

OPERATIONAL QUALITY ASSURANCE PROGRAM DESCRIPTION (WPPSS-QA-004)

APPROVED:

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WASHINGTON PUBLIC POWER
SUPPLY SYSTEM

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OPERATIONAL QUALITY ASSURANCE PROGRAM DESCRIPTION

PAGE

iii

REV.

16

LIST OF EFFECTIVE PAGES

<u>PAGE</u>	<u>REVISION</u>
i	16
ii	9
iii	16
iv	8
1-1 - 1-28	16
2-1 - 2-5	12
3-1 - 3-3	6
4-1 & 4-2	5
5-1	5
6-1 - 6-3	7
7-1 - 7-3	6
8-1 & 8-2	5
9-1 & 9-2	9
10-1 & 10-2	7
11-1 & 11-2	5
12-1 & 12-2	5
13-1	10
14-1	5
15-1 & 15-2	7
16-1	5
17-1 & 17-2	5
18-1	10
I-1 & I-2	9
II-1 - II-18	10



OPERATIONAL QUALITY ASSURANCE PROGRAM DESCRIPTION

1 - ORGANIZATION

1.1 PURPOSE

This section provides a description of the authorities and responsibilities assigned to Supply System organizational units and individuals involved in establishing, implementing, verifying implementation, and measuring the overall effectiveness of the administrative controls and quality assurance program during the initial testing (pre-operational and startup testing) and subsequent operations phases of Supply System nuclear power plants.

1.2 SUPPLY SYSTEM ORGANIZATION

The Supply System organization responsible for establishing, implementing, verifying implementation, and measuring the overall effectiveness of the administrative controls and quality assurance program for its nuclear power plants is as depicted in Figures 1-1 and 1-2. Portions of these activities may be delegated to external organizations qualified to the requirements of this Operational QA Program, hereafter referred to as QA Program; however, the responsibility shall remain with the Supply System.

1.3 MANAGEMENT RESPONSIBILITIES

- 1.3.1 The Managing Director/Deputy Managing Director is responsible for the establishment of policies and for overall management of Supply System operations. The Managing Director has issued a Management Statement which commits the Supply System to design, construct, and operate its nuclear power plants without jeopardy to the health and safety of the public. The Managing Director is the



**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-2

REV.

16

ultimate Supply System authority on matters involving quality. The Managing Director/Deputy Managing Director operates through the Assistant Managing Director for Operations, the Director of Engineering, the Director of Projects, the Director of Quality Assurance, the Director of Information, and the Chief Financial Officer to provide for engineering, construction, procurement, quality assurance/quality control, and operations activities for all Supply System nuclear power plants.

1.3.2 The Director, Quality Assurance reports to the Managing Director and is directly responsible for the definition, direction, and effectiveness of the overall QA Program during design, construction, and operation phases of all Supply System nuclear power plants. Major functions of the Quality Assurance organization are:

- a. Establishing and maintaining assurance programs, Nuclear Operation Standards, and directorate procedures which incorporate nuclear safety considerations and comply with the Quality Assurance (QA) criteria delineated in Appendix B to 10CFR 50.
- b. Assuring through reviews, surveillances, assessments, inspections, and audits that Supply System and its suppliers' activities are being performed in a safe and legal manner in accordance with written and approved documents which comply with applicable requirements defined by the assurance programs and Nuclear Operation Standards.
- c. Assessing the overall effectiveness of assurance programs' implementation, including evaluation of plant performance and reporting conclusions to the Managing Director.



**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- d. Stopping unsatisfactory work and controlling further processing, delivery, or installation of nonconforming material.
- e. Establishing and maintaining adequate and qualified assurance staffing (on site as well as off site) levels based on workload analysis.
- f. Providing trending of deficiencies to identify areas where corrective actions have not minimized recurrence.
- g. Establishing, maintaining, and controlling the Operational QA Program Description (WPPSS-QA-004) and the Supply System Functional Manual for Nuclear Operation.
- h. Certifying Supply System examination personnel for non-destructive examination (NDE).
- i. Qualifying and certifying Supply System QC inspection and test personnel.
- j. Acquiring and maintaining ASME Certificates of Authorization and/or Owners Certificates.
- k. Ensuring that a written agreement with an Authorized Inspection Agency is obtained to provide for Authorized Nuclear In-Service Inspection Services.
- l. Investigating in-house events and reviewing external events for development of root causes and/or corrective actions to minimize potential for recurrence at Supply System nuclear facilities.
- m. Supporting the Corporate Nuclear Safety Review Board (CNSRB) in its activities as defined by the Technical Specifications.

