

SECTION XIV
HIGH-LEVEL WASTE REPOSITORY INSPECTOR
NRC INSPECTOR QUALIFICATION JOURNAL

Applicability

This NRC Inspector Qualification Journal implements NRC Manual Chapter 1246, Appendix A, Section XIV, by establishing the minimum training requirements for personnel assigned to perform safety inspection activities regarding a High-Level Waste (HLW) Repository. The Qualification Journal must provide traceable documentation to show that minimum requirements are met for each inspector.

The NRC Inspector Qualification Journal consists of a series of qualification guides and signature cards. Each signature card is used to document task completion, as indicated by the appropriate signature blocks. Each signature card has a corresponding qualification guide that establishes the minimum knowledge levels or areas of study that must be completed for each signature card.

Most of the qualification guides are divided into sections. The review sections of the qualification guides will identify references with general application to the inspector's qualification. The inspector is expected to have a general familiarity with these references. Other sections of the qualification guides will identify specific references that have direct application to an inspection or licensing discipline. The inspector is expected to demonstrate detailed knowledge of the inspection or licensing discipline-specific references.

To support the review of upper-tier documents, programs, and policies, the inspector's First Line Supervisor may assign one or more specific non-HLW power reactor facilities and/or disposal sites as reference facilities. For a headquarters inspector, the First Line Supervisor should collaborate with NRC Regional Office to set up similar qualification assignment. The selection of a reference facility is intended to provide the inspector's management with the ability to tailor the qualification process to the experience and training level of the inspector, and to meet the inspection and licensing needs of NRC. The use of specific real-world material will reinforce the qualification process.

INSPECTOR QUALIFICATION JOURNAL
High-Level Waste Inspector

(Name) (Title) (Branch) (Section)

To complete your qualification as a High-Level Waste (HLW) Inspector, you are to complete the following signature cards. All sign-offs shall include the signature of the responsible reviewer and the date. Maintain these cards in a notebook, along with any background or written material required by the program. This notebook will comprise your NRC Inspector Qualification Journal.

| | <u>Signature When Complete</u> | <u>Date</u> |
|--|---|-------------|
| 1. NRC Orientation | _____ First Line Supervisor | _____ |
| 2. Code of Federal Regulations | _____ First Line Supervisor | _____ |
| 3. Office Instructions | _____ First Line Supervisor | _____ |
| 4. Regulatory Guidance | _____ First Line Supervisor | _____ |
| 5. Industry Codes and Standards | _____ First Line Supervisor | _____ |
| 6. NRC Inspection Manual Chapters (MC) | _____ First Line Supervisor | _____ |
| 7. Inspection Accompaniments | _____ First Line Supervisor | _____ |
| 8. NRC Management Directives | _____ First Line Supervisor | _____ |
| 9. Formal Training | _____ First Line Supervisor | _____ |
| Qualification Board Requirement Met | _____ Second Level Supervisor or Board Chairman | _____ |
| Recommendation as a qualified inspector | _____ Second Level Supervisor | _____ |
| Certification Memo Issued | _____ Second Level Supervisor | _____ |

Qualification Card 1
NRC Orientation

| A. | Site Orientation | <u>Initials</u> | <u>Date</u> |
|----|---|--------------------------------|-------------|
| 1. | New employee processing package completed | _____ Employee | _____ |
| 2. | Facility tour and introduction | _____ First Line Supervisor | _____ |
| B. | NRC Organization | | |
| 1. | Review of NRC Headquarters, Office of Nuclear Materials Safety (NMSS), Division of Waste Management (DWM), and HLW organization | _____ Employee | _____ |
| 2. | Discussion of NRC, NMSS, DWM and HLW organization | _____ First Line Supervisor | _____ |
| C. | HLW and Region IV Organization | | |
| 1. | Review of HLW and Region IV Organization | _____ Employee | _____ |
| 2. | Discussion of HLW and Region IV Organization | _____ First Line Supervisor | _____ |

