

Possible OSART Entrance Meeting Agenda
(1-2 hours)

0900 Plant Manager: Welcome and introduce senior attendees (usually at front table)

Corporate Officer or representative if present, briefly discuss:

- Relationship of corporate organization to the plant
- Why the team is there
- What the utility hopes to gain from the review
- Any current corporate issues that could impact the review

Senior regulatory official present briefly discuss:

- Role of regulator
- Regulatory/plant interactions
- How regulator will use the results of the review

Team Leader, Short opening remarks

- Introduce experts

Plant Manager, Introduce counterparts

- Briefly discuss:
- Current plant status
- Problems or activities that might impact the review
- Any near term activities that team should be aware of, e.g. outage, major repairs/modifications, reorganizations, etc.
- Intended use of results, opportunity to improve, etc.

10:30 - Close meeting

OSART SCHEDULE - Week 1

Review Area	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Management, Organization & Administration	Entrance Meeting and Plant Tour Access Arrangements Entrance Meeting <ul style="list-style-type: none"> • Plant Organization • Plant Features • Operating History • Regulatory System • Radiological & Industrial Safety Orientation • Whole Body Count Plant Tour Discussion between team members and counterparts Team Meeting and Completion of Team Training	Corporate and Plant Organization, Authorities and Responsibilities. Management Approach, Techniques, Goals and Objectives.		Policy Making, Program Review and Corrective Actions.	Quality Assurance: Corporate and Plant Quality Programs, Auditing, Reporting and Action Tracking
				<i>Additional Supplemental Review</i>	
Training & Qualification		Organization & Functions Programs & Records	Training Facilities, Equipment & Material	Control Room Operators & Shift Supervisors	Control Room Operators & Shift Supervisors
				<i>Additional Supplemental Review</i>	
Operations 1		Organization & Functions Shift Schedule	Operations History, Meetings & Reports	Conduct of Operations in C.R.	Field Operations
				<i>Additional Supplemental Review</i>	
Operations 2				Field Operations	Conduct of Operations in C.R.
				<i>Additional Supplemental Review</i>	
Maintenance		Organization & Functions Maintenance Programs, (Preventive, Corrective and Predictive)	Maintenance Programs, (Preventive, Corrective and Predictive) Maintenance Facilities & Equipment	Procedures, Records & History	Conduct & Control Maintenance Activities, Material Conditions

Technical Support	Organization & Functions Surveillance Test Program	Surveillance Test Program	<i>Additional Supplemental Review</i>	Operational Feedback System
			Operational Feedback System	
Radiation Protection	Organization & Functions Radiation Protection, Instrumentation, Equipment & Facilities	R.P. Inst. Equip. & Facilities (cont.) Radiation Work Control	Radiation Work Control	Regulations, Procedures, ALARA Program & Regulations
			<i>Additional Supplemental Review</i>	
Chemistry	Organization & Functions Chemistry Operational History & Documentation	Laboratories, Equipment and Instruments	Chemistry Control in Plant Systems	Chemistry Control in Plant Systems Activity Build-Up
			<i>Additional Supplemental Review</i>	
Emergency Planning & Preparedness	Emergency Organization & Functions Emergency Response Equipment Facilities and Resources	On-site Emergency Plans	Interface with Off-site Organizations;	On-site Emergency Plans
		Implementation Procedures,	<i>Additional Supplemental Review</i>	

OSART SCHEDULE - Week 2

Review Area	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Management, Organization & Administration	Quality Assurance: Corporate and Plant Quality Programs, Auditing, Reporting and Action Tracking	Local & Corporate Safety Committees Industrial Safety Program	Regulatory and Other Statutory Requirements	Document and Record Control	Management of Site Access Control (OPTIONAL) Coordinate with Trn'g.
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>

Training & Qualification	Field Operations	Maintenance Personnel	TS Personnel (Chem/RP/Eng)	Managers & Supervisors	General Employee Training
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>
Operations 1	Conduct of Operations in the Control Room	Operating Limits and Conditions	Surveillance Testing	EOP's	Fire Protection
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>
Operations 2	Work Authorizations	Operator Aids	Administrative and Normal Operating Procedures	Temporary Modifications	Accident Management
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>
Maintenance	Conduct & Control Maintenance Activities Material Conditions	Conduct & Control of Maintenance Activities Material Conditions	In-service Inspection	Stores & Warehouses Outage Management	Outage Management
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>
Technical Support	Plant Modification System	Plant Modification System	Reactor Engineering	Fuel Handling	Safety Related Computer Applications
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>
Radiation Protection	Radioactive Waste, Storage and Discharges; Environmental Surveillance	External and Internal Radiation Exposure	Personnel Dosimetry	Radiation Protection Support in Emergencies	Radiation Protection Support in Emergencies
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>
Chemistry	Surveillance Program and Procedures	Chemical Treatment Policies	Discharges & Post Accident	Quality Control of Operational Chemicals	Radiochemical Measurements,
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>
Emergency Planning & Preparedness	Emergency Response Facilities	Emergency Equipment and Resources	Training, Drills & Exercises	Training, Drills & Exercises	Liaison with the Public and Media Follow-Up
		<i>Additional Supplemental Review</i>			<i>Additional Supplemental Review</i>

OSART SCHEDULE - WEEK 3

Review Area	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Management, Organization & Administration	Meeting to obtain team consensus on findings	Review Tech.Notes with Counterparts	Tech.Notes Review & Finalization Preparation for Exit Meeting	Exit Meeting	
Training & Qualification					
Operation					
Maintenance					
Technical Support					
Radiation Protection					
Chemistry					
Emergency Planning & Preparedness					