



Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
October 9, 2001



Mr. Steve Zappe, Project Leader
Hazardous Materials Bureau
New Mexico Environment Department
2905 E. Rodeo Park Drive, Bldg. 1
Santa Fe, NM 87502-6110

RE: Audit Notification for Audit A-02-09 of WTS Central Characterization Project

Dear Mr. Zappe:

The purpose of this letter is to transmit the audit plan for the Carlsbad Field Office (CBFO) audit of the Westinghouse TRU Solutions (WTS) Central Characterization Project (CCP) to be conducted at the Savannah River Site on October 15-19, 2001, as required by the WIPP Hazardous Waste Facility Permit, Section B4-3f. The audit plan also identifies the audit team members as required by Section B6-3 of the Permit. The new audit number is a result of the auction being conducted during Fiscal Year (FY) 2002. The old designation number for this audit was A-01-09.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

If you have any questions or concerns, please contact Mr. Thomas J. Reese (505) 234-7311.

Dr. Inés R. Triay, Manager
Carlsbad Field Office

John L. Lee, General Manager
Westinghouse TRU Solutions

Enclosure



Mr. Steve Zappe

-2-

cc: w/enclosure

J. Kieling, NMED *ED

J. Bearzi, NMED *ED

G. Lewis, NMED *ED

T. Reese, CBFO *ED

*ED denotes electronically distributed

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-02-09

Organization to Be Audited: Westinghouse TRU Solutions (WTS), Central Characterization Project (CCP)

Organizations to be notified: Westinghouse TRU Solutions (WTS)
Westinghouse Savannah River Company (WSRC)
New Mexico Environment Department (NMED)
Environmental Protection Agency (EPA)
Environmental Evaluation Group (EEG)
Defense Nuclear Facilities Safety Board (DNFSB)

Date and Location: October 15-19, 2001
Aiken, South Carolina (SRS)

Audit Team:

Thomas J. Reese	CBFO QA Manager
Marlin Horseman	Audit and Assessment Manager, CTAC
Earl Bradford	Audit Team Leader, CTAC
Steve Calvert	Auditor, CTAC
Steve Davis	Auditor, CTAC
Pete Rodriguez	Auditor, CTAC
Charley Riggs	Auditor, CTAC
Chet Wright	Auditor, CTAC
Jim Schuetz	Auditor, CTAC
Jack Walsh	Auditor, CTAC
Amy Arceo	Auditor, CTAC
Porf Martinez	Auditor Trainee, CTAC
Wayne Ledford	RTR & VE Technical Specialist, CTAC
Patrick Kelley	NDA Technical Specialist, CTAC
Dorothy Gill	HSG Technical Specialist, CTAC
B.J. Verret	HSG Technical Specialist, CTAC
Dick Blauvelt	AK Technical Specialist, CTAC

Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of technical and quality assurance activities related to the CCP Transuranic Waste Characterization and Certification Project for retrievably stored debris waste. In addition, the audit team will evaluate adequacy, implementation, and effectiveness of those QA and Technical program activities being performed by SRS in support of the CCP.

Activities/Tasks to be Audited:

The following quality assurance elements will be evaluated:

- Organization
- QA Program
- Personnel Qualification and Training
- Quality Improvement
- Documents & Records
- Work Processes
- Procurement
- Inspection and Testing
- Grading Program
- Audits/Assessments
- Sample Control
- Software Quality Assurance

The following CBFO characterization technical elements will be evaluated:

- Data Validation & Verification
- Acceptable Knowledge
- Nondestructive Assay (NDA-IPAN/GEA)
- Real Time Radiography (RTR)
- WSRC Visual Examination (VE)
- CCP Head Space Gas Sampling and Analysis
- SRS Head Space Gas Sampling and Analysis
- Sample Design
- Performance Demonstration Program (PDP)
- Waste Certification (e.g., Waste Stream Profile Form)
- WIPP Waste information System (WWIS)
- Waste Analysis Plan (WAP), Section B6

The following CBFO certification technical elements will be evaluated:

- Waste Certification (e.g., Waste Stream Profile Form)
- WIPP Waste information System (WWIS)

Governing Documents/Requirements:

The overall program adequacy of WTS CCP documents will be based on the following documents:

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

Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088-TSDF by the New Mexico Environment Department, dated October 27, 1999, including all applicable modifications

Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC),

DOE/WIPP-069, Current Revision

Programmatic and technical Checklists will be developed from the active revisions of the following documents:

CCP Transuranic Waste Quality Assurance Characterization Project Plan (QAPjP), CCP-PO-001

CCP Transuranic Waste Certification Plan, CCP-PO-002

CCP/SRS Interface Document, CCP-PO-004

Related WTS CCP Quality Assurance and technical implementing procedures

Related WTS Quality Assurance implementing procedures

Related Westinghouse Savannah River (SRS) Quality Assurance and technical implementing procedures being utilized in support of CCP characterization activities

Schedule of Audit Activities:

A pre-audit conference will be held Monday, October 15, 2001 at 8:30 am in Aiken, South Carolina at the SRS (Location to be determined).

Audit team caucus meetings will be held at 4:30 p.m. Monday through Thursday. (Location to be determined)

Daily management briefings will be held at 8:00 a.m. with the appropriate CCP management Tuesday through Friday.

A post-audit conference is scheduled for Friday, October 19, 2001 at 4:00 p.m. (Location to be determined)

Prepared by: Earl Bradford
Earl Bradford, CTAC
Audit Team Leader

Date: 9/26/2001

Concurrence: Thomas J. Reese
Thomas J. Reese, CBFO
Acting Quality Assurance Manager

Date: 10/1/01