

SP Number 67X001.06Revision 1P or D Apvl Level DEffective Date 2-19-93Number of Pages 9

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TERMINATION SURVEY RELEASE RECORDCONTENT AND PREPARATION1.0 PURPOSE

This procedure directs the preparation of Release Records for Shoreham plant structures, systems, and outside areas, for the purposes of the Shoreham Decommissioning Project Final Report (Ref.11.1, Sec.5.1.3.8).

2.0 RESPONSIBILITY

- 2.1 The Termination Survey Section Head is responsible for ensuring the proper implementation of this procedure.
- 2.2 Final approval of each Release Record by Shoreham Decommissioning Project management shall be documented through the Site Review Committee.

SR2-1021.600-6.421

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3.0 DISCUSSION

The Termination Survey Release Record consists of a data report and supporting evaluation which document the conclusion that each Shoreham survey unit satisfies the release criteria for unrestricted use set forth in Ref. 11.2, Sec. 4-2. It is intended to be a "stand alone" document which lends itself to independent review, providing a final check on the adequacy of the Termination Survey and the condition of the facility, and supporting preparation of the Final Report.

3.1 Individual components of the Release Record include:

- 3.1.1 a Checklist verifying the readiness of the survey unit, and its associated documentation, for the preparation of the Release Record;
- 3.1.2 a Release Record Report summarizing the survey unit description, history, survey design, and final configuration;
- 3.1.3 supporting documentation including a Survey Data Report which summarizes and compares the Termination Survey results with the applicable release limits to demonstrate attainment of the release criteria.

3.2 The Release Record is prepared by the responsible Termination Survey Group Radiological Engineer or his designee.

3.3 Survey units of similar composition, history, and classification may be combined into one Release Record, for paperwork reduction and project expedition, by direction of the Termination Survey Engineer. For this reason, all references to a "survey unit" in this procedure shall also be applicable to multiple survey units when these are combined into a single Release Record.

3.4 The Release Records are included in the Termination Survey Final Report as attachments.

3.5 This procedure contains:

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4.0 PRECAUTIONS

- 4.1 Preparer and Reviewer of the Release Record Checklist should be two different individuals, designated by the Termination Survey Engineer.
- 4.2 Independent peer review of the Release Record Report shall be performed by an individual within the Termination Survey Section who has no direct responsibility for the design of the survey or the evaluation of the survey data for a particular survey unit.

5.0 PREREQUISITES

- 5.1 The Termination Survey of the survey unit is complete, reviewed, and approved by the responsible Radiological Engineer(s).
- 5.2 The survey unit has been protected from recontamination, where applicable, by implementation of the appropriate Health Physics procedure(s) (Refs.11.4, 11.5).
- 5.3 Survey data for the survey unit has been entered into the Termination Survey database and converted into the final Survey Data Report. The final Survey Data Report includes population size, and maximum and average measurement values for each type of radiation and contamination measurement required by the survey design for that survey unit.
- 5.4 The Termination Survey Engineer shall assign the preparation of the Release Record Checklist to the designated Radiological Engineer.

6.0 LIMITATIONS AND ACTIONS

N/A

7.0 MATERIALS AND/OR TEST EQUIPMENT

N/A

8.0 PROCEDURE

- 8.1 The designated individual commences preparation of the Release Record Checklist, which shall be completed for each individual Survey Unit. Appendix 12.1 is a sample form of the Termination Survey Release Record Checklist.
 - 8.1.1 Enter the Survey Unit Number as it appears in the Survey Unit Classification Description "Survey Unit List" (Ref.11.6), into the appropriate space.
 - 8.1.2 Enter the Survey Unit Name as it appears in the Survey Unit List.
 - 8.1.3 Enter the System Index Code, from the Shoreham Records Management "File Code List" (Ref.11.7), into the appropriate space.

- 8.1.4 Enter the Survey Unit Classification found in the Termination Survey History File (Ref.11.9) for the specific survey unit, not the preliminary Survey Unit Classification found in the original Survey Unit List.

