

TEXAS UTILITIES GENERATING CO CPSES	PROCEDURE NUMBER	REVISION	ISSUE DATE	PAGE
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INSPECTION REPORT	PREPARED BY: <u>[Signature]</u> <u>8/7/84</u> DATE			
	APPROVED BY: <u>[Signature]</u> <u>8/8/84</u> DATE			

1.0 REFERENCES

- 1-A CP-QP-16.0, "Nonconformances"
- 1-B CP-QP-17.0, "Corrective Action"

2.0 GENERAL

2.1 PURPOSE

The purpose of this procedure is to establish a method of documenting field inspections performed by Quality Control personnel.

2.2 TYPES OF INSPECTION

2.2.1 Monitor (QCI-M)

To assure that a specific operation is being performed in accordance with applicable requirements. Conformance verification by monitoring is accomplished by physically observing a task being performed on a periodic or random basis. The QC inspector monitoring an operation must determine the extent of physical observation required during the performance of an operation based on variables associated with the operation. The QC inspector must be notified prior to an operation being performed that has a "QCI-M" designation.

2.2.2 Verify (QCI-V)

To assure that a specific operation has been performed to meet applicable requirements. This type inspection does not require the QC inspector to physically observe an operation being performed, but allows the inspector to physically inspect an item after performance of an operation. The QC inspector must be notified subsequent to performance of an operation with "QCI-V" designated.

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2.2.3 Witness (QCI-W)

To assure an operation is being performed in accordance with applicable requirements. Conformance verification by witnessing requires the inspector to physically observe the entire operation being performed. The QC inspector must be notified prior to beginning the operation and shall be present during performance of an operation with "QCI-W" designated.

3.0 PROCEDURE

3.1 PREPARATION OF INSPECTION REPORT

The Inspection Report shall be completed in black ink and be legible.

NOTE: Effective with this revision (Revision 20) reproduced copies of inspection reports are not acceptable. Original hard copies must be obtained from the PFG for use.

The Inspection Report (IR) shall completely and accurately describe the item or activity observed and reference any other applicable documents. The attributes listed on the IR shall be pre-determined although additional conditions may be noted. When any block of the IR is not applicable, N/A shall be marked in that block. The Inspection Report must be signed by the QC Inspector in the appropriate spaces on the report. Initialing is not acceptable except for corrections. Corrections shall be made by a single line drawn through incorrect entries, with the correct entries made legible and accompanied by the initials of the correcting individual and the date. The following explanations refer to the various blocks on the Inspection Report (Figure 1).

An Inspection Report Supplemental Sheet (Figure 2) should be used when the IR does not provide adequate space for the attributes.

NOTE: No changes, such as additions or deletions to a closed I.R., will be made by personnel other than the originator except as authorized by the Site QA Manager. In cases where the originator is no longer employed at CPSES, the responsible supervisor can have appropriate changes made, with adequate justification. Additional corrections shall be initialed and dated.

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Block 1: IR numbers shall follow an alphanumeric sequence, such as:

Example: MH5-2-0000001

Report Number One
Unit 2 (1 for Unit 1 & Common)
Discipline Code (for Unit 1 & Common only)

Discipline Codes:

- BP -Base Plate
- C - Civil
- DG - Diesel Generator
- E - Electrical
- EC - Electrical Cables
- ET - Electrical Terminations
- FP - Fire Protection (Thermolag Installation)
- I - Instrumentation
- M - Mechanical
- ME - Mechanical Electrical
- MH - Mechanical Hilti Bolts
- MH5- Class 5 Hangers
- MI - Mechanical Equipment
- MS - Structural Misc./Steel
- PC - Protective Coating
- PCIT- Protective Coating Inspection Traveler (Unit 1)
- PCR- Protective Coating Reinspection
- PCV- Post Construction Verification
- PS - Plant Surveillance
- PSI- Preservice Inspection Report
- PSS- Plant Surveillance Separation
- SL - Steel Liners
- TW - Tack Weld

NOTE: Protective Coatings Inspection Travelers are handled in accordance with QI-QP-11.4-28.

The PFG IR Clerk maintains the IR Log and assigns the IR number to the Inspection Report.

NOTE: The Unit 2 PFG is responsible to coordinate the processing of inspection reports initiated by receiving inspection or other inspection groups outside the Unit 1 and Unit 2 organizations.

