

OPERATOR TRAINING PROGRAM
JOB PERFORMANCE MEASURE

STATION:	SALEM		
SYSTEM:	Generic Administrative Topic - Conduct of Operations		
TASK:	Evaluate Shift Staffing Requirements and Take Corrective Actions IAW Administrative Procedures		
TASK NUMBER:	N1230040302		
JPM NUMBER:	19-01 NRC SRO-A2		
ALTERNATE PATH:	<input type="checkbox"/>	K/A NUMBER:	2.1.5
APPLICABILITY:	IMPORTANCE FACTOR:		
EO <input type="checkbox"/>	RO <input type="checkbox"/>	STA <input type="checkbox"/>	SRO <input checked="" type="checkbox"/>
		RO	3.9 SRO
EVALUATION SETTING/METHOD:	Classroom / Perform		
REFERENCES:	LS-AA-119-1003 , Rev 8 & SY-AA-102-201, Rev 11 (checked 1-16-20) LS-AA-119, Rev 12		
TOOLS AND EQUIPMENT:	None		
VALIDATED JPM COMPLETION TIME:	45 min		
TIME PERIOD IDENTIFIED FOR TIME CRITICAL STEPS:	NA		
Developed By:	R. Chan Instructor	Date:	1-16-20
Validated By:	Moore / Chapman SME or Instructor	Date:	1-16-20 / 6-17-20
Approved By:	N/A Training Department	Date:	
Approved By:	N/A Operations Department	Date:	
ACTUAL JPM COMPLETION TIME:			
ACTUAL TIME CRITICAL COMPLETION TIME:			
PERFORMED BY:			
GRADE:	<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT	
REASON, IF UNSATISFACTORY:			
EVALUATOR'S SIGNATURE:			DATE:

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JOB PERFORMANCE MEASURE

NAME: _____

DATE: _____

SYSTEM: Generic Administrative Topic - Conduct of Operations

TASK: Evaluate Shift Staffing Requirements and Take Corrective Actions IAW
Administrative Procedures

TASK NUMBER: N1230040302

INITIAL CONDITIONS:

- Today is Thursday October 17, 2020.
- Both Units are at 100% power.
- You are the Shift Manager and your crew has just begun its 12 hour night shift starting at 1800 hours.

- The crew is at minimum staffing levels.
- At 1830 hours, the Plant Operator on Unit 2 has become ill and has been sent home, which places the shift **BELOW** MINIMUM staffing levels.
- There are **NO** qualified operators available on-site.
- Four (4) operators have been contacted at home.
- This call-out is **NOT** for an emergency.

INITIATING CUE:

- Based on Administrative requirements, determine the following from the given list of available operators and work schedules:
 1. How soon must relief be found?
 2. From the list provided, who is eligible to assume the shift duties. Assume the following:
 - For hours worked, the Operator starts at 1800 on October 17th.
 - Operator works the remaining hours of the shift AND they work the schedule provided in this JPM
 3. For those who are NOT eligible, state the reason why?

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Successful Completion Criteria:

1. All critical steps completed
2. All sequential steps completed in order
3. All time-critical steps completed within allotted time
4. JPM completed within validated time. Completion time may exceed the validated time if satisfactory progress is being made.

Task Standard for Successful Completion:

1. **Determines two (2) hours to restore shift crew to minimum staffing levels.**
2. **Determines Operator #1 can be called in.**
3. **States why operators are not eligible to assume the shift:**
 - a. **Operator #2 is not fit for duty IAW SY-AA-102-201 due to consuming alcohol during the past five hours,**
 - b. **Operator #3 will violate LS-AA-119-1003 work hour rule (> 16 hours in a 24-hour period) and/or break period (less than 10 hour break), and**
 - c. **Operator #4 is not fit for duty IAW SY-AA-102-201 due to use of medication affecting his/her ability to perform work.**

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NAME: _____

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DATE: _____

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Task: Evaluate Shift Staffing Requirements and Take Corrective Actions IAW Administrative Procedures

*	STEP NO.	STEP (* Denotes a Critical Step)	STANDARD	EVAL S/U	COMMENTS (Required for UNSAT evaluation)
	CUE:	Provide copies <u>or</u> make available the following procedures: 1. LS-AA-119 2. LS-AA-119-1003 3. SY-AA-102-201 4. Salem Technical Specification			
	CUE:	When the operator acknowledges ready to start JPM RECORD START TIME. START: _____			
*	1	How soon must relief be found?	Determines IAW Technical Specification Administrative section that two (2) hours to restore shift staffing to minimum levels.		