OPERATIONAL QUALITY ASSURANCE PROGRAM DESCRIPTION

PAGE

1-4

REV.

16

The Director of Quality Assurance has effective communication channels with all Supply System senior management positions and has no duties or responsibilities unrelated to quality/safety assurance. To accomplish the above defined role, the Director of Quality Assurance operates through the Manager of Quality Assessments and the Manager of Quality Support.

The qualification requirements for this position are as described in Appendix I, Qualification Requirements.

1.3.2.1 The Manager, Quality Assessments reports to the Director of Quality Assurance and is responsible for directing the performance of quality assurance functions that are necessary to assure that the programs for initial testing and subsequent operation of Supply System nuclear power plants are adequate and are being implemented.

This position is directly responsible for all internal Supply System quality assurance functions that are necessary to assure that documents (such as programs, plans, and procedures) used for the performance of activities are acceptable from quality assurance aspects and that they are being implemented. This includes maintaining sufficient qualified auditors to implement the QA Program audit requirements. The Manager of Quality Assessments has the authority and responsibility to stop unsatisfactory work and control further processing, delivery, or installation of nonconforming material. When the unit is operating, the Manager of Quality Assessments may recommend that the unit be shut down; the Plant Manager, however, has the final responsibility for the overall evaluation of all aspects and implications of shutting down the operating unit. The Manager of Quality Assessments is a member of the Plant Operating Committee (see Chapter 13 of the FSAR) and has sufficient authority and organizational freedom to identify



**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-5

REV.

16

problems; to initiate, recommend, or provide solutions; and to verify implementation of solutions. The Manager of Quality Assessments has no duties or responsibilities unrelated to quality assurance matters and has effective communication channels with all plant supervisory and management personnel.

Qualification requirements for this position are described in Appendix I, Qualification Requirements. The Manager of Quality Assessments is specifically responsible for:

- a. Reviewing and concurring with documents affecting safety, including changes thereto, to assure that applicable quality assurance requirements have been identified and specified therein. Documents subject to review and concurrence by Quality Assurance reviewers include, but are not limited to the following: (i) procedures which address: administrative controls, operations, maintenance, technical specifications, in-service inspection and testing, modifications, calibration, testing, and fuel handling; and (ii) nonconformance and corrective action reports.
- b. Reviewing and concurring with programs, procedures, and/or instructions (including changes thereto) of off-site Supply System organizations to assure that they are clear, address applicable quality assurance requirements, and are technically acceptable prior to approval for release.
- c. Verifying internal Supply System activities to assure that they are being conducted in a safe and legal manner in accordance with approved programs, plans, procedures, or instructions. Such verifications will be in the form of audits, technical assessments, or quality assurance surveillances. Included in the scope of these verifications are: (i) control room operations; post



**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

modification/major maintenance testing and operational tests; maintenance, modification, repair, and calibration; personnel training; and refueling activities; (ii) activities associated with satisfying technical specifications and in-service inspection and testing; (iii) activities associated with the implementation of security, fire protection, and radiological protection programs; and (iv) activities including engineering, maintenance, modifications, operational problem resolution, technical support activities, and operational analysis that affect plant nuclear safety and reliability.

- d. independent design, functional, and safety evaluations.
- e. Performing quality assurance audits, surveillances, technical assessments, and inspections of Supply System organizations and on-site external organizations (e.g., the engineering and maintenance support contractors.
- f. Developing evaluation schedules and selecting qualified personnel to perform the activities of this function.
- g. Certifying Audit Team Leaders.
- h. Training Quality Assurance personnel.
- i. Forwarding evaluation reports to the management positions responsible for the areas assessed and the Chairman of the Corporate Nuclear Safety Review Board for review, assessment, and/or correction of identified deficiencies.
- j. Maintaining QA verification records.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

k. Supply System initiated SSFI reviews and other similar plant safety system operability reviews.

l. Ensuring that documentation and equipment of WNP-1 and WNP-3 are preserved such that the quality standards can be demonstrated on restart.

The Manager of Quality Assessments accomplishes this role through the Manager of QA Operations, the Manager of QA Engineering, the Manager of QA Operations Support, and the Manager of WNP-1 and 3 QA.

1.3.2.1.1 Manager, WNP-1 and WNP-3 QA reports to the Manager of Quality Assessments and is primarily concerned with assuring that the records and equipment of the project are maintained such that they may be shown to meet quality standards on restart.

1.3.2.2 The Manager, Quality Support reports to be Director of Quality Assurance and is responsible for quality control activities, procurement quality assurance, receiving inspection, event analysis, and industry operating experience screening and review.