NOTE: In all cases where a negative response ("N") is entered on the Checklist, the preparer will complete the entire Checklist and submit it to the Termination Survey Engineer, who will assign the rectification of the problem to the appropriate party. Upon satisfactory resolution of the deficiency, the Termination Survey Engineer may reassign the preparation of the Checklist.

- 8.1.5 Verify the performance of Survey Design review, and of Survey Design approval, entering a "Y" (yes) or "N" (no) in the appropriate space. Survey Design review and approval steps are found in the Survey Design Control Sheet (Ref.11.10) for each survey unit.
- 8.1.6 Verify the performance of Survey Data review and approval steps, found in the Survey Data Report for the survey unit, and enter a "Y" or "N" in the space provided.
- 8.1.7 Indicate whether the prescribed steps, per Refs.11.4 & 11.5 have been taken to prevent recontamination of the survey unit by entering a "Y", "N", or "N/A" in the appropriate space.
- 8.1.8 Indicate attachments to the Checklist.
- 8.1.8.1 If the Survey Data Report is not attached, indicate by entering "N", not "N/A", in the space marked "Survey Data Report".
- 8.1.8.2 In the space marked "Other", enter "Y" if other attachments are added, and describe on the line provided. If no other attachment is required by this procedure and none is appended, enter "N/A", not "N", in this space.
- 8.1.9 Preparer enters signature and date in the space provided, upon completion of the Checklist.
- 8.1.10 Reviewer of the Checklist, designated by the Termination Survey Engineer, reviews the checklist for completeness and accuracy, and enters signature and date in the space provided.
- 8.2 The Termination Survey Engineer shall assign the preparation of the Release Record Report to the designated Radiological Engineer.
- 8.3 The designated individual commences preparation of the Release Record Report, following the outline below. Appendix 12.2 offers a sample outline format for the Termination Survey Release Record Report.
- 8.3.1 Enter the Survey Unit Number as it appears in the Survey Unit Classification Description "Survey Unit List" (Ref.11.6). For a Release Record Report covering several survey units, enter the lowest alpha-numeric code. For example, if a single Release Record Report is prepared for Survey Units AB-064 through AB-067 and Survey Unit OB-037, enter "AB-064" as the Survey Unit Number. This grouping of

several survey units is indicated on the Survey Unit File Master List, described in Sec. 8.4.1.

- 8.3.2 Enter the Survey Unit Name as it appears in the Survey Unit List. For a Release Record Report covering multiple survey units, attach a list showing survey unit names, survey unit numbers, and system numbers of each, and enter "See List Attached".
- 8.3.3 Enter the System Index Code, from the Shoreham Records Management "File Code List" (Ref. 11.7). For a Release Record Report prepared for multiple survey units, enter "See List Attached".
- 8.3.4 Prepare a brief summary Description of the survey unit for which the Release Record Report is prepared. This may be a synopsis of the description used in the History File for the survey unit, or may be specifically prepared, particularly in those cases where the Release Record encompasses multiple survey units and requires a unique treatment. Attach additional sheets as necessary.
- 8.3.5 Prepare a brief summary of the History of the survey unit, with specific focus on relevant decommissioning activities and their subsequent impact. History File information may be incorporated for the necessary information pertaining to operation, utilization, decontamination methods, and radiological characterization. Attach additional sheets as necessary.
- 8.3.6 Prepare a brief summary of the Survey Design for the survey unit. Include information on the division of the survey unit into subunits; physical modifications required for performance of the survey; the number, locations, and types of measurements taken, and the selection criteria employed. System survey unit survey locations and components selection criteria is established per reference 11.11, SP 67X001.10, Termination Survey Design.
- 8.3.7 Prepare a brief summary of the Final Configuration of the survey unit. Include information on the extent of system/component deletion during decommissioning, the status of remaining systems and components, and the post-Survey protective measures taken, where applicable. Attach additional sheets as necessary.
- 8.3.8 Indicate attachments to the Release Record Report.
 - 8.3.8.1 If the Survey Data Report is not attached, indicate by entering "N", not "N/A", in the space marked "Survey Data Report".
 - 8.3.8.2 In the space marked "Other", enter "Y" if other attachments are added, and describe on the line provided. If no other attachment is required by this procedure and none is appended, enter "N/A", not "N", in this space.

