

DIRECTIVES CONTROL FORM - ORO O FINAL DIRECTIVE

PART A (To be completed by the Division of Primary Interest (DPI))

1. **NUMBER AND TITLE OF DIRECTIVE:** **ORO O 420, Chapter VIII, Chg. 2, UNREVIEWED SAFETY QUESTIONS**
2. **PURPOSE OF TRANSMITTAL:** New Directive Revised Directive Page Change
3. **THIS DOCUMENT MAY AFFECT THE WORK PERFORMED BY THE FOLLOWING CONTRACTORS:** (Check appropriate boxes)
- No (all contractors)
- Yes If yes, whom? LMES LMER ORAU SURA
- Bechtel Jacobs Company
- Other contractors (list by type) Other contractors responsible for the design, operation, or evaluation of a DOE-owned or -leased facility.

Many ORO contractors have approved S/RIDs or WSS sets that may affect applicability of contractor requirements from this directive. Applicability of contractor requirements must take into account the approved standards set for each particular contract.

4. **SIGNIFICANT PROVISIONS:** Are there any significant changes or impact?
 No Yes If yes, describe: This ORO Chapter is part of the ORO sunset review process. Changes to this Chapter include minor editorial revisions to thoroughly integrate correct references to the correlating DOE Order (DOE 5480.21) and to update the references in paragraph 6.
5. **CONTACT POINT:** John Harris Nuclear Safety Division, SE-33 576-0839
Name Organization Telephone

PART B (To be completed by the Directives Management Group (DMG)):

6. **FILING INSTRUCTIONS:**
- | <u>Remove</u> | <u>Dated</u> | <u>Insert</u> | <u>Dated</u> |
|---|--------------|---|--------------------------|
| ORO O 420, Chapter VIII,
Chg. 1, Pages VIII-1 through VIII-3 | 03/31/1998 | ORO O Control Form
ORO O 420, Chapter VIII,
Chg. 2, Pages VIII-1 through VIII-4 | 02/25/1999
02/25/1999 |

*ORO Orders are available on the ORO Directives Management Home Page
[http://www.ornl.gov/doe_oro_dmg/orchklst.htm] within 5-10 working days after receipt of this Control Form.
The ORO Orders will no longer be mailed in printed copy unless you do not have Internet capabilities.*

7. **APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH THE OFFICIAL DIRECTIVES DISTRIBUTION LIST:**

Original signed by
Jennifer H. Cusick, AD-440 02/25/1999
Signature Management Analyst, AD-440 Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED

Rev. 08/04/1998

U.S. Department of Energy

Oak Ridge Operations

ORO O 420 Chapter VIII Change 2

DATE: 02/25/1999

SUBJECT: UNREVIEWED SAFETY QUESTIONS

1. PURPOSE. This Chapter correlates to DOE 5480.21, UNREVIEWED SAFETY QUESTIONS, dated December 24, 1991. This ORO Order assigns responsibility and accountability and provides 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 ORO O 420, Chapter VIII, Chg. 1, UNREVIEWED SAFETY QUESTIONS, dated March 31, 1998.
3. APPLICABILITY. This Chapter applies to ORO Principal Staff, management and operating (M&O) contractors, and other covered contractors responsible for the design, operation, decontamination, or decommissioning of ORO nuclear facilities, to the extent set forth in their contract.
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 5480.21 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 approves Unreviewed Safety Questions (USQ) and Unreviewed Safety Question Determinations (USQD) if so delegated by the cognizant Secretarial Officer (CSO) where redelegation to subordinate levels of ORO is not authorized.
 - b. Assistant Managers approve Technical Safety Requirements (TSR) where redelegation to subordinate levels of ORO is authorized and/or approved by the CSO and formally documented by the Manager.
 - c. Director, Nuclear Safety Division.
 - (1) Upon request, conducts independent reviews of USQD and safety evaluations.
 - (2) Forwards findings and recommendations to the Contracting Officer's Representatives (COR) in a Safety Evaluation Report.
 - d. Principal Staff, under whose supervision procurement requests are initiated, perform those tasks identified in DOE 5480.21, subparagraph 9e(6)(a).

e. Contracting Officer's Representatives.

- (1) Approve TSR where redelegation to subordinate levels of ORO is authorized and/or approved by the CSO and formally documented by the Manager.
- (2) Perform those tasks identified in DOE 5480.21, subparagraphs 9e(1)-(5).

5. REQUIREMENTS AND PROCEDURES. None.

6. REFERENCES.

- a. DOE 5480.23, NUCLEAR SAFETY ANALYSIS REPORTS, dated April 10, 1992.
- b. ORO O 420, Chapter V, DELEGATION OF APPROVAL AUTHORITY FOR DOE 5480.21, 5480.22, 5480.23, AND 5481.1B, dated September 30, 1996, and any subsequent revisions.
- c. ORO O 420, Chapter VI, NUCLEAR SAFETY ANALYSIS REPORTS, dated September 30, 1996, and any subsequent revisions.
- d. DOE/OR-901, GUIDANCE FOR PREPARATION OF SAFETY ANALYSIS REPORTS FOR NONREACTOR FACILITIES AND OPERATIONS, Revision 2, dated November 1992.
- e. Memorandum from Assistant Secretary for Nuclear Energy to Managers of DOE Field Offices, et al., Subject: Interpretation of DOE 5480.21, UNREVIEWED SAFETY QUESTIONS, dated December 29, 1992.

7. DEFINITIONS.

- a. **Unreviewed Safety Question.** A proposed change, test, experiment, or identification of an analytic inadequacy will be deemed to involve a USQ under any of the following circumstances:
 - (1) If the probability of occurrence, consequences of an accident, or malfunction of equipment important to safety could be increased;
 - (2) If the possibility for an accident or malfunction of a different type than any previously evaluated by safety analyses could be created; or
 - (3) If any margin of safety, as defined in the bases for any TSR, could be reduced.

USQ considerations apply to temporary and permanent changes and to newly discovered pre-existing conditions.

- b. **Unreviewed Safety Question Determination.** A systematic process to determine if a proposed facility, system, procedural change, test, or experiment is a USQ. This process is also called a Safety Evaluation.
8. **CONTRACTOR REQUIREMENTS DOCUMENT.** See Contractor Requirements Document, Attachment 1 of this Chapter.
9. **ATTACHMENTS.**
Attachment 1 - Contractor Requirements Document.

CONTRACTOR REQUIREMENTS DOCUMENT

Contractors identified in paragraph 3 of this Chapter will accomplish the following, to the extent set forth in their contract:

1. Perform those tasks identified in DOE 5480.21, paragraph 10, or the requirements of this Chapter as listed in the Work Smart Standards documents with additional guidance and clarification as provided by DOE 5480.21, Attachment 1.
2. When a USQ is identified:
 - a. Notify the COR and CSO.
 - b. Submit an evaluation and any changes thereto to the COR.
 - c. If directed by the COR, provide copies of the evaluation and any changes to other DOE organizations.
3. Ensure subcontractors are aware of USQ that may be affected by subcontractor work orders or other activities.
4. See ORO O 420, Chapter V, Attachment 1, for additional responsibilities delegated to contractors.