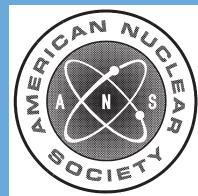


American Nuclear Society

**administrative controls
for nuclear power plants**

an American National Standard



**published by the
American Nuclear Society
555 North Kensington Avenue
La Grange Park, Illinois 60526 USA**

**American National Standard
Administrative Controls for
Nuclear Power Plants**

Secretariat
American Nuclear Society

Approved December 20, 1972
American National Standards Institute, Inc.

American National Standard

An American National Standard implies a consensus of those substantially concerned with its scope and provisions. An American National Standard is intended as a guide to aid the manufacturer, the consumer, and the general public. The existence of an American National Standard does not in any respect preclude anyone, whether he has approved the standard or not, from manufacturing, marketing, purchasing, or using products, processes, or procedures not conforming to the standard. American National Standards are subject to periodic review and users are cautioned to obtain the latest editions.

CAUTION NOTICE: This American National Standard may be revised or withdrawn at any time. The procedures of the American National Standards Institute require that action be taken to reaffirm, revise, or withdraw this standard no later than five years from the date of publication. Purchasers of American National Standards may receive current information on all standards by calling or writing the American National Standards Institute.

Published by

**American Nuclear Society
244 East Ogden Avenue, Hinsdale, Illinois 60521**

Copyright © 1973 by American National Standards Institute, Inc.
Price \$10.00

Any part of this standard may be quoted. Credit lines should read "Extracted from American National Standard N18.7-1972, with permission of the publisher, the American Nuclear Society".

Printed in the United States of America

Foreword

(This Foreword is not a part of American National Standard for Administrative Controls for Nuclear Power Plants, N18.7-1972.)

The organization that operates a nuclear power plant has the responsibility for safe and efficient operation of the plant. This requires establishing an appropriate organization for development and maintenance of administrative procedures for proper control, review, approval, and audit of activities, such as operation, maintenance, refueling, radiation control, tests, experiments, and handling of abnormal occurrences and emergencies.

The American National Standards Committee N18, Nuclear Design Criteria, which reviewed and approved this standard in 1972, had the following membership:

L. J. Koch, Chairman
A. H. Redding, Vice Chairman
N. E. Wandke, Secretary

<i>Organization Represented</i>	<i>Name of Representative</i>
American Chemical Society.....	J. W. Morris
C. E. Stevenson (Alt)	
American Concrete Institute.....	Paul E. Mast
American Nuclear Society	L. J. Koch
N. E. Wandke	
American Public Health Association	J. R. Coleman
N. Underwood (Alt)	
American Society of Civil Engineers.....	M. I. Goldman
American Society of Mechanical Engineers	J. S. Bitel
American Society for Testing and Materials	R. H. Holyoak (Alt)
G. W. Pomeroy (Alt)	
American Welding Society.....	J. R. McGuffey
Atomic Industrial Forum	J. A. Hinds
Electric Light and Power Group	J. E. Howard
Federal Power Commission	G. A. Olson (Alt)
B. B. Chew (Alt)	
Health Physics Society	J. M. Smith
R. L. Clark (Alt)	
Institute of Electrical and Electronics Engineers	J. T. Boettger
Institute of Nuclear Materials Management	J. Arendt
L. A. Strom (Alt)	
Nuclear Energy Liability Insurance Association	F. Catudal
F. Chin (Alt)	
Underwriters' Laboratories, Inc.	L. H. Horn
L. S. Homa (Alt)	
U. S. Atomic Energy Commission	E. G. Case
A. J. Pressesky	
U. S. Environmental Protection Agency	J. R. Miller
G. Burley (Alt)	
Individual Members	E. N. Cramer
R. J. Creagan	
J. F. Gibbons	
J. H. Hughes	
D. Landers	
W. J. McCarthy	
J. S. Moore	
D. Patterson	
A. H. Redding	
G. C. Robinson	
G. L. Wessman	
J. F. West	

This standard was prepared by Subcommittee ANS-3, Reactor Operations, of the American Nuclear Society Standards Committee. At the time of approval, the membership of the Subcommittee was:

J. A. Prestele, *Chairman*,
Consolidated Edison Company of N.Y.
H. T. Babb, *South Carolina Electric
and Gas Company*
S. E. Bryan, *Secretary*,
U.S. Atomic Energy Commission
J. C. Carroll, *Pacific Gas and Electric Company*
J. P. Gibbons, *Philadelphia Electric Company*

R. L. Haueter, *Consumers Power Company*
H. K. Hoyt, *Commonwealth Edison Company*
R. F. Jones, *Alternate Chairman*,
Yankee Atomic Electric Company
J. A. List, *E. I. duPont de Nemours and Company*
D. Thompson, *U. S. Atomic Energy Commission*
G. K. Whitman, *Argonne National Laboratory*

Contents	Section	Page
1.	Scope	1
2.	Definitions	1
2.1	Limitations	1
2.2	Glossary of Terms.....	1
3.	Owner Organization.....	3
3.1	General.....	3
3.2	Assignment of Authority and Responsibility.....	3
3.3	Operating Organization	3
4.	Review and Audit	4
4.1	General.....	4
4.2	Administration of the Independent Review and Audit Program	4
4.3	Subjects Requiring Independent Review	5
4.4	Independent Audit	5
4.5	On-Site Review	6
5.	Facility Administrative Policies and Procedures.....	6
5.1	Rules of Practice.....	6
5.2	Plant Records Management	9
5.3	Operating and Maintenance Procedures	9
5.4	Review and Approval of Procedures	14
5.5	Temporary Procedures	14
6.	Tests and Inspections	15
6.1	Background	15
6.2	Test Procedures	15
6.3	Tests and Inspections Prior to and During Initial Plant Operation	15
6.4	Tests and Inspections after Startup	16
6.5	Tests and Inspections after Plant Modifications or Procedure Changes	16
7.	References	17