

(SP-99-026, April 1999, Program, Management Directive 5.10)

**DATED: APRIL 23, 1999;      SIGNED BY: PAUL H. LOHAUS**

AGREEMENT STATES WITH STAFF SERVING AS IMPEP TEAM MEMBERS (ALABAMA, ARIZONA, ARKANSAS, CALIFORNIA, FLORIDA, GEORGIA, ILLINOIS, MARYLAND, MISSISSIPPI, NEW YORK STATE DEPARTMENT OF HEALTH, NORTH CAROLINA, SOUTH CAROLINA, TENNESSEE, TEXAS)

**PROGRAM MANAGEMENT INFORMATION: IMPLEMENTATION OF MANAGEMENT DIRECTIVE 5.10, "FORMAL QUALIFICATIONS FOR INTEGRATED MATERIALS PERFORMANCE EVALUATION PROGRAM (IMPEP) TEAM MEMBERS" (SP-99-026)**

On January 5, 1999, Management Directive (MD) 5.10, "Formal Qualifications for IMPEP Team Members" was approved for use. This document establishes minimum knowledge, skill, and ability qualifications for IMPEP team members and team leaders. MD 5.10 was sent to the Agreement States as part of All Agreement States Letter SP-99-005 on February 1, 1999. The document can be found on the Office of State Programs Home Page at <http://www.hsrp.doe.gov/nrc/agstates/program/sp99005.pdf>. A copy of this MD was also included in the 1999 IMPEP Orientation and Training manual which was given to all new IMPEP team members at the January 25, 1999 training session, and sent to all other IMPEP team members on February 3, 1999.

Part I, Section (B) of the Handbook states: "The Agreement State radiation control program director should ensure, at NRC's written request, that Agreement State personnel acting as IMPEP team members achieve and maintain qualifications in accordance with the guidelines in this handbook." We have enclosed a summary of the MD 5.10 qualifications and an "IMPEP Qualification Form." Please help us keep informed of the qualifications for IMPEP participants by completing and returning the enclosed "IMPEP Qualification Form" for the IMPEP team member(s) in your office.

The information from these forms will be used to help determine the makeup of IMPEP review teams, as well as to assign responsibility for the review of specific performance indicators. We are also corresponding with NRC office managers and requesting that they complete and return the form for their staff members that serve as IMPEP team members.

Please return a completed "IMPEP Qualification Form" for the IMPEP team member(s) in your program within eight weeks of receiving this letter. The forms should be sent to U.S. Nuclear Regulatory Commission, ATTN: Kathleen Schneider, Mail Stop O-3C10, Washington, DC 20555-0001.

This information request has been approved by OMB 3150-0029, expiration 04/30/01. The estimated burden per response to comply with this voluntary collection request is 6 hour(s). Forward any comments regarding the burden estimate to the Information and Records Management Branch (T-6 F33), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, and to the Paperwork Reduction Project (3150-0029), Office of Management and

Budget, Washington, DC 20503. If a document does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, a collection of information.

If you have any questions regarding this correspondence, please contact me or the individual named below:

POINT OF CONTACT: Kathleen Schneider  
TELEPHONE: (301) 415-2320

INTERNET: KXS@NRC.GOV  
FAX: (301) 415-3502

Paul H. Lohaus, Director  
Office of State Programs

Enclosures:  
As stated

IMPLEMENTING MANAGEMENT DIRECTIVE 5.10,  
FORMAL QUALIFICATIONS FOR IMPEP TEAM MEMBERS

To act as a principal reviewer of an indicator or become an IMPEP team leader, an individual must meet or complete the appropriate training and qualification requirements as described in Management Directive (MD) 5.10. An individual may be qualified to participate in IMPEP per MD 5.10 as follows:

1. **Status of Materials Inspection Program<sup>1</sup>, Technical Staffing and Training<sup>1</sup>, Allegation Response (Limited Review)<sup>1</sup>, Legislation and Program Elements Required for Compatibility, Low-Level Radioactive Waste Disposal Program, Uranium Recovery Program, or Fuel Cycle Inspection Program:** To qualify as principal reviewer for these performance indicators, complete the general IMPEP training requirements in Part II, Section (B)<sup>2</sup>, and the identified self-study and professional experience requirements, as appropriate, for the specific performance indicator.
2. **Technical Quality of Inspections<sup>1</sup>, Technical Quality of Licensing Actions<sup>1</sup>, Incident Response (Limited Review)<sup>1</sup>, and/or Site Decommissioning Management Plan:** To qualify as principal reviewer for these performance indicators, complete the general IMPEP training requirements in Part II, Section (B)<sup>2</sup>, and the identified self-study, core training, refresher training, and professional experience requirements as appropriate for the specific performance indicator.
3. **Response to Incidents and Allegations<sup>1</sup>:** To qualify as a principal reviewer, complete the training requirements to act as principal reviewer for both Incident Response and Allegation Response.
4. **Sealed Source and Device Evaluation Program:** To qualify as a principal reviewer, meet either the qualifications for a full technical review or limited scope review as detailed in Part II, Sections (K) and (L).
5. **Team leader:** To qualify as a team leader, complete the general IMPEP training requirements in Part II, Section (B), and the identified self-study, core training, refresher training, and professional experience requirements in Part II, Section (Q).
6. **Grandfathering:** An IMPEP team member may be designated as qualified to independently review any appropriate performance indicator(s) on the basis of previous experience and training (see Part I, Paragraph (C)(3)).
7. **Interim qualification:** An IMPEP team member who has not completed all requirements for qualification for a specific performance indicator may obtain interim qualification to participate in an IMPEP review. See Part I, Paragraph (C)(5).

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<sup>1</sup>An IMPEP team member who is journal qualified as an inspector or license reviewer under NRC Inspection Manual Chapter 1246, or an Agreement State equivalent, is by definition qualified to act as principal reviewer for the common performance indicators (including Status of Materials Inspection Program), as appropriate.

<sup>2</sup>Part II, Paragraph (A)(2) of MD 5.10 should read: "Individuals assigned as IMPEP team members or team leaders must successfully complete the general IMPEP team member requirements as described in **Part II, Section (B)** of this handbook, as well as the applicable requirements listed in Sections **(C)** through **(Q)** of this part." (emphasis added)



## IMPEP QUALIFICATION FORM

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*IMPEP Team Member:*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Title*

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*Office Director, Regional Administrator, or Agreement State Program Director (or Designee):*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Title*

### QUALIFICATION AUTHORIZATION (Please check all applicable boxes)

TEAM LEADER

NON-COMMON PERFORMANCE INDICATORS

COMMON PERFORMANCE INDICATORS

- Status of Materials Inspection Program
- Technical Quality of Inspections
- Technical Staffing and Training
- Technical Quality of Licensing Actions
- Response to Incidents and Allegations:  
Incident Response Limited Review
- Response to Incidents and Allegations:  
Allegation Response Limited Review

- Legislation and Program Elements Required for  
Compatibility
- Sealed Source and Device Evaluation Program:  
Full Technical Review
- Sealed Source and Device Evaluation Program:  
Limited Scope Review
- Low-Level Radioactive Waste Disposal Program
- Uranium Recovery Program
- Fuel Cycle Inspection Program
- Site Decommissioning Management Plan

### **NOTE**

***Based on the guidelines established in Management Directive 5.10, Formal Qualifications for IMPEP Team Members, the manager above verifies that this IMPEP team member is fully qualified to act as principal reviewer and/or team leader, as noted.***