

# **BYLAWS**

## **Risk-informed, Performance-based Principles and Policy Committee (RP3C)\***



**American Nuclear Society**

\*Title updated 6/29/15; approved by SB 6/9/15.

## TABLE OF CONTENTS

<u>Section</u>	<u>Page</u>
1. Scope.....	1
2. Organization .....	1
2.1 Risk-informed, Performance-based Principles and Policy Committee (RP3C) .....	1
2.2 American Nuclear Society (ANS) .....	1
2.3 Committee Responsibilities .....	1
3. Membership .....	3
3.1 Selection of Members and Officers.....	3
3.2 Balance of Membership.....	3
3.3 Responsibilities of Membership.....	3
3.4 Alternates .....	4
3.5 Observers and Experts.....	4
4. Officers .....	4
4.1 Chair and Vice Chair .....	4
4.2 Secretary .....	4
5. Conduct of Business .....	4
5.1 Policies and Procedures .....	4
5.2 Meetings .....	5
5.3 Conduct of Meetings.....	5
5.4 Quorum .....	5
6. Appeals .....	5
7. Revisions to These Bylaws .....	5

## 1. **Scope**

The American Nuclear Society Standards Board (SB) has established the *Risk-informed, Performance-based Principles and Policy Committee (RP3C)* as a committee that reports directly to the SB and operates in accordance with the Rules and Procedures of the American Nuclear Society Standards Committee (SC) and this document. The RP3C is responsible for the identification and oversight of the development and implementation of the *ANS Risk-Informed and Performance-Based Standards Plan* that establishes the approaches, priorities, responsibilities and schedules for implementation of risk informed and performance based principles in American Nuclear Society (ANS) standards. These principles are applicable to standards that address the design, construction, operation, evaluation and analysis, decontamination and decommissioning, waste management, and environmental restoration for nuclear facilities. The RP3C is not authorized to develop consensus standards or other similar products.

The RP3C is also responsible for reviewing standards being developed by other standards developing organizations as assigned by the ANS SB on related topics to ensure consistency.

## 2. **Organization**

### 2.1 ***Risk-informed, Performance-based Principles and Policy Committee (RP3C)***

The RP3C shall report directly to the SB and shall have full authority to perform its assigned functions. It shall interface with SC consensus committees and subcommittees as needed to accomplish its functions in an integrated manner.

### 2.2 ***American Nuclear Society (ANS)***

ANS sponsors the RP3C and provides (1) part-time staff assistance to help fulfill its functions, to maintain the official records of the RP3C, to provide administrative support, to assist in the distribution of draft guidelines and procedures, and to publicize RP3C meetings, and (2) services whenever a contract or grant is provided by an external source for services related to ANS standards.

### 2.3 ***Committee Responsibilities***

The RP3C shall be responsible for:

- Development and maintenance of the *ANS Risk-Informed and Performance-Based Standards Plan* which will provide the approaches and procedures to be used by ANS SC consensus committees, subcommittees and working groups to implement risk informed and performance based principles in a consistent manner. This plan shall address the integration of deterministic requirements with risk informed and performance based requirements. Specifically the RP3C shall be responsible for:

- Preparation of draft plan to be reviewed by the ANS SC consensus committees
- Reconciliation of consensus committee comments on the draft plan
- Presentation of the final plan to the SB for approval
- The resulting plan shall be issued as a SC procedure
- Review draft ANS Project Initiation Notification System (PINS) forms and work with the assigned working groups to identify in the PINS the expected extent of application of risk-informed and performance-based principles
- Interface with SC consensus committees, subcommittees, and working groups related to risk-informed and performance-based principles and assure consistency across the SC on implementation of these principles
- Interface with industry groups and organizations, representing the SB, for discussions related to the risk-informed and performance-based principles topical areas
- Expedite the implementation of the *ANS Risk-Informed and Performance-Based Standards Plan*
- Work with each consensus committee to develop an agreed upon prioritized list and schedule for incorporating risk informed and performance based principles into its standards
- Provide training to subcommittees and working groups on the *ANS Risk-Informed and Performance-Based Standards Plan*
- Perform in-process reviews of standards being developed or revised to recommend changes to consistently incorporate risk-informed and performance-based principles.
- Manage in-process reviews of ANS risk-informed standards by Joint Committee on Nuclear Risk Management (JCNRM) or its appropriate subcommittee(s) and evaluate/use the resulting feedback
- Coordinate with the consensus committees to have RP3C member assigned as a voting member of each consensus committee. That member shall be responsible for the RP3C representative ballot for that consensus committee for each standard that is developed or revised to assure that risk informed and performance based principles are consistently accounted for, if necessary
- Identify and define any new standards that are related to risk-informed and performance-based principles that are not assigned to other standards working groups and prepare draft PINS forms for submittal to the SB for assignment to consensus committees

### **3. Membership**

#### **3.1 Selection of Members and Officers**

Each consensus committee shall provide at least one recommended member for the RP3C. The ANS co-Chair of the Nuclear Risk Management Coordinating Committee (NRMCC) shall also be a member. The initial membership of the RP3C shall be approved by the SB.

