

## **TRAINING AND QUALIFICATION (TQ)**

### **OBJECTIVE**

**TQ.1** SST Trailer facility has a training and qualifications program in place to facilitate the selection of trained and qualified personnel performing the SST Trailer facility activities and a sufficient number of qualified personnel are available to ensure operations in a safe and compliant manner. NMT-4 management and support staff have the level of knowledge required to operate SST Trailer facility activities and to ensure that any modifications are controlled and reviewed for potential impacts on training and qualification requirements. SST Trailer facility personnel have been trained on emergency response activities and requirements. (*CORE REQUIREMENTS 3, 4, 6, and 11*)

### **Criteria**

1. The training and qualification program is identified for the SST Trailer facility that meets the requirements of DOE Order 5480.20A and the safety basis documents.
2. The training and qualification program requirements are documented and encompass the range of responsibilities, duties, and activities required for SST Trailer facility operators, supervisors and support personnel under the safety basis and implementing procedures.
3. Operations personnel are aware of the hazards, controls, and proper operation of equipment important to safety including new or modified equipment and procedures required by the safety basis documents. (input from CO.2)
4. Qualification cards have been developed for all positions in accordance with the Job-Task- Analysis (JTA) and training needs analysis process. Sufficient numbers of qualified personnel are available to support safe operations. (input from CO.2)
5. The personnel responsible for integration of USQ requirements with configuration management, work control, quality assurance, and document control safety management programs are properly trained and qualified as required by NMT directives.
6. A program is in place to ensure that modifications to the facility have been reviewed for potential impacts on training and qualification through the Plan of the Day (POTD) and Plan of the Week (POTW). Training has been performed to incorporate all aspects of these changes.

### **Approach**

**Record Reviews:** Review training and qualification records for a sample of operators, maintenance personnel, facility shift managers, facility shift engineers, and supervisors, including results of written, oral and operational evaluations, to ensure the training program is being formally administered and controlled. Verify training records are maintained in an auditable manner.

Review operations lesson plans for incorporation of safety requirements. Review the systematic analysis of job requirements conducted to provide reasonable assurance that the training program addresses all tasks that are essential to safe and efficient operation. Verify that the current facility Interim Safety Basis, operating procedures, and facility/industry operating experience are used to identify facility specific training content

and information for use in developing training materials. Review the degree to which on-the-job training and hands-on evaluations for operations and maintenance personnel are used to reinforce classroom activities.

**Personnel Interviews:** Interview the training staff and OJT trainers to validate if they have sufficient experience and qualifications for the training tasks assigned.

Interview personnel responsible for establishing training needs for operations and maintenance personnel to validate their level of process/system knowledge.

**Performance Demonstrations:** Observe operator, operations support personnel, or supervisor examinations, by attending oral or operational evaluations (OJT), as available to validate that personnel are knowledgeable of the activities and evolutions that were included in their training program.