

SAVANNAH RIVER SITE
Westinghouse Savannah River Company

SRTC LABORATORY OPERATIONS

Training and Qualification

Continuing Training Plan for FY 2004-2006

SLCT0406

Revision 0

INFORMATION ONLY

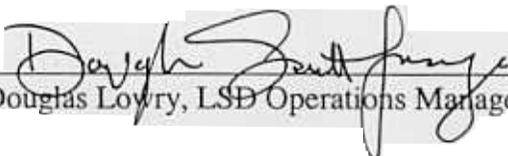
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10/27/03

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1. PURPOSE

This Continuing Training Plan identifies continuing training topics to be completed by Laboratory Operations personnel qualified as Waste Handling Operators, Facility Operators, Control Area Operators, and Shift Managers. Fulfillment of these courses, and other requirements as set forth by the SRTC Laboratory Operations Training and Qualification Program Description SL000000, will enable these personnel to maintain their position qualifications. Other essential requirements - such as prior education and experience, examinations, and medical requirements- are also addressed in the SRTC Laboratory Operations Training and Qualification Program Description, SL000000.

2. SCOPE

The provisions of this Continuing Training Plan apply to all qualified SRTC Waste Handling Operators, Facility Operators, Control Area Operators, and Shift Managers.

- Continuing training shall maintain and enhance the knowledge and skills of facility support personnel who require qualification.
- Continuing training shall address specific position needs and the applicable training and qualification program description.
- Continuing training shall be on a two-year basis.
- Periodic written examinations and/or performance demonstrations shall meet the requalification examination requirements as outlined in DOE Order 5480.20A and the SRTC Laboratory Operations Training and Qualification Program Description, SL000000.

3. PROCESS

Fulfillment of requirements in this Continuing Training Plan will ensure that SRTC Laboratory Operations personnel qualified as Waste Handling Operators, Facility Operators, Control Area Operators, and Shift Managers possess the knowledge and skills necessary to perform their assigned responsibilities in an efficient, cost-effective manner that promotes safe and reliable facility operations. The continuing training schedule is subject to change due to emergent training needs and on-going Training Review Committee training evaluations. The long-term goal of the continuing training program is to support ongoing improvement in personnel job performance, and the short-term goal is to aid management in the alignment of job performance with job expectations.

Requalification shall be granted based upon satisfactory job performance and completion of this continuing training.

4. METHODOLOGY

Diverse approaches to continuing training offer personnel increased depth of knowledge and understanding from many points of view. Therefore, various methods will be used to present subject matter. Examples of methodology include monitored evolutions, drills, team practice, briefings, field reviews, classroom, problem solving exercises, and role reversal.

5. TOPICS

Subject matter will be defined and prioritized by Operations Line Management with input from Training and survey results from Operators and Shift Managers. Conduct of Operations principles will be reinforced as appropriate throughout each topic and human performance review.

6. SCHEDULE

The continuing training schedule, which includes training topics chosen by the above process (see Section 5, Topics) will be maintained by Training with input from Operations through the Training Review Committee.