

Activity: Security and Safeguard Equipment Calibration

1.0 Purpose: This guideline provides a method of assuring that the calibration of security and safeguard equipment is performed and maintained in accordance with applicable standards and regulations.

2.0 Scope: This guideline provides a method to review adequacy of:

E The program for performance of calibration of security and safeguard equipment.

E The performance of calibration activities.

E The methods for assuring that items remain in calibration.

E Corrective actions prescribed for items determined to be out of calibration.

This guideline is applicable to installed security and safeguard equipment and provides a means of assuring that calibrations on security and safeguards equipment meet the applicable requirements.

3.0 References:

3.1 10CFR73, "Physical Protection of Plants and Material"

3.2 ANSI N18.17-1973, "American National Standard for Industrial Security for Nuclear Power Plants"

3.3 ANSI/ANS 3.3-1982, "Security for Nuclear Power Plants"

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- 3.4 R.G. 1.17, "Protection of Nuclear Power Plants against Industrial Sabotage"
- 3.5 R.G. 5.12, "General Use of Locks in the Protection and Control of Facilities and Special Nuclear Materials"
- 3.6 R.G. 5.43, "Plant Security Force Duties"
- 3.7 R.G. 5.44, "Perimeter Intrusion Alarm Systems"
- 3.8 R.G. 5.62, "Reporting of Physical Security Events"
- 3.9 R.G. 5.65, "Vital Area Access Controls, Protection of Physical Security Equipment, and Key and Lock Controls"
- 3.10 IE Information Notice No. 85-79, "Inadequate Communications Between Maintenance, Operations and Security Personnel"
- 3.11 NRC I&E 81038, "Records and Reports" (02.05, 02.07)
- 3.12 NRC I&E 81042, "Testing and Maintenance"
- 3.13 NRC I&E 81066, "Assessment Aids" (02.03)
- 3.14 NRC I&E 81078, "Detection Aids - PA"
- 3.15 NRC I&E 81080, "Detection Aids - VA, MAA, and CAA"
- 3.16 NRC I&E 81084, "Alarm Stations" (02.02, 02.04)
- 3.17 NRC I&E 81088, "Communications"

4.0 Guidelines:

- 4.1 In preparation for and during the conduct of this surveillance:
 - E Obtain and review implementing procedures, instructions and drawings governing

this activity.

- E Prepare a guide or checklist using the selected items from this guideline.
- E Review past surveys, audits, surveillances and other evaluations/assessments.
- E Ensure that checklists include, where applicable, actual observations of performance, general plant conditions, radiological work practices, housekeeping, work document controls and use, and safety practices.

NOTE: Refer to Guideline A.1, "General Quality Surveillance Guidance," for specific details on the attributes listed above.

Also, consideration must be given during the conduct of this surveillance to safeguard security operational or design information.

4.2 Surveillance of calibration of Security and Safeguard Equipment should verify that procedures/instructions for calibration of security and safeguards equipment address:

- A. Determination of calibration frequency.
- B. A method of identification of each device.
- C. Traceability documentation.
- D. As-found and as-calibrated data.
- E. Identification and documentation of standards used.
- F. Name of person performing calibration.
- G. Action taken when equipment or calibration standards are found out of calibration, lost, or damaged.

- H. Status and control of equipment and standards.
 - I. Storage and handling of equipment and standards.
 - J. Special conditions and equipment to perform the calibration function.
 - K. Training requirements of personnel performing the calibration function.
- 4.3 Verify that adequate instructions for personnel using security and safeguards equipment check and verify correct working order and adequate detection response.
- 4.4 Observe and evaluate each area of security and safeguard equipment calibration to verify procedures/instructions are being followed as written.
- A. Are persons performing the calibration function trained and certified?
 - B. Are all steps of the calibration function followed completely and in order?
 - C. Is there procedural freedom to initiate a change to the procedure, if found inadequate for the job/function it was intended to perform?
 - D. When vendor services are used, are they an approved vendor?
 - E. Are manufacturers manuals available for the equipment being calibrated?
 - F. Is there adequate direction and information given for special setups/hookups to perform the calibration function?
 - G. Are there directions for restoration of equipment after calibration function is complete?
 - H. Are provisions made to evaluate results of out of tolerance conditions including adverse effects and necessary event notifications.
- 4.5 Check records and documentation of calibration activities of security and safeguard

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equipment for being adequate in documentation and complete.

- A. Are the forms used for documentation of the calibration function the correct ones in format and revision?
- B. Are all spaces filled in or N/A'd?
- C. Has there been a review of documentation before being submitted to files?
- E. Are records readily available for review or reference?

5.0 Other Guidelines for Consideration:

5.1 A.1, "General Quality Surveillance Guidance"