Qualification requirements for this position are described in Appendix I, Qualification Requirements. The Manager of Quality Support is specifically responsible for:

a. Vendor qualification, review, and concurrence with vendor furnished programs and procedures; and source verifications (e.g., surveillances, inspections, and audits at vendor facilities).

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- b. Providing QC inspection of materials and equipment received by the Supply System.
- c. Screening and evaluating industry and in-plant operating experience, including recommendations for improvements in overall plant performance.
- d. Evaluating and determining the root cause of plant-related events, including human performance factors.
- e. Providing trending of deficiencies to identify areas where corrective actions have not minimized recurrence.
- f. Providing in-plant QC functions necessary to verify that all needed examinations of material, equipment, and workmanship are made and evaluated to assure appropriate quality standards are met.

The Manager of Quality Support accomplishes this role through the Manager of Plant Quality Control (QC), the Manager of Procurement Quality Assurance, the Manager of Operating Events Analysis and Resolutions, and the OER Staff.

- 1.3.2.2.1 The Manager, WNP-2 Plant Quality Control (QC) reports to the Manager of Quality Support and is directly responsible for all in-plant QC functions necessary to see that all needed examinations of materials, equipment, and workmanship are made and evaluated to assure that appropriate quality standards are met. In accomplishing this role, the Manager of Plant QC is responsible for:

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- a. Evaluating procedures and instructions for accomplishing QC activities.
- b. Determining and establishing hold points for inspections, examinations, and/or measurements to be accomplished during maintenance, modification, repair, and testing.
- c. Performing and evaluating the inspections, examinations, and/or measurements established.
- d. Rejecting work that does not meet quality standards.
- e. Assuring that proper staffing is available to meet plant workloads.

1.3.2.2.2 The Manager, Procurement Quality Assurance reports to the Manager of Quality Support and is primarily responsible for the definition and implementation of the source surveillance/audit program for verification of activities performed by Supply System vendors (including the Nuclear Steam Supply System vendors). He is further responsible for assuring that items received for WNP-2 meet the required quality standards. In addition, he provides evaluations of internal Supply System activities related to procurement storage and issuance of parts, materials, and services to assure implementation of QA Program and management requirements. The Manager of Procurement Quality Assurance is specifically responsible for:

- a. Reviewing and concurring with procurement procedures and documents for items and services.
- b. Establishing vendor witness points for inspection and release of material/equipment for shipment.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-10

REV.

16

- c. QC receipt inspection of materials and equipment received by the Supply System.
- d. Establishing and maintaining evaluated vendors list.
- e. Planning, coordinating, and performing source surveillances, source inspections, and external audits to verify implementation of vendors' QA/QC programs.
- f. Reviewing and approving vendor furnished QA/QC procedures and programs.
- g. Performing internal surveillances of Materials Management organization.
- h. Reviewing and approving other utility audits furnished through the Nuclear Procurement Issues Committee (NUPIC).
- i. Periodic verification (using audits, technical assessments, or surveillances) of the adequacy and implementation of the QA Program and management requirements applicable to procurement; storage; and issuance of parts, materials, and services.

1.3.2.2.3 The Manager, WNP-2 Operating Events Analysis and Resolutions reports to the Manager of Quality Support and is responsible for:

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- a. Evaluating in-plant operating experience, including recommendations for improvements in overall plant performance.
- b. Evaluating and determining the root cause of plant-related events, including human performance.
- c. Tracking the implementation of plant approved corrective actions associated with a. and b. above, and approved corrective actions associated with industry operating experience evaluations.

1.3.2.2.4 The OER Staff reports to the Manager of Quality Support and is responsible for:

- a. Evaluating industry operating experience to improve plant practices, procedures, and equipment.
- b. Providing certain key operating experience information to operators and other plant staff personnel.

1.3.3 The Assistant Managing Director, Operations reports to the Managing Director and is responsible for:

- a. Safe and efficient operation of all Supply System nuclear power plants.
- b. Safe and successful completion of initial testing activities for WNP-2 (through the WNP-2 Plant Manager).
- c. Establishing and monitoring maintenance systems common to all nuclear power plants.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-12

REV.

16

- d. Training of nuclear plant staff and support personnel.
- e. Development of programs and procedures to ensure uniform application at all nuclear power plants.
- f. Radiological protection, industrial safety, fire protection, plant security, emergency preparedness, and radioactive waste management.

To accomplish this role, the Assistant Managing Director for Operations operates through the Plant Managers, the Nuclear Training Manager, the Support Services Manager, the WNP-2 Projects Manager, the Planning and Controls Manager, the Corporate Chemist, and the Corporate Radiological Health Officer.