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An IR may be voided by the appropriate QC Supervisor. The QC Supervisor shall state in the comments section of the IR the justification for voiding the IR. The IR is marked 'VOID', the IR Log is updated to show the IR voided, and the IR is forwarded to the PPRV or returned to the data package for later submittal to the Interim Vault as appropriate.

In the event that it becomes necessary to issue a new sequence of Inspection Report numbers, (for example, a new discipline code) the new code shall be issued by the Non-ASME QE Supervisor and incorporated into the next revision of this procedure.

Blocks 2 & 3: Record sufficient information to uniquely identify the item or activity observed.

Example: Item Description Identification No.
Pressure Transmitter PT-458

Block 4: Record the system and/or structure designation, including unit, building, elevation, room number, and area code, as appropriate, to specifically locate the item.

Example: System/Structure Designation
SW EL. 832 Service Water Intake Structure

Blocks 5 & 6: Record the governing specification number and revision.

Block 7: Record the quality procedure and/or instruction and revision number.

Example: Ref. QC Doc. & Rev. No.
QI-QP-11.8-5 Rev. 10

Block 8: Record the M&TE number(s) and the calibration due date of the calibrated instrument used to verify an inspection attribute.

Block 9: Check the type of inspection performed.

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Block 10:

Check the appropriate block and sign (do not initial) and date in the space provided when the inspection is complete and all items marked sat or unsat.

NOTE: If more than one person has performed inspections on the report, each shall sign and indicate the item number(s) he/she inspected.

Block 11 & 12:

Prior to performing the inspection, list the attributes to be observed. (An attribute is a characteristic or property which can be appraised in terms of whether it does or does not exist.)

Indicate the acceptability of the attribute by checking either 'Sat' or 'Unsat'.

NOTE: The acceptability of the attribute is to be noted regardless of elapsed time before correction of the 'Unsat' condition.

Block 13:

Sign (do not initial) and date this block after satisfactory correction of the "UNSAT" attribute. Do not use this block for "SAT" attributes.

Block 14:

Reference all applicable documentation such as drawing numbers, specifications, DCA'S, CMC'S, etc. and revisions as applicable.

Block 15:

Record any applicable NCR number.

Block 16:

Upon satisfactory completion of unsatisfactory attributes, or issuance of an NCR, or superseding IR, check the "IR CLOSED" block, sign and date the report. Put NA in this block if all the attributes are "SAT".

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If a DCA or CMC has been issued which makes the unsatisfactory condition acceptable, the DCA or CMC will be noted in the comments section and the IR marked "SAT" and closed out.

Unsatisfactory Inspection Reports may be superseded by the issuance of another IR authorized by approved procedures/instructions. In these cases the unsatisfactory IR number shall be referenced in the remarks section of the new or superseding IR and the original unsatisfactory IR closed with the following (or similar) statement in Block 14: "The UNSAT attributes of this IR have been added to IR # _____ and this IR is closed). The QC Inspector shall then close the IR by checking the IR closed block, signing and dating Block 16.

3.2 INSPECTION REPORT PROCESSING

3.2.1 Unit 1 and Common

The QC Inspector performs the inspection, prepares the IR in accordance with Section 3.1, and forwards the IR to the IR Clerk for further processing.

The IR Clerk records the required information from the IR into the IR Log. If no unsatisfactory conditions are noted, the IR is then forwarded to the PPRV. If unsatisfactory conditions are noted: the original Unsat IR is maintained by the IR Clerk and copies of the Unsat IR are forwarded to the craft for correction of the unsatisfactory condition.

When all unsatisfactory conditions have been corrected and reinspected and accepted, or when an NCR or superseding IR has been prepared for the unsatisfactory condition(s) per approved procedures/instructions, the QC Inspector shall Block 16). The closed IR shall then be forwarded to the PPRV by the IR Clerk.

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NOTE: Deficiencies for items which have been accepted by final inspection (unless an IRN has been issued) as delineated by Quality Instructions, or deficiencies for which a "use-as-is" or non standard repair disposition is requested, shall be documented in accordance with Reference 1-A.

Inspection Reports for Class 5 hangers and Class 5 hanger hiltis remain with the hanger package for transfer to the PPRV.

