

1855 Energy Drive, Courtice, ON L1E 0E7

Tel: 905-623-6670 ext. 5400
d.reiner@opg.com

March 25, 2015

File No.: NK38-00531 P
CD#.: NK38-CORR-00531-17309

MR. F. RINFRET
Director
Darlington Regulatory Program Division
Canadian Nuclear Safety Commission
P.O. Box 1046
280 Slater Street
Ottawa, ON
K1P 5S9

Dear Mr. Rinfret:

Darlington NGS – Integrated Implementation Plan (IIP) Change Control and Closeout Process

- Reference 1. OPG Letter, Dietmar Reiner and Brian Duncan to F. Rinfret, “Darlington NGS - Integrated Implementation Plan (IIP) Change Control Process Principles”, November 7, 2014, CD# NK38-CORR-00531-16991.
- Reference 2. CNSC Letter, F. Rinfret to Dietmar Reiner and Brian Duncan, “Darlington NGS: Integrated Implementation (IIP) Change Control Process Principles”, February 16, 2015, CD# NK38-CORR-00531-17272.

The purpose of this letter is to submit the Integrated Implementation Plan (IIP) change control process for information as committed in Reference 1. This submission completes Regulatory Management Action (REGM) 28171984.

The IIP change control process instruction, N-INS-03680-10001 R000, “*Darlington NGS Integrated Implementation Plan (IIP) Change Control and Closeout Process*”, provided in Enclosure 1, has been developed consistent with the accepted IIP change control process principles (References 1 and 2). This instruction outlines the process OPG will administer for managing non-intent changes to the IIP including completion and closeout documentation requirements. In addition, please find provided in Enclosures 2 and 3, the

forms associated with the instruction; N-FORM-11634 R000, "*Integrated Implementation Plan (IIP) Completion Declaration Form*" and N-FORM-110637 R000, "*Integrated Implementation Plan (IIP) Change Request Form*".

No new commitments are being made in this submission.

If you have any questions, please contact Mr. Imtiaz Malek, Director, Nuclear Safety - Refurbishment Engineering at 905-623-6670, extension 5668 or imtiaz.malek@opg.com.

Sincerely,



Dietmar Reiner
Senior Vice President
Nuclear Projects
Ontario Power Generation

cc: Mr. A. Ling – CNSC (Darlington)

Enclosures:

- 1: N-INS-03680-10001 R000, Darlington NGS Integrated Implementation Plan (IIP) Change Control and Closeout Process.
- 2: N-FORM-11634 R000, Integrated Implementation Plan (IIP) Completion Declaration Form.
- 3: N-FORM-11637 R000, Integrated Implementation Plan (IIP) Change Request Form.

Internal Use Only		
Document Number: N-INS-03680-10001		Revision R000
Usage Classification: Information	Sheet Number: N/A	Page: 1 of 30

Nuclear Instruction

TITLE

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

AUTHORIZATION

SINGLE POINT OF CONTACT: Thomas Lau
Manager, Nuclear Safety Integration

DOCUMENT OWNER: Imtiaz Malek
Director, Nuclear Safety

DOCUMENT RELATIONSHIP

Applicability:	Darlington Refurbishment
Receives Authority from:	N-PROC-LE-0007, Nuclear Refurbishment - Global Assessment Report and Integrated Implementation Plan Darlington

Document is Related to Pressure Boundary Document Requires CNSC Notification

PURPOSE

This document provides instructions for managing non-intent changes to the Integrated Implementation Plan (IIP) including completion and closeout documentation requirements. This N-INS supports NK38-CORR-00531-16991, "Darlington NGS – Integrated Implementation Plan (IIP) Change Control Process Principles" as accepted by the CNSC.

DATES (YYYY-MM-DD)

PDF Creation Date:	2015-03-20
Compliance Date:	Immediate

© Ontario Power Generation Inc., 2015. This document has been produced and distributed for Ontario Power Generation Inc. purposes only. No part of this document may be reproduced, published, converted, or stored in any data retrieval system, or transmitted in any form or by any means (electronic, mechanical, photocopying, recording, or otherwise) without the prior written permission of Ontario Power Generation Inc.

Nuclear Instruction

Internal Use Only		
Document Number: N-INS-03680-10001		Revision: R000
Usage Classification: Information	Sheet Number: N/A	Page: 2 of 30

Title:

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

EXCEPTIONS

Actions or commitments outside the scope of the IIP.

Internal Use Only		
Document Number: N-INS-03680-10001		Revision: R000
Usage Classification: Information	Sheet Number: N/A	Page: 3 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

TABLE OF CONTENTS

	Page
1.0 BACKGROUND	5
2.0 DIRECTION.....	6
2.1 Non-Intent Changes and Schedule Delays	9
2.1.1 Initiating an IIP Change Request	9
2.1.2 Review of an IIP Change Request	9
2.1.3 Finalizing an IIP Change Request.....	9
2.1.4 Submitting a Change Request.....	10
2.1.5 CNSC Interface	11
2.2 Completion and Closeout of IIP Items.....	11
2.2.1 Initiate Completion of an IIP Task or IIP Line Item	11
2.2.2 Reviewing Completion of an IIP Task or IIP Line Item	12
2.2.3 Finalizing Completion of an IIP Task or IIP Line Item.....	12
2.2.4 Requesting Closure of an IIP Task or IIP Line Item to the CNSC.....	12
2.2.5 CNSC Interface	13
2.2.6 Closing an IIP Task or IIP Line Item.....	13
2.3 Annual IIP Progress Report	13
3.0 ADDITIONAL DOCUMENTATION REQUIREMENTS FOR IIP CHANGES	14
3.1 Decision Record and Analysis Summary (DRAS)	14
3.2 Issue Resolution Form (IRF) Record	14
4.0 IIP COMPLETION CRITERIA GUIDANCE	15
4.1 EA and Open ISR Issues	15
4.2 CCAs	16
5.0 ROLES AND ACCOUNTABILITIES.....	16
5.1 Nuclear Refurbishment	16
5.1.1 Senior Vice President, Nuclear Projects	16
5.1.2 Vice President, Refurbishment Engineering.....	17
5.1.3 Vice President, Refurbishment Execution	17
5.1.4 Vice President, Projects & Modifications.....	17
5.1.5 Vice President, Refurbishment Operations & Maintenance.....	18
5.1.6 Director, Nuclear Safety, Refurbishment Engineering	18
5.1.7 Manager, Nuclear Safety Integration, Refurbishment Engineering, Nuclear Refurbishment (i.e., IIP SPOC).....	18
5.1.8 Manager, Regulatory Affairs, Refurbishment Licensing Support.....	18

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	Sheet Number:	4 of 30
	N/A	

Title: **DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS**

5.1.9	Senior Manager – Plant Reliability, System & Component Engineering, Refurbishment Engineering, Nuclear Refurbishment	18
5.2	Darlington Nuclear Generating Station.....	19
5.2.1	Senior Vice President, Darlington Nuclear Generating Station.....	19
5.2.2	Director, Darlington Station Engineering	19
5.2.3	Senior Manager, Plant Aging Management	19
5.2.4	Manager, Refurbishment Interface, Darlington Nuclear Generating Station	20
5.2.5	Manager, Regulatory Affairs, Darlington	20
5.3	Others.....	20
5.3.1	Senior Vice President, Nuclear Engineering	20
5.3.2	Vice President Environment.....	20
5.3.3	Vice President Corporate Relations & Communications	20
5.3.4	Vice President Security & Emergency Services	21
5.3.5	Director Nuclear Oversight.....	21
6.0	DEFINITIONS AND ACRONYMS.....	21
6.1	Definitions.....	21
6.2	Abbreviations and Acronyms	23
7.0	RECORDS AND REFERENCES.....	23
7.1	Records	23
7.2	References	24
7.2.1	Performance References	24
7.2.2	Developmental References.....	25
8.0	REVISION SUMMARY	25
Appendix A:	Responsible IIP Owner and Change Reporting Timeline	26

Internal Use Only		
Document Number: N-INS-03680-10001		Revision: R000
Usage Classification: Information	Sheet Number: N/A	Page: 5 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

1.0 BACKGROUND

The justification for the continued operation of Darlington following Life Extension is documented in the Global Assessment Report [R-10] and Integrated Implementation Plan (IIP) [R-11]. These were prepared in accordance with the CNSC Regulatory Document RD-360, *“Life Extension of Nuclear Power Plants”* [R-12]. CNSC Regulatory Document RD-360 requires the licensee to demonstrate that continued station operation poses no unreasonable risk to health, safety, security of the public or the environment, and will continue to conform to international obligations.