Qualification Card 2
Code of Federal Regulations (CFR)

| | <u>Initials</u> | <u>Date</u> |
|---|--------------------------------|-------------|
| A. Familiarization with selected CFR parts completed | _____ Employee | _____ |
| B. Discussion completed on CFR parts related to waste management | _____ First Line Supervisor | _____ |

Qualification Card 3
Office Instructions

| | <u>Initials</u> | <u>Date</u> |
|--|--------------------------------|-------------|
| A. Familiarization with NMSS/DWM/Region IV Office policies and procedures (Site and Headquarters) | _____ Employee | _____ |
| B. Discussion completed on NMSS/DWM/Region IV Office policies and procedures | _____ First Line Supervisor | _____ |

Qualification Card 4
Regulatory Guidance

| | <u>Initials</u> | <u>Date</u> |
|--|--------------------------------|-------------|
| A. Review of selected regulatory guidance | | |
| 1. Regulatory Guides | _____ Employee | _____ |
| 2. Information Notices and Bulletins | _____ Employee | _____ |
| 3. NUREGs | _____ Employee | _____ |
| 4. Generic Letters | _____ Employee | _____ |
| 5. Federal Register Notices | _____ Employee | _____ |
| 6. Policy and Guidance Directives | _____ Employee | _____ |
| 7. Branch Technical Positions | _____ Employee | _____ |
| 8. SECY Papers | _____ Employee | _____ |
| B. Discussion of regulatory guidance with application to the DWM HLW Inspector program | _____ First Line Supervisor | _____ |

Qualification Card 5
Industry Codes and Standards

| | <u>Initials</u> | <u>Date</u> |
|--|--------------------------------|-------------|
| A. Review of selected codes and standards completed Employee | _____ Employee | _____ |
| B. Discussion of the application of codes and standards related to HLW storage and disposal in the DWM HLW Inspector program | _____ First Line Supervisor | _____ |

Qualification Card 6
NRC Inspection Manual Chapters (MC)

| | <u>Initials</u> | <u>Date</u> |
|---|--------------------------------|-------------|
| A. Review of appropriate NRC MCs completed | _____ Employee | _____ |
| B. Discussion of NRC MCs and their application to the DWM HLW Inspector program | _____ First Line Supervisor | _____ |

Qualification Card 7
 Inspection Accompaniments

| | | <u>Initials</u> | <u>Date</u> |
|----|---|--------------------------------|-------------|
| A. | Inspections completed | | |
| 1. | _____ Facility | _____ Employee | _____ |
| 2. | _____ Facility | _____ Employee | _____ |
| 3. | _____ Facility | _____ Employee | _____ |
| 4. | _____ Facility | _____ Employee | _____ |
| B. | Review and discussion by the First Line Supervisor of the inspection and employee's role in the DWM HLW program. | | |
| 1. | _____ Facility | _____ First Line Supervisor | _____ |
| 2. | _____ Facility | _____ First Line Supervisor | _____ |
| 3. | _____ Facility | _____ First Line Supervisor | _____ |
| 4. | _____ Facility | _____ First Line Supervisor | _____ |

Qualification Card 8
NRC Management Directives

| | <u>Initials</u> | <u>Date</u> |
|--|--------------------------------|-------------|
| A. Review of selected portions of the NRC Management Directives completed | _____ Employee | _____ |
| B. Discussion of the application of the NRC Management Directives to the DWM HLW Inspector program | _____ First Line Supervisor | _____ |

