

NRC INSPECTION MANUAL

IRIB

INSPECTION MANUAL CHAPTER 0611 ATTACHMENT 2

GUIDANCE FOR REACTIVE INSPECTION REPORTS

Effective Date: 06/07/22

Documentation

- a. The report should have the following **structure**:
 1. **Describe and give the** chronology of event or degraded condition.
 2. For each charter-specified area of inspection, in the order listed in the charter, **assess** probable contributing causes of the event or degraded condition. **Where applicable and appropriate, consider the following for general report organization**:
 - (a) **equipment** failures
 - (b) **human** factor and procedural issues
 - (c) **quality** assurance issues
 - (d) **radiological** issues
 - (e) **security** or safeguards issues
 - (f) **safety culture component issues** [C1]

*The results of this inspection may be used to inform a subsequent supplemental inspection (95001, 95002, or 95003) based on the final significance determination of any findings associated with the event **or degraded condition**. The report should document any potential causes or contributing factors, including safety culture issues, in support of any related supplemental inspection.*
[C1]

- b. **In addition to the normal report distribution, include the following**:
 1. **Executive Director for Operations**
 2. **Advisory Committee on Reactor Safeguards**
 3. **Commissioners**
 4. **appropriate headquarters project manager**
 5. **Division of Information Management of the Office of Information Services**
 6. **For power reactor events also include**:
 - (a) **Office of Nuclear Reactor Regulation (NRR)/Division of Reactor Oversight (DRO)/Operating Experience Branch (IOEB)**
 - (b) **NRR/DRO/Reactor Assessment Branch (IRAB)**
 - (c) **Office of Nuclear Regulatory Research (RES)/Division of Risk Analysis (DRA)**
 - (d) **any other branches responsible for event assessment**

END

Revision History for IMC 0611 Attachment 2

| Commitment Tracking Number | Accession Number Issue Date Change Notice | Description of Change | Description of Training Required and Completion Date | Comment Resolution and Closed Feedback Form Accession Number (Pre-Decisional, Non-Public Information) |
|----------------------------|--|--|--|---|
| [C1] | ML18276A146 07/30/19 CN 19-025 | Initial Issue. Incorporated Commitment [C1] - SECY-04-0111 -Recommended Staff Actions Regarding Agency Guidance in the Areas of Safety Conscious Work Environment and Safety Culture. Relocated duplicative documentation guidance out of IP 93800 and IP 93812 and placed it in IMC 0611. | None | ML18331A288 |
| | ML22136A154 06/07/22 CN 22-012 | Added directions for report distribution. | None | N/A |