1.3.3.1 The Plant Manager for each of the Supply System nuclear power plants reports to the Assistant Managing Director for Operations and is directly responsible for safe and efficient operation of the plant in accordance with the requirements of the Operating License, the Plant Technical Specifications, and the Plant Procedures Manual. Some of the specific responsibilities of the Plant Manager are:

- a. Planning, coordinating, and directing all test, operation, modification, inspection, maintenance, and refueling activities subsequent to the issuance of an Operating License.
- b. Authorizing all plant modifications subsequent to the issuance of an Operating License.
- c. Qualifying and training plant staff.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-13

REV.

16

- d. Initiating and approving purchase requisitions.
- e. Controlling purchased equipment and materials intended for plant use.
- f. Establishing and implementing a calibration program for measuring and test equipment (including installed instruments covered by the Plant Technical Specifications).
- g. Dispositioning of nonconforming items.
- h. Controlling and maintaining on-site operations records.
- i. Implementing the in-service inspection program.

The Plant Manager operates through the Operations Division Manager, the Maintenance Division Manager, the Technical Services Division Manager, and the Radiation Protection Manager. The plant organization and functional responsibilities of key plant personnel are described in Chapter 13 of the Final Safety Analysis Report for the applicable nuclear power plant.

- 1.3.3.2 The Manager, Nuclear Training reports to the Assistant Managing Director for Operations and is responsible for nuclear training policy, implementation, and records management for nuclear plant operations.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-14

REV.

16

- 1.3.3.3 The Manager, Support Services reports to the Assistant Managing Director for Operations and is responsible for the development and implementation of policies and programs which support operation of Supply System nuclear power plants in the areas of health physics, safeguards and physical security, industrial safety and fire protection, fitness for duty, emergency preparedness, and environmental monitoring for WNP-2. To accomplish this role, the Manager of Support Services operates through the Manager of Health, Safety, and Fire Protection; the Manager of Security Programs; the Manager of Emergency Planning; the Manager of General Services, the Manager of Plant Services, and the Manager of Health Physics.
- 1.3.3.3.1 The Manager, Health, Safety, and Fire Protection reports to the Manager of Support Services and is responsible for developing and maintaining a health, safety, and fire protection program and supporting plant management in implementing these programs. This includes training dealing with fitness for duty, personnel health and safety, occupational health, and fire loss prevention and protection.
- 1.3.3.3.2 The Manager, Security Programs reports to the Manager of Support Services and is responsible for overall Supply System security activities. The Manager of Security Programs is specifically responsible for:
- a. Administering a security program which includes preemployment screening, physical security surveys and investigations, and loss prevention.
 - b. Managing the security force by assuring that physical security is consistent with needs and is maintained within individual plant safeguards security plans.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- c. Providing training, administrative, and technical support to the Plant Manager in the area of plant security.

1.3.3.3.3 The Manager, Emergency Planning reports to the Manager of Support Services and is responsible for developing and maintaining an emergency response program that includes plans, implementing procedures, training, and drills and exercises.

1.3.3.3.4 The Manager, General Services reports to the Manager of Support Services and is responsible for:

- a. Developing and maintaining a facility planning program that establishes a process for meeting annual facility needs, including the ability to respond to immediate high priority issues. This effort also includes a long-term (5-7 year) planning effort.
- b. Providing a facility and equipment maintenance program which includes automobiles, standby power generators (ex-plant), and other heavy equipment. This responsibility also includes equipment replacement as appropriate.
- c. Developing and maintaining administrative support skills to augment word processing capabilities throughout the Supply System.

1.3.3.3.5 The Manager, Plant Services reports to the Manager of Support Services and is responsible for:

- a. Developing and maintaining a laboratory services program to provide support to the plant in the area of environmental studies.

OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION

- b. Developing and maintaining a program and facility to provide for central instrument maintenance and calibration.