Qualification Card 9
Formal Training

| A. CORE TRAINING: | <u>Initials</u> | <u>Date</u> |
|--|-------------------------------|-------------|
| 1. Fundamentals of Inspection Course (G-101) | _____ Training Coordinator | _____ |
| 2. Root Cause/Incident-Investigation Workshop (G-205) | _____ Training Coordinator | _____ |
| 3. Inspecting for Performance Course - Materials Version (G-304) | _____ Training Coordinator | _____ |
| 4. Effective Communications for NRC Inspectors (PDC) | _____ Training Coordinator | _____ |
| 5. Environmental Monitoring for Radioactivity (H-111) | _____ Training Coordinator | _____ |
| 6. Gathering Inspection Information Through Interviews (PDC) | _____ Training Coordinator | _____ |
| 7. OSHA Indoctrination Course (G-111) | _____ Training Coordinator | _____ |
| 8. Site Access Training (H-100) | _____ Training Coordinator | _____ |
| 9. High-Level Waste (HLW) Repository Health Physics Course(H-403) | _____ Training Coordinator | _____ |
| 10. Risk Assessment for Applications in Nuclear Materials and Waste (P400 or P401, and P403) | _____ Training Coordinator | _____ |
| 11. Licensing and Evaluation of HLW Repository (DWM, in development) | _____ Training Coordinator | _____ |

B. SPECIALIZED TRAINING

Other specialized training and/or courses required for inspectors performing inspection activities in specific areas:

| <u>Course Title</u> | <u>Course #</u> | <u>Initials</u> | <u>Initials</u> | <u>Date</u> |
|---------------------|-----------------|-----------------------------------|-------------------------------|-------------|
| _____ | _____ | _____ First Line Supervisor | _____ Training Coordinator | _____ |
| _____ | _____ | _____ First Line Supervisor | _____ Training Coordinator | _____ |
| _____ | _____ | _____ First Line Supervisor | _____ Training Coordinator | _____ |
| _____ | _____ | _____ First Line Supervisor | _____ Training Coordinator | _____ |

Qualification Guide 1
NRC Orientation

A. Site Orientation

1. The qualifying individual should read and complete, as appropriate, the following forms for processing into NRC:
 - a. Fitness for Duty requirements and physical examination
 - b. Forms for issuance of tagged, controlled NRC equipment
 - c. Regulatory Information Tracking System (RITS)
2. The First Line Supervisor should orient the qualifying individual to the facility as follows:
 - a. Tour the facility and introduce the qualifying individual to the staff.
 - b. Indicate to the qualifying individual the location of controlled documents, reference material, supplies, office equipment, etc.

B. NRC Organization

1. The qualifying individual should review and become familiar with:
 - a. Organizational charts of region, NMSS, and headquarters and overall NRC organization (NUREG 0325) or check NRC Web Site
 - b. Role of Headquarters in policy and interpretation of regulations
 - c. Role of NRC General Counsel
 - d. Role of NRC Inspector General
 - e. Role of NRC Public Affairs
 - f. Role of NRC Office of Investigations
 - g. Role of NRC Office of Enforcement
 - h. Physical location of NRC offices and regions
 - i. Role of NRC as a regulatory agency
 - (1) 10 CFR Part 1 (Organization)
 - (2) Atomic Energy Act of 1954, as amended
 - (3) Energy Reorganization Act of 1974, as amended

- (4) NRC Enforcement Policy (NUREG 1600)
- (5) Incident Response Plan (NUREGs 0728 and 0845)
- (6) Energy Policy Act of 1992
- (7) Nuclear Waste Policy Act 1982, as amended

Note: For the above items, NUREG/BR-0256, "The U.S. Nuclear Regulatory Commission and How It Works", NUREG/BR-0164, "NRC-Regulator of Nuclear Safety", and NUREG -1350, "NRC Information Digest" , provide additional information on certain topics listed above.

2. The First Line Supervisor should discuss NRC organization and role with the qualifying individual to ensure that the qualifying individual has a full understanding of NRC's organization and mission and the role of the inspector in that mission.

C. HLW and Region IV Organization

1. The qualifying individual should review and become familiar with:
 - a. DWM Organization charts
 - b. Organizational charts of U.S. Department of Energy Headquarters and Yucca Mountain Office
 - c. Yucca Mountain Site Description
 - d. HLW Strategic Plan
 - e. Risk-Informed White Paper
 - f. Issue Resolution Status Reports
 - g. Center for Nuclear Regulatory Analyses Operations Plan
 - h. HLW Executive Director's Office Operations Plans
 - i. HLW Web Page
2. The First Line Supervisor should discuss HLW organization and documents with the qualifying individual to ensure that the qualifying individual has a full understanding of the HLW program and the role of the inspector in that program.