- 8.3.9 Preparer enters signature and date in the space provided, upon completion of the Release Record Report.
- 8.3.10 Reviewer of the Release Record Report, designated by the Termination Survey Engineer, reviews the Release Record Report for completeness and accuracy, and enters signature and date in the space provided.
- 8.3.11 Reviewer forwards the Release Record Report, with attachments, to NQA for review. The designated reviewer enters signature and date in the space provided.
- 8.3.12 The completed Release Record Report with attachments is submitted by the Termination Survey Engineer to the Site Review Committee for final approval. SRC approval shall be affirmed by signature and date in the space provided.
- 8.4 Release Records are filed by Survey Unit Number and stored in a manner to deter tampering, in accordance with Ref.11.3.
 - 8.4.1 A single Release Record prepared for multiple survey units is filed by the lowest alpha-numeric code of the group, as described in Section 8.3.1. A master list is maintained in the Release Records filing system identifying the grouping of multiple survey units and their filing location.

9.0 ACCEPTANCE CRITERIA

- 9.1 Final approval of each Release Record by Shoreham Decommissioning Project management shall be documented through the Site Review Committee.

10.0 FINAL CONDITIONS

- 10.1 Copies of the Release Record Report and Survey Data Report are archived and stored in accordance with the Termination Survey "Document Control and File Management" procedure (Ref.11.3).
- 10.2 The Release Record Report and Survey Data Report shall be attached to the Shoreham Decommissioning Project Termination Survey Report, as required.

11.0 REFERENCES

- 11.1 Long Island Power Authority, Nuclear Management Control Manual, "Nuclear Organization Management Control Program for Decommissioning Termination Survey Program Description", PDXOM-01.
- 11.2 Long Island Power Authority, "Decommissioning Plan for Shoreham Nuclear Power Station", NRC Docket No. 50-322, December, 1990, as supplemented.
- 11.3 67X001.07 - "Termination Survey Document Control and File Management"
- 11.4 61X010.03 - "Health Physics Postings and Signs"
- 11.5 67X001.04 - "Termination Survey Unit Turnover and Control Procedure"
- 11.6 67X001.08 - "Survey Unit Classification Description"
- 11.7 Shoreham Records Management "File Code List"

- 11.8 12X004.01 - "Site Review Committee"
- 11.9 67X001.01 - "Termination Survey History File Content and Preparation"
- 11.10 67X001.02 - "Termination Survey Procedure"
- 11.11 67XC01.10 - "Termination Survey Design"

12.0 APPENDICES

- 12.1 Termination Survey Release Record Checklist (Sample)
- 12.2 Termination Survey Release Record Report Outline (Sample)

TERMINATION SURVEY RELEASE RECORD CHECKLIST
(SAMPLE)

1. Survey Unit No.: _____
2. Survey Unit Name: _____
3. System Index Code: _____
4. Survey Unit Classification: _____
5. a. Survey Design Reviewed (Y,N): _____
b. Survey Design Approved (Y,N): _____
6. a. Survey Data Reviewed (Y,N): _____
b. Survey Data Approved (Y,N): _____
7. Survey Unit Protected from Recontamination?
(Y,N,N/A): _____
8. Attachments (Y,N,N/A): _____ Survey Data Report
_____ Other: _____
9. Prepared by/Date: _____
10. Reviewed by/Date: _____

TERMINATION SURVEY RELEASE RECORD REPORT OUTLINE
(SAMPLE)

1. Survey Unit No.: _____
2. Survey Unit Name: _____
3. System Index Code: _____
4. Description: _____

5. History: _____

6. Survey Design _____

7. Final Configuration: _____

8. Attachments (Y,N,N/A): _____ Survey Data Report
_____ Other: _____
9. Prepared by/Date: _____
10. Reviewed by/Date: _____
11. NQA Reviewed/Date: _____
12. SRC Approved/Date: _____