



Department of Energy

Carlsbad Area Office
P. O. Box 3090
Carlsbad, New Mexico 88221

December 21, 2000



Mr. Steve Zappe, Project Leader
New Mexico Environment Department
2044 Galisteo
Santa Fe, NM 87505

SUBJECT: Transmittal of Audit Plan and Modification of Assigned Auditors for the Rocky Flats Environmental Technology Site (RFETS) Recertification Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office (CBFO) audit to be conducted at the RFETS on January 29 - February 2, 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.

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.

Please contact the CBFO Quality Assurance Manager, Sam Vega, at (505) 234-7423 should you have any questions concerning this certification.

Sincerely,

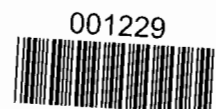
Dr. Inés R. Triay
Manager

Attachment

cc w/attachment:
J. Kieling, NMED
J. Bearzi, NMED
C. Walker, TechLaw
CBRO-QA:SAV:BF 00-1366
UFC 2300



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United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: December 19, 2000

**REPLY TO
ATTN OF:** CBFO:QA:SAV:00-1364

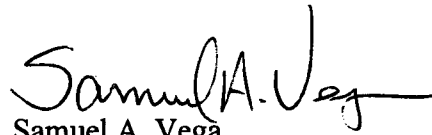
SUBJECT: Notification and Audit Plan for Recertification Audit (A-01-07) of Rocky Flats Environmental Technology Site (RFETS) TRU Waste Characterization Activities

TO: Joseph A. Legare, Assistant Manager for Environment and Compliance

Please be advised that a team of auditors and technical specialists from the Carlsbad Field Office (CBFO) will conduct an audit at Rocky Flats Environmental Technology Site (RFETS) on January 29 – February 2, 2001. The audit will be conducted in accordance with the attached audit plan. The purpose of the audit is to determine whether TRU waste characterization activities should be recertified by DOE/CBFO for the WIPP project. Representatives from DOE/CBFO, the US Environmental Protection Agency (EPA), the New Mexico Environment Department (NMED), the Environmental Evaluation Group (EEG), and the Westinghouse Waste Isolation Division (WID) may be present to observe the audit process.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for the audit team to gain access to RFETS facilities, conduct the audit, and have appropriate access to necessary documentation and records. Please provide meeting rooms (with overhead projector) to hold approximately 100 people for the entrance and exit meetings, working rooms for the audit team and the EPA inspectors, a full set of documentation applicable to RFETS work for the WIPP including the applicable procedures, two flip charts and marking pens for the audit team working room, and miscellaneous office supplies (e.g., pens, paper, copy machine, Post-It Notes, stapler, "scotch" tape, etc.) for each working room.

If you have any questions or comments concerning this audit, please contact me at (505) 234-7423.


Samuel A. Vega
Quality Assurance Manager

Attachment

J. Legare

- 2 -

Cecember 19, 2000

cc-w/attachment:

✓ L. Chism, CBFO
J. Plum, CBFO
K. Watson, CBFO
T. Harms, DOE-HQ
M. Eagle, EPA
S. Monroe, EPA
B. Walker, EEG
D. Winters, DNFSB
C. Ferrera, RFETS
J. O'Leary, RFETS
M. Gerle, WID Operating Record
T. Bowden, CTAC
C. Riggs, CTAC

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: CBFO A-01-07

Organization to Be Audited: Rocky Flats Environmental Technology Site (RFETS)

Organizations to Be Notified: Rocky Flats Environmental Technology Site
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board

Date and Location: January 29-February 2, 2001
Golden, Colorado

Audit Team:

Sam Vega	Quality Assurance Manager, CBFO
Charlie Riggs	Audit Team Leader, CTAC
Jack Walsh	Auditor, CTAC
Steve Calvert	Auditor, CTAC
Wayne Ledford	Auditor, CTAC
Steve Davis	Auditor, CTAC
Dee Scott	Auditor, CTAC
Earl Bradford	Auditor, CTAC
Jim Schuetz	Auditor, CTAC
Amy Arceo	Auditor, CTAC
Pete Rodriguez	Auditor, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Randy Fitzgerald	Technical Specialist, CTAC
Trey Greenwood	Technical Specialist, CTAC
Ken Coop	Technical Specialist, CTAC
Patrick Kelly	Technical Specialist, CTAC
Dorothy Gill	Technical Specialist, CTAC
Tom Ward	Technical Specialist, CTAC

Audit Scope: This recertification audit will evaluate the adequacy, implementation, and effectiveness of RFETS TRU waste activities as they relate to the WIPP Hazardous Waste Facility Permit (HWFP) and quality assurance elements. The specific items to be audited are listed below under 'Activities to be Audited.'

Governing Documents/Requirements:

Adequacy evaluations of new and revised RFETS site and TRU Waste Certification Program (TWCP) specific documents will be based on the current revisions of the following documents:

CAO Quality Assurance Program Document, CAO-94-1012

Waste Acceptance Criteria for the Waste Isolation Pilot Plant, DOE/WIPP-069

Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088 by the New Mexico Environment Department October 27, 1999

Safety Analysis Report for TRUPACT-II Shipping Package, Appendix 1.3.7, Revision 18, TRAMPAC, Revision 18, and the TRUPACT-II Certification of Compliance, NRC 71-9281, Revision 11

Activities to be Audited:

The following general areas from section B6-3 of the HWFP:

- Results of previous audits
- Changes in programs or operations
- New programs or activities being implemented
- Changes in key personnel

The following technical activities will be evaluated:

- Acceptable Knowledge
- Headspace Gas (HSG) Sampling and Analysis
- HSG on-line unit (Building 991)
- NDA-Passive Active Drum Counter (Building 569)
- NDA-Cal Gamma
- NDA-Super HENC SWB Counter
- NDA-Drum TGS (Building 569)
- NDA-Canberra IQ3 and PNC
- NDA-SGS Drum (Building 371)
- RTR including POC Drums
- Visual Examination
- SWB Loading in TRUPACT II
- Fluorides Packing and Sampling
- SS&C Sampling
- Electronic Traveler (no electronic signature)
- Electronic signature
- Performance Demonstration Program (PDP)
- Data Generation Level and Project Level Verification and Validation

The following quality assurance activities will be evaluated:

- QA Program
- Organization
- Quality Improvement
- Personnel Qualification and Training
- Documents and Records
- Software (including WEMS)
- Inspection and Test Equipment
- Assessments
- Sample Control
- Work Processes
- Procurement

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, January 29, 2001, at 9:00 a.m.

An audit team caucus will be held at 4:45 p.m. Monday through Thursday.

The audit team will meet with appropriate RFETS management at 7:45 a.m. Tuesday through Thursday.

A post-audit conference is scheduled for Friday February 2, 2001, at 8:00 a.m. All meetings will take place at the designated RFETS location in Golden, Colorado.

Prepared By: Charles L. Riggs
Charles L. Riggs, Audit Team Leader

Date: 12/18/00

Approved By: Samuel A. Vega
Samuel A. Vega, CBFO Quality Assurance Manager

Date: 12/18/00