

**BUILDING 991**

**TRAINING**

**IMPLEMENTATION**

**PLAN**

PLN-97-001  
Revision 0  
June 9, 1997

CONCURRENCE BY THE FOLLOWING DISCIPLINES WILL BE DOCUMENTED IN THE DOCUMENT HISTORY FILE:

REOS Training Coordinator  
Building 991 Facility Manager  
Building 991 Building Manager  
Compliance Training Manager  
Facility Management & Support Manager

Approved by:

M. Wheeler  
Waste Management Division  
Manager/Vice President

  
Signature

6/10/97  
Date

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Appendix 1      Building 991 Core Training Matrix

Appendix 2      Building 991 Job-Specific Training Matrix

## I. Purpose

The purpose of this Training Implementation Plan (TIP) is to implement a personnel training and qualification (T&Q) program that can be adjusted to the changing activities in Building 991. The TIP documents the job titles of personnel performing those activities, and identifies the T&Q required for individuals filling those job titles, in accordance with DOE Order 5480.20A (hereinafter, "the Order"). Any major changes to B991 scope, or related job titles affected by the Order, are reviewed by the Facility Manager for adjustments to this TIP. Assignments to job titles controlled by this TIP, and individual qualification status, is identified by the Building 991 List of Qualified Individuals (LOQI).

## II. Scope

This TIP applies to all personnel performing work in B991. This includes personnel involved in the receipt, storage and shipment of DOT certified containers of special nuclear material and radioactive wastes from B991, and personnel that implement controls required by the building authorization basis documents. RMRS and RMRS subcontractor personnel will meet the requirements of this document based on their job description, where applicable. Personnel from other contractor companies and their subcontractors will comply with applicable requirements in accordance with Sections IV.A.9 and V. Where requirements are not specified in this plan, the RMRS Training Manual and implementing work instructions will be the compliance documents.

## III. Development History

A. Document Review - Many documents were reviewed for training and qualification requirements. The following is a list of the training and qualification requirements and the driving documents:

<u>REQUIREMENT</u>	<u>DRIVER</u>
1. Core Training Requirements	TUM, JTA
2. Job-Specific Training/Qualification Requirements	DOE Order 5480.20A
3. Lesson Learned/Required Reading Program	Conduct of Operations

B. Job and Task Analysis - The analysis process identifies & defines the tasks involved for these operations, the type of training indicated, the

knowledge requirements, safety hazards, and continuing training components, and standards that should be included in the training program(s).

- C. Qualification Documents - The Job and Tasks Analyses identified the different levels of Qualification Documents needed as the appropriate level of training for the identified tasks. These were developed in accordance with 96-RF/T&Q-0005 of the TUM.

#### IV. Qualification Requirements

##### A. Position Requirements

1. Facility Manager - The Facility Manager's training requirements are listed as part of Appendices 1 and 2 which define Core and Job-Specific Training Requirements. This training is in addition to the education and job experience the Facility Manager needed to acquire the position in accordance with Section IV.2.a of the Order. An alternative to the basic education requirement is discussed in item B.1.
2. Building Manager - The Building Manager position is an overall facility supervisor position subject to the entry level requirements for Supervisors. The Building Manager's training and qualification requirements are listed as part of Appendices 1 and 2 which define Core and Job-Specific Training Requirements. This training and qualification is in addition to the education and job experience the Building Manager needed to acquire the position in accordance with Section IV.2.b of the Order. The qualification document for the Building Manager provides the Facility Manager's approval of the candidate's education, experience and training for service in Building 991. The identified qualification document (Building Manager 991) is considered the approval process for qualification for the Building Manager Position for Building 991.
3. Waste Operations Coordinator - The Waste Operations Coordinator (WOC) is a Technical Support position with coordination responsibilities for the RMRS waste storage and handling operations in B991, including tracking and records, configuration control in the storage area, and NMSL control. The WOC training and qualification requirements are listed as part of Appendices 1 and 2, which define Core and Job-Specific Training Requirements. This

training and qualification is in addition to the education and job experience the WOC needed to acquire the position in accordance with Section IV.2.f of the Order. An alternative to the basic education requirement is discussed in item B.2. The identified qualification document (Waste Coordinator) is considered the approval process for qualification for the WOC position for Building 991.