**OPERATOR TRAINING PROGRAM
JOB PERFORMANCE MEASURE**

NAME: _____

DATE: _____

System: Generic Administrative Topic - Conduct of Operations

Task: Evaluate Shift Staffing Requirements and Take Corrective Actions IAW Administrative Procedures

*	STEP NO.	STEP (* Denotes a Critical Step)	STANDARD	EVAL S/U	COMMENTS (Required for UNSAT evaluation)
*	2	<p>From the list provided, who is eligible to assume the shift duties. Assume the following:</p> <ul style="list-style-type: none"> ▪ For hours worked, the Operator starts at 1800 on October 17th. ▪ Operator works the remaining hours of the shift <u>AND</u> they work the schedule provided in this JPM 	<p>Determines that Operator #1 is eligible to be called in without violating the work hour rules and fitness for duty program requirements.</p>		

OPERATOR TRAINING PROGRAM

NAME: _____

JOB PERFORMANCE MEASURE

DATE: _____

System: Generic Administrative Topic - Conduct of Operations

Task: Evaluate Shift Staffing Requirements and Take Corrective Actions IAW Administrative Procedures

*	STEP NO.	STEP (* Denotes a Critical Step)	STANDARD	EVAL S/U	COMMENTS (Required for UNSAT evaluation)
*	3	For those who are NOT eligible, state the reason why?	<p>Operator #2 is not fit for duty IAW SY-AA-102-201 due to consuming alcohol during the past five hours,</p> <p>Operator #3 will violate LS-AA-119-1003 work hour rule (> 16 hours in a 24-hour period) and/or break period (less than 10 hour break), and</p> <p>Operator #4 is not fit for duty IAW SY-AA-102-201 due to use of medication affecting his/her ability to perform work.</p> <p>JPM is Complete when candidate submits cue sheet.</p>		
	CUE	MARK stop time of JPM when procedures are returned to proctor. STOP:_____	JPM is Complete when operator submits Attachment to Evaluator.		

OPERATOR TRAINING PROGRAM
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ANSWER KEY

LS-AA-119-1003

4.1 Work Hour Limits

NOTE

Refer to OP-AA-108-111-1001, "Severe Weather and Natural Disaster Guidelines and SY-AA-101-109-1003, "Security During Hazardous Exterior Conditions", for guidance requirements concerning entry and exit conditions, and limitations for the exemption from the requirements 10 CFR 26.205(c) and (d) for meeting work hour rule controls during certain declarations of severe weather conditions involving tropical storm or hurricane force winds or severe winter precipitation.

4.1.1. The following limits apply to covered individuals regardless of unit status:

- **No more than 16 work hours in any 24-hour period.**
- No more than 26 work hours in any 48-hour period.
- **No more than 72 work hours in any 7-day period.**

NOTE

EmpCenter conservatively uses 168 hours vs. 7-calendar days for this calculation and may produce deviations that may be overridden following verification that the 7-calendar day limit has not been exceeded.

- **At least a 10-hour break between successive work periods** or an 8-hour break when a break of less than 10 hours is necessary to accommodate a crew's scheduled transition between work schedules or shifts.
- **A 34-hour break in any 9-calendar day period** (this limit may be incorporated into the following table of limits).

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2. **IF** the call-in is not preceded or succeeded by a 10-hour break,

THEN it is considered an extension to the preceding or succeeding work period and the intervening hours of the extended work period must be counted.

- a. Example 1: An individual that normally works 0700 to 1500 (8-hour day) is called back to work at 1900 and works until 2100.
- The separate work period method cannot be used, as a 10-hour break is not available prior to the call-in period.
 - The call-in is considered an extension of the previous work period, 0700 to 1500. The hours counted for this work period would be from 0700 to 2100 (14 hours). A ten-hour break is required prior to the individual starting an additional work period; therefore, the individual could return at the normal start of their work period at 0700 the next day.

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LS-AA-119-1003
CALCULATING WORK HOURS

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Attachment 1, Examples

1. John Doe normally works a 12-hour shift schedule. He is requested to perform covered work for additional hours from 0700 to 1900 on Friday. What needs to be considered prior to working those additional hours?
 - 1.1. The following **five items need to be considered**:
 - 1.1.1. Review all hours worked during the 24-hour period prior to the stop time on Friday as reflected in the request to work additional hours to ensure **no more than 16 hours in any 24-hour period** will be worked.
 - 1.1.2. Review all hours worked during the 48-hour period prior to the stop time on Friday as reflected in the request to work additional hours to ensure **no more than 26 hours in any 48-hour period** will be worked.
 - 1.1.3. Review all hours worked during the 7-day period prior to the stop time on Friday (i.e., T-168 hours) as reflected in the request to work additional hours to ensure **no more than 72 hours in any 7-day period** will be worked.
 - 1.1.4. Review the break period(s) **between the last day of work before Friday and 0700 on Friday** to ensure a **10-hour break has been taken**.
 - 1.1.5. Review the break period(s) **during the last nine days** prior to the stop time on Friday to ensure a **break of at least 34 consecutive hours** has been taken.