Additions or reduction in members shall be approved by the SB. The working group chairperson for a standard that is underdevelopment and includes risk-informed and performance-based principles shall be an ex officio member of the RP3C for discussions regarding that standard.

The Chair shall be appointed by the SB.

ANS shall provide a staff member to the RP3C to assist in administrative matters, and this member shall be designated as the Secretary. The Secretary may vote in procedural and administrative matters.

### **3.2 *Balance of Membership***

Directly and materially affected interests shall have an opportunity for fair and equitable participation on the RP3C without dominance by any single interest group. Opportunity for membership on the RP3C shall be provided to individuals and organizational representatives willing to participate. Each member should have experience in the subject areas within the scope of the RP3C. Members should have among them knowledge of each of the consensus committees and their standards. The RP3C should interface with representatives from other industry organizations performing similar functions and representatives of those organizations should be considered for liaison membership.

### **3.3 *Responsibilities of Membership***

Each RP3C member shall be expected to give thorough consideration to each subject brought before the RP3C for action, to vote on the approval of each proposal, to advise on the development of standards and their maintenance, to assist in establishing the membership of subcommittees, and to assist in carrying out the functions of the RP3C. The Chair shall take appropriate action to ensure that members actively participate in the work of the RP3C.

The Chair shall review semi-annually the record of activity of each member with regard to his or her contribution, balloting record, response to ballot comments, attention to correspondence, and meeting attendance. After a review of a member's record that warrants the removal of the member, then the Chair shall inform the member, the SB and the Secretary in writing stating the reasons for the removal. The Chair should initially inform the member of their performance evaluation and give the member six months to improve. Any member removed from the RP3C may appeal that decision to the SB.

### **3.4 *Alternates***

Any member of the RP3C who cannot attend a RP3C meeting should be represented by an alternate who shall have all the privileges and obligations of a member during the period of his or her service in this capacity. The RP3C member shall designate such alternate in writing.

### 3.5 **Observers and Experts**

Any individual and organization having an interest in the work of the RP3C may request being designated as an observer. The RP3C may select individual experts to provide technical assistance to the RP3C. Individual experts shall serve for a specified period and shall be accepted by majority vote at a meeting, by letter, or by electronic means. Observers and individual experts shall be advised of RP3C activities, may attend meetings, and may submit comments for consideration, but shall not vote, ballot, or hold office.

## 4. **Officers**

### 4.1 **Chair and Vice Chair**

The Chair of the RP3C shall be appointed by the SB for a two (2) year renewable term.

The Chair shall preside at meetings of the RP3C and shall perform such duties as are customarily required by this office. A Vice Chair shall be appointed by the RP3C and shall act for the Chair in his or her absence, or as requested.

### 4.2 **Secretary**

The Secretary shall be an ANS staff member and shall be responsible for the administration of the balloting process, including the distribution of drafts and ballot forms, and collection and documentation of ballot results. The Secretary shall be responsible for recording and distributing minutes of RP3C meetings to the membership and shall maintain the records of the RP3C.

## 5. **Conduct of Business**

### 5.1 **Policies and Procedures**

Policies and procedures may be established to carry out the management responsibilities of the RP3C and to ensure that the principles of due process are properly executed.

### 5.2 **Meetings**

Meetings of the RP3C shall be held at least quarterly in each calendar year. Meeting may be held in person, by phone, electronically or by any combination of these means. The time and logistics of each meeting shall be announced as early as possible, but, no later than 30 days prior to the meeting. To facilitate the conduct of business and to provide timely communication to committee members, the Secretary shall distribute pertinent information to the RP3C by electronic means at least 10 days prior to the meeting.

### 5.3 **Conduct of Meetings**

Committee meetings shall be conducted in accordance with Roberts Rules of Order (Latest edition), except where specifically superseded by this document.

### 5.4 **Quorum**

Except for the purpose of revising these bylaws (see section 7), a quorum shall consist of more than 50 percent of the voting membership, including designated alternates. When a quorum exists, a simple majority of those present shall determine actions and decisions of the RP3C.

## 6. **Appeals**

An appeal regarding Section 5 may be made at any time. Appeals shall be submitted in writing to the Secretary of the SB stating the explicit reason for the appeal and specifying what part of the process was not adequately implemented. The appeal shall be addressed as set forth in the Standards Committee Accredited Rules and Procedures and implementing policies established by the SB.

## 7. **Revisions to These Bylaws**

Proposed revisions to these bylaws shall be approved by two-thirds majority vote of the RP3C members at a meeting, by letter, or by electronic means and submitted to the SB for its approval.