

HOUSTON LIGHTING & POWER SOUTH TEXAS PROJECT SAFETEAM PROGRAM INSTRUCTION MANUAL		NUMBER	REV NO 02
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SUBJECT Table of Contents		DATE ISSUED 2/16/87	

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SUBJECT

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- 5.4 The SAFETEAM Interviewer Coordinator is responsible for ensuring that all Class I concerns received by SAFETEAM are forwarded to the Manager, SAFETEAM Program in a expeditious manner.

Class I concerns received that may qualify for the PCR Program will be forwarded to the Manager, SAFETEAM Program within 24 hours from time of receipt by SAFETEAM.

- 5.5 The SAFETEAM Administrative Technician will forward Class I concerns for the PCR Program to the SAFETEAM Investigator Coordinator in a expeditious manner, but may not exceed two hours from time of receipt.
- 5.6 The SAFETEAM Investigator Coordinator will assign all Class I concerns for the PCR program to a SAFETEAM Lead Investigator in a expeditious manner, but may not exceed two hours from time of receipt.
- 5.7 The SAFETEAM Lead Investigator will accept the Class I concern(s) for the PCR program and physically perform the PCR, complete the necessary paperwork and return the package to the SAFETEAM Investigator Coordinator in a expeditious manner, but may not exceed 16 hours.
- 5.8 The SAFETEAM Division Secretary will provide clerical support.

## 6.0 REQUIREMENTS

- 6.1 The SAFETEAM Interviewer Coordinator or designee will review all concerns and determine which concerns have a potential classification of a Class I concern or a Class I concern with PCR potential.

Those concerns having a potential of being classified as Class I with a potential for the PCR program will be processed within 24 hours and forwarded to the Manager, SAFETEAM Program.

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- 6.2 The Manager, SAFETEAM Program or designee will review all Class I concerns and determine which concerns qualify for the PCR program. This determination may be made based on the considerations of 1) is the concern nuclear safety or quality related?, 2) will the concern, if substantiated, affect the safe and reliable operation of the plant?, 3) will the concern, if substantiated, affect the licensing process?, and 4) will the concern, if substantiated, affect the public health and safety?

If a determination is made that the concern, if substantiated, could affect 1) through 4) above, the Manager, SAFETEAM Program will annotate the SAFETEAM Safety Concern Record in visible red letters, "PCR" and place the concern in the normal SAFETEAM Concern process in a expeditious manner, but may not exceed one hour from time of receipt.

- 6.3 The Deputy Manager, SAFETEAM Program or designee receives all Class I concerns, but will review and forward to the SAFETEAM Administrative Technician, those Class I concerns annotated with PCR in a expeditious manner, but may not exceed one hour from time of receipt.
- 6.4 The SAFETEAM Administrative Technician or designee will receive all Class I concerns from the Deputy Manager, SAFETEAM Program and process those SAFETEAM Safety Concern Records that have been annotated with PCR in a expeditious manner, but may not exceed two hours from time of receipt, to the SAFETEAM Investigator Coordinator.

The Administrative Technician will processes Class I concerns for the PCR Program the same as all other concerns, but will maintain a separate log of all PCR concern numbers.

Upon receipt of the completed PCR form from the SAFETEAM Investigator Coordinator, the PCR form will be forwarded expeditiously to the Manager, SAFETEAM Program for review and approval, prior to being forwarded to the SAFETEAM Review Committee (SRC).

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Upon review and approval of the PCR form, the form will be forwarded to the SRC members for review and discussion at the next SRC meeting, via the SAFETEAM Administration Technician.

- 6.5 The SAFETEAM Investigator Coordinator or designee will receive and review all Class I concerns, and assign Class I concerns annotated for the PCR program to a SAFETEAM assigned Lead Investigator in a expeditious manner, but may not exceed two hours from time of receipt.

The Investigator Coordinator will ensure that the SAFETEAM Lead Investigator understands the scope of investigation associated with the PCR and will monitor the assigned Lead Investigator's progress. Should any unusual events be revealed prior to, during or after the investigation, that indicates a full investigation by SAFETEAM would probably substantiate the PCR concern, this will be brought to the attention of the Manager, SAFETEAM Program attention as soon as possible.

Upon receipt of the completed PCR form from the SAFETEAM Lead Investigator, the Investigator Coordinator will review the PCR form for accuracy and completeness and forward it to the SAFETEAM Administrative Technician in a expeditious manner, but may not exceed one hour from time of receipt.