3.2.2 Unit 2 PFG

Inspection Report Forms are placed into the work package for the applicable component prior to the package being issued to the field. The IR Form shall be numbered (Reference Section 3.1) and all applicable heading or identification information filled in by the PFG.

A cover sheet (Figure 4), may be used when more than one inspection is required. When a cover sheet is used, the various inspection reports attached to it are listed as pages under one IR number. Upon completion of each inspection report, the cover sheet is signed as well as the IR or marked NA if the specific inspection was not required. When all required inspections are complete, the Lead or Level II Inspector in the appropriate discipline shall verify the inspections are complete and all required signatures affixed to the inspection reports and the cover sheet. He/she shall then sign the cover sheet indicating the IR is closed. When the package is presented to QC for inspection, the QC inspector shall complete the form based on inspection results. The package shall then be returned to the PFG.

NOTE: In the event heading information is not complete and/or requires further clarification, the inspector shall add any required information to the IR.

In the event an IR is required to document an inspection and one is not contained within the component package, or no package has been issued, the PFG will supply the necessary IR's to the inspector. The inspector fills out the IR and returns it to the PFG for numbering and further processing.

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When all unsatisfactory conditions have been corrected, and reinspected and accepted, or when an NCR or superseding IR has been prepared for the unsatisfactory condition(s) per approved procedures/instructions, the Discipline QC Inspector shall close the original unsat IR (refer to Paragraph 3.1, Block 16), and the PFG IR coordinator shall close the IR log.

NOTE: Deficiencies for items which have been accepted by final inspection as delineated by Quality Instructions, or deficiencies for which a "use-as-is" or non standard repair disposition is required, shall be documented in accordance with Reference 1-A.

3.3 INSPECTION REPORT LOGS

IR Logs are maintained by the appropriate PFG.

The information required on the Inspection Report Logs is self explanatory and obtained directly from the IR except as follows:

- a. If an NCR has been issued, record the NCR number in the Identification Section.
- b. If an IR is superceded, the new IR number is recorded in the Identification Section.

3.4 CORRECTIVE ACTION TREND ANALYSIS

At the end of each quarter, the PFG Coordinator will send a report of inspections performed to the QE Supervisor for trend analysis in accordance with Reference 1-8. These reports shall include the number of Inspection Reports worked and the number of unsatisfactory reports for each type of report (MH, E, ET, EC, etc.)

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FIGURE 3

PREFIX	IR NO	IDENTIFICATION	REPT DATE	S/U	CLSE DATE	INSP
*	*	*	*	*	*	*
*	1-0009241	*	*	*	*	*
*	*	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009243	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009244	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009245	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009246	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009247	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009248	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009249	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009250	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009251	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009252	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009253	*	*	*	*	*
*	*	*	*	*	*	*
*	1-0009254	*	*	*	*	*
*	*	*	*	*	*	*

TYPICAL

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FIGURE 4

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UNIT II
NIS CABLE INSPECTION REPORT

I.R.# _____
COMPONENT# _____

I.R. CONTENTS

- FORM# E 26A/01
- FORM# E 26A/03
- FORM# E 41/01
- FORM# E 43/01
- FORM# E 43/02
- FORM# E 43/03
- FORM# S 51A/01

TYPICAL

QC _____
DATE _____
QC _____
DATE _____
QC _____
DATE _____
QC _____
DATE _____
QC _____
DATE _____
QC _____
DATE _____

LEVEL 2 VERIFICATION

QC _____
DATE _____

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2.2 TYPES OF INSPECTION

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To assure that a specific operation is being performed in accordance with applicable requirements. Conformance verification by monitoring is accomplished by physically observing a task being performed on a periodic or random basis. The QC inspector monitoring an operation must determine the extent of physical observation required during the performance of an operation based on variables associated with the operation. The QC inspector must be notified prior to an operation being performed that has a "QCI-M" designation.

2.2.2 Verify (QCI-V)

To assure that a specific operation has been performed to meet applicable requirements. This type inspection does not require the QC inspector to physically observe an operation being performed, but allows the inspector to physically inspect an item after performance of an operation. The QC inspector must be notified subsequent to performance of an operation with "QCI-V" designated.

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2.2.3 Witness (QCI-W)

To assure an operation is being performed in accordance with applicable requirements. Conformance verification by witnessing requires the inspector to physically observe the entire operation being performed. The QC inspector must be notified prior to beginning the operation and shall be present during performance of an operation with "QCI-W" designated.