The IIP presents the scope and the schedule for implementation of corrective actions and safety improvements identified through the Integrated Safety Review (ISR) [R-13] and the Environmental Assessment (EA) [R-14]. While changes to the IIP are not planned, the breadth and complexity of the work could require some ongoing refinement. In the case where changes may be necessary, these variances will be managed in accordance with the IIP Change Control Process Principles outlined in NK38-CORR-00531-16991 [R-15] as accepted by the CNSC [R-16]. Based on these principles, OPG has prepared this formal process, N-INS-03680-10001, for the control, justification and documentation of non-intent changes to the IIP.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Sheet Number:
		Page:
	N/A	6 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

2.0 DIRECTION

This instruction applies to the process for managing non-intent changes to the IIP for the Darlington Refurbishment project.

The IIP change control process ensures the following:

- There is no “*Intent Change*” to IIP scope as accepted by the Commission.
- Non-intent changes made to the IIP or delays in the IIP schedule are documented and authorized by the appropriate level of OPG senior management.
- Written request for proposed non-intent changes made to the IIP or delays in the IIP schedule are submitted to the CNSC and the required approval/concurrence is obtained in accordance with the IIP Change Control Process Principles, NK38-CORR-00531-16991 [R-15] as accepted by the CNSC [R-16].

Exception: Although executing On-Line IIP work with high priority will be in place at all times, only by exception, emergent work may take precedence. In such cases, IIP On-Line work would be rescheduled into the next cycle with no further delays and will not require prior CNSC approval/concurrence. These delays will be reported annually in the Annual IIP Progress Report. This only applies where the IIP scheduled date will be missed.

- IIP Tasks and IIP Line Items are identified as “Complete” when all work has been completed and properly documented and authorized by the appropriate level of OPG senior management.
- Request to close completed IIP Tasks or IIP Line Items are to be submitted for CNSC concurrence annually in the Annual IIP Progress Report.
- IIP Line Items are identified as “Closed” once concurrence from CNSC is obtained.
- An Annual IIP Progress Report is prepared to summarize the status of IIP Tasks, IIP Line Items and Change Requests for the reporting year (January through December) and provided to all stakeholders, including the CNSC on an annual basis.

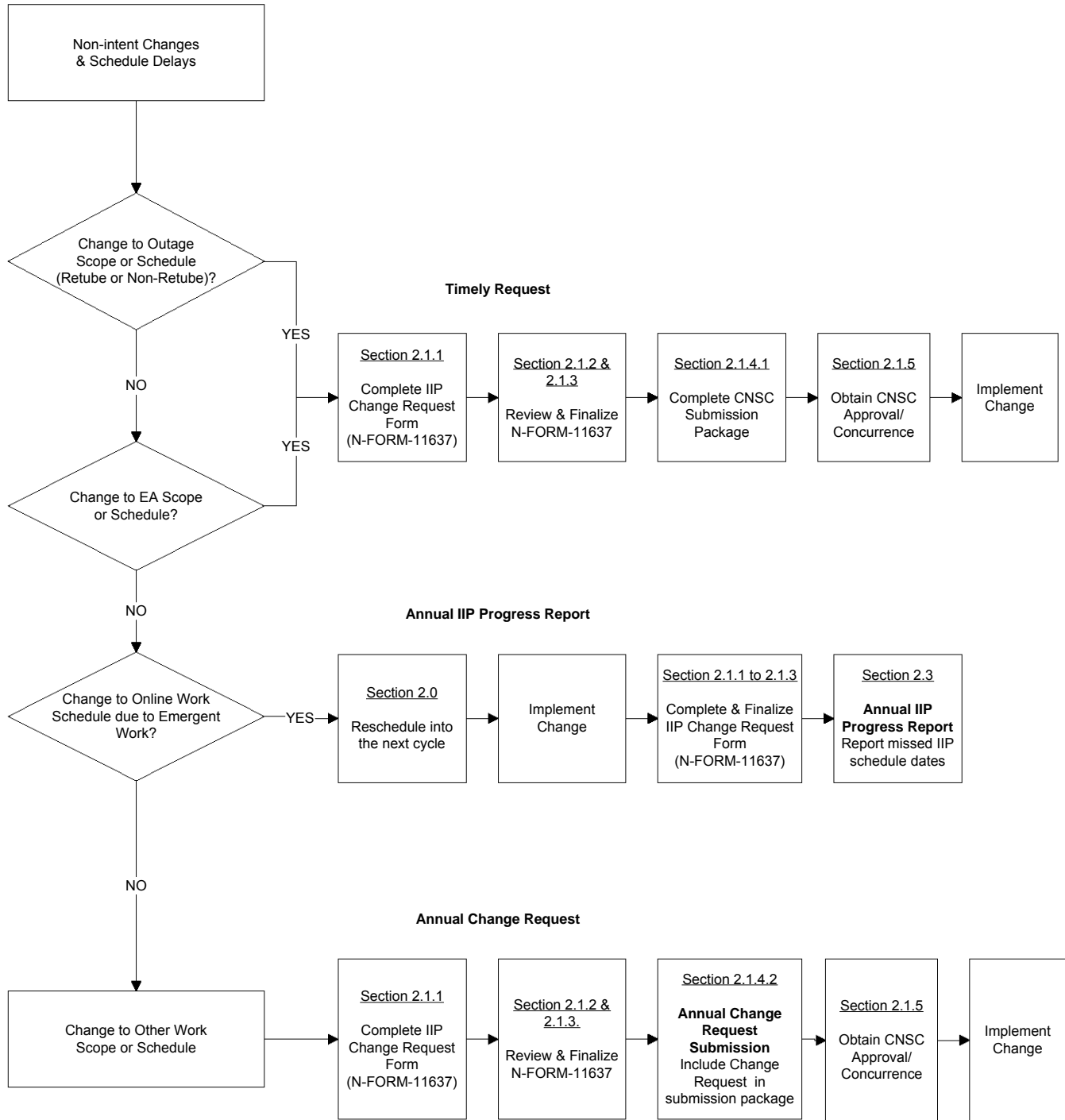
Figure 1 provides an overview of IIP change control process. Specific process details are outlined in Section 2.1 of this instruction.

Figure 2 provides an overview of the IIP completion and closeout process. Specific process details are outlined in Section 2.2 of this instruction.

Internal Use Only		
Document Number: N-INS-03680-10001	Revision: R000	
Usage Classification: Information	Sheet Number: N/A	Page: 7 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

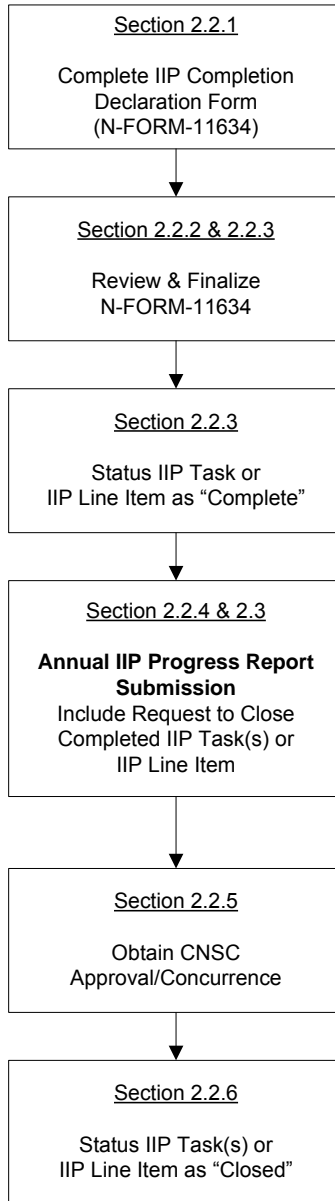
Figure 1: IIP Change Process Overview



Internal Use Only		
Document Number:	N-INS-03680-10001	Revision: R000
Usage Classification:	Information	Sheet Number: N/A
		Page: 8 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

Figure 2: IIP Completion and Closeout Process Overview



Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	9 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

2.1 Non-Intent Changes and Schedule Delays

Responsible IIP owner for each IIP Line Item is identified in Appendix A Table A.1.