4. Facility Coordinator - The Facility Coordinator is a Technical Support position with coordination and planning responsibilities for the surveillance and maintenance work performed on the vital safety systems in B991. The Facility Coordinator training and qualification requirements are listed as part of Appendices 1 and 2, which define Core and Job-Specific Training Requirements. This training and qualification is in addition to the education and job experience the Facility Coordinator needed to acquire the position in accordance with Section IV.2.f of the Order. An alternative to the basic education requirement is discussed in item B. The identified qualification document (Facility Coordinator) is considered the approval process for qualification for the Facility Coordinator Position(s) for Building 991.
5. Technical Supervisor - Technical Supervisors of maintenance and waste handling personnel, who are assigned from other RMRS groups for service in B991, shall be trained and qualified to serve in their immediate supervision roles. The Technical Supervisors' training and qualification requirements are defined and administered by their management and appropriate training organization. Memoranda of Agreement (MOAs) between management of their operating organizations and the B991 Facility Manager underscore the responsibility of their management to supply personnel trained and qualified to perform the necessary functions and tasks of the Technical Supervisors. Also, the MOAs transmit Building 991 training requirements for building entry. This training and qualification is in addition to the education and job experience the Technical Supervisors needed to acquire their positions in accordance with Section IV.2.b of the Order. Qualification documents for the groups which they supervise (waste handling Process Specialist and Maintenance Technologist) also serve as qualification documents for the Technical Supervisors.
6. Process Specialist - RMRS Process Specialists are waste handling Technicians assigned from another RMRS group for service in B991

and have training and qualification requirements defined and administered by their management and appropriate training organization. A Memorandum of Agreement (MOA) between management of their operating organization and the B991 Facility Manager underscore the responsibility of their management to supply personnel trained and qualified to perform the necessary functions and tasks of the Process Specialists. Also, the MOA transmits Building 991 training requirements for building entry. That training and qualification is in addition to the job experience the Process Specialists needed to acquire the position in accordance with Section IV.2.d of the Order. Training requirements for Safe Sites of Colorado (SSOC) Process Specialists are addressed as Other Assigned Personnel in item 9 below.

7. Stationary Operating Engineer (SOE) - Stationary Operating Engineers (SOEs) are assigned from another RMRS group for service in B991 and have training and qualification requirements defined in a B991-specific qualification standard package (QSP), "Stationary Operating Engineer, Building 991", as listed on Appendix 2. The QSP qualification authority is the B991 Facility Manager, while the rest of the T & Q program for the SOEs is administered by their management and appropriate training organization. A Memorandum of Agreement (MOA) between management of their operating organization and the B991 Facility Manager underscore the responsibility of their management to supply personnel trained and qualified to perform the necessary functions and tasks of the SOEs. Also, the MOA transmits Building 991 training requirements for building entry. That training and qualification is in addition to the education the SOEs needed to acquire the position in accordance with Section IV.2.c of the Order. The training and qualification requirements for SOEs also apply to the immediate supervisor of the SOEs. The qualification document (SOE-991) is the approval process for qualification for the SOEs in B991.
8. Maintenance Technologist - Maintenance Technologists are assigned from another RMRS group for service in B991 and have training and qualification requirements defined and administered by their management and appropriate training organization. A Memorandum of Agreement (MOA) between management of their operating organization and the B991 Facility Manager underscore the responsibility of their management to supply personnel trained and qualified to perform the necessary functions and tasks of the Maintenance Technologists. Also, the MOA transmits Building 991

training requirements for building entry. That training and qualification is in addition to the job experience the Maintenance Technologists needed to acquire the position in accordance with Section IV.2.e of the Order. Training requirements for DynCorp of Colorado (DCI) Maintenance Technologists are addressed as Other Assigned Personnel in item 9 below.

9. Other Assigned Personnel - "Other assigned personnel" include Non-RMRS Contractors and their subcontractor personnel working in B991, who have training and qualification requirements defined and administered by their management and appropriate training organizations. Qualification for the job titles listed below are maintained by the Contractors and sub-contractors. An MOA between responsible management of the other assigned personnel and the B991 Facility Manager communicates Building 991 entry requirements. The Responsible Manager of the other assigned personnel will ensure that only trained and qualified personnel are assigned to work in B991 in accordance with B991 training requirements. All non-RMRS contractors and their subcontractors will maintain eligibility to work in B991 in accordance with Section V. List of Qualified Individuals. The following position titles are examples of "other assigned personnel" in B991:

Process Specialist (SSOC)  
Radiological Engineer  
Fire Department  
Fire System Services  
Criticality Safety Engineer  
Nuclear Materials Control Coordinator  
Maintenance Technologist (DCI)  
Filter Technologists  
Radiological Control Technician  
Alarm Technician  
Non-Destructive Testing Technician

## B. Alternatives to Education Requirements

### 1. Facility Manager

An alternative to the education requirement for the Building 991 Facility Manager has been documented by memorandum in the current Facility Manager's personnel file, using the allowed substitution of job-related experience in Section IV.2.a(3) of the Order. The approval by

RMRS line management is based upon review of the nuclear facility responsibilities related to Building 991 waste management operations, and the adequacy of the Facility Manager's experience and job-specific training to perform the necessary duties.