3.0 PROCEDURE

3.1 PREPARATION OF INSPECTION REPORT

The Inspection Report shall be completed in black ink and be legible.

NOTE: Effective with this revision, (Revision 20), IR forms shall not be reproduced in the field. Original hard copies must be obtained from the PFG for use.

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Example: MH5-2-0000001

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Unit 2 (1 for Unit 1 & Common)
Discipline Code (for Unit 1 & Common only)

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- E - Electrical
- EC - Electrical Cables
- ET - Electrical Terminations
- FP - Fire Protection (Thermolag Installation)
- I - Instrumentation
- M - Mechanical
- ME - Mechanical Electrical
- MH - Mechanical Hilti Bolts
- MH5 - Class 5 Hangers
- MI - Mechanical Equipment
- MS - Structural Misc./Steel
- PC - Protective Coating
- PCIT - Protective Coating Inspection Traveler (Unit 1)
- PCR - Protective Coating Reinspection
- PCV - Post Construction Verification
- PS - Plant Surveillance
- PSI - Preservice Inspection Report
- PSS - Plant Surveillance Separation
- SL - Steel Liners
- TW - Tack Weld

NOTE: Protective Coatings Inspection Travelers are handled in accordance with QI-QP-11.4-28.

The PFG IR Clerk maintains the IR Log and assigns the IR number to the Inspection Report.

NOTE: The Unit 2 PFG is responsible to coordinate the processing of inspection reports initiated by receiving inspection or other inspection groups outside the Unit 1 and Unit 2 organizations.

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In the event that it becomes necessary to issue a new sequence of Inspection Report numbers, (for example, a new discipline code) the new code shall be issued by the Non-ASME QE Supervisor and incorporated into the next revision of this procedure.

Blocks 2 & 3: Record sufficient information to uniquely identify the item or activity observed.

Example: Item Description Identification No.
Pressure Transmitter PT-458

Block 4: Record the system and/or structure designation, including unit, building, elevation, room number, and area code, as appropriate, to specifically locate the item.

Example: System/Structure Designation
SW EL. 832 Service Water Intake Structure

Blocks 5 & 6: Record the governing specification number and revision.

Block 7: Record the quality procedure and/or instruction and revision number.

Example: Ref. QC Doc. & Rev. No.
QI-QP-11.8-5 Rev. 10

Block 8: Record the M&TE number(s) and the calibration due date of the calibrated instrument used to verify an inspection attribute.

Block 9: Check the type of inspection performed.

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Block 10:

Check the appropriate block and sign (do not initial) and date in the space provided when the inspection is complete and all items marked sat or unsat.

NOTE: If more than one person has performed inspections on the report, each shall sign and indicate the item number(s) he/she inspected.

Block 11 & 12:

Prior to performing the inspection, list the attributes to be observed. (An attribute is a characteristic or property which can be appraised in terms of whether it does or does not exist.)

Indicate the acceptability of the attribute by checking either 'Sat' or 'Unsat'.

NOTE: The acceptability of the attribute is to be noted regardless of elapsed time before correction of the 'Unsat' condition.

Block 13:

Sign (do not initial) and date this block after satisfactory correction of the "UNSAT" attribute. Do not use this block for "SAT" attributes.

Block 14:

Reference all applicable documentation such as drawing numbers, specifications, DCA'S, C.C'S, etc. and revisions as applicable.

Block 15:

Record any applicable NCR number.

Block 16:

Upon satisfactory completion of unsatisfactory attributes, or issuance of an NCR, or superseding IR, check the "IR CLOSED" block, sign and date the report. Put NA in this block if all the attributes are "SAT".

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3.2 INSPECTION REPORT PROCESSING

3.2.1 Unit 1 and Common

The QC Inspector performs the inspection, prepares the IR in accordance with Section 3.1, and forwards the IR to the IR Clerk for further processing.

The IR Clerk records the required information from the IR into the IR Log. If no unsatisfactory conditions are noted, the IR is then forwarded to the PPRV. If unsatisfactory conditions are noted: the original Unsatisfactory IR is maintained by the IR Clerk and copies of the Unsatisfactory IR are forwarded to the craft for correction of the unsatisfactory condition.

