

PROJECT MANGEMENT PLAN EXAMPLES

Prepare Project Support Plans and Documentation - S&M Plan Examples

Example 44

5.0 SURVEILLANCE AND MAINTENANCE

5.01 Current S&M Requirements

Currently, the heavy water facility is performing operational maintenance and surveillances as dictated by outside and inside facility operating rounds, facility operating procedures, facility maintenance procedures, facility alarm response procedures, and any additional surveillance and maintenance required by SFSD and SRS administrative programs and policies. As the facility progresses through deactivation, the operational S&M requirements will be retired.

5.02 Post Deactivation S&M Plan (Summary)

An S&M plan, required by Ref. 1, will be developed and approved following deactivation of the 400-D excess facilities. Three types of S&M activities are envisioned. On a monthly basis, the outside of the excess facilities will be inspected for safety, security, and deterioration. On a quarterly basis: (1) The inside of the permanent excess facility buildings will be inspected for safety, security, deterioration, and weather and animal intrusion (2) Any 420-D building DW plant towers with passive draining devices installed will be checked. Each entry into inactive radiologically controlled areas in the excess facilities will require RCO survey of the area. The 400-D MBA custodian will maintain proper accountability of any transfers of remaining DWP moderator inventory.

Example 45

5.0 Surveillance and Maintenance (S&M)

5.01 Current Surveillance and Maintenance Requirements

5.01.01 Surveillance

The following four current S&M activities will be discontinued once the long-term, post-deactivation S&M Plan described in Section 5.02 is implemented.

1. Monthly Inspection of RBAs

A large smear survey of each RBAs is performed monthly as specified in Procedure 147 of the 5Q1.2 Manual. The procedure requires that large area smear is to be done in each RBA. This smear is counted using RCO portable instruments to verify that the RBAs are free of contamination. This activity requires approximately two hours to complete.

2. Quarterly Inspection of RBAs

Disc smear surveys of each RBA is done quarterly as specified in Procedure 147 of the 5Q1.2 Manual. The procedure requires that multiple disc smears be done in each RBA. This smear is then checked to see if the area is within the transferable contamination limits for the 322-M Metallurgical Laboratory of 20 dpm/100 cm² alpha and 200 dpm/100 cm² beta-gamma. This activity requires approximately four hours to complete.

3. Annual Inspection of Fixed Contamination Areas

A walkdown is done annually to verify the integrity of each fixed contamination fixative coating. If the magenta-colored base coat is visible, a survey of the area is done to determine the extent of the contamination. The area is decontaminated if necessary and re-coated. If the base coat is not visible, a set of 100 cm² smears to verify transferable contamination is not leaching through the coating is done. These surveys are performed as specified in 5Q1.2, Procedure 147, and 5Q1.1, Procedure 518. This activity requires approximately four hours to complete.

4. Monthly Management/Supervision Surveillance of Facilities

In accordance with 5Q1.1, Procedure 204, *Guidelines for RCO Management Surveillance*, RCO management performs surveillance of two facilities per month. Since the surveillance frequency required by this procedure applies to the entire population of M-Area facilities, a specific facility, like 322-M, may be looked at only once a year. When surveillance of 322-M is performed, management would identify deficiencies (if any exist) in how the contamination areas (e.g. the lab hoods) are isolated and how the long-term stability of each CA is ensured. The RCO Area Manager, RCO Facility Manager, or RCO First Line Supervisor would perform the surveillance. This activity requires approximately two hours to complete.

5.01.02 Maintenance

The 322-M Metallurgical Laboratory is located in M-Area that is a Protected Area. Following each entry to the facility, FDD personnel are required to verify the facility is empty, turn off the lights, and shut and lock the doors. The threat of portable property theft and the risk of inadvertent personal injury or contamination in a poorly lighted, excess facility with multiple CAs are drivers for this requirement and are the basis for M-Area remaining a Protected Area.

A weekly entry is made by personnel from the FDD Excess Facilities Management Department in accordance with the existing procedure for making inspection rounds of excess (Reference #9). These surveillance entries follow the steps in the S&M Operator Round Sheet (Attachment 1 to SOP 300-33), and inspect the facility for signs of theft, sabotage, theft/vandalism of government property, suspicious acts, fire, smoke, leaks, spills, fumes, unusual noise, and alarms. Recommended items to observe, management review requirements, and record retention requirements are outlined in the WSRC 2S Manual, Procedure 5.4, *Round Sheet Preparation and Use*. Procedure 5.4 also reminds personnel performing the rounds to monitor the area for good housekeeping practices. The individual(s) making the entry also ensure the access doors to the facility are closed and locked upon exiting. The entry requires approximately two hours to complete each week and will be discontinued once the long-term, post-deactivation S&M Plan described in Section 5.02 is implemented.

5.02 Long-Term Surveillance and Maintenance (S&M)

Based on a reduced set of facility hazards, Excess Facilities Management and ESH&QA will be the only organizations with on-going responsibility for facility surveillance items. A surveillance frequency of every year should be adequate to uncover problems brought about by facility degradation (e.g., a leaky roof, contamination migration from inside systems and hoods to laboratory room floors, animal infestation, etc.) yet not so frequent as to be a cost and manpower burden. An annual entry can serve the S&M requirement needs without compromising the safety of site workers, the public, and the environment.

The three S&M requirements listed below are the "new" S&M requirements and will be the basis for the post-deactivation S&M Plan.

- Once every year, a surveillance inspection of 322-M will be performed. The items to be inspected will include verification of the effectiveness of the end points that were accomplished during deactivation as specified in Appendix C. An S&M Plan will be developed during deactivation that will formalize the inspection process for 322-M. Estimated time to complete is two hours and a three person inspection crew is planned.
- An annual structural integrity inspection of the facility will also be specified in the S&M Plan. Particular attention will be given to the roof since it is a primary barrier to release of contamination to the environment. This type of surveillance should identify problems before they result in the unexpected loss of the structure's containment/confinement qualities and/or degradation of the building. The facility custodian and a certified building inspector will perform this inspection. Estimated time to complete is four hours.
- Although not specifically mandated by ESH&QA, it is prudent to perform an annual survey of transferable contamination. The survey would concentrate on the identified CAs and the RBAs surrounding the CAs to ensure contamination does not extend beyond the posted boundaries. The hoods should be examined for water to determine if condensation in the ventilation exhaust ducts is resulting in water running back into the hood and bringing with it the residual contamination found in the ducts. Deterioration of the hood could provide a pathway for the release of this transferable contamination to the laboratory room. Any newly identified transferable contamination will be decontaminated and/or fixed in-place and the contamination status inserts associated with the postings will be updated. This survey could take six hours to complete using a 2-person RCO crew.