

# TEMPORARY CHANGE REQUEST

TCR NO. TCR-P-052,R0-002

The Temporary Change Request (TCR) Form is to be used to process urgent or minor changes for PPPL Policies, Organization/Mission Statements and Procedures. The TCR should be used when changes are:  
1) urgent, and can not wait the 2-4 week period for Department Head review/comment, or  
2) minor, and do not warrant Department Head review.

Person Requesting Change: J. Malsbury

Department Name: ES&H/IS

Document Number: P-052 Revision No.: TCR-P-052-001

Document Title: Special Processes

## Reason for change:

Update the Referenced DOE Order entitled "Quality Assurance" from 5700.6C to 414.1A. Change the "Initiated by" organization from "Engineering" to "Quality Assurance" to reflect responsibility assignment for updating this Policy.

## Change description: (Summarize and attach changed pages, with changes clearly indicated)

Replace TCR-P-052-001 with TCR-P-052,R0-002

1. Does this TCR significantly alter the intent or scope of the document? YES:  NO:

2. Does this TCR significantly impact ES&H? YES:  NO:

If 1 or 2 is YES, Explain why the changes should not be routed for Department Head review:

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Judy Malsbury  
Department/Division Head Approval

10/31/01  
Date

J.W. Anderson  
Head, ES&H and Infrastructure Support/designee

10/31/01  
Date

Release/Effective date of this TCR: 10/31/01

Incorporate this TCR into next revision of this document? Yes-  No-

<b>PPPL</b>	PRINCETON PLASMA PHYSICS LABORATORY	<b>POLICY</b>	No. P-052 Rev 0 page 1 of 1
<b>Subject:</b>  <b>Special Processes</b>	<b>Effective Date:</b> October 28, 1994	<b>Initiated by:</b>  Quality Assurance <del>Engineering Department Head</del>	
	<b>Supersedes:</b> Procedure 22.001	<b>Approved:</b>  Director	

Special Processes performed at PPPL require formal controls since the quality of the product is dependent upon the application of the special process and the skill of the operator. The quality of a special process often cannot be readily determined by an inspection or test of the finished product.

Special Processes may include:

- Types of welding, brazing, and heat treatment
- Non-destructive examination
- High voltage connections
- Impregnation and potting/encapsulation
- Electronic manufacturing and electronic/electrical terminations

Procedures for Special Processes shall be developed, written, and verified by the organization responsible for the process. These procedures shall identify the following:

- National codes and/or standards where applicable.
- Definitive responsibilities of each organization involved in the Special Process; for example, Engineering Department/Division, Quality Assurance (QA) ES&H Division, Training, Site Protection Division, etc.
- Qualification requirements for personnel.
- Qualification requirements for implementing the Special Process procedure.
- Associated record keeping requirements.
- Environment, Safety and Health requirements
- Quality Assurance/Quality Control requirements.

**References:**

10 CFR 830.120, Quality Assurance Requirements  
 DOE Order ~~414.1A 5700.6C~~, Quality Assurance  
 ES&HD 5008, Environment, Safety and Health Manual  
 EQP-004, Institutional Quality Assurance Plan  
 TR-001, Laboratory Training Program.