Qualification Guide 2
Code of Federal Regulations (CFR)

A. The First Line Supervisor should select some currently applicable CFR Parts. The selection should include the references listed below as appropriate and as determined by the First -Line Supervisor and be documented. The qualifying individual should be expected to have a general knowledge of the topics addressed in the references. This review may be accomplished by self-study, study quizzes, briefings, or discussions.

1. 10 CFR Part 1 Statement of organization and general information
2. 10 CFR Part 2 Rules of practice for domestic licensing proceedings and issuance of orders
3. 10 CFR Part 9 Public Records
4. 10 CFR Part 19 Notices, instructions and reports to workers: inspections and investigations
5. 10 CFR Part 20 Standards for protection against radiation (includes selected questions and answers, Qs & As)
6. 10 CFR Part 21 Reporting of defects and noncompliance
7. 10 CFR Part 30 Rules of general applicability to domestic licensing of byproduct material
8. 10 CFR Part 40 Domestic licensing of source material
9. 10 CFR Part 50 Domestic licensing of production and utilization facilities
10. 10 CFR Part 51 Environmental protection regulations for domestic licensing and related regulatory functions
11. 10 CFR Part 61 Licensing requirements for land disposal of radioactive waste
12. 10 CFR Part 62 Criteria and procedures for emergency access to non-federal and regional low level waste disposal facilities
13. 10 CFR Part 63 Disposal of High-Level radioactive wastes in a proposed geologic repository at Yucca Mountain, Nevada
14. 10 CFR Part 70 Domestic licensing of special nuclear material
15. 10 CFR Part 71 Packaging and transportation of radioactive material
16. 10 CFR Part 72 Licensing requirements for the independent storage of spent nuclear fuel and High-Level radioactive waste

17. 10 CFR Part 170 Fees for facilities and materials, import and export licenses and other regulatory services under the Atomic Energy Act of 1954, as amended
18. 40 CFR Part 141 National Primary Drinking Water Regulations
19. 40 CFR Part 197 Environmental Radiation Protection Standards for Yucca Mountain, Nevada

Other CFR's as may be determined by the First Line Supervisor

- B. After the qualifying individual finishes studying the listed CFR Parts, the First Line Supervisor will discuss these parts with the qualifying Inspector. To the extent practicable , the supervisor should emphasize recent applications of various sections, new regulatory initiatives, and current industry issues.

Qualification Guide 3
Office Instructions

A. NMSS Office Policies and Procedures

1. Read the NMSS Policy and Procedures Letters:
 - 1-3 Handling Request for 10 CFR 2.206 Action
 - 1-8 Differing Professional Views and Opinions (MD 10.159)
 - 1-11 Communications with Licensees
 - 1-13 Signature Level on NMSS Correspondence
 - 1-19 Notification of Regional Administrators
 - 1-22 Quality Assurance
 - 1-23 Open Meetings
 - 1-24 Procedures for: (a) Handling Reports Received from Office of Investigations (OI); (b) Release of NRC Reports and Other Documents and Disclosures of Safety and Security Information to Licensees during Inspection/Investigation Process; (c) Material False Statements and Referral of Other Matters to OI; (d) Reporting the Status of Pending Investigations; (e) Notification of OI of Potential Wrongdoing; (f) Policy for Requesting OI Investigation
 - 1-27 Management of Allegations
 - 1-33 Procedures for Responding to Requests from the Commission/OGC for Technical Assistance
 - 1-37 NMSS Participation in ACNW Reviews
 - 1-38 Interface with Commissioners' Offices
 - 1-39 Review of Speeches, Papers, and Journal Articles
 - 1-40 Legislative and Regulatory Review Requirements for the Office of the Inspector General
 - 1-48 Procedures for Preparing Environmental Assessments
 - 1-50 Environmental Justice in NEPA Documents
 - 1-52 Guidance on Making NRC Electronic Information Available to the Public