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SY-AA-102-201

4.2 Call out Procedure

NOTE


If the caller does not ask the individual if alcohol was consumed within the five hour period prior to reporting to work and does not ask the individual if they are fit for duty, then the person being called is responsible to inform the caller of this information.

If consumption of alcohol and/or the individual is not fit for duty is disclosed using an automated call-out system for activation of the TSC and OSC, then the automated call-out system directs the individual not to report and the next person on the list is contacted

- 4.2.1. Prior to Call-out, **DETERMINE** whether work to be performed is an emergency.
- 4.2.2. Prior to Call-out; **PERFORM a fatigue work hour evaluation** to determine if any limits will be exceeded IAW LS-AA-119.
- 4.2.3. **PERFORM Call-out of PSEG**, contractor and vendor employees and **DOCUMENT** the following on Attachment 1 of this procedure or a comparable form:
 - a. **ASK "Have you consumed alcohol during the past five hours?"** RECORD answer on Attachment 1.
 - b. **ASK "Do you consider yourself fit for duty?"** RECORD answer on Attachment 1.
- 4.2.4. If the called employee has not consumed alcohol during the past five hours and has responded YES to "Do you consider yourself fit for duty?", then **INSTRUCT** worker to report to work normally.
- 4.2.5. If the called employee has consumed alcohol during the past five hours and has responded YES to "Do you consider yourself fit for duty?" then **PERFORM** the following:
 - a. **INSTRUCT** worker to report to security for Breath Alcohol Testing upon arrival at job site.

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 PSEG <i>Nuclear LLC</i>	Salem and Hope Creek Common	LEVEL 3 - INFORMATIONAL USE	Page 6 of 10
		SY-AA-102-201	Rev: 11
CALL-OUTS FOR UNSCHEDULED WORK			

- b. NOTIFY Security Shift Manager to implement the Unscheduled Call-out Alcohol Testing per procedure SY-AA-102-242, Breath Alcohol Testing.
- 4.2.6. If the called employee has consumed alcohol during the past five hours and has responded NO to "Do you consider yourself fit for duty?", THEN INSTRUCT worker not to report for work.
- 4.2.7. If the called employee has not consumed alcohol during the past five hours and has responded NO to "Do you consider yourself fit for duty?", then PERFORM the following:
- a. If Call-out is for an emergency, Supervisor responsible for the emergency work DISCUSS conditions with called employee. If, in the judgment of the supervisor, called worker is needed, then:
- (1) INSTRUCT worker to report, in a safe manner, to security upon arrival to job site.
 - (2) NOTIFY Security Shift Manager to ENSURE that the called out worker's unescorted access is not available until an FFD evaluation is performed.
 - (3) NOTIFY supervisor responsible for the emergency work that the individual may perform the emergency work, if necessary, at the supervisor's discretion, but may require escort and continuous direct supervision.
 - (4) Supervisor responsible for the emergency work EVALUATE called employee upon arrival and DOCUMENT on Attachment 2.
- If, in the judgment of the supervisor, called worker is not needed, then: INSTRUCT worker not to report for work.
- b. If Call-out is not for an emergency, then INSTRUCT worker not to report for work.

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Salem Technical Specification

TABLE 6.2-1

MINIMUM SHIFT CREW COMPOSITION

SALEM UNIT 2

WITH UNIT 1 IN MODES 5 OR 6 OR DE-FUELED		
POSITION	NUMBER OF INDIVIDUALS REQUIRED TO FILL POSITION	
	MODES 1, 2, 3 & 4	MODES 5 & 6
SNSS	1 ^a	1 ^a
SRO	1 ^b	none
STA	1 ^b	none
NCO	2	1
EO/UO	3	2 ^c
Maintenance Electrician	1	none
Rad. Pro. Technician	1 ^a	1 ^{a,e}

