

## **TRAINING & QUALIFICATION (TQ)**

**Objective TQ.1** – The selection, training, and qualification programs for operations and operations support personnel have been established, documented, and implemented. The selection process and applicable position-specific training for managers ensure competence commensurate with responsibilities. (The Training and Qualification Program encompasses the range of duties and activities required to be performed.) (Core Requirement 3)

### **Criteria**

- The minimum training requirements for OCF operations and operations management personnel have been met as required by the BIO and the OSR.
- Operations and operations management personnel training and qualification requirements for the OCF are established and implemented in accordance with BWXT procedure Y90-027, *Conduct of Training Manual*.
- Support personnel training and qualification requirements related to OCF operations and their area of expertise (e.g., maintenance, radiological control) are established and implemented in accordance with BWXT procedure Y90-027.
- Training records, such as Training Qualification and Program Descriptions, SAP Qualification Cards, hard copy training records, etc., of the personnel listed in the evidence files are accurate and current.
- OCF management and operations personnel identified in the readiness evidence files have been trained on the DSA.
- Training and qualification modules are established for the current configuration of the OCF. These include oral and written examinations and drills for normal and abnormal operations, as applicable.
- Training content includes operations procedures, compliance schedule approval, criticality safety requirements, and Radiological Work Permits.
- The programmatic elements of training and qualification are in place.

### **Approach**

**Record Review:** Review training and qualification records for OCF operators, maintenance personnel, shift technical engineers, and supervisors (including the results of written, oral, and operational evaluations) to ensure that the training program is formally administered and controlled. Review the operator, supervisor, and emergency response cadre training records. Verify that training has been performed to the latest revision of procedures. Verify that training records are maintained in auditable manner and support management information needs by providing the required data on each individual's training participation, performance, and qualification/ certification. (Applicable operations, management, and operations support personnel are identified in Appendix A of the BWXT POA.)

**Interviews:** Interview personnel to determine whether they are familiar with their support and interface responsibilities to the operations organization. Interview selected personnel on training topics identified through the record review to assess the effectiveness of the training program. Interview training staff and on-the-job and evaluation personnel to determine if they have sufficient experience and qualifications for the training tasks assigned.

**Shift Performance:** Observe operator and maintenance personnel to verify that personnel demonstrate knowledge of activities and evolutions that were included in their training program. Observe training evolutions, including classroom, on-the-job training sessions, and laboratory exercises, if possible, to verify the effectiveness of the operations training program.

**Objective TQ.2** – The level of knowledge of manager, operations, and operations support personnel is adequate based on reviews of examinations and examination results and selected interviews of managers, operating, and operations support personnel. (Core Requirement 4)

### **Criteria**

- The level of knowledge of management, technical, and operations personnel related to OCF operations is adequate. Specifically, this includes procedures, CSRs, OSRs, and LCOs for the OCF processes.
- The level of knowledge of operations support personnel related to the OCF and their area of expertise (e.g., maintenance, radiological control, etc.) is adequate.
- Operations and support personnel are qualified/certified for their position.
- Personnel knowledge is adequate to safely conduct operations (based upon observations and walkdowns) and respond to abnormal and emergency events.
- Security personnel are trained and understand how to respond to an HF release.
- An adequate number of operations and support personnel are assigned to the OCF and are trained to the latest version of the BIO.

### **Approach**

**Record Review:** Review examination tests and records for content and completeness.

**Interviews:** Interview selected managers, operators, and support personnel to determine their level of knowledge against examination content.

**Shift Performance:** Observe operators, operations support, or supervisory personnel and verify that personnel demonstrate the knowledge of activities and evolutions that were included in their training program.

**Objective TQ.3** – Modifications to the facility have been reviewed for potential impacts on training and qualification. Training has been performed to incorporate all aspects of these changes. (Core Requirement 5)

### **Criteria**

- The training and qualification modules reflect the current facility configuration, and operations personnel and operations support personnel have been trained to the latest revisions of the procedures identified for OCF operation. (Applicable personnel are listed in Appendix A of the BWXT POA.)
- Facility modifications have been reviewed, including the USQ process, to determine if any procedures should have been affected by the modifications.
- The Startup Plan has been written, reviewed, and updated to incorporate needed changes.

### **Approach**

**Record Review:** Review the records of the modification and procedure change control system for confirmation that impact on training is a direct consideration. Trace the training impact decision to training implementation and evaluation. Review the personnel and program training records to verify the timely delivery of the modifications and procedure change training and that the training was incorporated into the initial training program.

**Interviews:** Interview the support staff responsible for modification and procedure change control.

Interview the training coordinator for his involvement in the modification impact on training decision process. Trace his role from the decision to the implementation of training.

**Shift Performance:** Observe modification and procedure change training, if scheduled. Observe the work evolution for the installed modification or implemented procedure change.