When all unsatisfactory conditions have been corrected and reinspected and accepted, or when an NCR or superseding IR has been prepared for the unsatisfactory condition(s) per approved procedures/instructions, the QC Inspector shall Block 16). The closed IR shall then be forwarded to the PPRV by the IR Clerk.

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NOTE:

Deficiencies for items which have been accepted by final inspection (unless an IRN has been issued) as delineated by Quality Instructions, or deficiencies for which a "use-as-is" or non standard repair disposition is requested, shall be documented in accordance with Reference 1-A.

Inspection Reports for Class 5 hangers and Class 5 hanger hiltis remain with the hanger package for transfer to the PPRV.

3.2.2

Unit 2 PFG

Inspection Report Forms are placed into the work package for the applicable component prior to the package being issued to the field. The IR Form shall be numbered (Reference Section 3.1) and all applicable heading or identification information filled in by the PFG.

A cover sheet (Figure 4), may be used when more than one inspection is required. When a cover sheet is used, the various inspection reports attached to it are listed as pages under one IR number. Upon completion of each inspection report, the cover sheet is signed as well as the IR or marked NA if the specific inspection was not required. When all required inspections are complete, the Lead or Level II Inspector in the appropriate discipline shall verify the inspections are complete and all required signatures affixed to the inspection reports and the cover sheet. He/she shall then sign the cover sheet indicating the IR is closed. When the package is presented to QC for inspection, the QC inspector shall complete the form based on inspection results. The package shall then be returned to the PFG.

NOTE:

In the event heading information is not complete and/or requires further clarification, the inspector shall add any required information to the IR.

In the event an IR is required to document an inspection and one is not contained within the component package, or no package has been issued, the PFG will supply the necessary IR's to the inspector. The inspector fills out the IR and returns it to the PFG for numbering and further processing.

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When all unsatisfactory conditions have been corrected, and reinspected and accepted, or when an NCR or superseding IR has been prepared for the unsatisfactory condition(s) per approved procedures/instructions, the Discipline QC Inspector shall close the original unsat IR (refer to Paragraph 3.1, Block 16), and the PFG IR coordinator shall close the IR log.

NOTE: Deficiencies for items which have been accepted by final inspection as delineated by Quality Instructions, or deficiencies for which a "use-as-is" or non standard repair disposition is required, shall be documented in accordance with Reference 1-A.

3.3 INSPECTION REPORT LOGS

IR Logs are maintained by the appropriate PFG.

The information required on the Inspection Report Logs is self explanatory and obtained directly from the IR except as follows:

- a. If an NCR has been issued, record the NCR number in the Identification Section.
- b. If an IR is superceded, the new IR number is recorded in the Identification Section.

3.4 CORRECTIVE ACTION TREND ANALYSIS

At the end of each quarter, the PFG Coordinator will send a report of inspections performed to the QE Supervisor for trend analysis in accordance with Reference 1-B. These reports shall include the number of Inspection Reports worked and the number of unsatisfactory reports for each type of report (MH, E, ET, EC, etc.)

FIGURE 1

COMANCHE PEAK STEAM ELECTRIC STATION
INSPECTION REPORT[illegible]

91/01 3/84

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FIGURE 3

PREFIX	IR NO	IDENTIFICATION	REPT DATE	S/L	CLSE DATE	INSP
=====						
*	*	*	*	*	*	*
*	1-0009241	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009243	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009244	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009245	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009246	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009247	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009248	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009249	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009250	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009251	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009252	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009253	*	*	*	*	*
*	*	*	*	*	*	*

*	*	*	*	*	*	*
*	1-0009254	*	*	*	*	*
*	*	*	*	*	*	*

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FIGURE 4

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UNIT II
NIS CABLE INSPECTION REPORT

I.R.# _____
COMPONENT# _____

I.R. CONTENTS

FORM# E 26A/01

QC _____

DATE _____

FORM# E 26A/03

QC _____

DATE _____

FORM# E 41/01

QC _____

DATE _____

FORM# E 43/01

QC _____

DATE _____

FORM# E 43/02

QC _____

DATE _____

FORM# E 43/03

QC _____

DATE _____

FORM# S 51A/01

QC _____

DATE _____

TYPICAL

LEVEL 2 VERIFICATION

QC _____

DATE _____