- 6.6 The SAFETEAM Lead Investigator or designee will receive Class I concerns for PCR Program from the SAFETEAM Investigator Coordinator.

The Lead Investigator will investigate these concerns in a expeditious manner, but may not exceed 16 hours from time of receipt.

Upon completion of the PCR, the Lead Investigator will complete the PCR Form (See Attachment) and return it to the SAFETEAM Investigator Coordinator.

- 6.7 The SAFETEAM Division Secretary will provide

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clerical support as required by the SAFETEAM  
Administrative Technician.

7.0 DOCUMENTATION

None

8.0 ATTACHMENTS

PCR Form

BLH/la

SAFETEAM

PRELIMINARY CONCERN REVIEW (PCR)

Concern Number: \_\_\_\_\_

INVESTIGATOR: \_\_\_\_\_

CONCERN(S):

PCR RESULTS:

PCR Date: \_\_\_\_\_

INVESTIGATOR'S CONCLUSION:

THIS IS A (SAFETY RELATED) (NON-SAFETY RELATED) CONCERN.

SAFETEAM REVIEW COMMITTEE (SRC) REVIEW

Will this concern, if substantiated, affect any of the following?

Fuel load?

The safe and reliable operation of the plant?

The licensing process?

Public health and safety?

5% power operation?

Full power operation?

SRC REVIEW DATE: \_\_\_\_\_

Yes

No

Yes	No



**SOUTH  
TEXAS  
PROJECT  
SAFETEAM™**

P.O. Box 408 Wadsworth, Texas 77483-0408

(512) 972-7100

*Have L  
Do you have this? No*

February 23, 1987

FEB 27 1987

United States Nuclear Regulatory Commission (USNRC)  
Region IV  
611 Ryan Plaza Drive, Suite 10  
Arlington, Texas 76011

Subject: SOUTH TEXAS PROJECT ELECTRIC GENERATING STATION  
SAFETEAM Program Instruction Manual

Dear USNRC:

Enclosed are the pages that constitute Revision #4 to your SAFETEAM Program Instruction Manual. Please update your book as instructed below and retain this revision notice behind the title page of your manual until a new revision is issued.

<u>Policy/Section</u>	<u>Change Summary</u>	<u>Destroy</u>	<u>Insert</u>
Table of Contents	Update section	Page dated 01-30-87	Page dated 02/16/87
SAFETEAM Program Instruction ST-11	Update section	Pages dated 01/30/87	Pages dated 02/16/87

Very truly yours,

*[Signature]*  
I. L. Guthrie  
Manager, SAFETEAM Program

LMA/la

cc: E. L. Hall

*Il6*

*[Handwritten marks and scribbles]*



I/ I. Lloyd Guthrie

Ap x 87 days right to reserve LTR

Zynder > computer programs for search

~~Time series~~ <sup>1</sup> ~~not~~ <sup>1</sup> ~~supplied~~ (in sand gear)  
variable JACO.

Recommendation Log  
Wrong doing Log

---

ALL written concurs ~~reTyped~~

---

Guthrie St W > independent  
Gold Bird St W



?

AJIT BIRING  
ERASO ENG'G

TONY CUTRANA  
QUALITY MGR

MG VINSON  
MGR OF CONST'N

HOWARD HUTCHENS  
LEAD SUP'VR

ROBT ANTOS  
HVAC SUP'VR

JOHN REX

KARL AARES  
GEN'L FOREMAN

OSCAR LAKIN  
FOREMAN

E EBERT  
FOREMAN

J SHAWER  
HVAC QC INSPIR

MICHAEL PASIEN  
S'METAL WELDER

JIM CERNIAK  
S'METAL WELDER

LJ DEBEAUX  
S'METAL WELDER

F/roll

APR 1948 / Larry Kern  
A-10 (100) / J. H. H.

N.K. See List -  
↓  
cause then GA  
↓

CONFIRMATION  
Wording only

Physiology  
(claim)  
M. P. H.

Gen. J. Devin = Gen. Devin

used

Chapman Ltr.  
Trib. to T. H. H. H.

11-18-86

Recommended To HCL

will search be given on all new concerns  
agreed

MMPT

Vocational Preference Inventory (end, write, combination)

Minor Sentence Completion (I.Q. & <sup>senior</sup> profession)

Gordon Personnel Preference (non-verbal test)

Perdue General Intelligence (I.Q.)