

United States Government

Department of Energy

# memorandum

Carlsbad Field Office  
Carlsbad, New Mexico 88221

DATE: May 15, 2001

REPLY TO  
ATTN OF: CBFO:QA:MLC:VW:01-1117:UFC:2300

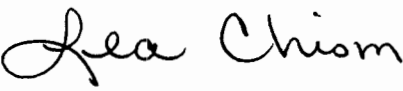
SUBJECT: Audit (A-01-16) of the TRU Waste Characterization and Certification Programs and Processes Related to the NDA and Packaging of Newly Generated Waste at PFP.

TO: Mark S. French, RL

Please be advised that a team of auditors from the Carlsbad Field Office (CBFO) will conduct an audit at the Hanford Site in Richland, Washington, June 11-15, 2001. The audit will be conducted in accordance with the attached audit plan. Observers from the Environmental Protection Agency, New Mexico Environment Department, and other interested parties may also accompany the audit team.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to Hanford facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the audit, and provide the audit team with access to appropriate documentation and records.

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

  
for Samuel A. Vega  
Quality Assurance Manager

## Attachment

cc: w/attachment  
L. Chism, CBFO  
P. Crane, FH  
J. Maupin, FH  
M. Eagle, EPA  
S. Monroe, EPA  
S. Zappe, NMED  
B. Walker, EEG  
S. Calvert, CTAC  
M. Gerle, WTS Operating Record  
D. Winter, DNFSB  
T. Bowden, CTAC

010519



**CARLSBAD FIELD OFFICE AUDIT PLAN**

**Audit Number:** A-01-16

**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  
Patrick Kelly            Technical Specialist/CTAC

**Audit Scope:** The audit will evaluate the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford Transuranic Waste Characterization and Certification Programs, 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:

- QA Program Implementation
- Personnel Qualification and Training
- Documents and Records
- Control of Measuring and Test Equipment
- Control of Nonconforming Items
- Audits/Assessments
- Software Quality Assurance

The following CBFO Characterization technical elements will be evaluated:

- Nondestructive Assay (NDA)
- Visual Examination Technique
- Acceptable Knowledge
- Packaging

**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

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, HNF-2600

Related Hanford technical and quality assurance implementing procedures

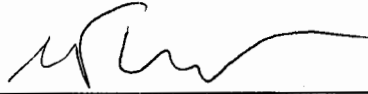
**Schedule of Audit Activities:**

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

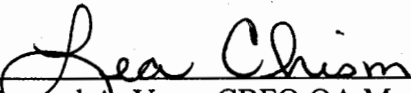
Audit team caucuses will be held at 4:30 p.m. Tuesday through Friday in a Hanford 200 Area conference room.

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: 5/10/01

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

Date: 5/15/01

**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

<b>Audit Team:</b>	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

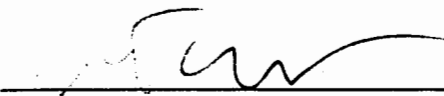
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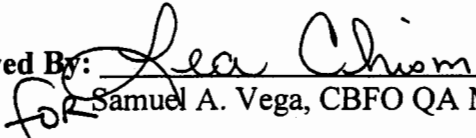
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Prepared By:   
Steven D. Calvert, Audit Team Leader

Date: 4/26/01

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

Date: 05/04/01