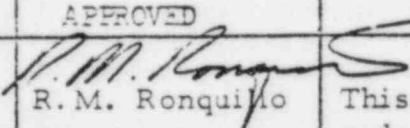
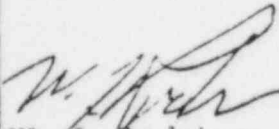
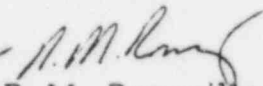
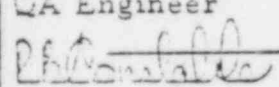
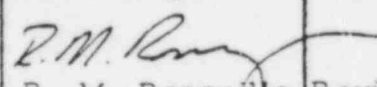


GULF ENGINEERING CO., INC.
Contract W3-NY-5
WATERFORD STEAM ELECTRIC STATION - UNIT NO. 3

PROCEDURE TITLE: CORRECTIVE ACTION		PROCEDURE NUMBER: PR 16.0	
		PAGE 1 OF 1	
ISSUE SUMMARY			
ISSUE/DATE	PREPARED	APPROVED	REMARKS
1/5-1-78	R. M. Ronquillo	 R. M. Ronquillo QA Manager	This procedure cancels and super-sedes Procedure No. PR 19.0, Issue 2 dated 3/18/77, titled Corrective Action and Trend Analysis.
2/8-16-79	 W. J. Rodrigue QA Engineer	 R. M. Ronquillo QA Manager	Revised Para. 1.0 & 2.0. & 6.4.2 Added Para. 6.1.3
3/1-27-81	 R. B. Constable Q. A. Engineer	 R. M. Ronquillo Q. A. Manager	Revised Para. 6.2 and 6.4.6

INFORMATION ONLY

Gulf Engineering Co., Inc.

CONTROLLED DOCUMENT

No. 1

8505130231 841105
PDR FOIA
BERNEB84-205 PDR

EMASO SERVICES
INCORPORATED

QUALITY
ASSURANCE
ENGINEERING

This Document is:

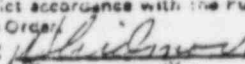
☒ Reviewed Without Comments

☐ Reviewed With Comments as
Noted; Incorporate Comments,
and Resubmit, Proceed With
Order.

☐ Rejected; Revise and Resubmit

NOTE:

Review of this document, with or without comments, is for general conformance with the applicable specifications only and in no way releases the manufacturer or contractor from full responsibility for delivery of all materials, equipment, services and documentation in strict accordance with the Purchase Order.

By: 

Date: 3-17-81

14.

GULF ENGINEERING CO., INC.
Contract W3-NY-5
WATERFORD STEAM ELECTRIC STATION - UNIT NO. 3

ISSUE: 3	TITLE: CORRECTIVE ACTION	PROCEDURE NUMBER: PR 16.0
		PAGE 1 OF 4

1.0 PURPOSE

The purpose of this procedure is to establish responsibility and measures to assure that conditions and the cause of such conditions that are adverse to quality; such as, failures, malfunctions, deficiencies, deviations, defective material and equipment, and other nonconformances are promptly identified, reported, and corrected.

2.0 SCOPE

This procedure applies to all conditions determined by Quality Assurance to require corrective action, including measures to preclude repetition, as a result of nonconforming conditions, audits or observed deficiencies at Gulf Engineering or at vendors.

3.0 REFERENCES

3.1 Gulf Engineering Nuclear Quality Assurance Manual

3.2 10CFR50, Appendix B- Quality Assurance Criteria for Nuclear Power Plants and Fuel Reprocessing

3.3 ANSI N45.2 - Quality Assurance Program Requirements for Nuclear Power Plants.

4.0 DEFINITIONS

4.1 Definitions as per ANSI N45.2.10

4.2 Trend Analysis - A review and written summary of the general movement in the course of time of a statistically detectable change in conditions adverse to Quality.

4.3 Corrective Action - The necessary events leading to the elimination of the cause or causes for a condition adverse to Quality.

GULF ENGINEERING CO., INC.
Contract W3-NY-5
WATERFORD STEAM ELECTRIC STATION - UNIT NO. 3

ISSUE: 3	TITLE: CORRECTIVE ACTION	PROCEDURE NUMBER: PR 16.0			
		PAGE	2	OF	4

5.0 RESPONSIBILITIES

- 5.1 The Quality Assurance Manager, or the Quality Assurance Engineer shall be responsible for the following:
- 5.1.1 Issuing and controlling Corrective Action Reports
 - 5.1.2 Performing a Quarterly Trend Analysis and Issuing a Report
 - 5.1.3 Verification of Corrective Action
- 5.2 The Quality Control Supervisor, or his designee, shall be responsible for 5.1.1, and 5.1.3 when the discrepant department is construction.

6.0 PROCEDURE

- 6.1 A Corrective Action Report, Form No. PR 16.0-1 (attachment 7.1) shall be initiated for conditions determined to be adverse to quality. This includes but is not limited to such conditions as:
- 6.1.1 A nonconforming condition which requires corrective action in order to prevent reoccurrence.
 - 6.1.2 A series of nonconforming conditions which indicates a declining quality trend or a repetitive failure to follow procedures or work instructions.
 - 6.1.3 An out-of-control situation and/or assignable conditions significantly adverse to quality.