## 2. Technical Support

Alternatives to the education requirement for Technical Support personnel have been documented by memorandum in the current Waste Operations Coordinator and Facility Coordinator personnel files, using the allowed substitution of job-related experience in Sections I.13.a and IV.2.f of the Order. The approvals by RMRS line management are based upon review of the nuclear facility responsibilities related to Building 991 waste management operations against the relevant language of IV.2.f of the Order, and the adequacy of the two Coordinators' experience and job-specific training to perform the necessary duties.

## V. List of Qualified Individuals (LOQI)

A List of Qualified Individuals (LOQI) will be maintained by the Facility Manager for the personnel who serve in the positions listed in Section IV, pursuant to an RMRS Operations Directive (OPS-DIR-007) and Work Instruction (INSTR.004) on LOQI. This list will be maintained and changes approved by the B991 Facility Manager for monthly distribution. RMRS personnel in the facility resident positions (Section IV.A, items 1 - 4) will be approved for inclusion on the LOQI based upon tracking and scheduling of training and qualification activities by the B991 management or designated training coordinator. Management of the other RMRS groups which supply personnel to B991 (assisted by their designated training coordinators) provide LOQI information to the Building 991 Facility Manager, for RMRS personnel described in Section IV.A, items 5 - 8, pursuant to the MOAs, on a monthly basis. Building 991 management or designated training coordinator will also obtain LOQI status information for non-RMRS personnel in the Other Assigned Personnel category (Section IV.A, item 9). They will be incorporated into the B991 LOQI by the Facility Manager pursuant to MOAs with the management of the other Contractor organizations. The MOAs with other RMRS groups and other Contractor organizations identify Building 991 entry requirements for task-assigned and tenant personnel, and identify the responsibility of their management to administer their training and qualification programs and supply personnel properly trained

and qualified to assigned functions and tasks in B991. Building 991 management checks the LOQI prior to authorizing any individual to perform activities in Building 991.

## VI. Continuing Training Programs

- A. Re-training on core classes as specified in the TUM. The current system for tracking and scheduling Building 991 personnel is the Qualification Program Tracking (QPT) utilizing the Training Scheduling and Records (TSR) system.
- B. Requalification, required by the Order for personnel in the Operator functional level, will be every 2 years (in accordance with the TUM) for the SOEs who qualify using the SOE-991 qualification package.
- C. The B991 Facility Manager will ensure that new procedures and procedure changes are reviewed by training support personnel and appropriate information is incorporated into the revisions for affected training material.
- D. Briefings are conducted for new and changed procedures, facility mission and Authorization Basis changes, equipment modifications, and Lessons Learned, when appropriate. The B991 Facility Manager is responsible to identify required briefings and ensure development and delivery.
- E. Required Readings (including Lessons Learned). The Facility Manager is responsible for maintaining the Building 991 Required Reading program.

## VII. Qualification Authority

The Qualification Authorities to sign Qualification Documents for Building 991 are as listed:

- A. Building 991 Facility Manager
- B. Building 991 Building Manager
- C. Manager of Facility Management and Support

## VIII. References

These documents were used to identify, define, describe, and drive the required training and qualifications in this Training Implementation Plan:

- A. Draft FSAR Building 991, Operation Safety Requirements (4/88) and USQ Determination for Transuranic Waste Storage (10/96)
- B. Training Users Manual
- C. Health and Safety Practices Manual
- D. RMRS Training Manual (Draft)
- E. RMRS OPS-DIR-007 & Work Instruction INSTR.004 on LOQI

# APPENDIX 1

## BUILDING 991 CORE TRAINING MATRIX

	Facility Manager	Building Manager	Facility Coordinator	Waste Coordinator	Other *	COMMENTS
<b>TRAINING</b>						
1997 RCRA/WG Annual Training	X	X	X	X		
Asbestos Awareness	X	X	X	X		
Bldg 991 Tour	X	X	X	X	X	
Computer Security	X	X	X	X		
Conduct of Operations	X	X	X	X		
DOT Awareness	X	X	X	X		
GERT/Rad Wkr Off-Year Refresher	X	X	X	X		
General Employee Training	X	X	X	X		
Hazardous Waste Ops 24 or 40 hr	X	X	X	X		
Hazardous Waste Ops Refresher 8 hr	X	X	X	X		
Incident Command	X	X				
IWCP	X	X	X			
Lockout/Tagout	X	X	X	X		
Medical	X	X	X	X		
Nuclear Criticality Safety Support	X	X	X	X		
Nuclear Material Safeguards	X	X	X	X		
Occurrence Reporting	X	X				
Rad Con for Managers	X	X				
Rad Worker I or II						
* Personnel from other RMRS Groups and other Site-Contractors Organizations are tracked and scheduled by their Training & Qualification Organizations.						
Building Entry Requirements are communicated by Building 991 Management using MOA's.						