2.1.1 Initiating an IIP Change Request

The responsible IIP owner or delegate shall ensure non-intent changes or delays in schedule (i.e., a change to the completion date of an IIP Line Item beyond the date specified in the IIP) are documented.

For all non-intent changes, the responsible IIP owner or delegate should:

- a) Notify the IIP SPOC by sending an email to the Generic IIP mailbox ([DNNGS - IIP](#)).
- b) Notify the Senior Manager, Plant Aging Management if the responsible IIP owner or delegate is the Senior Vice President, Darlington Nuclear Generating Station per Appendix A Table A.1.
- c) Use the IIP Change Request Form (N-FORM-11637) [R-5] to document the following:
 - Description of the change.
 - Rationale for the change.
 - Impact of the change (i.e., an assessment of the impact to safety including impact on other units, overall IIP schedule and identification of compensatory or mitigating measures where required).
- d) Ensure additional requirements outlined in Section 3 of this instruction are met.

2.1.2 Review of an IIP Change Request

The responsible IIP owner or delegate should:

- a) Notify OPG stakeholders impacted by the proposed change.
- b) Forward the completed IIP Change Request Form (N-FORM-11637) [R-5] to the Generic IIP mailbox ([DNNGS - IIP](#)) for IIP SPOC review.

2.1.3 Finalizing an IIP Change Request

The responsible IIP owner or delegate should:

- a) Finalize the IIP Change Request Form (N-FORM-11637) [R-5] when all comments provided are incorporated or resolved.
- b) Forward the finalized IIP Change Request Form (N-FORM-11637) [R-5] to the Generic IIP mailbox ([DNNGS - IIP](#)) for tracking and inclusion in the Annual IIP Progress Report.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
Sheet Number:	N/A	10 of 30

Title: DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS
--

2.1.4 Submitting a Change Request

IIP change requests will be submitted to the CNSC for approval/concurrence as outlined in Sections 2.1.4.1 and 2.1.4.2 of this instruction.

Exception: Although executing On-Line work with high priority will be in place at all times, only by exception, emergent work may take precedence. In such cases, IIP On-Line work will be rescheduled into the next cycle and does not require prior CNSC approval/concurrence [R-15] [R-16]. Where the IIP scheduled date will be missed, the delay will be reported annually in the Annual IIP Progress Report as outlined in Section 2.3 of this instruction.

2.1.4.1 Timely Change Request

A “*Timely Change Request*” is a written request for a proposed non-intent change to the IIP or delay to the IIP schedule (i.e., a change to the completion date of an IIP Line Item beyond the date specified in the IIP) for the following scenarios:

- i. Work needed to fulfil the requirements identified by the EA screening report or Follow-up Program; or
- ii. Work scheduled in an Outage (Refurbishment or Non-Refurbishment Outage).

A “*Timely Change Request*” shall be submitted to the CNSC as soon as the responsible IIP owner or delegate becomes aware of the need for a change request.

The responsible IIP owner or delegate should:

- a) Prepare a submission which includes the finalized IIP Change Request Form (N-FORM-11637) [R-5] to request CNSC approval/concurrence of the change.
- b) Submit the package to the CNSC in accordance with N-PROC-RA-0047 [R-3].
- c) Forward the finalized correspondence to the Generic IIP mailbox ([DN GS - IIP](#)) for tracking and inclusion in the Annual IIP Progress Report.

See Appendix A Table A.1 for listing of IIP Items with timely reporting requirements.

2.1.4.2 Annual Change Request

An “*Annual Change Request*” is a written request for approval/concurrence of proposed non-intent changes to the IIP or delays to the IIP schedule for IIP Line Items that are not associated with EA or outage work (Refurbishment or Non-Refurbishment Outage) for a reporting year.

An “*Annual Change Request*” shall include changes for IIP Tasks which will not be completed in the reporting year and may include known changes to IIP Tasks beyond the current reporting year.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	Sheet Number:	11 of 30
	N/A	

Title: DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS
--

For the “Annual Change Request” the IIP SPOC or delegate should:

- a) Collect the finalized IIP Change Request Form(s) (N-FORM-11637) [R-5] for the reporting year.
- b) Prepare a submission which includes the finalized IIP Change Request Form(s) (N-FORM-11637) [R-5] for the reporting year to request CNSC approval/concurrence of the change.
- c) Submit the package to the CNSC in accordance with N-PROC-RA-0047 [R-3].

The “*Annual Change Request*” should be provided for approval/concurrence near year end of a reporting year (e.g., October).

See Appendix A Table A.1 for listing of IIP Items with annual reporting requirements.

2.1.5 CNSC Interface

As per the accepted IIP Change Control Process Principles [R-15] [R-16], CNSC response to IIP change requests is expected in a timely manner.

CNSC approval/concurrence of a “*Timely Change Request*” and the “*Annual Change Request*” shall be obtained prior to the committed completion date in the IIP. Changes shall not be implemented in the field until approval/concurrence has been obtained from the CNSC unless there is an impact on nuclear safety.

2.2 Completion and Closeout of IIP Items

Responsible IIP Owner for each IIP Item is identified in Appendix A Table A.1.

2.2.1 Initiate Completion of an IIP Task or IIP Line Item

The responsible IIP owner or delegate shall ensure the completion of IIP Tasks or an IIP Line Item is documented.

The responsible IIP owner or delegate should:

- a) Use the IIP Completion Declaration Form (N-FORM-11634) [R-6] to record the completion of IIP Tasks or IIP Line Item. In preparing the form, the responsible IIP owner or delegate should ensure the following:
 - Review approved changes associated with the IIP Item.
 - Review relevant completion declaration documents to confirm there is adequate evidence to justify the IIP Task or IIP Line Item as complete.
 - Note the basis for completion of the IIP Task.

Additional guidance regarding completion criteria is provided in Section 4 of this instruction.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	12 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

- b) Contact the IIP SPOC by sending an email to the Generic IIP mailbox ([DNGS - IIP](#)) for update of the Issue Resolution Form (IRF) Record for IIP Task or IIP Line Item associated with an Open ISR Issue.

Upon receipt of the request to update the IRF Record, the IIP SPOC or delegate should:

- a) Confirm if the IRF Record update will be made at that time or at a later date.
- b) Process update of the IRF Record in accordance with N-INS-00700-10004 [R-1] where applicable.

Note: The Issue Resolution Form Record includes additional details not found in the summary of the action that is provided in the IIP. The Issue Resolution Form Record may include additional requirements that will need to be addressed to complete the IIP Task.

2.2.2 Reviewing Completion of an IIP Task or IIP Line Item

The responsible IIP owner or delegate should:

- a) Notify OPG stakeholders impacted by the proposed change.
- b) Forward the IIP Completion Declaration Form (N-FORM-11634) [R-6] to the Generic IIP mailbox ([DNGS - IIP](#)) for IIP SPOC review.

2.2.3 Finalizing Completion of an IIP Task or IIP Line Item

The responsible IIP owner or delegate should:

- a) Finalize the proposed IIP Completion Declaration Form (N-FORM-11634) [R-6] when all comments provided are incorporated or resolved.
- b) Forward the finalized IIP Completion Declaration Form (N-FORM-11634) [R-6] to the Generic IIP mailbox ([DNGS - IIP](#)) for tracking and inclusion in the Annual IIP Progress Request.

The IIP SPOC or delegate shall:

- a) Status the IIP Task as “Complete” upon receipt of the finalized IIP Completion Declaration Form (N-FORM-11634) [R-6].

