

**Plan to Fulfill the Required Oak Ridge Office Safety Basis Competencies from the
Safety Basis Competency-to-Training Matrix (Rev. 7) August 2005**

Competency	Required Training or Activity	Remarks	Fulfillment Plan
1. Demonstrate a familiarity level knowledge of purpose and intent of the safety basis requirements, as described in 10 CFR 830, Subpart B, and the related DOE orders, standards, and guides.	ORO Safety Basis (SB) Fundamentals Self-Study Guide	This is a self-study guide (SSG) with review questions.	Complete the SSG and submit the review questions to TDG for grading and credit.
2. Demonstrate a working level knowledge of the general content of the safety basis requirements, as described in 10 CFR 830, Subpart B, and the related DOE orders, standards, and guides.	Part 1 - ORO Safety Basis Fundamentals Self-Study Guide AND Part 2 - 10 CFR 830, Subpart B, and Supporting Standards and Guidance Overview Self-Study Guide (includes DOE-STD-1186, <i>Specific Administrative Controls</i>)	This is a self-study guide with review questions. TBD - This is a self-study guide with review questions that builds on the fundamentals provided in Part 1 to achieve a general working level knowledge of the requirements mainly for those in approval/ concurrence and support roles.	1. Complete the SSG and submit the review questions to TDG for grading and credit. 2. Review the 10 CFR 830 course materials (Rev. 5 dated 6/22/2002), and fill out a self-cert form that the material has been read and attach it to the qual package.
3. Demonstrate an expert level knowledge of the detailed content of the safety basis requirements, as described in 10 CFR 830, Subpart B, and the related DOE orders, standards, and guides.	Part 1 - Formal 10 CFR 830, Subpart B, Courses: a. 830 Safe Harbor Methodologies b. USQ c. TSR d. Specific Administrative Controls AND Part 2 - Required reading of 10 CFR 830 and related DOE directives, standards, guides, and ORO directives, and guides	Expert level training provided in DOE Complex on the requirements and implementation of: <ul style="list-style-type: none"> • DOE stds/directives 3009, 3011, 1120, & 460.1A (2 to 3 days) • USQ process (3 days) • TSR documents/process (2 to 3 days) • Specific Admin Controls (4 hours) The required reading list is available on the TDG Website. (The DOE and ORO listed documents are available on the DOE and ORO websites.)	1. Obtain training from DOE or contractor courses offered in the Complex, or obtain an equivalency determination prepared by an expert-level person who has reviewed products prepared by the candidate. 2. Complete the required reading and fill out a self-cert form that the material has been read and attach it to the qual package.
4. Demonstrate a familiarity level knowledge of the process for preparing, reviewing, approving, and updating safety basis documents.	ORO SB Review Process Self-Study Guide	TBD - This is a self-study guide with review questions that provides the fundamentals of DOE-STD-1104.	Review the Safety Basis Review Process training course material, and complete the written exam, sending the completed exam to TDG for grading and credit.

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5. Demonstrate a working level knowledge of the process for preparing, reviewing, approving, and updating safety basis documents.	Part 1 - ORO SB Review Process Self-Study Guide AND Part 2 - Required Reading of the applicable ORO AM's process for reviewing and approving SB documents	TBD - This is a self-study guide with review questions that provides the fundamentals of DOE-STD-1104. Applicable AM SB Review/Approval process documents are available from the AM's Organization POC.	1. Review the Safety Basis Review Process training course material, and complete the written exam, sending the completed exam to TDG for grading and credit. 2. After reading the required documents, complete a self-cert form and attach it to the qual package.
6. Demonstrate an expert level knowledge of the process for preparing, reviewing, approving, and updating safety basis documents.	Part 1 - ORO SB Review Process Self-Study Guide AND Part 2 - Required Reading of the applicable ORO AM's process for reviewing and approving SB documents AND Part 3 - Required Reading of applicable Prime Contractor's Safety Basis Processes including DSA/TSR Preparation and Maintenance, USQ Process	TBD - This is a self-study guide with review questions that provides the fundamentals of DOE-STD-1104. Applicable AM SB Review/Approval process documents are available from the AM's Organization POC. Applicable contractor's SB process procedures are available from the applicable ORO Line Organization.	1. Review the Safety Basis Review Process training course material, and complete the written exam, sending the completed exam to TDG for grading and credit. 2. After reading the required documents, complete a self-cert form and attach it to the qual package. 3. After reading the required documents, complete a self-cert form and attach it to the qual package.
7. Demonstrate a familiarity level knowledge of how the safety basis documents flow down to operating procedures, processes, and programs and how these flow downs are maintained through the change control process.	ORO SB Document Flow Down Fundamentals Self-Study Guide	TBD - This is a self-study guide with review questions that provides the fundamentals of how SB documents are flowed down to operating procedures, processes, and programs.	Review applicable line organization's process for verifying the adequacy of safety basis implementation (such as EM-3.3, "Integrated Assessment Program" AND an example of an assessment plan for the safety basis implementation verification review), and fill out a self-cert form that the material has been read and attach it to the qual package.

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<p>8. Demonstrate a working level knowledge of how the safety basis documents flow down to operating procedures, processes, and programs and how these flow downs are maintained through the change control process.</p>	<p>Part 1 - ORO SB Document Flow Down Fundamentals Self-Study Guide</p> <p>AND</p> <p>Part 2 - Required Reading of the applicable ORO Line Organization's process for evaluating the DSA/TSR implementation.</p> <p>AND</p> <p>Part 3 - Required Reading of applicable Prime Contractor's change control processes</p>	<p>TBD - This is a self-study guide with review questions that provides the fundamentals of how SB documents are flowed down to operating procedures, processes, and programs.</p> <p>Applicable process documents for evaluating DSA/TSR implementation are available from the AM's Organization POC.</p> <p>Applicable contractor's change control process procedures are available from the applicable ORO Line Organization.</p>	<p>1. & 2. Review applicable line organization's process for verifying the adequacy of safety basis implementation (such as EM-3.3, "Integrated Assessment Program" AND an example of an assessment plan for the safety basis implementation verification review), and fill out a self-cert form that the material has been read and attach it to the qual package.</p> <p>3. After reading the required documents, complete a self-cert form and attach it to the qual package.</p>
<p>9. Demonstrate an expert level knowledge of the assigned facilities and the operating procedures, processes, and programs that flow down from the facility-specific safety basis documents and the change control process for flow downs.</p>	<p>Completion and maintenance of facility representative qualification.</p>	<p>Facility Representative Qualification Program</p>	<p>Complete required FR activities, qualifications, and maintenance of proficiency in accordance with ORO FR policy and practices.</p>