



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION 6
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DALLAS, TEXAS 75202-2733

JUL 01 1991

Reply to: 6E-Q
(M-181-91)

MEMORANDUM

SUBJECT: Quality Assurance Program Plan-Los Alamos National Lab

FROM: Alva L. Smith, P.E. *ALS*
Chief,
Office of Quality Assurance (6E-Q)

TO: William Honker
Chief,
RCRA Permits Branch (6H-P)

A review of the Quality Assurance Program Plan (QAPgP) of the Los Alamos National Laboratory (LANL) was found to be excellent and a well focused document that is acceptable as written. Please forward a new concurrence page with original signatures to our office so that it can be signed. When the document requires major revision in the future, there are a few points that should be addressed or clarified requiring direction to Mr. Maassen:

1. A more detailed background of Los Alamos is needed; so that the major players (The Department of Energy and The University of California) and their functions with respect to your facility are identified. Please define HSE and show it on an organizational chart of Los Alamos, include any organizational charts of the analytical laboratory that will do the assays of environmental samples. In your section number 1, a short statement should be added about what type of clean-up is to be done, and what law(s) and organization(s) are requiring the restoration.
2. A statement of commitment to precision, accuracy, representativeness, comparability and completeness of environmental data needs to be made since the controls necessary to achievement such a commitment have been outlined in section 3 on pages 4 and 5.



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3. The document control format should have a line added to denote the revision number of each section. In the future, only the sections that require updating need to be revised.
4. In section 3; job descriptions only of the quality assurance staff have to be listed and the minimum education and training required of the person in the position of quality program project leader should be given.
5. A brief, general description of the types of environmental data you expect to generate needs to be made. Will any of sampling or assays be done by group(s) outside Los Alamos? What is the process you use or will be using to insure that the facilities and equipment used to general environmental samples and their data are adequate to ensure achievement of your quality goals? The last point should include references to DOE, EPA, OSHA or local governmental guidelines to which the laboratory and other facilities must conform.
6. In section 6; on the subject of standard operating procedures (SOP's), please list any SOP's that you have developed or expect to develop within the next year. If you will be using SOP's already in the literature (such as those written by EPA or DOE) please reference them. A list of SOP's can serve as the building blocks in the quality assurance project plan (QAPjP) development process.
7. In your section 16; please describe the performance standards and types of evaluations such as management system audits that will be used to discover when the data generation process varies from your stated quality goals. In your corrective action process, once a part of the data general process is deemed to be out of prescribed limits, what are the steps you will utilize to return the system back its desired state and who will be the players in that process?
8. Please add a section to this QAPgP to include the dates you expect to meet these milestones: QAPgP annual review and update, QAPjP submission (already submitted), annual review and update, the date for the submission of an annual quality assurance report to EPA and the dates that periodic corrective actions such as audits and performance evaluations will be made.

If you or Mr. Maassen have any questions concerning these comments or any other questions about the implementation of the this QAPgP, please feel free to contact me or Randy Romig of the Office of Quality Assurance at (214) 655-2217.

cc: Larry Maassen
Quality Assurance Project Leader
Los Alamos National Laboratory
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