WITH UNIT 1 IN MODES 1, 2, 3 OR 4		
POSITION	NUMBER OF INDIVIDUALS REQUIRED TO FILL POSITION	
	MODES 1, 2, 3 & 4	MODES 5 & 6
SNSS	1 ^a	1 ^a
SRO	1 ^b	none
STA	1 ^b	none
NCO	2 ^d	1
EO/UO	3	1
Maintenance Electrician	1 ^a	none
Rad. Pro. Technician	1 ^a	1 ^a

- a/ Individual may fill the same position on Unit 1.
- b/ Individual who fulfills the STA requirement may fill the same position on Unit 1. The STA, if a licensed SRO, may concurrently fill the SRO position on one unit; the other unit also requires a qualified SRO on shift.
- c/ One of the two required individuals may fill the position on Unit 1, such that there are a total of three EO/UO's for both units.
- d/ One of the three required individuals may fill the same position of Unit 1, such that there are a total of five EO/UO's for both units.
- e/ Not needed if both reactors are de-fueled.

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TABLE 6.2-1 (Continued)

- SNSS - Senior Nuclear Shift Supervisor with a Senior Reactor Operator License on both units.
- SRO - Individual with a Senior Reactor Operator License on both units (normally, a Nuclear Shift Supervisor).
- NCO - Nuclear Control Operator with a Reactor Operator License on both units.
- STA - Shift Technical Advisor (if licensed as SRO, may be assigned duties as a Nuclear Shift Supervisor).
- EO/UO - Equipment Operator or Utility Operator.

Except for the Senior Nuclear Shift Supervisor, the Shift Crew Composition may be one less than the minimum requirements of Table 6.2-1 for a period of time not to exceed 2 hours in order to accommodate the unexpected absence of on-duty shift crew members provided that immediate action is taken to restore the Shift Crew Composition to within the minimum requirements of Table 6.2-1. This provision does not permit any shift crew position to be unmanned upon shift change due to an oncoming shift crewperson's being late or absent.

During any absence of the Senior Nuclear Shift Supervisor from the Control Room area while the unit is in any MODE, an individual with a valid SRO License shall be designated to assume the Control Room command function.

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Operator	Thurs 10/10	Fri 10/11	Sat 10/12	Sun 10/13	Mon 10/14	Tues 10/15	Wed 10/16	Thurs 10/17	Fri 10/18	Sat 10/19	Sun 10/20	Mon 10/21	Tues 10/22	Wed 10/23	Thurs 10/24
#1	D	D						(6)	N (12)	N (12)	N (12)	N (12)	N (6)		
#2		D	D	D				(6)	N (12)	N (12)	N (12)	N (12)	N (6)		
#3	T	T			T (10)	T (10)	T (10)	T (10+6)	N (6)			D	D	D	
#4					(6)	N (12)	N (12)	N (12)	N (6)			N	N	N	

Operator	Eligible to Assume the Shift?	Evaluation for Eligibility / Reason if Not Eligible
#1	YES	Operator #1 works the schedule and finishes his/her shift on 10/22 the total hours worked would be 60 hours. Therefore, operator #1 would not violate any of LS-AA-119-1003 work hour rules and required rest periods.
#2	NO	Operator #2 works the schedule and finishes his/her shift on 10/22 the total hours worked would be 60 hours. Operator #2 would not violate any of LS-AA-119-1003 work hour rules and required rest periods. However, Operator #2 self-reported on the phone call that he/she consumed alcohol during the last five hours and believes to be not fit for duty. This operator should not be called in.
#3	NO	If Operator #3 works the night shift, he/she would have worked 22 hours in a 24-hour period and violate LS-AA-119-1003 in two areas; (1) no more than 16 work hours in any 24-hour period, and (2) at least a 10-hour break between successive work periods..). This operator should not be called in. Examiner's Note: Call-In time NOT included (this would add additional 1 hr)
#4	NO	If Operator #4 works the schedule and finishes his/her shift on 10/18 the total hours worked would be 48 hours. Operator #4 would not violate any of LS-AA-119-1003 work hour rules and required rest periods. However, Operator #4 self-reported on the phone call that he/she took medication that can cause impairment and believes to be not fit for duty. This operator should not be called in.

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Operator	Fatigue Work Hour Evaluation (LS-AA-119-1003)					Fitness for Duty (SY-AA-102-201)
	Worked > 16 hours in 24- hour period	Worked >26 hours in a 48- hour period	Worked > 72 hours in a rolling 7 day period	At least 10-hour break between successive work periods	At least 34-hour break during the last nine day period	Fit for Duty?
1	NO	NO	NO	YES	Yes	YES
2	NO	NO	NO	YES	Yes	NO Consumed alcohol within the last 5 hours
3	YES	NO	NO	NO	Yes	YES
4	NO	NO	NO	YES	Yes	NO Used medication that may impair operator performance. Stated not fit for duty.

