Operating Guide for the ASME Committee on Operation and Maintenance of Nuclear Power Plants (O&M) reporting to the Board on Nuclear Codes and Standards

Approved by the Standards Committee on Operation and Maintenance of Nuclear Power Plants on July 24, 2023.
Approved by the Board on Nuclear Codes & Standards on August 8, 2023.

I. General (Reference Section 1)

This operating guide provides specific information related to the O&M Standards Committee reporting to the Board on Nuclear Codes & Standards, hereafter referred to as the “Committee”, and provides guidance on its practices and procedural preferences.

II. Charter (Reference Section 1)

The Charter of the Committee is as follows:

To develop, review, maintain, and coordinate codes, standards, and guides applicable to the safe and reliable operation and maintenance of nuclear power plants.

III. Standards Committee Membership Number of Consensus Body Members (Reference Para. 3.3)

The Committee:
☐ prefers to operate with no more than [#] members.
☒ does not have a preferred upper limit on the number of its members

☐ prefers to operate with no fewer than [#] members.
☒ does not have a preferred lower limit on the number of its members

Additional Preferences for Number of Consensus Body Members:

Membership Duties (Reference Para. 3.3.1.1.1)

Members, their alternates, or their representatives are expected to be in attendance and participate in not less than 75% of all scheduled meetings of the standards committee.

Additional Preferences for Attendance at Meetings:

Members or their alternates are expected to participate on not less than 75% of all standards committee ballots.
Interest Categories (Reference Para. 3.3.1.1.2)

Members of the Committee are typically identified by the following interest categories (See Appendix 2 for the definition of each interest category):

☐ AA Constructor
☒ AB Designer
☐ AC Designer/Constructor
☐ AD Distributor
☐ AE Employee/Union Interest
☒ AF General Interest
☐ AG Installer
☐ AH Insurance/Inspection
☒ AI Laboratory/Testing
☒ AK Manufacturer
☒ AM Material Manufacturer
☒ AO Owner
☐ AP Pipeline Operator/Owner
☐ AR Oil Refining/Production
☒ AT Regulatory
☒ AV Trainer/Educator
☐ AW User
☐ AX Utility
☐AY Government
☐ CA Producer – Airframe/Power Plant
☐ CM Chemical Manufacturing
☐ DE Design/Engineering
☐ GS Gage Manufacturer
☐ MC Cast Boiler Manufacturer
☐ MH Water Heater Manufacturer
☐ MW Wrought Boiler Manufacturer
☐ OP Pressure Relief Device Manufacturer
☐ PP Petroleum Production
☐ PR Petroleum Refining
☐ RM Repair Manufacturing
☐ SP Standards Development Organization

Additional Guidance for Interest Categories:
Change in Interest Category (Reference Para. 3.3.1.2(d))

When a member’s interest category changes that does not result in an imbalance, the Committee prefers to:
☐ Reaffirm the member to complete the present term, under the new interest category.
☐ Reappoint the member for a new full term, under the new interest category.
☒ Terminate the member and/or appoint them to a different type of membership.
☐ No preference

Additional Preferences for Standards Committee Membership:

IV. Subordinate Group Membership

Establishment of Subordinate Groups (Reference Para. 3.2.2.1)

Subordinate groups that do not report directly to the standards committee are typically established by:
☒ The parent committee
☐ The consensus body
☐ Not applicable

Subordinate Group Membership (Reference Section 3.4)

Membership actions for subordinate groups that report directly to the standards committee are typically approved by:
☒ The consensus body
☐ The Chair of the consensus body
☐ Not applicable

Membership actions for subordinate groups that do not report directly to the standards committee are typically approved by:
☐ The parent committee
☒ The Chair of the parent committee
☐ The consensus body
☐ The Chair of the consensus body
☐ Not applicable
Chairs and Vice Chairs of Subordinate Groups that do not report directly to the Standards Committee 
(Reference Para. 3.4.3.2)

Chairs and Vice Chairs of subordinate groups that do not report directly to the standards committee are typically nominated by:
☐ The Chair of the parent committee
☒ Election method specified in 3.3.4.2.1.1
☐ Not applicable

Chairs and Vice Chairs of subordinate groups that do not report directly to the standards committee are typically appointed by:
☒ The parent committee
☐ The consensus body
☐ Not applicable

Additional Preferences for Standards Committee Membership:

Membership actions for subordinate groups that report directly to the standards committee are also typically approved by the subordinate group prior to consensus body approval.

