

memorandum

DATE: August 22, 2000

REPLY TO
ATTN OF: CAO:QA: SAV: 00-0857 UFC 2300.00


SUBJECT: Surveillance (S-00-08) of Idaho National Engineering and Environmental Laboratory (INEEL) Gas Generation Testing Program (GGTP)

TO: Lori Fritz, ID

Please be advised that a surveillance team from the Carlsbad Area Office (CAO) will conduct a surveillance at Idaho National Engineering and Environmental Laboratory (INEEL) in Idaho Falls, Idaho, September 6-7, 2000. The surveillance will be conducted in accordance with the enclosed surveillance plan.

Your representatives are requested to coordinate with the surveillance team to develop the necessary documentation for team access to INEEL facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the surveillance, and provide the surveillance team with access to appropriate documentation and records.

If you have any questions or comments concerning the audit, please contact me at (505) 234-7423.


for Samuel A. Vega
CAO QA Manager

Attachment



cc: w/attachment
M. Brown, CAO
K. Watson, CAO
J. Wells, DOE-ID
T. Preston, INEEL
T. Monk, INEEL
M. Eagle, EPA
S. Monroe, EPA
S. Zappe, NMED
B. Walker, EEG
D. Winter, DNFSB
T. Bowden, CTAC File



CARLSBAD AREA OFFICE SURVEILLANCE PLAN

Surveillance

Number: S-00-08

Organization: Idaho National Engineering & Environmental Laboratory
(INEEL)

Date: September 6-7, 2000

Location: Idaho Falls, Idaho

Surveillance Team: Steven Calvert, Surveillance Team Leader, CTAC
Pete Rodriguez, QA Auditor, CTAC
B. J. Verret, Technical Specialist, CTAC

Surveillance Scope:

This surveillance will assess activities associated with the implementation and effectiveness of the Gas Generation Test Program (GGTP). The surveillance will be conducted in Idaho Falls, Idaho. The INEEL GGTP will be reviewed for adequacy, implementation, and effectiveness.

Activities to be Assessed:

The following quality assurance program elements related to the GGTP will be evaluated during the surveillance:

- Training
- Records Management
- Nonconformance Control

The following technical program elements related to the GGTP will be evaluated during the surveillance:

- Data Validation
- Canister Operation
- Loading and Unloading
- Analysis System Operation
- Calibration

Governing Documents/Requirements:

Quality Assurance Program Plan for the Gas Generation Test Program (QAPP), DOE/CAO-00-3178

Quality Assurance Program Document (QAPD), CAO-94-1012

Quality Assurance Project Plan for Gas Generation Testing (QAPjP), PLN-508

Related INEEL technical and quality assurance implementing procedures


Pre-Surveillance Conference:

Wednesday September 6, 2000 at 8:00 a.m. in the Radioactive Waste Management Complex (RWMC) Conference Room located on the INEEL Site.

Post-Surveillance Conference:

Thursday September 7, 2000 at 4:00 p.m. in the RWMC Conference Room located on the INEEL Site.

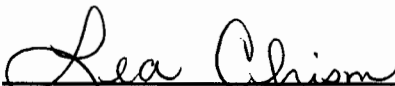
Prepared by: _____


Steven D. Calvert, CTAC
Surveillance Team Leader

Date: _____

8/7/00

Concurrence: _____


for Samuel A. Vega, CAO
Quality Assurance Manager

Date: _____

8-22-00