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JOB PERFORMANCE MEASURE VALIDATION CHECKLIST

NOTE: All steps of this checklist should be performed upon initial validation. Prior to JPM usage, revalidate JPM using steps 8 and 11 below.

- RC 1. Task description and number, JPM description and number are identified.
- RC 2. Knowledge and Abilities (K/A) references are included.
- RC 3. Performance location specified. (in-plant, control room, or simulator)
- RC 4. Initial setup conditions are identified.
- RC 5. Initiating and terminating Cues are properly identified.
- RC 6. Task standards identified and verified by SME review.
- RC 7. Critical steps meet the criteria for critical steps and are identified with an asterisk (*).
- RC 8. Verify the procedure referenced by this JPM matches the most current revision of that procedure: Procedure Rev. _____ Date (see cover page)
- RC 9. Pilot test the JPM:
 - a. verify Cues both verbal and visual are free of conflict, and
 - b. ensure performance time is accurate.
- RC 10. If the JPM cannot be performed as written with proper responses, then revise the JPM.
- RC 11. When JPM is revalidated, SME or Instructor sign and date JPM cover page.

SME/Instructor: R. Chan Date: 1-16-20

SME/Instructor: R. Moore Date: 1-16-20

SME/Instructor: M. Chapman Date: 6-17-20

INITIAL CONDITIONS:

- Today is **Thursday October 17, 2020**.
- Both Units are at 100% power.
- You are the Shift Manager and your crew has just begun its 12 hour night shift starting at 1800 hours.
- The crew is at minimum staffing levels.
- At 1830 hours, the Plant Operator on Unit 2 has become ill and has been sent home, which places the shift **BELOW** MINIMUM staffing levels.
- There are **NO** qualified operators available on-site.
- Four (4) operators have been contacted at home.
- This call-out is **NOT** for an emergency.

INITIATING CUE:

- Based on Administrative requirements, determine the following from the given list of available operators and work schedules:
 1. How soon must relief be found?
 2. From the list provided, who is eligible to assume the shift duties. Assume the following:
 - For hours worked, the Operator starts at 1800 on October 17th.
 - Operator works the remaining hours of the shift AND they work the schedule provided in this JPM
 3. For those who are NOT eligible, state the reason why?

Operator Response to Call-In phone call:

Operator	Call-Out Phone Responses
1	"I would rather not work tonight, my son has a baseball game, but if you guys are in a jam I can be there in 45 minutes. I have not consumed alcohol during the past five hours and I am fit for duty."
2	"I'm home right now with some friends visiting from out of town. I've had a couple of beers with the guys. I can come in if you want me to. I can be there in 50 minutes. I have consumed alcohol during the past five hours and I don't really think I'm fit for duty."
3	"I just got home from training at 1730. This was my last day of training and don't take the watch until Monday day shift. I live nearby and can be there in 30 minutes. I have not consumed alcohol during the past five hours and I am fit for duty."
4	"I just finished working nights on Thursday morning. I think I caught a cold from one of the operators. I'm fighting a really nasty cold and just took a dose of Nyquil Liquid Nighttime Cold Medicine an hour ago so I could get some rest. I know I don't want to infect the other guys on shift, but I know the situation you're in and willing to help out. I could take a hot shower to help wake me up and I could be there in an hour. I have not consumed alcohol during the past five hours and I'm not sure if I'm fit for duty but willing to come in."

Operators Schedule:

Operator	Thurs 10/10	Fri 10/11	Sat 10/12	Sun 10/13	Mon 10/14	Tues 10/15	Wed 10/16	Thurs 10/17	Fri 10/18	Sat 10/19	Sun 10/20	Mon 10/21	Tues 10/22	Wed 10/23	Thurs 10/24
#1	D	D								N	N	N	N		
#2		D	D	D						N	N	N	N		
#3	T	T			T	T	T	T				D	D	D	
#4						N	N	N				N	N	N	

Notes:

N = Night Shift that starts on the previous day at 1800 hours and ends at 0600 hours the next day

D = Day Shift that starts at 0600 hours and ends at 1800 hours

T = Training that starts at 0700 hours and ends at 1700 hours

BLANK SPACE = Scheduled day off

Operator	Eligible to Assume Watch (Yes / No)	State Reason if not eligible
#1		
#2		
#3		
#4		