- 3 | 6.2 Yearly, the Quality Assurance Manager, or the Quality Assurance Engineer, shall review all nonconformance reports, discrepancy reports, and any audit reports generated during that quarter, and prepare a Nonconformance Frequency Log, Form No. PR 16.0-3 (attachment 7.3). The Trend Analysis shall be formed by comparison of nonconforming items and/or discrepancy items listed on the Nonconformance Frequency Log which are similar. If more than three (3) similar nonconforming and/or discrepancies are listed, in any quarter, then a Corrective Action Report shall be issued.
- 6.3 The importance and/or magnitude of each nonconforming condition shall be taken into consideration and at the discretion of the Quality Assurance Manager or the Quality Control Supervisor, a Corrective Action Report may be issued at any time regardless of the quantity of nonconformances or the time frame in which they occurred.

GULF ENGINEERING CO., INC.
Contract W3-NY-5
WATERFORD STEAM ELECTRIC STATION - UNIT NO. 3

ISSUE: 3	TITLE: CORRECTIVE ACTION	PROCEDURE NUMBER: PR 16.0	
		PAGE 3	OF 4

6.4 Reporting and Controlling of Corrective Action Report

- 6.4.1 The responsible QA or QC party shall complete the initial section of the Corrective Action Report, including identification of Nonconformance Report, Discrepancy Report, Audit Report, or Trend Analysis Report which identified the need for Corrective Action, the department responsible, required response date, and describe the discrepant condition. He shall then assign a Corrective Action Report (CAR) number, date, sign and enter the CAR number, brief description, date issued and date response is due on the CAR Control Log, Form No. PR 16.0-2 (attachment 7.2).
- 6.4.2 One (1) copy of the CAR will be sent to the person responsible for the operations of the discrepant department, who will investigate the cause of the discrepant condition and enter the cause in the space provided on the CAR.
- 6.4.2.1 The recipient of the CAR will determine the Corrective Action to be taken and complete the "Corrective Action to be Taken" portion of the form, sign, date and return one (1) copy to the originator of the CAR within ten (10) working days.
- 6.4.3 The originator shall review the response on the CAR and evaluate to determine if the corrective action to be taken is satisfactory. If satisfactory, he will indicate his approval, sign, date and enter the response date on the CAR Control Log, Form No. PR 16.0-2. The originator will then determine whether or not it is necessary to witness the corrective action being taken and indicate same in the appropriate space on the CAR and return the CAR to the person responsible for the operations of the discrepant department for initiation of corrective action.
- 6.4.3.1 In the event the response is not satisfactory, the originator shall enter the further action required in the appropriate space and indicate "Not Approved", sign and date. He will also enter the response date on the CAR Control Log, write a new CAR and enter the "new" CAR number in the "Comments" column of the CAR Control Log and in the "Further Action Required" space on the CAR.

GULF ENGINEERING CO., INC.
Contract W3-NY-5
WATERFORD STEAM ELECTRIC STATION - UNIT NO. 3

ISSUE: 3	TITLE: CORRECTIVE ACTION	PROCEDURE NUMBER: PR 16.0
		PAGE 4 OF 4

6.4.3.2 When a new CAR is required, it will be processed in accordance with this procedure and the original CAR will be filed in the Quality Assurance safe.

6.4.4 The discrepant department will then take the necessary corrective action as specified on the CAR within twenty (20) working days, sign and date the CAR in the space provided, and return the CAR to the originator.

6.4.4.1 When required by the originator that the corrective action be witnessed while being taken, the department taking corrective action shall notify the originator in sufficient time for the originator or his designee to witness the corrective action.

6.4.5 The originator shall witness or verify that the proper corrective action has been taken, sign and date the CAR in the space provided, close out the CAR Control Log by initialling and dating, and file the CAR in the Quality Assurance safe.

3 | 6.4.6 Copies of all completed Corrective Action Reports will be sent to the Quality Assurance Manager, the Project Manager, and the President of the Company.

6.5 The Trend Analysis Report and copies of all Corrective Action Reports which were generated as a result of the Trend Analysis will be sent to the President, Vice President Installation and Services, and to the Quality Assurance Manager when prepared by the Q.A. Engineer.

6.6 All Customer requests for corrective action of a quality nature are forwarded to the Quality Assurance Manager for investigation, corrective action and replies.

7.0 ATTACHMENTS

7.1 Form No. PR 16.0-1 - Corrective Action Report

7.2 Form No. PR 16.0-2 - Corrective Action Report Control Log

7.3 Form No. PR 16.0-3 - Nonconformance Frequency Log

GULF ENGINEERING COMPANY, INC. Attachment # 7.1
WATERFORD STEAM ELECTRIC STATION - UNIT 3

CORRECTIVE ACTION REPORT

CAR No. _____
Date: _____

To: _____ Item No: _____

Responsible Department _____ Refer: Audit Report No. _____

NCR Report No. _____

Discrepancy Report No. _____

Trend Analysis Report No. _____

Description of Condition: _____

Response Required By: _____

Prepared By: _____ Title: _____

Cause of Condition: _____

Corrective Action To Be Taken: _____

Signature & Title: _____ Dept. _____ Date _____

REVIEWED:

☐ Approved

☐ Not Approved

Signature

Title

Date

Signature

Title

Date

Witnessing of Corrective Action Required: ☐ Yes ☐ No

Further Action Required: _____

Corrective Action Taken: _____

Signature

Title

Date

Verification of Corrective Action:

Signature

Title

Date

CORRECTIVE ACTION REPORT CONTROL LOG

[illegible]

NONCONFORMANCE FREQUENCY LOG

[illegible]