

No.: Y12-040

Title: Training and Qualification Policy

Rev. Date: 3/15/01

It is the policy of BWXT Y-12 to ensure that employees receive adequate cost-effective training commensurate with the hazard level and complexity of operations associated with their job assignment.

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Management Requirements

Number: Y12-040
Rev. Date: 3/15/01
Supersedes: New
Page: 1 of 2

BWXT Y-12
Management Control

Subject: Training and Qualification Policy

[Approved Signatures and Dates on File]

[Lorry R. Rith, Jr.]
Policy Written by

3/28/01
Date

Approvals:

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Executive Manager

3/28/01
Date

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President and General Manager

3/30/01
Date

4/9/01
Effective Date

Re-Affirm Date

This document has been reviewed and determined not to require an ADC or UCNI review in accordance with Y19-203INS.

Clarence C. Hinton 4/9/01
Signature & Date

Subject: Training and Qualification Policy
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POLICY

It is the policy of BWXT Y-12 to ensure that employees receive adequate cost-effective training commensurate with the hazard level and complexity of operations associated with their job assignment.

PURPOSE

BWXT Y-12 is committed to ensure that all employees meet and maintain approved training and qualification requirements. This policy is in keeping with the overall goal of maintaining a safe work place environment. Management will regularly review employee training qualification status and address management concerns such as employees maintaining current qualifications and attendance of scheduled training.

SCOPE

All BWXT Y-12 employees will comply with this policy. This policy is not intended to modify or affect other BWXT Y-12 policies or procedures.

REFERENCES

10 CFR 830.120, *Quality Assurance Requirements*, para 120-4, and 120-7

DOE Order 5480.20A, *Personnel Selection, Qualification and Training Requirements for DOE Nuclear Facilities*.

ADMINISTRATION

The Director of Human Resources is responsible for the interpretation and administration of this policy. The Functional Area Manager for Training and Qualification is responsible for maintaining this policy.