



United States Government

Department of Energy

memorandum

 Carlsbad Field Office
 Carlsbad, New Mexico 88221

DATE: November 9, 2004

REPLY TO
ATTN OF: CBFO:QA:DSM:LC:04-1879:UFC 2300.00

SUBJECT: Closeout Surveillance (S-05-04) of Argonne National Laboratory-East (ANL-E)/Washington TRU Solutions, Central Characterization Project (CCP) Services

TO: Andrew Gabel, DOE ANL-E

Attached is the closeout surveillance plan for surveillance S-05-04 of the ANL-E/CCP Project. The surveillance is scheduled for December 7 - 9, 2004.

If you have any questions or comments concerning the surveillance, please contact me at (505) 234-7491.

Dennis S. Miehl
Quality Assurance Specialist

Attachment

cc: w/attachment

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CBFO QA Record File
CBFO M&RC
WIPP Operating Record, MS 486-06



*ED denotes electronic distribution

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CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

Surveillance Number: S-05-04

Organization : Argonne National Laboratory-East (ANL-E) / Washington TRU Solutions, Central Characterization Project (CCP) Services

Organizations to be Notified: ANL-E/CCP
New Mexico Environment Department (NMED)
Washington TRU Solutions (WTS)
Environmental Protection Agency (EPA)
Defense Nuclear Facilities Safety Board (DNFSB)

Date and Location: December 7 – 9, 2004
Carlsbad, New Mexico

Surveillance Team:

Annabelle Axinn	Surveillance Team Leader, CTAC
Dennis Miehl	Management Representative, CBFO
Priscilla Dugger	Surveillance Team Member, CTAC
John Gray	Surveillance Team Member, CTAC
Sandra Harrison	Surveillance Team Member, CTAC
Jim Schuetz	Surveillance Team Member

Surveillance Scope: The surveillance will evaluate, but not be limited to, the adequacy, implementation and effectiveness of characterization and certification activities that have been performed after the CBFO audit A-04-03 which was conducted on October 6 – 10, 2003, and ANL-E/CCP project records disposition and turnover activities, including the preparation and turnover of applicable software programs for continued access and use.

Activities/Tasks to be Assessed:

Verification of the following ANL-E/CCP activities will be performed:

- Project documentation closeout
- Acceptable knowledge documentation closeout
- Project records disposition
- Database archiving, electronic data storage & recoverability

Governing Documents/Requirements:

The surveillance will be based on the implementation of the following documents:

CBFO Quality Assurance Program Document, DOE-CBFO-94-1012

Contact Handled Waste Acceptance Criteria for the Waste Isolation Pilot Plant,
DOE/WIPP-02-3122

Related ANL-E/CCP implementing procedures

Schedule of Surveillance Activities:

The surveillance is scheduled to start Tuesday, December 7, 2004 at 8:00 A. M. at the designated WTS/CCP office facility in Carlsbad, NM.

The surveillance is scheduled to conclude on Thursday, December 9, 2004 at 4:00 P. M. at the designated WTS/CCP facility.

Prepared By: *A. Axinn*
Annabelle Axinn, Surveillance Team Leader

Date: *11/8/04*

Approved By: *D. A. Miehl*
Dennis Miehl, Quality Assurance Specialist

Date: *11-8-04*