2.2.4 Requesting Closure of an IIP Task or IIP Line Item to the CNSC

The IIP SPOC or delegate should:

- a) Collect the finalized IIP Completion Declaration Forms (N-FORM-11634) [R-6] for the reporting period.
- b) Identify the completed work in the Annual IIP Progress Report. See Section 2.3 of this instruction for additional details.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	13 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

- c) Prepare the submission requesting CNSC approval/concurrence in accordance with N-PROC-RA-0047 [R-3] for closure of completed IIP Tasks or IIP Line Items.

2.2.5 CNSC Interface

As per the accepted IIP Change Control Process Principles [R-15] [R-16], CNSC response to IIP change requests is expected in a timely manner.

2.2.6 Closing an IIP Task or IIP Line Item

The IIP SPOC or delegate shall:

- a) Status an IIP Task as “Closed” upon obtaining approval/concurrence from the CNSC.
- b) Status an IIP Line Item as “Closed” upon obtaining approval/concurrence from the CNSC.

2.3 Annual IIP Progress Report

The Annual IIP Progress Report summarizes the changes to the IIP that have occurred in the reporting period.

The IIP SPOC or delegate should:

- a) Summarize the changes documented in the preceding sections of this instruction on an annual basis.
- b) Prepare a submission to the CNSC in accordance with N-PROC-RA-0047 [R-3].

A typical Annual IIP Progress Report should include:

- Updates to information contained in IIP Tables 1 through 4 [R-11].
- IIP On-Line work rescheduled into the next cycle due to emergent work where the IIP scheduled date will be missed.
- The status of the IIP Line Items to reflect the most current information.

Example: If the IIP Line Item is related to all four units but only completed for the Unit 2 IIP Task, the status for the Unit 2 IIP Task should indicate “U2 – Complete”; if a completed IIP Task has been approved or concurred to by the CNSC, the status should indicate “U2 – Closed”; an IIP Line Item should be “Closed” once all unitized work completion have been approved or concurred to by the CNSC.

- Identify requests for closure of completed IIP Tasks or IIP Line Items.
- Identify changes to the IIP that are pending CNSC approval/concurrence.
- Include references for changes which have occurred over the reporting period.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	14 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

3.0 ADDITIONAL DOCUMENTATION REQUIREMENTS FOR IIP CHANGES

Based on the source of the IIP Item (i.e., Component Condition Assessments (CCAs), ISR Open Issues or EA), Sections 3.1 and 3.2 of this instruction outline additional documentation requirements.

3.1 Decision Record and Analysis Summary (DRAS)

For all IIP Line Items associated with a Darlington Scope Request (DSR), the responsible IIP owner or delegate should:

- a) Use the Decision Record and Analysis Summary (DRAS) process as outlined in N-MAN-00120-10001-RISK-07, Nuclear Refurbishment Actions Issues Decisions and Key Assumptions Management [R-2].
- b) Complete a DRAS Form (N-FORM-11390) [R-8] for changes.
- c) Ensure the following information (as a minimum) is documented in “Part A: Description” of the DRAS form before it is finalized:
 - The “Description of the Decision”
 - Document the rationale for the change. The IIP Change Request Form (N-FORM-11637) [R-5] may be identified as the reference documenting the rationale for the change.
 - Include a reference to the IIP Item number.
 - The “Impact of the Decision”
 - Document the impact for the change (i.e., impact on other units, overall IIP schedule and identification of compensatory or mitigating measures where required). The IIP Change Request Form (N-FORM-11637) [R-5] may be identified as the reference documenting the impact of the change.
 - The “Background”, “Reference Documents or Materials”, and “Alternatives Considered” should be completed as required.
- d) Ensure Action Requests are updated in accordance with N-PROC-RA-0006, Regulatory Action Management [R-4].
- e) Ensure Work Planning details where applicable are updated in accordance with N-PROC-MA-0002 [R-17].

3.2 Issue Resolution Form (IRF) Record

For all IIP Line Items associated with Open ISR Issues the responsible IIP owner or delegate should:

Nuclear Instruction

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision: R000
Usage Classification:	Information	Sheet Number: N/A
		Page: 15 of 30

Title:

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

- a) Use the Gap Resolution process as outlined in N-INS-00770-10004, Nuclear Refurbishment Gap Resolution Process – Darlington [R-1].
- b) Contact the IIP SPOC for updates required to the Issue Resolution Form (IRF) Record associated with the Open ISR Issue. The updates to the IRF Record should be made at a gap level.
- c) Use the DRAS process outlined in Section 3.1 of this instruction for changes to Open ISR Issues associated with DSRs.

Note: To find the IRF document number, execute a search (using PowerSearch tool) with the following fields filled out:

- 1) Keyword (title only): Issue Number, i.e. D298
- 2) Doc Nbr: NK38-REP-00770-*

The IIP SPOC or delegate should ensure the following information (as a minimum) is documented before the updated IRF Record is finalized and filed in the Authorized Information Management System (AIMS):

- a) Section A through Section E of the IRF [R-7] should be updated at a gap level to support the decision being made.
- b) Changes to the action plan or the reclassification of an ISR Issue to Closed or Acceptable Deviation should be documented in Section E of the IRF [R-7]. A description should be provided in Section E of the IRF [R-7] for each gap in the issue resolution form. Section 4 of this instruction provides additional guidance on the type of information required for the completion of IIP Line Items.

4.0 IIP COMPLETION CRITERIA GUIDANCE

4.1 EA and Open ISR Issues

The following completion criteria should be applied for IIP Tasks or IIP Line Items associated with EA and Open ISR Issues:

- Programmatic changes to OPG Governance to address the ISR Gaps are confirmed to be complete when the OPG Governance is approved for use.
- IIP Line Items or IIP Tasks requiring analysis or studies will be confirmed to be complete when documentation associated with the analysis or studies have been submitted to records in accordance with OPG-PROC-0019, Records and Document Management [R-18].
- Physical changes to close the ISR Gaps to current codes will be considered to be complete in the field when Commissioning, Available for Service or Operator

Nuclear Instruction

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision: R000
Usage Classification:	Information	Sheet Number: N/A
		Page: 16 of 30

Title:

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

Acceptance requirements have been met in accordance with N-PROC-MP-0090, Modification Process [R-19].

4.2 CCAs

The following completion criteria should be applied for IIP Tasks or IIP Line Items associated with CCAs:

- For inspection, the IIP Task or IIP Line Item is complete when the associated Work Order task(s) or Work Order(s) status is identified as “Closed” and an engineering review confirms the intent of the IIP Line Item or IIP Task has been met.
- For repair, replacement or refurbishment type work, the IIP Task or IIP Line Item is complete when the associated Work Order task(s) or Work Order(s) status is “Closed” and an engineering review confirms the intent of the IIP Line Item or IIP Task has been met.
- For modifications, Commissioning, Available for Service or Operator Acceptance requirements have been met in accordance with N-PROC-MP-0090, Modification Process [R-19].

5.0 ROLES AND ACCOUNTABILITIES

Appendix A Table A.1 identifies the responsible IIP owner for each IIP Item. In cases where multiple owners are identified for an IIP Item the specific area of responsibility is noted. The AIMS should be checked to confirm if changes to assigned responsible IIP owners are noted against this instruction.

5.1 Nuclear Refurbishment

5.1.1 Senior Vice President, Nuclear Projects

- Acts as Authorized Representative for all IIP correspondence related to the DNGS refurbishment submitted to the CNSC in conjunction with Senior Vice President Darlington Nuclear Generating Station. This includes correspondence requesting non-intent changes to IIP scope and schedule.
- Ensures non-intent changes to IIP are managed in accordance with the accepted IIP Change Control Process Principles [R-15] [R-16] and CNSC approval/concurrence is obtained prior to scheduled completion date.
- Ensures IIP Line Items are completed in accordance with the approved scope and schedule.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Sheet Number:
		Page:
	N/A	17 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

5.1.2 Vice President, Refurbishment Engineering

- Ensures IIP Line Items assigned to VP, Refurbishment Engineering in Appendix A Table A.1 or delegate are completed as identified in the IIP.
- Ensures completion of IIP Line Items assigned to VP, Refurbishment Engineering in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Ensures non-intent changes to IIP Line Items assigned to VP, Refurbishment Engineering in Appendix A Table A.1 or delegate are prepared in accordance with this instruction and station control processes.
- Provides progress updates to IIP SPOC on IIP Tasks and IIP Lines Items assigned to VP, Refurbishment Engineering in Appendix A Table A.1 or delegate as required.

