

SUBJECT: ADMINISTRATIVE CONTROLSPage 1 of 9APPROVED BY: [Signature] DATE ISSUED: 05/16/84 SUPERSEDES ISSUE DATED: 7/31/70

7.1 Organization

The organization for the management and operation of the reactor facility shall be as indicated in Figure 7.1. The Chief, Reactor Radiation Division, and the Chief Nuclear Engineer, Reactor Operations, shall have line responsibility for direction and operation of the reactor facility, including safeguarding the general public and facility personnel from radiation exposure and adhering to all requirements of the Operating License and Technical Specifications.

The minimum qualifications with regard to education and experience backgrounds of key supervisory personnel in Reactor Operations shall be as follows:

(1) Chief Nuclear Engineer

The Chief Nuclear Engineer must have a college degree or equivalent in specialized training and applicable experience, and at least 5 years experience in a responsible position in reactor operations or related fields, including at least 1 year experience in reactor facility management or supervision.

(2) Deputy Chief Nuclear Engineer

The Deputy Chief Nuclear Engineer must have a combined total of at least 7 years of college level education and/or nuclear [nuclear] reactor experience with at least 3 years experience in reactor operations or related fields.

The person must also be qualified to hold a senior operator's license.

(3) Reactor Supervisor

- (a) At least 4 years experience in reactor operations, including experience in the operation and maintenance of equipment and in the supervision of technicians and/or reactor operators.

Reactor Operations Section

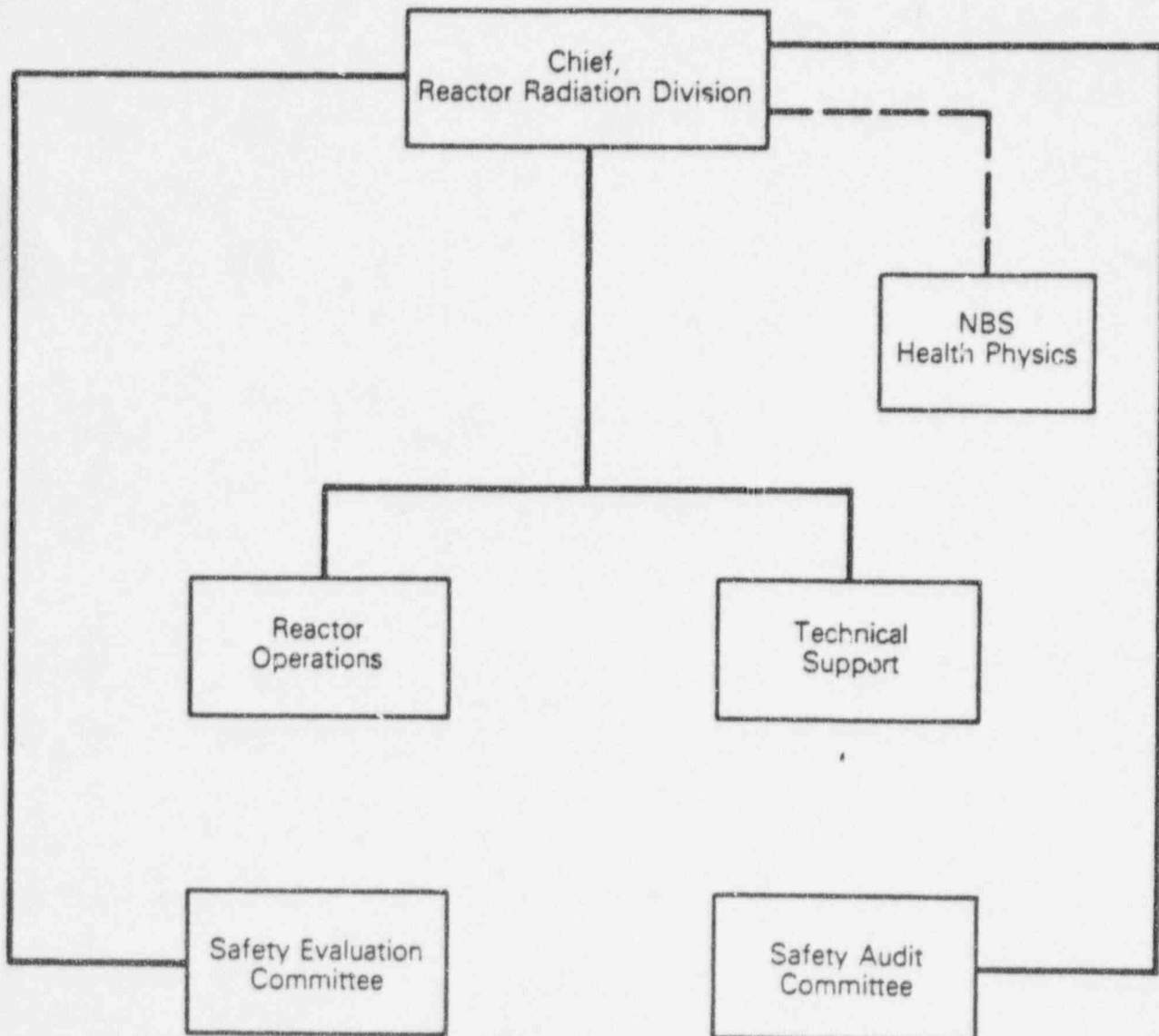
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Figure 7.1 Organization for the management and operation of the reactor facility

