maintenance, the responsible individual shall inform the Control Room Operator just prior to removal, then remove and return the jumper(s) or test box device to the Shift Manager.
8. Upon receipt of the jumper or test box device, the Shift Manager shall:

- a. Assure the system or component has been returned to a normal status.
- b. Direct that the jumper or test box device be returned to its proper storage location.
- c. Designate a second individual to independently verify the system or component has been returned to normal and initial Column 9 of the Log Sheet.
- d. Enter the date (Column 8) and his initials (Column 9) in the Jumper and Lifted Lead Log.

B. Installation of Lifted Lead Tags

1. When it becomes necessary for any termination to be broken for the purpose of testing or maintenance, the responsible individual shall enter the following information in the Jumper and Lifted Lead Log:
  - a. The panel or instrument rack in which the lifted lead tag(s) is to be installed (Column 2).
  - b. The specific terminal number(s) of the lead(s) that is to be lifted (Column 3).
  - c. The specific reason for lifting the lead(s) (Column 4).
  - d. The name of the person requesting the lifted lead tag(s) (Column 5).
  - e. The date that the lead(s) are to be lifted (Column 6).
2. The responsible individual shall then submit the lifted lead(s) information to the Shift Manager for his approval.
3. On approval, the Shift Manager shall then issue to the responsible individual the lifted lead tag(s).
4. The Shift Manager shall then enter the lifted lead tag(s) number (Column 1) and his initials (Column 7) in the Jumper and Lifted Lead Log.
5. The responsible individual shall inform the Control Room Operator just prior to lifting the leads.
6. The Shift Manager shall direct an independent verification of the circuit modification and that Column 7 of the Log Sheet is initialled by the second verifier.

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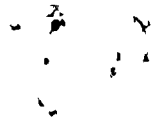
7. Upon completion of the subject testing or maintenance, the responsible individual shall inform the Control Room Operator just prior to reinstallation, then reinstall the leads and return the lifted lead tag(s) to the Shift Manager.
8. Upon receipt of the lifted lead tag(s), the Shift Manager shall:
  - a. Assure the system or component has been returned to a normal status.
  - b. Direct that the lifted lead tag(s) be returned to its proper storage location.
  - c. Direct a second individual to independently verify the lifted lead has been properly replaced and that the individual initials Column 9 of the Log.
  - d. Enter the date (Column 8) and his initials (Column 9) in the Jumper and Lifted Lead Log.

C. Installation of Mechanical Jumpers

1. When the installation of a mechanical jumper (hose, temporary pipe, etc.) is required for plant testing, maintenance or operation, the responsible individual shall enter the following information in the Jumper and Lifted Lead Log:
  - a. The location in which the mechanical jumper is to be installed (Column 2).
  - b. The plant system in which the jumper is to be installed and the nearest isolation valve on both ends of the jumper (Column 3).
  - c. The specific reason for installing the mechanical jumper (Column 4).
  - d. The name of the person requesting the mechanical jumper (Column 5).
  - e. The date the mechanical jumper is to be installed (Column 6).
2. The responsible individual shall then submit the mechanical jumper information to the Shift Manager for his approval.
3. On approval the Shift Manager shall record his initials in the Jumper and Lifted Lead Log (Column 7).

NOTE: When a mechanical jumper is used, the "jumper or lifted lead number" section (Column 1) of the Jumper and Lifted Lead Log shall remain blank.

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4. The responsible individual shall inform the Control Room Operator just prior to installing the mechanical jumper.

NOTE: Under no circumstances shall a mechanical jumper be permitted to violate primary or secondary containment integrity when required by the Technical Specifications.

5. Upon completion of the plant testing, maintenance or operation for which the mechanical jumper was required, the responsible individual shall inform the Control Room Operator just prior to removal, then remove the mechanical jumper and return the system to a normal status.
6. The responsible individual shall then report the system status to the Shift Manager.
7. Upon receipt of this information, the Shift Manager shall:
  - a. Assure the system or component has been returned to a normal status.
  - b. Direct a second individual to independently verify the mechanical jumper has been properly removed and that the individual initials Column 9 of the log.
  - c. Enter the date (Column 8) and his initials (Column 9) in the Jumper and Lifted Lead Log.

#### 1.3.9.6 Records

When a page in the Jumper and Lifted Lead Log has been completely filled out and each entry has been restored or cleared, the completed page shall be removed and filed in the Records Center.

#### 1.3.9.7 Attachments

Attachment I, Jumper and Lifted Lead Log

Attachment II, Jumper, Lifted Lead and Test Box Index

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Attachment I



JUMPER, LIFTED LEAD, AND TEST BOX INDEX

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## Attachment II

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