



Department of Energy
 Carlsbad Field Office
 P. O. Box 3090
 Carlsbad, New Mexico 88221
 OCT 1 2 2012



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Mr. Jon E. Hoff, Manager
 Nuclear Waste Partnership, LLC
 P.O. Box 2078
 Carlsbad, NM 88221-2078

Subject: Surveillance S-13-02 of the Nuclear Waste Partnership CMR Activities

Dear Mr. Hoff:

Please be advised that the Carlsbad Field Office will conduct Surveillance S-13-02 of the Nuclear Waste Partnership Central Monitoring Room (CMR) Activities November 13 – 15, 2012, at the Waste Isolation Pilot Plant near Carlsbad, New Mexico. The surveillance will be conducted in accordance with the enclosed surveillance plan.

You are requested to provide the resources necessary to coordinate with the surveillance team, provide knowledgeable personnel to support the surveillance, arrange for appropriate space to conduct meetings, and provide the surveillance team with access to appropriate documentation and records.

If you have any questions, please contact me at (575) 234-7459.

Sincerely,

Richard Farrell
 Quality Assurance Specialist

Enclosure

cc: w/enclosure

- | | | | |
|--------------------|-----|------------------------------------|----|
| R. Unger, CBFO | *ED | S. Holmes, NMED | ED |
| D. Gadbury, CBFO | ED | R. Maestas, NMED | ED |
| L. Pacheco, CBFO | ED | T. Kesterson, NMED/DOE OB | ED |
| S. Kennedy, NWP | ED | J. Marple, NMED/DOE OB | ED |
| M. A. Mullins, NWP | ED | D. Winters, DNFSB | ED |
| L. Bender, EPA | ED | M. Littlefield, CTAC | ED |
| E. Feltcorn, EPA | ED | G. White, CTAC | ED |
| R. Joglekar, EPA | ED | M. Mager, CTAC | ED |
| S. Ghose, EPA | ED | WIPP Operating Record | ED |
| R. Lee, EPA | ED | CBFO QA File | |
| J. Kieling, NMED | ED | CBFO M&RC | |
| T. Kliphuis, NMED | ED | ED denotes electronic distribution | |



**CARLSBAD FIELD OFFICE
SURVEILLANCE PLAN**

Surveillance Number: S-13-02

Organization: Nuclear Waste Partnership (NWP) Central Monitoring Room (CMR) Activities

Date and Location of Surveillance: November 13 – 15, 2012
Waste Isolation Pilot Plant (WIPP) Site Offices

Surveillance Team:

Richard Farrell	Carlsbad Field Office (CBFO) Management Representative
Miles Littlefield	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Roger Vawter	Technical Specialist, CTAC
Rick Castillo	Auditor, CTAC
Katie Martin	Auditor, CTAC

Surveillance Scope:

The surveillance will evaluate the implementation of NWP CMR operations at the WIPP.

Activities/Tasks to be Assessed:

The following areas will be assessed, as applied to NWP CMR activities at the WIPP:

- CMR Conduct of Operations and Central Monitoring System (CMS) Equipment
- Transportation Tracking and Communication System (TRANSCOM)
- Response and Handling of Abnormal Conditions (Table Top Discussion)

Governing Documents/Requirements:

The surveillance will be based on, but not limited to, implementation of the following documents:

- WP 04-CM1001, Rev. 5, *Remote Operation of Diesel Generators*
- WP 04-CM1002, Rev. 17, *TRANSCOM: Routine Operations for the TRANSCOM Operator*
- WP 04-CM1003, Rev. 3, *TRANSCOM: Intersite Shipments for the TRANSCOM Operator*
- WP 04-CM1004, Rev. 2, *TRANSCOM: Empty Shipments for the TRANSCOM Operator*
- WP 04-CM1006, Rev. 4, *Remote Operation of Electrical Circuit Breakers*
- WP 04-CM1185, Rev. 4, *Remote Operation of Support Building Zone 6 HVAC HEPA Filtration*

- WP 04-CM1301, Rev. 4, *Public Address System Console Operation*
- WP 04-CM1304, Rev. 11, *CMS Equipment Operation*
- WP 04-CM1306, Rev. 9, *Operation of Remote Uninterruptible Power Supplies for CMS Equipment*
- WP 04-CM2002, Rev. 23, *TRANSCOM Operator's Actions for Transportation Irregularities*
- WP 04-CM2003, Rev. 1, *Loss of CMS Indication*
- WP 04-CM3001, Rev. 2, *Transportation: 24-hour Emergency Response*

Schedule of Surveillance Activities:

A pre-surveillance conference is scheduled for 8:00 a.m. on Tuesday, November 13, 2012, in the Building 451 large conference room at the WIPP site.

Surveillance team caucuses will be held at 3:00 p.m. on Tuesday and Wednesday, November 13 and 14, 2012, in the Building 451 small conference room at the WIPP site.

Management briefings will be held as needed with appropriate NWP management on the mornings of Wednesday, November 14, and Thursday, November 15, 2012, at locations and times to be determined.

A post-surveillance conference is scheduled for 3:00 p.m. on Thursday, November 15, 2012, in the Building 451 large conference room at the WIPP site.

Prepared by:

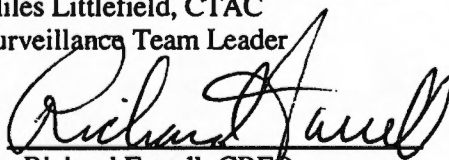


Miles Littlefield, CTAC
Surveillance Team Leader

Date:

10 OCT 2012

Concurrence by:



Richard Farrell, CBFO
Management Representative

Date:

10/12/2012