Reactor Operations Section

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(b) A high school education or equivalent and formal training in reactor technology and reactor operations. (An additional 2 years of experience may be substituted for education and formal training.)

(c) Qualified to hold a senior operator's license.

For operation, the normal crew complement for a shift shall be three persons. The minimum crew complement for a shift shall be two persons, including at least one licensed senior operator.

7.2 Safety Evaluation Committee

The Safety Evaluation Committee shall be composed of at least four senior technical personnel who collectively provide a broad spectrum of expertise in reactor technology. The Committee members shall be appointed by the Chief, Reactor Radiation Division. At least two members shall be from the Reactor Radiation Division and one shall be from Health Physics. The quorum requirement of the Committee shall be three members. Alternates appointed by the Chief, Reactor Radiation Division, may serve during the absence of regular members.

The Safety Evaluation Committee shall meet semiannually during reactor operations and as circumstances warrant. Written records of the proceedings, including any recommendations or concurrences, shall be maintained. The Committee shall report directly to the Chief, Reactor Radiation Division.

The Safety Evaluation Committee shall

- (1) Review proposed changes to the NBSR facility equipment or procedures when such changes have safety significance, or involve an amendment to the facility license, a change in the Technical Specifications incorporated in the facility license, or an unreviewed safety question pursuant to 10 CFR 50.59.

Reactor Operations Section

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- (2) Review proposed tests or experiments significantly different from any previously reviewed or which involve any unreviewed safety question pursuant to 10 CFR 50.59.
- (3) Determine whether proposed changes or reactor tests or experiments have been adequately evaluated and documented and provide recommendations for action.
- (4) Review the circumstances of all reportable occurrences and violations of Technical Specifications and the measures taken to preclude a recurrence and provide recommendations for action.

7.3 Safety Audit Committee

The Safety Audit Committee shall be composed of three senior technical personnel who collectively provide a broad spectrum of expertise in reactor technology. The Committee members shall be appointed by the Chief, Reactor Radiation Division. Members of the Safety Audit Committee shall not be regular employees of the National Bureau of Standards. At least two members must pass on any report or recommendation of the Committee.

The Safety Audit Committee shall meet annually and as required. The Committee shall audit NBSR facility operations and the performance of the Safety Evaluation Committee. The Safety Audit Committee shall report in writing to the Chief, Reactor Radiation Division.

