

**Document Request List – Cooper**  
**71130.04 and 71130.07 / September 19 – September 23, 2022**

Please provide the attached information to the inspection team for in-office inspection and review to arrive at our regional office no later than **September 1, 2022**. Items may be provided on disc, in hard copy, or a combination of both. NOTE: **DO NOT** forward any information on “flash drives” as current NRC procedures prohibit using this type of media unless issued by the NRC. Please properly package and mark SGI materials. If you have NON-SGI procedures or material that you can send via email, feel free to do so @ [christopher.jewett@nrc.gov](mailto:christopher.jewett@nrc.gov) or [david.hostetter@nrc.gov](mailto:david.hostetter@nrc.gov) **the use of CERTREC is encouraged**. Thank you in advance for your assistance.

Send to:       **Attention, David Hostetter/Chris Jewett**  
                  **U.S. Nuclear Regulatory Commission**  
                  **1600 E. Lamar Blvd.**  
                  **Arlington TX 76011-4511**

In an effort to keep the requested information organized please submit the information to us using the same lettering system below. For example, all contacts and phone numbers for each the first inspection procedure should be in a file/folder titled 1- A, Applicable organization charts in file/folder 1- B, etc.

**General:** All Security Event Log entries since **August 27, 2020**. Security Program Procedure indices for all procedures, instructions, desk-top guides, standing orders, etc. Please state what revision of your physical security plan you are currently using. Please provide you primary CAP procedure, your procedure writing procedure, and your safety/security interface procedure.

**Document Request List – Cooper – 71130.04**

**1. Equipment Performance, Testing and Maintenance (71130.04) (effective dated 01/01/2019)**

- A.     Condition Reports written since **August 27, 2020, to August 1, 2022**, that relate in any way to the Equipment Performance, Maintenance and Testing program. Please provide any additional Equipment, Maintenance and Testing CRs that may be written after **September 1, 2022**, while we are on site.
- B.     Procedures that in any way relate to Equipment Maintenance and Testing of security equipment in use in support of Security Plan or protective strategy.
- C.     In addition, please provide copies of any special letters from vendors that are related to the operation, calibration or performance of any security equipment. An example would be information provided by a vendor that relates to a specific shelf life or expiration date of an item that is in use by security officers, such as traps, filters, sprays, etc.
- D.     Security related equipment operating procedures for all equipment being used by the security force. (if these are contained within the procedures in B. you don't need to include them twice).

- E. Alarm station operating procedures and any procedures concerning security officer response to alarms.
- F. **2020-2022 (SAMPLE)** Lighting Surveys conducted of the isolation zones and external areas of the protected area.
- G. Provide copies of your firearms storage procedures, cleaning schedule, and all weapon-specific certifications for personnel designated as armorers.
- H. Equipment Performance, Testing and Maintenance related reviews, independent audits, or self-assessments since **August 27, 2020**.

**Please be prepared to provide the following items during the inspection onsite.**

- I. Provide access to testing results of your periodic or cyclic weapons test firing and documentation of all weapons maintenance, repairs or modifications to include the date and who conducted the activity.
- J. Test Results from the last two test cycles of the security diesels tested under load.
- K. Be prepared to provide copies of specific I&C maintenance records if needed.
- L. Documentation demonstrating pre-operation testing and evaluation of select Security related systems, subsystems and components prior to integration into the security system.
- M. Vendor installation and or operating manuals.
- N. Various testing records that may need to be examined.

#### **LAST ITEM FOR 71130.04**

#### **Document Request List – Cooper – 71130.07**

#### **2. Security Training (71130.07) (effective dated 01/01/19)**

- A. Corrective Action summaries related to Security Training from **August 27, 2020 to September 1, 2022**. Please provide any summaries after **September 1, 2022** for review on site.
- B. Provide any Security Training related policy, procedure, desk-top guide, or any other type of lower tier security instruction type document. Include SAT procedure. Include the OJT program procedure.
- C. Provide current list of all AROs, ASOs, SOs, and Security Trainers, and Watch persons. Include a break down by shift.

- D Provide any audits or program reviews associated with the Security Training program since **August 27, 2020**.
- E Provide all courses of fire for all weapons required to support your physical protection programs.
- F. Provide any procedure for your physical fitness test.
- G Provide the procedure or guidance document used by your physician to verify the medical qualifications of security officers.

**Please be prepared to provide the following items during the inspection onsite.**

- H. Any security related lesson plan that may need to be examined.
- I. Any security officer record that may need to be examined.
- J. Any security officer personnel folder that may need to be examined

**End of Request**