5.1.3 Vice President, Refurbishment Execution

- Ensures IIP Line Items assigned to VP, Refurbishment Execution in Appendix A Table A.1 or delegate are completed as identified in the IIP.
- Ensures completion of IIP Line Items assigned to VP, Refurbishment Execution in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Ensures non-intent changes to IIP Line Items assigned to VP, Refurbishment Execution in Appendix A Table A.1 or delegate are prepared in accordance with this instruction and station control processes.
- Provides progress updates to IIP SPOC on IIP Tasks and IIP Lines Items assigned to VP, Refurbishment Execution in Appendix A Table A.1 or delegate as required.

5.1.4 Vice President, Projects & Modifications

- Ensures IIP Line Items assigned VP, Projects and Modifications in Appendix A Table A.1 or delegate are completed as identified in the IIP.
- Ensures completion of IIP Line Items assigned VP, Projects and Modifications in Appendix A Table A.1 or delegate are is documented in accordance with this instruction and station control processes.
- Ensures non-intent changes to IIP Line Items assigned VP, Projects and Modifications in Appendix A Table A.1 or delegate are prepared in accordance with this instruction and station control processes.
- Provides progress updates to IIP SPOC on IIP Tasks and IIP Lines Items assigned to VP, Projects & Modifications in Appendix A Table A.1 or delegate as required.

Nuclear Instruction

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	18 of 30

Title:

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

5.1.5 Vice President, Refurbishment Operations & Maintenance

- Ensures IIP Line Items assigned VP, Refurbishment Operations and Maintenance in Appendix A Table A.1 or delegate are completed
- Ensures non-intent changes to IIP Line Items assigned VP, Refurbishment Operations and Maintenance in Appendix A Table A.1 or delegate are managed in accordance with this instruction and station control processes.
- Provides progress updates to IIP SPOC on IIP Tasks and IIP Lines Items assigned to VP, Refurbishment Operations & Maintenance in Appendix A Table A.1 or delegate as required.

5.1.6 Director, Nuclear Safety, Refurbishment Engineering

- Issues governance for performance, documentation and status reporting of IIP Line Items.
- Provides oversight for IIP Items (i.e., tracking, monitoring progress, reporting and interfacing with the CNSC on IIP Items).

5.1.7 Manager, Nuclear Safety Integration, Refurbishment Engineering, Nuclear Refurbishment (i.e., IIP SPOC)

- Manages the information received in the Generic IIP mailbox ([DNGS - IIP](#)).
- Collects all “Timely Change Requests” prepared for tracking, monitoring and reporting.
- Collects all “Annual Change Requests” prepared for tracking, monitoring and reporting.
- Ensures an “*Annual Change Request*” is prepared and submitted to the CNSC in accordance with this instruction.
- Ensures an Annual IIP Progress Status Report is prepared and submitted to the CNSC in accordance with this instruction.

5.1.8 Manager, Regulatory Affairs, Refurbishment Licensing Support

- Provides support for licensing issues.
- Submits all IIP change requests (timely and annual) and Annual IIP Progress Report to CNSC for approval/concurrence.

5.1.9 Senior Manager – Plant Reliability, System & Component Engineering, Refurbishment Engineering, Nuclear Refurbishment

- Ensures IIP Change Request Form [R-5] is completed to request non-intent changes to IIP Items (i.e., “*Timely Change Requests*” and “*Annual Change Requests*”) assigned to the VP Refurbishment Engineering, VP Refurbishment Execution, VP Projects & Modifications

Nuclear Instruction

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	19 of 30

Title:

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

or VP Refurbishment Operations & Maintenance in Appendix A Table A.1 in accordance with this instruction and station control processes.

- Ensures IIP Completion Declaration Form (N-FORM-11634) [R-6] is completed for IIP Tasks or IIP Line Items assigned to the VP Refurbishment Engineering, VP Refurbishment Execution, VP Projects & Modifications, or VP Refurbishment Operations & Maintenance in Appendix A Table A.1 in accordance with this instruction and station control processes.

5.2 Darlington Nuclear Generating Station

5.2.1 Senior Vice President, Darlington Nuclear Generating Station

- Acts as Authorized Representative for all IIP correspondence related to the DNCS refurbishment submitted to the CNSC in conjunction with the Senior Vice President Nuclear Refurbishment. This includes correspondence requesting non-intent changes to IIP scope and schedule.
- Ensures non-intent changes to IIP are managed in accordance with the accepted IIP Change Control Process Principles [R-15] [R-16] and CNSC approval/concurrence is obtained prior to scheduled completion date.
- Ensures IIP Line Items are completed in accordance with the approved scope and schedule.

5.2.2 Director, Darlington Station Engineering

- Ensures requests for non-intent changes to IIP Items (i.e., *“Timely Change Requests”* and *“Annual Change Requests”*) assigned to the Senior VP, Darlington Nuclear Generating Station in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Ensures completion of IIP Tasks or IIP Line Items assigned to the Senior VP, Darlington Nuclear Generating Station in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.

5.2.3 Senior Manager, Plant Aging Management

- Ensures IIP Change Request Form [R-5] is completed to request non-intent changes to IIP Items (i.e., *“Timely Change Requests”* and *“Annual Change Requests”*) assigned to the Senior VP, Darlington Nuclear Generating Station in Appendix A Table A.1 in accordance with this instruction and station control processes.
- Ensures IIP Completion Declaration Form (N-FORM-11634) [R-6] is completed for IIP Tasks or IIP Line Items assigned to the Senior VP, Darlington Nuclear Generating Station in Appendix A Table A.1 in accordance with this instruction and station control processes.
- Provides progress updates to IIP SPOC on IIP Tasks and IIP Lines Items assigned to Senior VP, Darlington Nuclear Generating Station in Appendix A Table A.1 as required.

Nuclear Instruction

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	20 of 30

Title:

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

5.2.4 Manager, Refurbishment Interface, Darlington Nuclear Generating Station

- Ensures IIP Line Items are implemented and non-intent changes to the IIP are managed in accordance with this instruction and station control processes.

5.2.5 Manager, Regulatory Affairs, Darlington

- Provides support for licensing issues.

5.3 Others

5.3.1 Senior Vice President, Nuclear Engineering

- Ensures requests for non-intent changes to IIP Items (i.e., “Timely Change Requests” and “Annual Change Requests”) assigned to the VP, Nuclear Engineering in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Ensures completion of IIP Tasks or IIP Line Items assigned to the VP, Nuclear Engineering in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Provides progress updates to IIP SPOC on IIP Tasks and IIP Lines Items assigned to the VP, Nuclear Engineering in Appendix A Table A.1 or delegate as required.

5.3.2 Vice President Environment

- Ensures requests for non-intent changes to IIP Items (i.e., “Timely Change Requests” and “Annual Change Requests”) assigned to the VP, Environment in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Ensures completion of IIP Tasks or IIP Line Items assigned to the VP, Environment in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Provides progress updates to IIP SPOC on IIP Tasks and IIP Lines Items assigned to the VP, Environment in Appendix A Table A.1 or delegate as required.

5.3.3 Vice President Corporate Relations & Communications

- Ensures requests for non-intent changes to IIP Items (i.e., “Timely Change Requests” and “Annual Change Requests”) assigned to the VP, Corporate Relations & Communications in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Ensures completion of IIP Tasks or IIP Line Items assigned to the VP, Corporate Relations & Communications in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision:
Usage Classification:	Information	Page:
	N/A	21 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

- Provides progress updates to the IIP SPOC on IIP Tasks and IIP Lines Items assigned to the VP, Corporate Relations & Communications in Appendix A Table A.1 or delegate as required.

