

United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: January 8, 2002
REPLY TO
ATTN OF: CBFO:QA:MLC:GS:02-0606:UFC 2300.00
SUBJECT: Issuance of Corrective Action Report (CAR) 02-033
TO: Todd Shrader, DOE-RL



The Carlsbad Field Office (CBFO) has performed Surveillance S-02-04 of the Hanford Site on December 18-19, 2001. The audit team identified one condition adverse to quality, which has been documented in CAR 02-033.

Please document on the attached CAR Continuation Sheet for your proposed corrective actions and a schedule for completion and forward to me prior to the response due date identified in CAR Block 14.

If you have any questions or comments, please contact me at (505) 234-7484.

A handwritten signature in cursive script that reads 'Marc A. Italiano'.

Marc A. Italiano
Acting QA Manager

Attachment(s)

cc w/attachments:

L. Chism, CBFO
P. Crane, FH
J. Maupin, FH
M. Eagle, EPA
S. Monroe, EPA
S. Zappe, NMED
B. Walker, EEG
M. Gerle, WTS
J. Schuetz, CTAC
S. Calvert, CTAC
M. Horseman, CTAC
D. Winter, DNFSB
CBFO Mailroom

020104



CORRECTIVE ACTION REPORT

1. CAR No.: A 02-33	2. Activity Report No.: S-02-104	3. Page <u>1</u> of <u> </u>
4. Controlling Document: Waste Analysis Plan (WAP) Permit Attachment B3-10a(1) and Hanford QAPjP HNF-2599, Section B3-10a(1).	5. CBFO Assessment Team Leader: S. Calvert	
6. Responsible Organization: : Hanford - VE Technique	7. CAQ Was Discussed With: Paul Crane	
8. Requirement that was violated: DOE/WIPP Waste Analysis Plan (WAP), Permit Attachment B3-10a(1) and Hanford QAPjP HNF-2599, Section B3-10a(1), require that the person performing the Independent Technical Review shall be an individual other than the data generator who is qualified to have performed the initial work.		
9. Condition Adverse to Quality: The person performing the Independent Technical Review was not qualified to perform Visual Exam Technique Operations.		
10. Suggested Actions (Optional):		
11a. Significant CAQ	(Yes or No): Yes	
11b. Work Suspension Recommended	(Yes or No): No	
11c. CCA-Related	(Yes or No): No	
11d. RCRA-Related	(Yes or No): Yes	
12. Types of Actions: Remedial: <u>X</u> Investigative: <u>X</u> Root Cause: <u>X</u> Actions to Preclude Recurrence: <u>X</u>		
13. CAR Initiator: <u>K. Gaydosh</u> Date: <u>12/19/2001</u>		
14. Response Due Date: <u>01-22-02</u> Corrective Action Plan Required: <u>YES</u>		
15. Concurrence: <u><i>M. Stalcar</i></u> <u>01/08/02</u> <u>NA</u> <u>NA</u>	Assessment Team Leader Date Responsible Assistant Manager Date	
<u><i>M. Stalcar</i></u> <u>01/08/02</u>	Quality Assurance Manager Date	
16. Corrective Actions Proposed by the Responsible Organization: Use CAR Continuation Sheet		
17. Acceptance of Proposed Corrective Actions:		
_____	_____	
Assessment Team Leader	Date	
18. Verification of Corrective Action Completion: (Use CAR Continuation Sheet)		
19a. Verified By: _____		
19b. Trend Cause Code: _____		
20. Closure: _____		
Quality Assurance Manager	Date	

CBFO CORRECTIVE ACTION REPORT

(continuation sheet)

1. CAR No.:	2. Activity No.:	3. Page ___ of ___
<p>Block # _____</p>		

INSTRUCTIONS FOR PROVIDING CORRECTIVE ACTION RESPONSE

WASTE ISOLATION PILOT PLANT
U.S. DEPARTMENT OF ENERGY
Carlsbad Field Office

CAR NO: _____
PAGE _____ OF _____

INSTRUCTIONS FOR COMPLETING A CORRECTIVE ACTION PLAN IN RESPONSE TO A CAR ADDRESSING A CONDITION ADVERSE TO QUALITY

You are requested to provide a corrective action in response to this corrective action report (CAR) by the due date identified in block 14 of the CAR. If this date cannot be met, provide a written request for extension to the assessment team leader (block 5). This request must include justification for the delay and must be provided prior to the due date.

The response shall address the corrective actions indicated in block 12. As appropriate, develop the response in accordance with the following sequence and format:

In order to develop the CAR response, perform an investigative action to determine the extent and impact of the deficiency and to identify the root cause. Next, determine the actions required to correct the adverse condition. The response shall include the following information, as appropriate to block 12.

1. Corrective action response for CAR # _____
 - A. **Remedial Action**-Describe actions required or taken to correct the specific conditions noted and any similar conditions identified during the investigations.
 - B. **Extent and impact of the Deficiency**-Describe the investigative actions performed to determine the extent and impact of the condition and the results. This will include a determination of the acceptability of any data generated prior to resolution of the deficiency.
 - C. **Root Cause Determination**-Identify the root cause of the condition as determined through investigative action.
 - D. **Corrective Action to Preclude Recurrence**-Identify the actions required to address the root cause of the condition in order to preclude recurrence.
2. For each action above, identify the individual assigned responsibility for completion of the action and the anticipated (or actual, if complete) completion date.
3. The response must identify the individual having the overall responsibility for completion of the corrective actions.