2. The qualifying individual should review the NMSS policies and practices regarding:
 - a. Travel, including Management Directive 14.1, Official Temporary Duty Travel and use of Government credit card
 - b. Telephone use
 - c. Policies on use of annual leave and sick leave and excused leave, including Bulletin 4135, Leave Administration
 - d. Work schedule, including NRC Appendix 4136, Hours of work and Premium Pay
 - e. Use of government equipment, including computers (NUDOCS and ADAMS) and Management Directive 13.1, Property Management
 - f. Union activities, including Management Directive 10.102, Labor-Management Relations Program for Federal Employees

- g. Communications outside NRC
- h. Policies on outside employment and acceptance of gifts
- i. Participation in political activities
- j. Routing of mail and procedures for sending mail and materials (via U.S. Mail, Federal Express, etc.), including Management Directive 3.23, Mail Management
- k. Ordering of documents (e.g NUREGs)
- l. NMSS emergency and evacuation procedures
- m. Employee appraisal system and Individual Development Plan (IDP)
 - (1) Employee trial period (Management Directive 10.14 Employment and Staffing - For new employee
 - (2) Employee appraisals (Management Directive 10.67, Non-SES Performance Appraisal System - For new employee
- n. Differing Professional Views or Opinions (Management Directive 10.159, General Personnel Management Provisions)

B. The First Line Supervisor should discuss these policies and practices with the qualifying individual to ensure that the qualifying individual completely understands them.

Qualification Guide 4
Regulatory Guidance

A. The First Line Supervisor should select currently applicable regulatory guidance on storage and disposal of HLW. These references should include those listed below and should be documented. The qualifying individual should be expected as appropriate, to have a general knowledge of the topics in the references. The individual can review the topics by self-study, study-quizzes, briefings, or discussions. Note that many Regulatory Guides reference or endorse industry codes and standards listed in Qualification Guide 6. We recommend study of corresponding and sub-tier codes and standards.

1. Regulatory Guides (Use Latest Revision)

1.28 Quality Assurance Program Requirements (Design and Construction)

3.69 Topical Guidelines for Licensing Support Network

3.71 Nuclear Criticality Safety Standards for Fuels and Material Facilities

8.13 Instruction Concerning Prenatal Radiation Exposure

8.29 Instruction Concerning Risks from Occupational Radiation Exposure

Others as selected by the First Line Supervisor

2. Information Notices(IN) and Bulletins (BL)

IN 79-007 Rupture of Radwaste Tanks

IN 85-092 Surveys of Wastes Before Disposal From Nuclear Reactor Facilities

IN 90-031 Update on Waste Form & High Integrity Container ... Review Status, Identification of Problems With Cement Solidification

IN 90-050 Minimization of Methane Gas in Plant Systems and Radwaste Shipping Containers

IN 91-003 Management of Wastes Contaminated With Radioactive Materials ("Red Bag" Waste and Ordinary Trash)

IN 97-039 Inadequate 10CFR72.48 Safety Evaluations of Independent Spent Fuel Storage Installations

IN 99-029 Authorized Contents of Spent Fuel Casks

BL 75-007 No Title - Involves Exothermic Reaction in Radwaste Shipment

BL 96-004 Chemical, Galvanic, or Other Reactions in Spent Fuel Storage or Transportation Casks

Others as selected by the First Line Supervisor

3. NUREGs (latest revision, where applicable)
 - NUREG 1726 Integrated Issue Resolution Status Report
 - NUREG 1298 Qualification of Existing Data for HLW Repositories (February 1988)
 - NUREG 1804 Yucca Mountain Review Plan
 - NUREG/BR-0167 Software Quality Assurance Program and Guidelines (February 1993)
 - NUREG/CR-3714 On the Development of Environmental Radiation Standards for Geologic Disposal of High-Level Radioactive Waste (July 1984)
 - NUREG/CR-5398 Technical Basis for Review of HLW Repository Modeling (March 1990)

Add other NUREGS relevant to Yucca Mountain since 1990.

