



 **ENTERED**
Department of Energy

Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
May 7, 2001



Mr. Steve Zappe, Project Leader
Hazardous Materials Bureau
New Mexico Environment Department
2044 – A Galisteo
Santa Fe, New Mexico 87505

RE: Hanford Site Audit Notification

Dear Mr. Zappe:

The purpose of this letter is to transmit the audit plan for the CBFO audit to be conducted at the Hanford Site on June 11 – 15, 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.

If you have any questions concerning this notification, please contact the CBFO Quality Assurance Manager, Sam Vega, at (505) 234-7423.

Sincerely,

Dr. Inés R. Triay
Manager

Enclosure



Mr. Steve Zappe

-2-

May 7, 2001

cc: w/o enclosure

T. Harms, DOE-HQ

K. Watson, CBFO

S. Vega, CBFO

L. Chism, CBFO

H. Johnson, CBFO

J. Plum, CBFO

M. French, DOE-RL

J. Kieling, NMED

J. Bearzi, NMED

R. Dinwiddie, NMED

H. Herrera, WTS

L. Steven, WTS

J. Maupin, FH

P. Crane, FH

M. Gerle, WTS (Operating Record)

CARLSBAD FIELD OFFICE AUDIT PLAN**Audit Number:** A-01-03**Organization
to be Audited:** Hanford Site**Organizations
to be Notified:** Hanford Site
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board**Date and
Location:** June 11-15, 2001
Richland, Washington

Audit Team:	Steve Calvert	Audit Team Leader/CTAC
	Wayne Ledford	Auditor/CTAC
	Dee Scott	Auditor/CTAC
	Amy Arceo	Auditor/CTAC
	Charlie Riggs	Auditor/CTAC
	Jim Schuetz	Auditor/CTAC
	Pete Rodriguez	Auditor/CTAC
	Steve Davis	Auditor/CTAC
	Patrick Kelly	Technical Specialist/CTAC
	BJ Verret	Technical Specialist/CTAC
	Ken Coop	Technical Specialist/CTAC
	Dick Blauvelt	Technical Specialist/CTAC
	Tom Ward	Technical Specialist/WTS
	Berta Oates	Observer, CTAC

Audit Scope: This is the annual recertification audit of the Hanford Site for debris waste. The audit will evaluate the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford Transuranic Waste Characterization, Certification, and Transportation Programs. In addition, the audit will evaluate the procedures and processes for assay and packaging of waste at the Plutonium Finishing Plant.**Activities/Tasks to be Audited:**

The following CBFO quality assurance elements will be evaluated:

Organization/QA Program Implementation

Personnel Qualification and Training
QA Grading
Documents and Records
Procurement
Control of Measuring and Test Equipment
Control of Nonconforming Items
Corrective Action
Audits/Assessments
Sample Control
Software Quality Assurance

The following CBFO Characterization technical elements will be evaluated:

Sample Design
Headspace Gas Sampling
Nondestructive Assay (NDA)
Real Time Radioscopy (RTR)
Visual Examination
Gas Analysis
Data Verification & Validation
Acceptable Knowledge
Packaging

The following CBFO Transportation technical elements will be evaluated:

Inspection of Packaging
Payload Certification
Preparation and Loading
Shipping
Packaging Maintenance

The following CBFO Certification technical elements will be evaluated:

Waste Stream Profile Forms
WIPP Waste Information System (WWIS)

Governing Documents/Requirements:

Adequacy evaluations of Hanford TWCP documents will be based on the current revisions of the following documents:

CAO Quality Assurance Program Document (QAPD), CAO-94-1012

Waste Analysis Plan (WAP), Attachment B6, of the RCRA Part B Permit

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

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

Programmatic and technical checklists will be developed from the active revision of the following documents:

Hanford Quality Assurance Project Plan (QAPjP) for the Transuranic Waste Certification Program, HNF-2599

Hanford Site Transuranic Waste Certification Plan (includes TRAMPAC), HNF-2600

Related Hanford technical and quality assurance implementing procedures

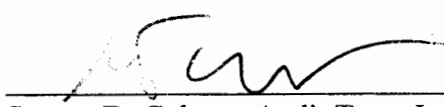
Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, June 11, at 3:30 p.m. in the 2420 Stevens Building conference room.

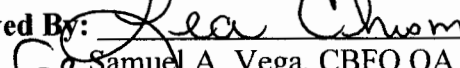
Audit team caucuses will be held at 4:30 p.m. Tuesday through Friday in a Hanford 200 Area conference room.

The audit team will meet with the appropriate Hanford management at 8:30 a.m. Wednesday, Thursday, and Friday in a Hanford 200 Area conference room.

A post-audit conference is scheduled for Friday, June 15, at 9:00 a.m. in the 2420 Stevens Building conference room.

Prepared By: 
Steven D. Calvert, Audit Team Leader

Date: 4/26/01

Approved By: 
for Samuel A. Vega, CBFO QA Manager

Date: 05/04/01