- 1.3.3.3.6 The Manager, Health Physics reports to the Manager of Support Services and is responsible for the development, maintenance, and implementation of a health physics program to provide support to WNP-2 in the areas of radiological assessment, including personnel dosimetry; the Off-Site Dose Calculation Manual (ODCM); site meteorology; routine and nonroutine dose calculations, including the methodology; and radiological monitoring and nonradiological monitoring.
- 1.3.3.4 The Manager, WNP-2 Projects reports to the Assistant Managing Director for Operations and is responsible for the management of major plant modifications, maintenance tasks, and contractor support. In addition, the Manager of WNP-2 Projects provides integrated planning, estimating, scheduling, and monitoring for WNP-2 projects and programs; and provides project management of focused technical studies on operational improvement and/or uprating of operational power plants.
- 1.3.3.5 The Manager, Planning and Controls reports to the Assistant Managing Director for Operations and is responsible for long range planning, budgeting, cost control business planning, and performance indicator reporting.
- 1.3.3.6 The Corporate Chemist reports to the Assistant Managing Director for Operations and is responsible for policy development, oversight, and integration of matters pertaining to chemistry at WNP-2.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- 1.3.3.7 The Corporate Radiological Health Officer reports to the Assistant Managing Director for Operations and is responsible for policy development, oversight, and integration of all matters relating to radiological protection and health physics.
- 1.3.4 The Director, Engineering reports to the Managing Director and is responsible for providing project engineering and design control, reactor safety evaluation, nuclear analysis, nuclear fuel supply, and maintenance/surveillance engineering support as required for each Supply System nuclear plant. The Director of Engineering is specifically responsible for:
- a. Providing project engineering for projects under construction and preservation management and engineering for mothballed projects.
 - b. Providing design and engineering for operating plant design changes and modifications.
 - c. Providing programs for pre-service inspection, in-service inspection, and non-destructive examinations.
 - d. Providing technical resolution of nuclear safety, licensing, and geological issues.
 - e. Initial fuel supply.
 - f. Reload fuel supply, design, and licensing.
 - g. Maintaining a current engineering data base for each plant.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-18

REV.

16

- h. Maintaining cognizance of changing regulatory requirements and providing controlled interface between the Supply System and regulatory agencies to assure that commitment documents receive the necessary degree and depth of reviews prior to transmittal.
- i. Providing licensing support functions in such areas as acquisition and maintenance of nuclear power plant construction permits and operating licenses.

To accomplish this role, the Director of Engineering operates through the Managers of Design Engineering, Engineering Services, Engineering Programs, WNP-1 and 3 Engineering, Engineering Management Support, and Regulatory Programs.

1.3.4.1 The Manager, Design Engineering reports to the Director of Engineering and is directly responsible for:

- a. Developing and implementing design control programs and processes by which design and design document content is defined, controlled, and verified.
- b. Managing the direct engineering and design for plant operation through retention of expert technical knowledge of plant systems, structures, and components.
- c. Managing engineering subcontractors for engineering design and other consulting services.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-19

REV.

16

- d. Structural design, stress analysis, and specialized ASME Code expertise for plant pressure retaining systems and their supporting structures.
- e. Geological studies programs to determine the acceptability of plant sites and seismic design bases.

1.3.4.2 The Managers, WNP-1 and 3 Engineering report to the Director of Engineering and are directly responsible for:

- a. Preservation of WNP-1 and WNP-3 design assets in a state of readiness for resumed construction.
- b. Project engineering in preparation for resumption of active construction projects.
- c. Developing technical criteria, requirements, and specifications.
- d. Managing Architect Engineer (A/E) activities relative to development of design, implementation of licensing commitments, and testing.
- e. Approving all design phase related license and permit commitments and assuring conformance to these commitments in equipment and design contracts.
- f. Discharging the site-specific technical duties and responsibilities required of an ASME N-Certificate holder and for the Owner's Certificate of Authorizations.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- g. Technical support of plant startup and certification of plant systems readiness for operation.
- h. Preparing pre-service and in-service inspection programs for WNP-1/3.

1.3.4.3 The Manager, Engineering Programs reports to the Director of Engineering and is directly responsible for engineering support to WNP-1 and WNP-3 Engineering and for providing staff support to Design Engineering for:

- a. Performing in-service inspection and testing program plans and related code and regulatory interface.
- b. Nondestructive examination and testing services.
- c. Materials and welding engineering and program development.
- d. Codes and standards interpretation and guidance.
- e. Equipment qualification programs.
- f. Corporate technical positions and standards, as well as operating experience reviews, related to the above topical areas.
- g. Engineering criteria for Class 1 and commercial grade dedicated spare parts procurement.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-21

REV.

16

- h. Managing Master Equipment List (MEL), Safety Related Material (SRM), Class 1 Electrical (C1E), Restricted Use Equipment List (RUEL) data base, and other engineering data bases.

1.3.4.4 The Manager, Engineering Services reports to the Director of Engineering and is directly responsible for:

- a. The supply, engineering, and efficient in-core management of nuclear fuel for each nuclear plant.
- b. Transient analysis and licensing issue resolution to support technical specification changes and reload fuel licensing.
- c. Reliability and availability analyses to improve plant performance, safety, and maintainability.
- d. Engineering support for plant computer system's software configuration control.
- e. Managing engineering support for plant operation through retention of expert technical knowledge of plant-specific analysis and requirements for continued plant operation.
- f. Managing responses to and resolution of emergent plant operation issues, safety analyses, and regulatory concerns.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-22

REV.

