

PROJECT MANGEMENT PLAN EXAMPLES

Prepare Project Support Plans and Documentation - Training and Qualification Plan Examples

Example 66

8.2.2 Personnel Training and Qualification

The Personnel Training and Qualification program is being established as defined by laws, DOE Orders, and company directives to ensure that personnel are trained and qualified to perform assigned tasks. The training and qualification program develops personnel proficiency commensurate with the scope, complexity, and nature of an assigned activity. Management is responsible for developing staff position requirements based on education and experience necessary to perform tasks.

Building managers and suppliers that provide personnel to support building operations are responsible for ensuring that personnel are sufficiently trained to perform assigned tasks in a manner that minimizes risk to personnel performing a task, co-workers, and the public; negative impacts to the environment; and risk of damage to the building and building equipment.

The primary basis for implementing training requirements is DOE Order 5480.20a and WHC-IP-1184.

Example 67

8.2 PERSONNEL TRAINING AND QUALIFICATION

The personnel qualification and training program for deactivation will be established as defined by laws, DOE orders, and LMES directives to ensure that personnel are trained and qualified to perform assigned tasks. The training and qualification program will build and maintain personnel competencies based upon the scope, complexity, and nature of the assigned activity. Y-12 Plant procedure Y10-027, *Conduct of Training* and the EUO *Conduct of Training Manual* provide requirements and guidance for nuclear facility worker qualification and certification.

The current training and qualification program for 9206 personnel adheres to the Y-12 and EUO program requirements for a Category II nuclear facility involving processing, storing, and handling of HEU. These program requirements will form the baseline and meet many of the requirements for performing deactivation work. Training requirements identified in the BIO and OSR will be incorporated into the training and qualification program. Additional training needs will be identified as work is planned.

Management for organizations outside EUO, LMES, and the Y-12 Plant that provide personnel to support the 9206 facility deactivation operations are responsible for ensuring that all personnel are trained and qualified to perform assigned tasks. They will be trained and qualified in a manner that minimizes risk to the worker performing the task, co-workers, the public, and the environment; and minimizes risk of damage to the facility structure, operations and equipment.