5.3.4 Vice President Security & Emergency Services

- Ensures requests for non-intent changes to IIP Items (i.e., “Timely Change Requests” and “Annual Change Requests”) assigned to the VP, Nuclear Engineering in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Ensures completion of IIP Tasks or IIP Line Items assigned to the VP, Nuclear Engineering in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Provides progress updates to the IIP SPOC on IIP Tasks and IIP Lines Items assigned to the VP, Nuclear Engineering in Appendix A Table A.1 or delegate as required.

5.3.5 Director Nuclear Oversight

- Ensures requests for non-intent changes to IIP Items (i.e., “Timely Change Requests” and “Annual Change Requests”) assigned to the Director Nuclear Oversight in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes
- Ensures completion of IIP Tasks or IIP Line Items assigned to the Director Nuclear Oversight in Appendix A Table A.1 or delegate are documented in accordance with this instruction and station control processes.
- Provides progress updates to the IIP SPOC on IIP Tasks and IIP Lines Items assigned to the Director Nuclear Oversight in Appendix A Table A.1 as required.

6.0 DEFINITIONS AND ACRONYMS

6.1 Definitions

Annual Change Request is a written request for approval/concurrence of proposed non-intent changes to the IIP or delays to the IIP schedule for IIP Line Items that are not associated with EA or outage work (Refurbishment or Non-Refurbishment Outage) for a reporting year. The change request includes IIP changes for IIP Tasks which will not be completed in the reporting year and may included known changes to IIP Tasks beyond the reporting year.

Annual IIP Progress Report summarizes the changes to the IIP that have occurred in the reporting period. See Section 2.3 of this instruction for additional details on the content of the report.

Internal Use Only		
Document Number: N-INS-03680-10001	Revision: R000	
Usage Classification: Information	Sheet Number: N/A	Page: 22 of 30

<p>Title: DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS</p>
--

Approval/Concurrence should be considered as CNSC staff concurrence or response [R-16].

Environmental Assessment (EA) is an assessment carried out under the Canadian Environmental Assessment Act to identify whether a specific project is likely to cause significant environmental effects.

Integrated Implementation Plan (IIP) is the integrated results of the EA and ISR, identifying all necessary Safety Improvements, committed plant modifications, safety upgrades, compensatory measures and improvements to operation and management programs that will apply to the project and to long term operation.

Intent Change is a change to an IIP Item goal or objective. For example, an IIP Item which is not implemented is considered an intent change. However, an IIP Item may require inspection in all units. Upon completion of the inspection in one unit there may be sufficient basis to not require inspection in other units. In this case, this will not be considered an intent change. However, the details will be documented in the IIP Change Request Form (N-FORM-11637) [R-5].

IIP Line Item is the description or action plan (which may include more than one IIP Task) for a given IIP Item as outlined in the IIP.

IIP Task is a discrete unitized activity with a single responsible IIP owner for an IIP Line Item.

Integrated Safety Review (ISR) is a comprehensive assessment of an existing nuclear generating station in order to determine:

1. The extent to which the plant conforms to modern standards and practices,
2. The extent to which the licensing basis will remain valid over the proposed extended operating life,
3. The adequacy of the arrangements that are in place to maintain plant safety for long-term operation, and
4. The improvements to be implemented to resolve safety issues that have been identified

ISR Open Issue is an ISR Issue requiring resolution.

Issue Resolution Form Record is the completed Nuclear Refurbishment Issue Resolution Form – Darlington (N-FORM-11208) [R-7] filed in the AIMS.

Timely Change Request is a written request for a proposed non-intent change to the IIP Line Item or IIP Task or delay to the IIP schedule (i.e., a change to the completion date beyond the date specified in the IIP) for the following scenarios:

- i. Work needed to fulfil the requirements identified by the EA screening report or Follow-up Program; or

Nuclear Instruction

Internal Use Only		
Document Number: N-INS-03680-10001	Revision: R000	
Usage Classification: Information	Sheet Number: N/A	Page: 23 of 30

Title: DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS
--

- ii. Work scheduled in an Outage (Refurbishment or Non-Refurbishment Outage).

The written request is made as soon as the responsible IIP owner or delegate becomes aware of the need for a change request.

Stakeholder is a responsible IIP Item Owner per Appendix A Table A.1.

6.2 Abbreviations and Acronyms

AIMS	Authorized Information Management System
AR	Action Request
CCA	Component Condition Assessment
DSR	Darlington Scope Request
DRAS	Decision Record and Analysis Summary
EA	Environmental Assessment
IIP	Integrated Implementation Plan
IRF	Issue Resolution Form
ISR	Integrated Safety Review
SAMG	Severe Accident Management Guidelines
SIO	Safety Improvement Opportunity
SPOC	Single Point of Contact
SVP	Senior Vice President
VP	Vice President

7.0 RECORDS AND REFERENCES

7.1 Records

The following records may be generated by use of this document and should be registered in appropriate document management system in accordance with the following table.

Record Created	Associated Form or Template Number	QA Record? Y/N	Filing Information/Retention (AIMS Type/Sub-Type)
Decision Record and Analysis Summary Form	N-FORM-11390	N	As per N-MAN-00120-10001 Sheet RISK-07
Nuclear Refurbishment Issue Resolution Form – Darlington	N-FORM-11208	Y	As per N-INS-00770-10004

Nuclear Instruction

Internal Use Only		
Document Number: N-INS-03680-10001	Revision: R000	
Usage Classification: Information	Sheet Number: N/A	Page: 24 of 30

**Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS**

Record Created	Associated Form or Template Number	QA Record? Y/N	Filing Information/Retention (AIMS Type/Sub-Type)
IIP Change Request Form	N-FORM-11637	Y	Indexed in Asset Suite Controlled Documents Document Number: NK38-REP-03680-XXXXX Record Retention Code: N02-003 Retention: Life of Facility
IIP Completion Declaration Form	N-FORM-11634	Y	Indexed in Asset Suite Controlled Documents Document Number: NK38-REP-03680-XXXXX Record Retention Code: N02-003 Retention: Life of Facility
Correspondence for Timely Requests for Changes	OPG-TMP-0007	Y	As per N-PROC-RA-0047
Correspondence for Annual Change Request	OPG-TMP-0007	Y	As per N-PROC-RA-0047
Correspondence for Annual IIP Progress Report	OPG-TMP-0007	Y	As per N-PROC-RA-0047

7.2 References

7.2.1 Performance References

- [R-1] OPG Instruction, N-INS-00770-10004, “Nuclear Refurbishment Gap Resolution Process – Darlington”.
- [R-2] OPG Manual, N-MAN-00120-10001 Sheet RISK-07, “Nuclear Refurbishment Actions Issues Decisions and Key Assumption Management”.
- [R-3] OPG Procedure, N-PROC-RA-0047, “Communications with the Canadian Nuclear Safety Commission”.
- [R-4] OPG Procedure, N-PROC-RA-0006, “Regulatory Action Management”.
- [R-5] OPG Form, N-FORM-11637, “IIP Change Request Form”.
- [R-6] OPG Form, N-FORM-11634, “IIP Completion Declaration Form”.
- [R-7] OPG Form, N-FORM-11208, “Nuclear Refurbishment Issue Resolution Form – Darlington”.

Nuclear Instruction

Internal Use Only		
Document Number: N-INS-03680-10001		Revision: R000
Usage Classification: Information	Sheet Number: N/A	Page: 25 of 30

Title:

DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

[R-8] OPG Form, N-FORM-11390, "Decision Record and Analysis Summary Form".

7.2.2 Developmental References

[R-9] OPG Procedure, N-PROC-LE-0007 R002, "Nuclear Refurbishment – Global Assessment Report and Integrated Implementation Plan – Darlington".

[R-10] OPG Report, NK38-REP-03680-10186 R000, "Darlington NGS – Global Assessment Report (GAR)".

[R-11] OPG Report, NK38-REP-03680-10185 R001, "Darlington NGS – Integrated Implementation Plan (IIP)".

