

August 26, 1985

DMB 016

Docket No. 50-346

Mr. Joe Williams, Jr.
Vice President, Nuclear
Toledo Edison Company
Edison Plaza - Stop 712
300 Madison Avenue
Toledo, Ohio 43652

Dear Mr. Williams:

SUBJECT: TRAINING REVIEW AT DAVIS-BESSE NUCLEAR POWER STATION

The NRC staff will be conducting a training review at the Davis-Besse Nuclear Power Station. We have coordinated the schedule for this review with Mr. R. F. Peters and have mutually agreed upon September 24 through September 26, 1985 for the review. Our review team will consist of two NRR staff members, two Region III staff members, and one consultant. The NRR Project Manager for Davis-Besse will also accompany the team.

On the first day of our review, we will select five or six tasks from your programs and use these as the focus of the review. The tasks will be representative of ones included in formal training, continuing training, on-the-job training (OJT), simulator training, and emergency/abnormal operations training. They will be chosen from training programs that are subject to INPO Accreditation. Licensed Operator and Non-licensed Operator training will definitely be examined.

The review will concentrate on 1) how these tasks were analyzed, 2) how training objectives were derived from the tasks, 3) how training for the tasks was designed, developed and implemented, 4) how trainees were observed and evaluated during training to determine their level of task mastery, and 5) how feedback on training, aggregated trainee evaluations and on-the-job performance indicators are incorporated into revision and evaluation of the training programs.

In the event that Toledo Edison Company has not fully made a transition to training processes and products that fulfill the requirements for INPO Accreditation, we will plan to examine the kinds of documentation that indicate plans for the transition and initial progress toward the goal of performance-based training in the applicable programs. The following is a general list of the types of documentation we will expect to use to answer questions about the training program:

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Mr. Joe Williams, Jr.

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o Instructions/Procedures related to:

- Systematic methods used to analyze jobs,
- Training organization goals, objectives, and plans,
- Responsibilities/authority of training organization personnel,
- Methods for evaluating/selecting instructional materials, methods, and media,
- Methods for organizing/sequencing of training,
- Methods for keeping training programs current,
- Maintenance of training records,
- Selection of candidates for training and the granting of waivers/exemptions from training,
- Evaluation of training programs, and
- Training, qualification, and evaluation of instructors

o Task lists for the job(s) being reviewed

o Documentation related to:

- Development/validation of task lists,
- Selection of tasks for formal training,
- Analysis of tasks,
- Analysis of on-the-job performance problems and industry events, and

o Roster/organization chart for the training organization

o Training schedule for the past six months and the next six months.

To assist the review team, please make available a knowledgeable person to answer questions the team may have. The ideal person for this role is the person assigned to coordinate Toledo Edison Company's efforts toward INPO accreditation.

Sincerely,

~~ORIGINAL SIGNED BY~~
~~JOHN F. STOLZ~~

John F. Stolz, Chief
Operating Reactors Branch #4
Division of Licensing

cc: See next page

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Mr. J. Williams
Toledo Edison Company

Davis-Besse Nuclear Power Station
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