16

1.3.4.5 The Manager, Engineering Management Support reports to the Engineering Director and is responsible for:

- a. Interfacing with site organizations to coordinate and integrate engineering programs and support functions.
- b. Managing a single administrative process by which all engineering-related activities and commitments are assigned, scheduled, tracked, and dispositioned.
- c. Implementing configuration control by establishing site-specific policy, procedures, and methods that allow control and accountability.
- d. Managing design and drafting services to support plant modifications and design engineering.
- e. Monitoring the performance of engineering organizations relative to costs, accomplishments, and adequacy of support to dependent organizations.

1.3.4.6 The Manager, Regulatory Programs reports to the Director of Engineering and is responsible for:

- a. Acquiring and maintaining operating licenses of Supply System nuclear power plants.
- b. Establishing and maintaining interfaces between the Supply System and the Nuclear Regulatory Commission.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-23

REV.

16

- c. Defining and implementing programs which assure that licensing submittals receive an adequate technical review from cognizant Supply System, NSSS, or AE personnel prior to transmittal.
- d. Tracking licensing commitments and taking action necessary to assure that they are being met in a timely manner.
- e. Maintaining awareness of changing licensing requirements.
- f. Providing coordinated development of responses and comments to new laws, regulations, regulatory guides, and other regulatory issuances.

1.3.5 The Director, Projects reports to the Managing Director and is responsible for providing project management support for each Supply System nuclear plant. The Director, Projects is specifically responsible for:

- a. Providing project management for power projects under construction and preservation management for mothballed power projects.
- b. Providing project management for disposition of assets from terminated power projects and disposition of major assets surplus to operating power projects.
- c. Providing for site restoration for power project sites which are to be abandoned.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

- d. Providing specialized project management for major construction projects which results in off-line completion of major additions to operating plants and support facilities.
- e. Providing specialized project management for major procurement acquisitions for operating power plants.

To accomplish this role, the Director, Projects operates through the WNP-1/3 Project Manager; the Simulator Projects Manager; and the Special Projects Manager.

1.3.5.1 The WNP-1/3 Project Manager reports to the Director, Projects and is directly responsible for:

- a. WNP-1, WNP-3, and HGP site preservation, including preservation of licenses, permits, agreements, and overall assets in a state of readiness for resumed construction.
- b. Project management in preparation for resumption of active construction projects.
- c. Approval of all construction phase-related license and permit commitments and assuring conformance to these commitments in equipment and design contracts.
- d. Sale and final disposition of assets from canceled projects WNP-4/5.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-25

REV.

16

1.3.5.2 The Manager, Simulator Projects reports to the Director, Projects and is directly responsible for:

- a. Technical maintenance of the current simulator to support operator testing.
- b. Overall project and technical management for the procurement of the replacement simulator.
- c. Certification of the replacement simulator to applicable federal standards.

1.3.5.3 The Manager, Special Projects reports to the Director, Projects and is directly responsible for:

- a. Major construction, procurement and technical project management supporting operating power plants and facilities.
- b. Technical and project management for focused activities which are intended to improve operating plant output and reliability.

1.3.6 The Chief Financial Officer reports to the Managing Director and is responsible for providing procurement and storage control services that are required to support operation and maintenance of Supply System nuclear power plants. To accomplish this role, the Chief Financial Officer operates through the Manager of Procurement and Materials Management.

1.3.6.1 The Manager, Procurement and Materials Management reports to the Chief Financial Officer and is responsible for:

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

1-26

REV.

16

- a. Development of Supply System procurement policies and procedures.
- b. Procurement of items and services in response to approved purchase requisitions.
- c. Coding, cataloguing, handling, storage, shipping, and disposal of procured items.