7.4 Procedures

All procedures and major changes thereto, before being effective, shall be reviewed by the Safety Evaluation Committee and approved in writing by the Chief, Reactor Operations, or his Deputy. Changes, which do not significantly

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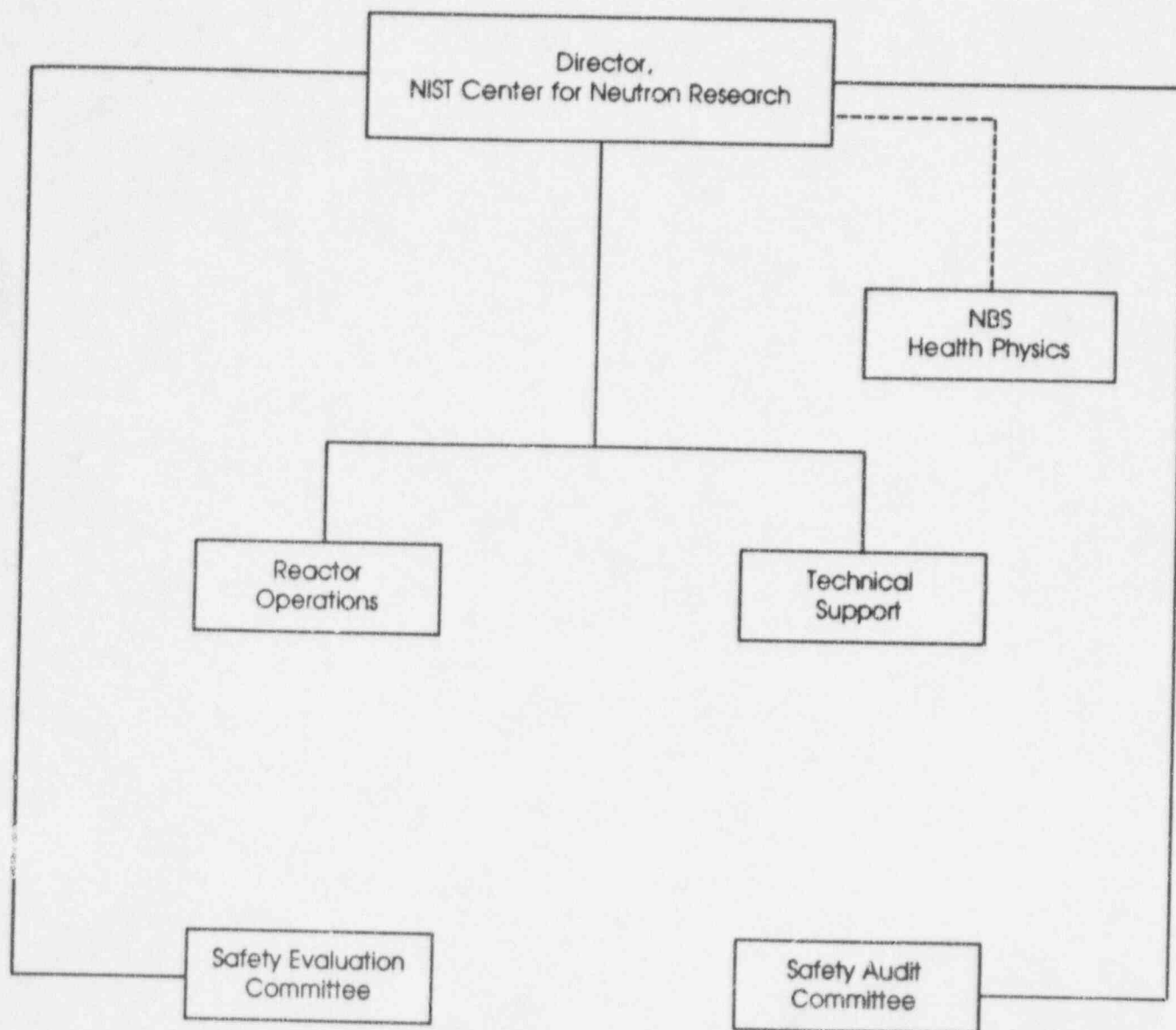
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