Others as selected by the first line supervisor

4. Generic Letters (GL)

GL 83-007 The Nuclear Waste Policy Act of 1982

Others as selected by the First Line Supervisor

5. Federal Register Notices

As selected by the First Line Supervisor

6. Policy and Guidance Directives

FG-8-08 Scenarios for Assessing Potential Doses Associated with Residual Radioactivity, May 1994

73-01 Instructions for Recording and Reporting Occupational Radiation Exposure Data, Reg. Guide 8.7, June 1992. Superseded by 92-06

73-02 Guide for Administrative Practices in Radiation Monitoring, Reg. Guide 8.2, February 1973.

73-03 Acceptable Concepts, Models, Equations, and Assumptions for a Bioassay Program, Reg. Guide 8.9, September 1993.

76-01 Acceptable Programs for Respiratory Protection, Reg. Guide 8.15, October 1999.

77-02 Operating Philosophy for Maintaining Occupational Radiation Exposures As Low As Is Reasonably Achievable, Rev. 1-R, Reg. Guide 8.10, May 1977.

- 78-03 Laboratory Investigations of Soils for 1.138 Engineering Analysis and Design of Nuclear Power Plants (For comment), Reg Guide 1.138, April 1978.
- 79-02 Quality Assurance for Radiological Monitoring Programs (Normal Operations)-Effluent Streams and the Environment, Rev. 1, Reg. Guide 4.15, February 1979.
- 80-03 Air Sampling in the Workplace, Reg. Guide 8.25, June 1992. Superseded by 92-05.
- 81-04 Audible Alarm Dosimeters, Reg. Guide 8.28, August 1981.
- 81-05 Instruction Concerning Risks from Occupational Radiation Exposure, Reg. Guide 8.29, February 1996.
- 81-06 Compilation of Reporting Requirements for Persons Subject to NRC Regulations, Rev. 4, Reg. Guide 10.1, October 1981.
- 86-03 Establishing Quality Assurance Programs for Packaging Used in the Transport of Radioactive Material, Rev. 1, Reg. Guide 7.10, June 1986.
- 87-03 Instruction Concerning Prenatal Radiation Exposure, Rev. 3, Reg. Guide 8.13, June 1999.
- 90-02 Inspection Report Guidance, URFO, May 1990.
- 91-05 Request for Designation of an Historic Preservation Officer, Memorandum from R.L. Bangart to L.J. Callan, November 1991.
- 91-07 Review of Environmental Monitoring Data During Inspections, URFO, December 1991.
- 91-08 Combined List of Abbreviations and Acronyms Most Commonly Used, LLWM, July 1991.
- 91-09 Guidelines for Handling 10 CFR Part 21 Reports, IMNS, June 1991.
- 91-10 Assessing External Radiation Doses from Airborne Radioactive Materials, Draft Reg. Guide DG-8005, October 1991.
- 91-11 Delegation of Authority, Memorandum from R.L. Bangart to J.J. Surmeier, April 3, 1991.
- 92-04 Guiding Principles for EPA-NRC Cooperation and Decisionmaking, March 1992.
- 92-05 Air Sampling in the Workplace, Reg. Guide 8.25, Rev. 1, June 1992.

- 92-06 Instructions for Recording and Reporting Occupational Radiation Exposure Data, Reg. Guide 8.7, Rev.1, June 1992.
- 92-07 Radiation Dose to the Embryo/Fetus, Reg. Guide 8.36, July 1992.
- 92-08 Monitoring Criteria and Methods to Calculate Occupational Radiation Doses, Reg. Guide 8.34, July 1992.

HLW Review Plans:

NUREG 1804, Yucca Mountain Review Plan

Others as selected by the First Line Supervisor.

7. Branch Technical Position

As selected by the First Line Supervisor.

