

U.S. Department of Energy

Oak Ridge Operations

ORO O 360 Chapter II Chg. 1

DATE: 03-31-98

**SUBJECT: PERSONNEL SELECTION, QUALIFICATION, AND TRAINING REQUIREMENTS FOR
DOE NUCLEAR FACILITIES**

1. PURPOSE. This Chapter correlates to DOE 5480.20A, PERSONNEL SELECTION, QUALIFICATION, AND TRAINING REQUIREMENTS FOR DOE NUCLEAR FACILITIES, dated November 15, 1994, by assigning responsibility and accountability and providing administrative and/or contractual guidance to Oak Ridge Operations (ORO) and its contractors. Nothing in this issuance changes any requirements contained in any DOE Order.
2. CANCELLATION. This Chapter cancels and replaces ORIG 5480.20C, PERSONNEL SELECTION, QUALIFICATION, AND TRAINING, REQUIREMENTS FOR DOE NUCLEAR FACILITIES, dated July 26, 1995.
3. APPLICABILITY. The provisions of this Chapter apply to ORO Principal Staff and management and operating contractors that are involved in the operation, maintenance, and technical support of DOE-owned Category A and B reactors and non-reactor nuclear facilities.
4. RESPONSIBILITIES. Many ORO contractors have developed Standards/Requirements Identification Documents (S/RIDs) or Work Smart Standards (WSS) sets that may not include requirements referenced or included in DOE 5480.20A or this Chapter. Interpretation and performance of Federal responsibilities outlined below must take into account the approved standards set for each particular contract and must not be deemed to add any requirements to the approved set.
 - a. Manager performs those tasks identified in DOE 5480.20A, subparagraph 7d(3).
 - b. Director, Training and Development Division (TDD).
 - (1) Performs those tasks identified in DOE 5480.20A, subparagraphs 7d(1) and (4).
 - (2) Provides technical advice and assistance to Contracting Officers' Representatives in their performance of tasks identified in subparagraph 4c below.
 - (3) Performs periodic systematic evaluations of training and qualification programs using DOE-STD-1070-94 and provides support to line management in the oversight of nuclear facility personnel training and qualification activities.
 - (4) Reviews and concurs in each Training Implementation Matrix or Addenda for nuclear facilities, and forwards to the Manager for appropriate action.

- c. Contracting Officers' Representatives.
- (1) Based upon technical advice and assistance from TDD, perform those tasks identified in DOE O 362.2, subparagraphs 7d(1), (2), and (4)-(9).
 - (2) Identify and approve those facilities which are "operable nuclear facilities" within ORO, and provide the information to TDD.
 - (3) Notify TDD of any changes in status of facilities identified as being subject to this Chapter and identify new facilities that are constructed or are proposed to become operational which are subject to this Chapter.

5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES. None.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. See Contractor Requirements Document, Attachment 1 of this Chapter.
9. ATTACHMENTS.

Attachment 1 - Contractor Requirements Document.

CONTRACTOR REQUIREMENTS DOCUMENT

Contractors that are identified in paragraph 3 of this Chapter shall accomplish the following:

1. Implement personnel selection, qualification, and training requirements that conform to DOE O 362.2, paragraphs 5 (Policy and Objectives) and 8 (Implementation), Attachment 1, and Chapters I-IV; and the provisions of this Chapter.
2. Perform periodic systematic evaluations of training and qualification programs using DOE-STD-1070-94 at a frequency sufficient to ensure each nuclear facility on the contractor's site is evaluated at least once within a three-year period.