Non VETIP Document Control breakout session on Tuesday July 30.

*Most of us know what we need to do for Vendor Equipment Technical Information Program (VETIP) documents, but some utilities are not sure what to do with vendor documents that are not part of VETIP.  In this breakout session, we’ll discuss how your company manages vendor documents that are not part of the VETIP population, what documents do and do not need to be added to your system, and what types of reviews are required.*

Industry Reference Document:

* NIRMA TG 18-2001 – Guideline for Vendor Technical Information Program Implementation
* NIRMA TG 22-2001 – Management of Electronic Vendor Technical Document

Documents that can be excluded from Vendor Program

* Commercial, off-the shelf products / items that are typically run to failure need only be included in the Vendor Manual Program
* Parts lists or Bills of Material, catalog information, Certificates of Conformance, or other material not related to vendor instructions. Some of this information may be contained with or as part of the Vendor Technical Manuals (such as parts lists), but maintenance and use of that information is **NOT** controlled
* VENDOR **procedures**, VENDOR **calculations** (does not include analysis by equipment supplier), and VENDOR **critical software**.
* Department Controlled Vendor Information (DCVI) can be excluded from the scope of the program. DCVI includes Vendor Information associated with Certificate of Compliance, Conformance or Configuration, Chemistry Laboratory and Count Room Equipment, M&TE Equipment, Nuclear Fuels, NUPIC Membership Correspondence, Quality Assurance Manuals, Quality Assurance Audits and Surveys, Radiation Protection and Instrument Laboratory Equipment, and Radioactive Materials, Transportation Manuals and Disposition Criteria. Departments responsible for DCVIs should maintain a log of documents received and an index of the current Vendor Information retained by the Department. When appropriate, Departments should establish their own procedures for evaluating DCVIs.
* Develop a White Paper or a Position Paper for what should be in VETIP and/or what should not be in a vendor document program.