



NUCLEAR SAFETY DIRECTORATE - BUSINESS MANAGEMENT SYSTEM		
TECHNICAL INSPECTION GUIDE GUIDANCE: LC29 DUTY TO CARRY OUT TESTS, INSPECTIONS AND EXAMINATIONS		T/INS/029
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1. Purpose and scope

- 1.1 The purpose of this guidance is to facilitate a consistent approach to LC 29 compliance inspection and to provide assistance to inspectors while carrying out their duties in this area. The guidance should not be regarded as either comprehensive or mandatory.
- 1.2 The guidance provided is split into four main elements:
- 1) Purpose of the Licence Condition
 - 2) Guidance on arrangements for LC 29.
 - 3) Guidance on inspection of arrangements.
 - 4) Guidance on inspection of implementation of arrangements.

2. Licence Condition

LICENCE CONDITION 29: DUTY TO CARRY OUT TESTS, INSPECTIONS AND EXAMINATIONS

- (1) The licensee shall carry out such tests, inspections and examinations in connection with any plant (in addition to any carried out under condition 28) as the Executive may, after consultation with the licensee, specify.
- (2) The licensee shall furnish the results of any such tests, inspections and examinations carried out in accordance with paragraph (1) of this condition to the Executive as soon as practicable.

3. Purpose of Licence Condition 29.

- 3.1 The purpose of this licence condition is to enable the Executive to require the licensee, following consultation, to perform any tests, inspections and examinations it may specify, and to be provided with the results. Should, after consultation with the licensee, such special tests, examinations or inspections be required then a formal LC 29 specification should be prepared by the inspector and sent to the licensee.

- 3.2 A key feature of the condition is that the nature of the tests etc. can be, and indeed must be, specified and this aspect needs to be addressed as part of the consultation and in the drafting of the specification.

4. Guidance on arrangements for LC 29.

- 4.1 This licence condition does not require the Licensee to make arrangements. Action will be contingent on NII exercising the powers within the licence condition but arrangements should however be produced to recognise the existence of the condition and enable compliance if any LC 29 process is invoked.
- 4.2 Arrangements should trigger a process whereby the licensee recognises that the process of consultation has started and appropriate licensee representatives participate. In particular, the arrangements should identify who is responsible for arranging to carry out any tests, inspections and examinations required by the LC29(1) specification and for furnishing the results thereof as required by LC 29(2).

5. Guidance on inspection of arrangements for LC 29.

- 5.1 Arrangements should be readily available, controlled under a quality management system, be "in ticket" with respect to review and be signed by an appropriate manager.
- 5.2 Check that the procedures and are consistent with the arrangements for LC 28, ensure that:
- (a) they identify the person responsible for ensuring that specified tests, inspections or examinations are carried out.
 - (b) the results of any tests, inspections or examinations are recorded in accordance with LC 6 arrangements.
- 5.3 Confirm that the procedures then cover a route for furnishing the results of the specified tests, inspections and examinations to the Executive. Discuss any deficiencies with the responsible person identified in the procedures.

6. Guidance on inspection of implementation of arrangements for LC 29.

- 6.1 Establish from the licensee's record system what if any LC 29(1) specifications have been issued. If an example is available, review the process and practices adopted with the responsible person identified in the procedures, confirm compliance with any conditions in the specification and seek to identify any difficulties or deficiencies in the process.
- 6.2 Check that the responsible person is aware of the implicit link between licence conditions 28 and 29 in respect of the management, control, reporting and recording of the work, and that the results of the specified tests, inspections and examinations had been reviewed, recorded (LC 6) and furnished to the Executive as soon as was practicable.

