

General Quality Surveillance Guidance

Activity: General Quality Surveillance Guidance

1.0 Purpose

This guideline provides generic attributes which are common to most surveillances. It is intended to be used in conjunction with the applicable guideline specific to the activity observed.

2.0 Scope

The scope of this guideline is the attributes which are common to most surveillances. In some cases the items listed herein may not be applicable and, as such, this guideline is not intended to stand alone.

3.0 Guidelines

3.1 Assemble and review the implementing instructions for the activity to ensure that, if properly implemented, they would satisfy applicable upper tier requirements. Document the review results including the criteria against which the review was performed. This review should be performed for the initial surveillance and after each revision of the respective documents.

3.2 Using the latest reviewed and approved plant procedures and instructions, it is recommended that the evaluator prepare a surveillance checklist or other appropriate documentation of the requirements therein for use in the evaluation of the program implementation. Other appropriate plant requirements, such as those contained in instruction letters, commitments, etc--, are also to be considered for use in the evaluation.

3.3 In some cases it may be necessary to identify and review past audits, deficiency reports, and/or previous surveillance reports relative to the activity and include significant historical problems and open items in the surveillance checklist. It also may be beneficial to review industry information such as nuclear plant reliability data, nuclear network and NRC notices and bulletins.

3.4 During surveillances, the evaluator should focus on real-time observation of activities and worker performance. In addition to procedural compliance, the evaluator should assess the adequacy and the effectiveness of performance and look for performance enhancements.

3.5 During the performance of most surveillances there are many common attributes. As such, they should be considered during the preparation and performance of surveillance to the extent that they apply to the observed activity.

- A. Housekeeping-Verify that plant housekeeping is consistent with the work in progress and personnel are monitoring the established housekeeping zones.
- B. Radiological work practices-Verify that appropriate radiological work practices are observed, including dose control and contamination precautions.
- C. Procedures/instructions/drawings-Verify that the latest approved documents are available and in use at the work location, and that the individuals involved are able to effectively use the procedure-
- D. Physical plant-By direct observation verify that the physical plant conditions are acceptable considering the current plant mode.

E. Worker practices-Verify proper tool use, safe work practices, and worker knowledge and training.