Membership appointments for subordinate groups that do not report directly to the standards committee are also typically approved by the Chair of the subordinate group prior to approval by the Chair of the parent Committee.

Membership reappointments and terminations for subordinate groups that do not report directly to the standards committee are also typically approved by the subordinate group prior to approval by the Chair of the parent Committee.

V Standards Committee Ballot Authorization (Reference Para. 4.4.2)

The Committee prefers to authorize a standards committee ballot by:
☐ The subordinate group responsible for the standards proposal
☐ An officer of the subordinate group responsible for the standards proposal
☐ An officer of the standards committee
☐ Members of the standards committee
☒ No Preference

Additional Preferences for Authorization of Standards Committee Ballot:
VI Interpretations

Issuance of Interpretations (Reference Section 5)

Interpretations, generally, are
☐ not provided for any standards within the committee charter
☒ provided for all standards within the committee charter
☐ provided for all standards within the committee charter, except the following:
_________________________
_________________________

☐ provided for only the following standards:
_________________________
_________________________

Approval of Interpretations (Reference Para. 5.2)

When interpretations are issued, the Committee prefers to approve them via
☐ Consensus Body
☐ Cognizant Subordinate Group
☒ Special Committee
☐ No Preference

Additional Preferences for Interpretations:

VII Cases

Issuance of Cases (Reference Section 6)

Cases, generally, are
☐ not provided for any standard within the committee charter
☒ provided for all standards within the committee charter
☐ provided for all standards within the committee charter, except the following:
_________________________
_________________________

☐ provided for only the following standards:
_________________________
_________________________

Cases are typically reviewed on the following cycle: 5-year cycle

Additional Preferences for Cases:
VIII Technically Affected Parties

Parties Outside of ASME’s Committee Structure (Reference Para. 4.4.5)

Technically affected parties outside of ASME’s committee structure are typically provided an opportunity to review and comment on proposals during:
☑ the ANSI Public Review only
☐ a third party/industry review in addition to the ANSI Public Review
☐ the ASME Public Review only
☐ a third party/industry review in addition to the ASME Public Review

Parties Within ASME’s Committee Structure (Reference Para. 4.4.2.1.2.2)

The committees noted below are typically affected by changes to this committee’s standards as indicated below:

<table>
<thead>
<tr>
<th>Standard</th>
<th>Section/Part (if applicable)</th>
<th>Committees¹ typically technically affected by revisions</th>
<th>Typical Timing of Review &amp; Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM</td>
<td>Entire Standard</td>
<td>Board on Nuclear Codes &amp; Standards</td>
<td>Included on all O&amp;M Standards Committee ballots for review &amp; comment.</td>
</tr>
</tbody>
</table>

Additional Preferences Review by Parties Outside of ASME’s Committee Structure:

Additional Preferences Review by Parties Within ASME’s Committee Structure:

¹ Committees may include conference committees.
Additional Honors & Awards (Reference Section 8 & Appendix 4)
[Additional honors and awards information applicable to this standards committee.]

- Nuclear Standards Committee Outstanding Service Medal - This is an annual award that is bestowed by the Committee to a member who exhibits exceptional service and technical contributions to the Standard. For additional Guidance, refer to the Board on Nuclear Codes and Standards Operation Guide.

- Dedicated Service Award, Melvin R. Green Codes and Standards, and Bernard F. Langer Medal Sector Award - For information on this type of award, refer to the Operating Procedures for ASME Codes and Standards Development Committees, Appendix 4.

X Additional Guidance

O&M Executive Committee

- It is preferred that the Chair of each Subcommittee be appointed by the standards committee to the Executive Committee for a term that aligns with their Subcommittee Chair position.
- It is preferred that other members on the Executive Committee may be appointed, reappointed, or terminated with majority approval of the Executive Committee followed by the Standards Committee.