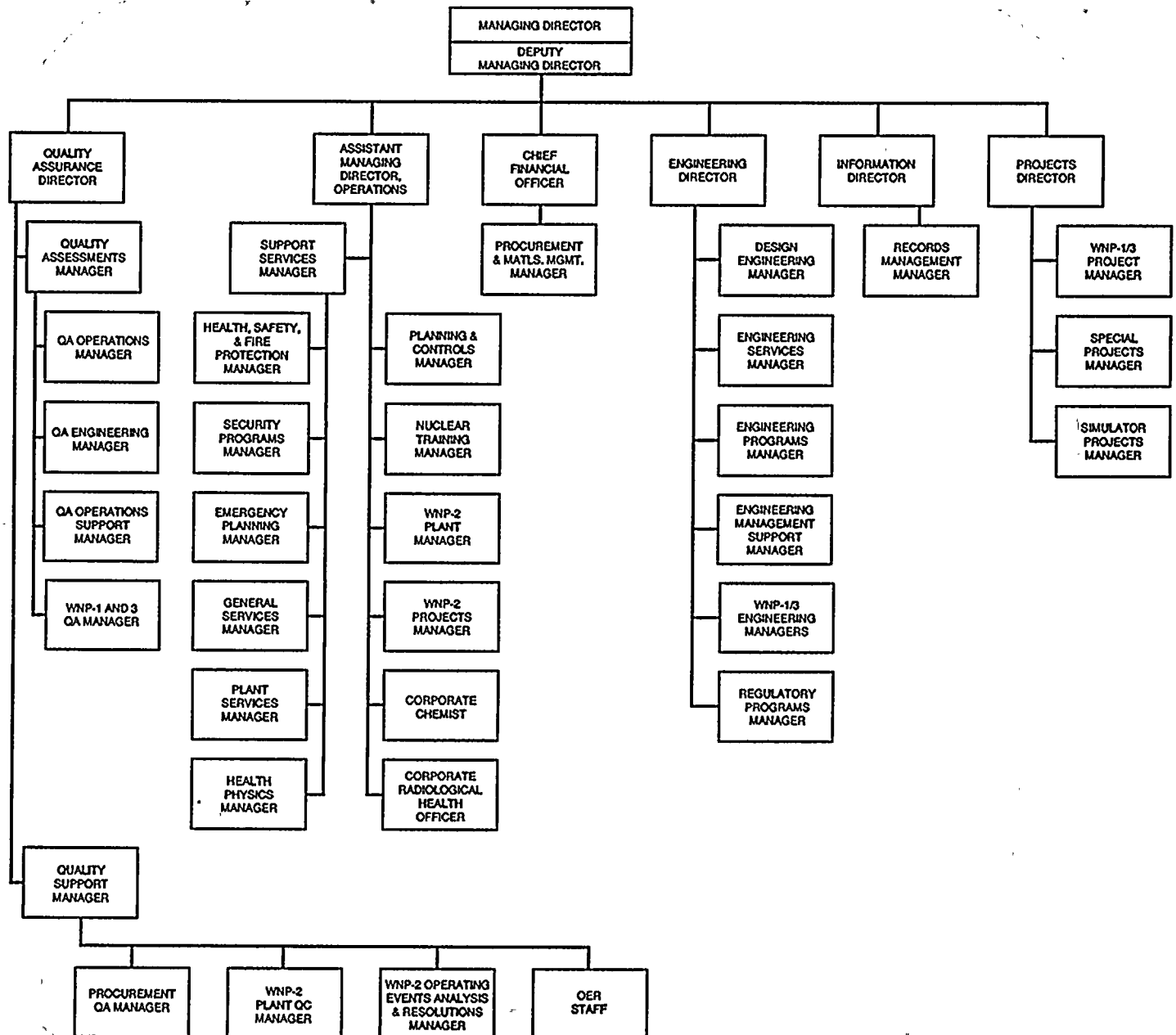
1.3.7 The Director, Information reports to the Managing Director, and is responsible for the Supply System records management program. To accomplish records management responsibilities, the Director, Information operates through the Manager of Records Management.

1.3.7.1 The Manager, Records Management reports to the Director, Information and is responsible for:

- a. Providing program definition and policy development for Supply System records management activities, which includes processing, retrieval, storage, and dispositioning of records.
- b. Providing administrative support functions necessary for the maintenance of corporate manuals and procedures.

OPERATIONAL QUALITY ASSURANCE PROGRAM DESCRIPTION

FIGURE 1-1



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**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