8. SECY Papers

- 89-319 Implementation of the U.S. Environmental Protection Agency's High-Level Waste Disposal Standards (October 17, 1989)
- 93-013 Analysis of Energy Policy Act of 1992 Issues Related to High-Level Waste Disposal Standards (January 25, 1993)
- 97-279 Generic and Cumulative Environmental Impacts of Transportation of High-Level Waste (HLW) in the Vicinity of an HLW Repository (SRM M970612)
- 98-198 Status of the Issue Resolution process in the High-Level Radioactive Waste Program at Yucca Mountain, Nevada
- 99-074 Staff Review of U.S. Department of Energy Viability Assessment for a High-Level Radioactive Waste Repository at Yucca Mountain, Nevada
- 99-115 Final Rule: Amendments to 10 CFR Part 72 - Miscellaneous Changes to Licensing Requirements for the Independent Storage of Spent Nuclear Fuel and High-Level Radioactive Waste
- 99-186 Staff Plan for Clarifying How Defense-in-Depth Applies to the Regulation of a Possible Geologic Repository at Yucca Mountain, Nevada
- 00-0047 Draft Regulatory Guide Providing Guidance and Examples for Identifying 10 CFR 50.2 Design Bases

Others as selected by the First Line Supervisor.

Qualification Guide 5
Industry Codes and Standards

- A. The First Line Supervisor should select some currently applicable industry codes and standards. The qualifying individual should be expected to have a general knowledge of the topics in the references. He/she may review these by studying, study quizzes, briefings, or discussions. The First Line Supervisor should document the specific selected standards.
 - a. American Society for Testing and Materials (ASTM)
 - b. American Nuclear Society (ANS)
 - c. American Society of Mechanical Engineers (ASME)

- B. The First Line Supervisor should test the qualifying individual's knowledge of application of these codes and standards to the HLW program Inspectors' program by discussions, interviews, or oral quizzes.

Qualification Guide 6
NRC Inspection Manual Chapters (MC)

A. The First Line Supervisor select some currently applicable NRC MC and Inspection Procedure (IP) references with direct application to the HLW program Inspectors. The qualifying individual should study the application of the specific references to the inspection and licensing program in detail.

1. REPORTS/COMMUNICATIONS/FOLLOW-UP

MC 0230 Morning Report
MC 0610 Inspection Reports
MC 0620 Inspection Documents and Records
MC 0720 NRC Bulletins and Information Notices
MC 0801 Inspector Feedback
MC 1120 Preliminary Notifications

IP 92701 Follow-up
IP 92703 Follow-up of Confirmatory Action Letters

2. INSPECTIONS

MC 0300 Announced and Unannounced Inspections
MC 1246 Formal Qualification Programs in Nuclear Material Safety and Safeguards Program Area
MC 2300 Yucca Mountain Pre-operation Inspection Program
MC 2800 Materials Inspection Program (Inspection Priorities and Scheduling)

3. INTERACTIONS WITH OTHER FEDERAL AGENCIES

MC 1007 Interfacing Activities between Regional Offices of NRC and OSHA
IP 87102 Maintaining Effluents from Materials Facilities As Low As Is Reasonably Achievable (ALARA) [EPA]¹

4. INCIDENT RESPONSE

MC 1300 Incident Response Actions - Responsibility and Authority
MC 1301 Response to Radioactive Material Incidents that Do Not Require Activation of the NRC Incident Response Plan
MC 1302 Action Levels for Radiation Exposures and Contamination Associated with Materials Events Involving Members of the Public
MC 1330 Response to Transportation Accidents Involving Radioactive Materials
MC 1360 Use of Physician and Scientific Consultants in the Medical Consultant Program
IP 87103 Inspection of Material Licensees Involved in an Incident or Bankruptcy Filing
IP 93800 Augmented Inspection Team

¹ Required for non-sealed source licensees.
1246, APPENDIX B

5. WASTE MANAGEMENT

MC 2300 Appendix A, Yucca Mountain Inspection Program, Inspection Procedures

6. RADIATION PROTECTION

Inspection Procedures are not applicable at this time

7. TRANSPORTATION

Specific Yucca Mountain Inspection procedures are under development

8. OTHER

MC 1010 Independent Assessment and Analysis

MC 1100 Notification of Significant Meetings

MC 1201 Conduct of Employees

MC 2900 Performance Appraisal Program

MC 2901 Team Inspections

IP 30800 Initial Management Meeting - Materials Licenses

IP 35701 Quality Assurance Program Annual Review

Others as selected by First Line Supervisor

- B. The First Line Supervisor will hold discussions, interviews, or oral quizzes to test the qualifying individual's knowledge and understanding of the applicability of the selected references to the HLW inspectors program.