[R-12] CNSC Regulatory Document, RD-360, "Life Extension of Nuclear Power Plants", February 2008.

[R-13] OPG Report, NK38-REP-03680-10104 R001, "Darlington NGS Integrated Safety Review (ISR) – Final ISR Report".

[R-14] OPG Report, NK38-REP-07730-10002 R000, "Environmental Impact Statement Darlington Nuclear Generating Station Refurbishment and Continued Operation".

[R-15] OPG Correspondence, NK38-CORR-00531-16991, "Darlington NGS – Integrated Implementation Plan (IIP) Change Control Process Principles", November 7, 2014.

[R-16] CNSC Correspondence, NK38-CORR-00531-17272, "Darlington NGS – Integrated Implementation Plan (IIP) Change Control Process Principles", February 16, 2015.

[R-17] OPG Procedure, N-PROC-MA-0002 "Work Planning".

[R-18] OPG Procedure, OPG-PROC-0019, "Records and Document Management".

[R-19] OPG Procedure, N-PROC-MP-0090, "Modification Process".

8.0 REVISION SUMMARY

This is a **new** document.

Nuclear Instruction

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision: R000
Usage Classification:	Information	Sheet Number: N/A
		Page: 26 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

Appendix A: Responsible IIP Owner and Change Reporting Timeline

Table A.1 identifies the responsible owner for each IIP Item and the reporting timeline for submitting change requests to the CNSC for approval/concurrence. In cases where multiple owners are identified for an IIP Item the specific area of responsibility is noted. The AIMS should be checked to confirm if changes to assigned responsible owners are noted against this instruction.

Table A.1: IIP Item Responsibility & Reporting Timeline for Submitting Change Requests

IIP Item Number	Responsible IIP Owner	Reporting Timeline for Submitting Change Requests
IIP-EA 001	VP, Environment	Timely
IIP-EA 003	VP, Refurbishment Execution	Timely
IIP-EA 005	VP, Corporate Relations & Communications	Timely
IIP-EA 006	VP, Corporate Relations & Communications	Timely
IIP-EA 009	VP, Projects & Modifications	Timely
IIP-EA 010	VP, Environment	Timely
IIP-EA 011	VP, Refurbishment Operations & Maintenance	Timely
IIP-EA 012	VP, Environment	Timely
IIP-EA 013	VP, Environment	Timely
IIP-EA 014	SVP, Nuclear Engineering	Timely
IIP-EA 015	SVP, Nuclear Engineering	Timely
IIP-OI 001	Additional Analysis: VP, Refurbishment Engineering Modifications: VP, Refurbishment Execution	Annual
IIP-OI 002	Additional Analysis: VP, Refurbishment Engineering Modifications: VP, Refurbishment Execution	Additional Analysis: Annual Modifications: Timely
IIP-OI 003	Additional Analysis: VP, Refurbishment Engineering Modifications: VP, Refurbishment Execution	Annual
IIP-OI 004	VP, Refurbishment Execution	Annual
IIP-OI 005	Additional Analysis: VP, Refurbishment Engineering Modifications: VP, Refurbishment Execution	Annual
IIP-OI 006	Procedure: VP, Refurbishment Engineering Inspection & Modifications: VP, Refurbishment Execution	Annual
IIP-OI 007	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 008	Additional Analysis & Technical Specification: VP, Refurbishment Engineering Procedure: VP, Security & Emergency Services	Annual
IIP-OI 009	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 010	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 011	VP, Security & Emergency Services	Annual
IIP-OI 012	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 013	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 014	Director, Nuclear Oversight	Annual
IIP-OI 015	Assessment: VP, Refurbishment Engineering Corrective Actions: VP, Projects & Modifications	Annual

Nuclear Instruction

Internal Use Only		
Document Number: N-INS-03680-10001	Revision: R000	
Usage Classification: Information	Sheet Number: N/A	Page: 27 of 30

Title: DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

IIP Item Number	Responsible IIP Owner	Reporting Timeline for Submitting Change Requests
IIP-OI 016	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 017	Assessment: VP, Refurbishment Engineering Procedure: VP, Security & Emergency Services	Annual
IIP-OI 018	Justification: VP, Refurbishment Engineering Modifications: SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 019	Replace Door: VP, Refurbishment Execution Remove Storage & Construct Vestibule: SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 020	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 021	Additional Analysis: VP, Refurbishment Engineering	Annual
IIP-OI 022	VP, Refurbishment Execution	Annual
IIP-OI 023	VP, Refurbishment Execution	Annual
IIP-OI 024	VP, Refurbishment Execution	Annual
IIP-OI 025	VP, Refurbishment Execution	Annual
IIP-OI 026	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 027	VP, Refurbishment Execution	Annual
IIP-OI 028	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 029	VP, Refurbishment Execution	Annual
IIP-OI 030	Replace & Test: VP, Refurbishment Execution Disconnect: SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 031	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 032	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 033	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 034	SVP, Darlington Nuclear Generating Station	Timely
IIP-OI 035	SIO's: VP, Projects & Modifications SAMG + RD-310: SVP, Nuclear Engineering	SIO's: Timely SAMG: Annual RD-310: Annual
IIP-OI 036	SIO's: VP, Projects & Modifications SAMG + Instrument Survivability: SVP, Nuclear Engineering	SIO's: Timely SAMG: Annual Instrument Survivability: Annual
IIP-OI 037	SIO's: VP, Projects & Modifications SAMG: SVP, Nuclear Engineering	SIO's: Timely SAMG: Annual
IIP-OI 038	Inspection: VP, Refurbishment Execution Contingency: SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 039	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 040	SVP, Nuclear Engineering	Annual
IIP-OI 041	VP, Refurbishment Execution	Annual
IIP-OI 042	VP, Projects & Modifications	Timely
IIP-OI 043	SVP, Nuclear Engineering	Annual
IIP-OI 044	SVP, Nuclear Engineering	Annual
IIP-OI 045	SVP, Darlington Nuclear Generating Station	Timely
IIP-OI 046	SVP, Nuclear Engineering	Annual
IIP-OI 047	SVP, Darlington Nuclear Generating Station	Annual

Nuclear Instruction

Internal Use Only		
Document Number:	N-INS-03680-10001	Revision: R000
Usage Classification:	Information	Sheet Number: N/A
		Page: 28 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

IIP Item Number	Responsible IIP Owner	Reporting Timeline for Submitting Change Requests
IIP-OI 048	SVP, Nuclear Engineering	Annual
IIP-OI 049	SVP, Nuclear Engineering	Annual
IIP-OI 050	SVP, Nuclear Engineering	Annual
IIP-OI 051	VP, Refurbishment Engineering	Annual
IIP-OI 052	VP, Refurbishment Engineering	Annual
IIP-OI 053	Inspection & Repair: SVP, Darlington Nuclear Generating Station Review & Analysis: VP, Refurbishment Engineering	Annual
IIP-OI 054	VP, Refurbishment Engineering	Annual
IIP-OI 055	VP, Refurbishment Engineering	Annual
IIP-OI 056	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 057	VP, Refurbishment Engineering	Annual
IIP-OI 058	SVP, Nuclear Engineering	Annual
IIP-OI 059	Code Refresh: VP, Refurbishment Engineering	Annual
IIP-OI 060	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 061	VP, Security & Emergency Services	Annual
IIP-OI 062	Predefines: SVP, Darlington Nuclear Generating Station Procedure: SVP, Nuclear Engineering Alternate Compliance: VP, Refurbishment Engineering	Annual
IIP-OI 063	Procedure: SVP, Nuclear Engineering Alternate Compliance: VP, Refurbishment Engineering	Annual
IIP-OI 064	SVP, Nuclear Engineering	Annual
IIP-OI 065	VP, Refurbishment Execution	Annual
IIP-OI 066	SIO's: VP, Projects & Modifications SAMG: SVP, Nuclear Engineering	SIO's: Timely SAMG: Annual
IIP-OI 067	SVP, Darlington Nuclear Generating Station	Timely
IIP-OI 068	SVP, Darlington Nuclear Generating Station	Timely
IIP-OI 069	VP, Refurbishment Engineering	Annual
IIP-OI 070	SVP, Nuclear Engineering	Annual
IIP-OI 071	SVP, Nuclear Engineering	Annual
IIP-OI 072	SVP, Darlington Nuclear Generating Station	Annual
IIP-OI 073	VP, Refurbishment Engineering	Annual
IIP-CC 001	VP, Refurbishment Execution	Timely
IIP-CC 002	VP, Refurbishment Execution	Timely
IIP-CC 003	VP, Refurbishment Execution	Timely
IIP-CC 004	VP, Refurbishment Execution	Timely
IIP-CC 005	VP, Refurbishment Execution	Timely
IIP-CC 006	VP, Refurbishment Execution	Timely
IIP-CC 007	VP, Refurbishment Execution	Timely
IIP-CC 008	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 009	VP, Refurbishment Execution	Timely
IIP-CC 010	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 011	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 012	VP, Refurbishment Execution	Timely