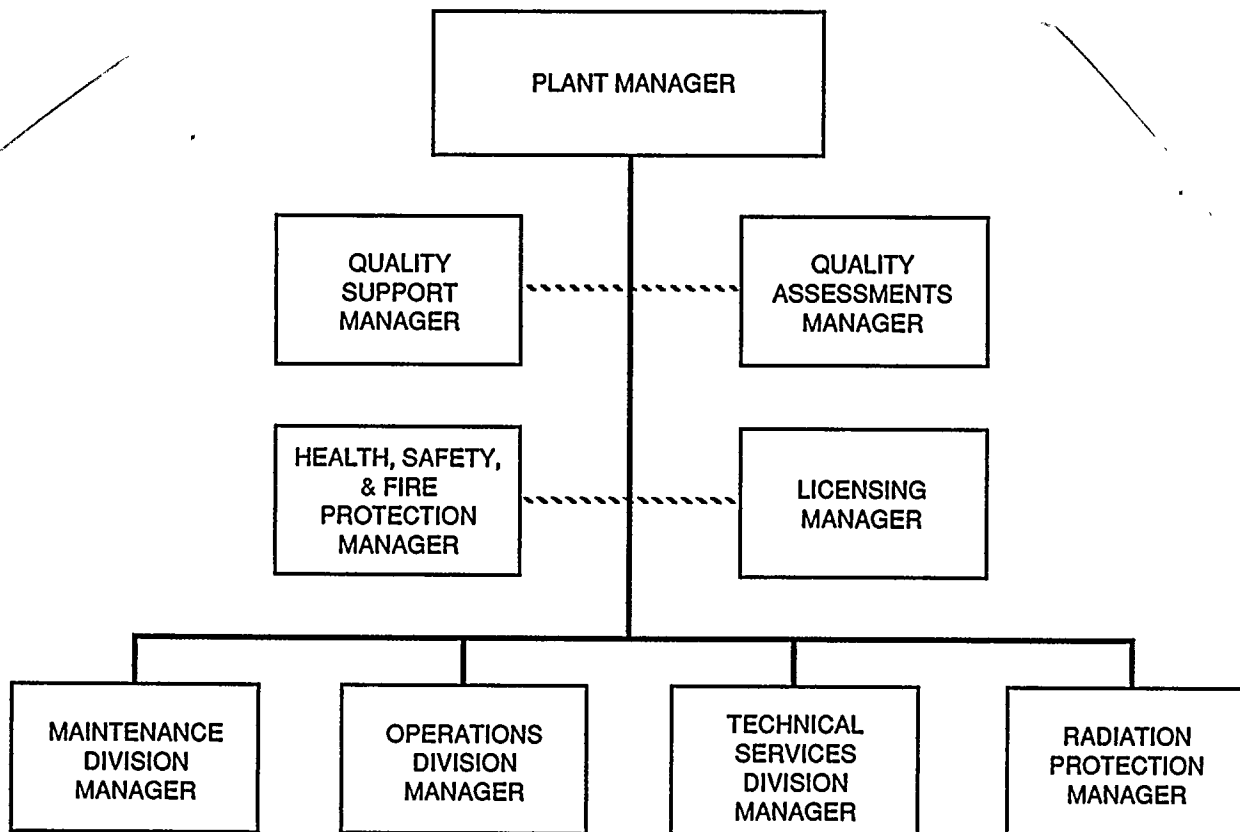
PAGE

1-28

REV.

16

FIGURE 1-2



— ADMINISTRATIVE AND FUNCTIONAL REPORTING

- - - COMMUNICATION LINES

**Supply System Organization
Relative To Operational QA**

890853.2

OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTIONAPPENDIX IQUALIFICATION REQUIREMENTS

The minimum qualification requirements for key Quality Assurance personnel that will be met at the time of initial core loading or appointment to the active positions are as follows:

I.1 Quality Assurance Director

- a. Education: Bachelor Degree or equivalent* in Engineering or a related science.
- b. Experience: Ten (10) years experience in the field of quality assurance, or equivalent number of years of nuclear industry experience in a management position or a combination of the two. The requirement that the director have at least two years of experience in the administration of and adherence to the Quality Assurance Program in a significant management role directly involving nuclear power plants is being deleted.

Because the director's duties encompass a much broader range of responsibilities than administration of the QA Program, it is not considered desirable, nor appropriate, to limit the choice of candidates to only those who have had detailed involvement in the administration of the QA Program.

**OPERATIONAL
QUALITY ASSURANCE PROGRAM DESCRIPTION**

PAGE

I-2

REV.

9

APPENDIX IQUALIFICATION REQUIREMENTS**I.2 Quality Assessments and Quality Support Managers**

- a. Education: Bachelor Degree or equivalent* in Engineering or a related science.
- b. Experience: Six (6) years experience in the field of quality assurance, or an equivalent number of years of nuclear plant experience in a supervisory position, preferably at an operating nuclear plant, or a combination of the two. At least two (2) years of this six (6) years of experience shall be nuclear power plant experience in the implementation of the quality assurance program.

*Equivalency will be determined based upon an evaluation of the following factors:

- 1. High school diploma or GED.
- 2. Sixty (60) semester hours of related technical education taught at the college level (900 classroom or instructor conducted hours).
- 3. Qualified as an NRC senior operator at the assigned plant.
- 4. Four (4) years of additional experience in his area of responsibility.
- 5. Four (4) years of supervisory or management experience.
- 6. Demonstrated ability to communicate clearly (verbally and in writing).
- 7. Certification of academic ability and knowledge by corporate management.
- 8. Successful completion of the Engineer-In-Training examination.
- 9. Professional Engineer License.
- 10. Associated degree in Engineering or a related science.