Qualification Guide 7
Inspection Accompaniments

- A. Each inspector should accompany certified inspectors on at least four inspections.
- B. The following is a guide for material that should be studied and discussed with the inspector in charge during these inspection accompaniments. The First Line Supervisor will discuss these items, as appropriate, after each inspection accompaniment.
 - 1. The Inspection Program
 - 2. Scheduling and Preparation for Inspections
 - MC 0300 Announced and Unannounced Inspections
 - 3. Scope of Inspection
 - 4. Entrance/Exit Interviews
 - 5. Conduct of Inspection, Accumulation of Data
 - 6. Post-inspection Activities of Inspectors
 - MC 0610 Inspection Reports
 - MC 0620 Inspection Documents and Records
 - MC 1100 Notification of Significant Meetings
 - 7. Morning Reports
 - MC 0230 Morning Report
 - 8. Non-routine Licensee Events
 - MC 1110 Potential Abnormal Occurrences
 - IP 90714 Non-routine Reporting Program
 - Management Directive 8.3 NRC Incident Investigation Program
 - Management Directive 8.9 Accident Investigation
 - 9. Preliminary Notification
 - MC 1120 Preliminary Notifications
 - 10. Bulletins/Information Notices
 - MC 0720 NRC Bulletins and Information Notices

11. Use of Consultants of NRC

MC 1360 Use of Physician and Scientific Consultants in the Medical Consultant Program

Management Directive 10.6 Use of Consultants & Experts

12. Allegations and Investigations

Management Directive 8.8 Management of Allegations

13. Communication outside NRC

Management Directive 5.5 Public Affairs Program

Management Directive 3.6 Distribution of Unclassified NRC Staff/Contractor-Generated Reports

Qualification Guide 8
NRC Management Directives

A. The First Line Supervisor should select some currently applicable NRC Management Directive (MD) references. These references should include those listed below and be documented. The qualifying inspector should be expected to have a general knowledge of the topics addressed in the references. He/she may learn the information by studying, study-quizzes, briefings, or discussions. The selection should include:

1. NRC MD 9.1 Organization Management
2. NRC MD 9.29 Organization and Function of Regional Offices
3. NUREG 0325 USNRC Functional Organization Chart
4. NRC MD 3.2 Privacy Act
5. NRC MD 3.1 Freedom of Information Act
6. NRC MD 10.130 Safety and Health Program Under the Occupational Safety and Health Act
7. NRC MD 10.131 Protection of NRC Employees Against Ionizing Radiation
8. NRC MD 14.1 Official Temporary Duty Travel
9. NRC MD 10.159 Differing Professional Views or Opinions
10. NRC MD 10.42 Hours of Work and Premium Pay
11. NRC MD 10.43 Time and Attendance Reporting
12. NRC MD 10.67 Non-SES Performance Appraisal System
13. NRC MD 10.101 Employee Grievances
14. NRC MD 8.3 NRC Incident Investigation Program
15. NRC MD 8.8 Management of Allegations
16. NRC MD 5.1 Intergovernmental Consultation
17. NRC MD 5.5 Public Affairs Program
18. NRC MD 8.11 Review Process for 10 CFR 2.206 Petitions
19. NRC MD 10.160 Open Door Policy

- B. The First Line Supervisor will discuss application of the selected NRC Management Directives to the HLW Inspectors program with the qualifying individual to test his/her knowledge.

Qualification Guide 9
Formal Training

The standards for each Training Course are provided in the NRC Technical Training Course Catalog and will not be duplicated in the Qualification Guide.