Nuclear Instruction

Internal Use Only		
Document Number: N-INS-03680-10001	Revision: R000	
Usage Classification: Information	Sheet Number: N/A	Page: 29 of 30

Title: **DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS**

IIP Item Number	Responsible IIP Owner	Reporting Timeline for Submitting Change Requests
IIP-CC 013	VP, Refurbishment Execution	Timely
IIP-CC 014	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 015	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 016	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 017	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 018	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 019	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 020	VP, Projects & Modifications	Annual
IIP-CC 021	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 022	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 023	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 024	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 025	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 026	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 027	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 028	VP, Refurbishment Execution	Timely
IIP-CC 029	VP, Refurbishment Execution	Timely
IIP-CC 030	VP, Refurbishment Execution	Timely
IIP-CC 031	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 032	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 033	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 034	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 035	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 036	VP, Refurbishment Execution	Timely
IIP-CC 037	VP, Refurbishment Execution	Timely
IIP-CC 038	VP, Refurbishment Execution	Annual
IIP-CC 039	VP, Refurbishment Execution	Timely
IIP-CC 040	VP, Refurbishment Execution	Timely
IIP-CC 041	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 042	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 043	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 044	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 045	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 046	VP, Refurbishment Execution	Timely
IIP-CC 047	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 048	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 049	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 050	VP, Refurbishment Execution	Timely
IIP-CC 051	VP, Refurbishment Execution	Timely
IIP-CC 052	VP, Refurbishment Execution	Timely
IIP-CC 053	VP, Refurbishment Execution	Timely
IIP-CC 054	SVP, Darlington Nuclear Generating Station	Timely
IIP-CC 055	VP, Refurbishment Execution	Timely
IIP-CC 056	SVP, Darlington Nuclear Generating Station	Timely

Nuclear Instruction

Internal Use Only		
Document Number: N-INS-03680-10001		Revision: R000
Usage Classification: Information	Sheet Number: N/A	Page: 30 of 30

Title:
DARLINGTON NGS INTEGRATED IMPLEMENTATION PLAN (IIP) CHANGE CONTROL AND CLOSEOUT PROCESS

IIP Item Number	Responsible IIP Owner	Reporting Timeline for Submitting Change Requests
IIP-CC 057	VP, Refurbishment Execution	Timely
IIP-CC 058	VP, Refurbishment Execution	Annual
IIP-CC 059	VP, Refurbishment Execution (Inspection) SVP, Darlington Nuclear Generating Station (Contingency)	Annual
IIP-CC 060	VP, Refurbishment Execution	Annual
IIP-CC 061	VP, Refurbishment Execution	Annual
IIP-CC 062	VP, Refurbishment Execution	Annual
IIP-CC 063	VP, Refurbishment Execution (Inspection) SVP, Darlington Nuclear Generating Station (Contingency)	Annual
IIP-CC 064	VP, Refurbishment Execution	Annual
IIP-CC 065	VP, Refurbishment Execution	Annual
IIP-CC 066	VP, Refurbishment Execution	Annual
IIP-CC 067	VP, Refurbishment Execution (Inspection) SVP, Darlington Nuclear Generating Station (Contingency)	Annual
IIP-CC 068	VP, Refurbishment Execution	Annual
IIP-CC 069	VP, Refurbishment Execution (Inspection) SVP, Darlington Nuclear Generating Station (Contingency)	Annual
IIP-CC 070	VP, Refurbishment Execution	Annual
IIP-CC 071	VP, Refurbishment Execution	Annual
IIP-CC 072	VP, Refurbishment Execution	Annual
IIP-CC 073	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 074	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 075	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 076	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 077	SVP, Darlington Nuclear Generating Station	Annual
IIP-CC 078	VP, Refurbishment Execution	Annual

Integrated Implementation Plan (IIP) Completion Declaration Form

DOCUMENT NO.:	Revision:	
SECTION A: IIP DETAILS <i>(Latest Approved IIP information)</i>		
IIP Line Item No.:		
Unit:		
IIP Date:		
IIP Line Item Details <i>(EA Items - List EA Mitigation Objective, EA Monitoring and Follow-up Objective; Code Gaps - List Issue Number & Title; CCAs - List CCA Number and Description)</i>		
IIP Line Item Action Plan or Activity Description:		
DSR Number (if applicable):		
Action Request Number:		
SECTION B: COMPLETION DETAILS		
Applicable Unit(s):		
Modification Information: <i>(e.g., Master Engineering Change Number)</i>		
Non-modification Information: <i>(e.g., Work Order Number, Work Order Task Number, Document Number, etc.)</i>		
Date Completed:		
Completion Notes: <i>(Describe basis for completion including justification when contingency work is not required)</i>		
Does this completion declaration also complete the IIP Line Item <i>(i.e., all work is complete)?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
SECTION C: COMPLETION REFERENCES <i>(List of relevant completion documents or information; e.g., AFS Package, Work Package, Issue Resolution Form, Work Order Information, etc.)</i>		

Integrated Implementation Plan (IIP) Completion Declaration Form

SECTION D: REVISION HISTORY *(List Revision number and description of revision)*

SECTION E: REVIEW AND APPROVAL

	Name & Title	Signature	Date
Prepared by:			
Reviewed by:			
Approved by:			
Accepted by IIP SPOC:			

**Integrated Implementation Plan
(IIP) Change Request Form**

DOCUMENT NO.:	Revision:
SECTION A: IIP DETAILS <i>(Latest Approved IIP information)</i>	
IIP Line Item No.:	
Unit:	
IIP Date:	
IIP Line Item Details: <i>(EA Items - List EA Mitigation Objective, EA Monitoring and Follow-up Objective; Code Gaps - List Issue Number & Title; CCAs - List CCA Number and Description)</i>	
IIP Line Item Action Plan or Activity Description:	
DSR Number (if applicable):	
Action Request Number:	
SECTION B: PROPOSED IIP CHANGE DETAILS	
Applicable Unit(s):	
Change to Scope? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, identify the proposed new commitment <i>(i.e., the Revised IIP Action Plan or Activity Description)</i> :	
Change to Schedule? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, identify the proposed new commitment <i>(i.e., Revised IIP Date)</i> :	
Does the schedule change apply to On-Line work where work is rescheduled into the next cycle and the IIP scheduled date will be missed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Rationale for the change:	
Impact of Change <i>(Assess impact to safety including any impact to other units; overall IIP schedule; and identify any compensatory or mitigating measures where required)</i> :	
Additional Details Attached? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list attachments.	
SECTION D: REFERENCES <i>(e.g., DRAS, Issue Resolution Form etc.)</i>	

*Associated with N-INS-03680-10001, Darlington NGS Integrated Implementation Plan (IIP) Change Control and Closeout Process

Integrated Implementation Plan (IIP) Change Request Form

SECTION E: REVISION HISTORY (*List Revision number and description of revision*)

SECTION E: REVIEW AND APPROVAL

	Name & Title	Signature	Date
Prepared by:			
Reviewed by:			
Approved by:			
Accepted by IIP SPOC:			