



United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: May 31, 2001

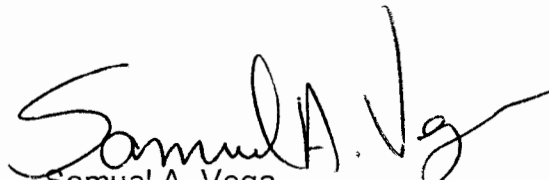
REPLY TO
ATTN OF: CBFO:QA:SAV:VW:01-1133:UFC:2300SUBJECT: Surveillance (S-01-19) of the Westinghouse TRU Solutions (WTS), Central
Characterization Project (CCP) TRU Waste Characterization Activities

TO: Farok Sharif, WTS

Please be advised that a team of auditors from the Carlsbad Field Office (CBFO) will conduct a surveillance of the WTS CCP on June 18-22, 2001. The surveillance will be conducted in accordance with the attached surveillance plan. Representatives from the Environmental Protection Agency (EPA), the New Mexico Environmental Department (NMED), and the Environmental Evaluation Group (EEG) may be present at this surveillance.

Your representatives are requested to coordinate with the surveillance team to develop the necessary documentation for team access to both the CCP, Carlsbad and SRS facilities, including the Savannah River Site (SRS) facilities supporting the CCP. In addition, please arrange for appropriate space to conduct meetings in all locations, provide cognizant personnel to support the surveillance, and provide the surveillance team with access to appropriate documentation and records.

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



Samuel A. Vega
Quality Assurance Manager

Attachment

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Farok Sharif

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May 31, 2001

cc: w/attachment
B. Bennington, CBFO
L. Chism, CBFO
T. Harms, DOE-HQ
M. Eagle, EPA
S. Monroe, EPA
S. Zappe, NMED
B. Walker, EEG
D. Winters, DNFSB
M. Gerle, WTS Operating Record
E. Bradford, CTAC
T. Bowden, CTAC

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CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

Surveillance Number: S-01-19

Organization: Westinghouse TRU Solutions (WTS), Central Characterization Project (CCP)

Organizations to be notified: Westinghouse TRU Solutions (WTS)
New Mexico Environment Department (NMED)
Environmental Protection Agency (EPA)
Environmental Evaluation Group (EEG)

Dates and Locations: June 19-21, 2001(SRS)
June 18-22, 2001(Carlsbad)

Surveillance Team:

Sam Vega	CBFO QA Manager	(SRS)
Lea Chism	CBFO QA Specialist	(Carlsbad)
Marlin Horseman	Audit and Assessment Manager, CTAC	(Carlsbad)
Earl Bradford	Surveillance Team Leader, CTAC	(Carlsbad)
Steve Calvert	Auditor, CTAC	(SRS)
Steve Davis	Auditor, CTAC	(SRS)
Pete Rodriguez	Auditor, CTAC	(Carlsbad)
Charley Riggs	Auditor, CTAC	(Carlsbad)
Amy Arceo	Auditor, CTAC	(SRS)
Jim Schuetz	Auditor, CTAC	(Carlsbad)
Jack Walsh	Auditor, CTAC	(Carlsbad)
Dee Scott	Auditor, CTAC	(Carlsbad)
Karen Gaydosh	RTR & VE Technical Specialist, CTAC	(SRS)
Patrick Kelley	NDA Technical Specialist, CTAC	(SRS)
Dorothy Gill	HSG Technical Specialist, CTAC	(SRS)
Dick Blauvelt	AK Technical Specialist, CTAC	(Carlsbad)

Work Location: (Carlsbad or SRS)

Surveillance Scope: The surveillance team will evaluate the adequacy, implementation, and effectiveness of technical and quality assurance activities related to the CCP Transuranic Waste Characterization and Certification Project for retrievably stored debris waste.

NOTE: This surveillance will be conducted at both the Savannah River Site (SRS) and the CCP management offices in Carlsbad, NM. The waste characterization activities will be evaluated at the SRS and the programmatic, management and administrative functions will be evaluated in Carlsbad. CCP Quality Assurance program implementation and effectiveness will be verified by the Carlsbad Sub-team and the SRS Sub-team, as applicable.

Activities/Tasks to be Assessed:

The following quality assurance elements will be evaluated for implementation, and Effectiveness in accordance with the CBFO Quality Assurance Program Document (QAPD): (Primary evaluation area at Carlsbad or SRS or both)

- Organization (Carlsbad)
- QA Program Implementation (Carlsbad/SRS)
- Personnel Qualification and Training (Carlsbad)
- Quality Improvement (Carlsbad)
- Documents & Records (Carlsbad/SRS)
- Work Processes (Carlsbad/SRS)
- Procurement (Carlsbad)
- Inspection and Testing (Carlsbad/SRS)
- Grading Program (Carlsbad)
- Audits/Assessments (Carlsbad)
- Sample Control (Carlsbad/SRS)
- Software Quality Assurance (Carlsbad/SRS)

The following CBFO technical characterization elements will be evaluated for Implementation and effectiveness in accordance with the Waste Analysis Plan (WAP) and Waste Acceptance Criteria (WAC): (Activity performed at Carlsbad or SRS or both)

- Data Validation & Verification (Program Level) (Carlsbad)
- Data Validation & Verification (Generation Level) (SRS)
- Acceptable Knowledge (Carlsbad/SRS)
- Nondestructive Assay (NDA-IPAN/GEA) (SRS)
- Real Time Radiography (RTR) (SRS)
- Visual Examination (VE) (SRS)
- Head Space Gas, Gas VOCs, Hydrogen Analysis, and Sample Control (SRS)
- Performance Demonstration Program (PDP) (SRS)
- Waste Certification (e.g., Waste Stream Profile Form) (Carlsbad)

- WIPP Waste information System (WWIS) (Carlsbad)
- Container Management (Drum Tracking) (SRS)
- Waste Analysis Plan (WAP), Section B6 (Carlsbad/SRS)

Governing Documents/Requirements:

The overall program adequacy of WTS CCP documents will be based on the following documents:

- Quality Assurance Program Document (QAPD), CAO-94-1012, Current Revision
- Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088-TSDF by the New Mexico Environment Department, dated October 27, 1999, including all applicable modifications
- Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC), DOE/WIPP-069, Current Revision

Programmatic and technical Checklists will be developed from the active revisions of the following documents:

- CCP Transuranic Waste Quality Assurance Characterization Project Plan (QAPjP), CCP-PO-001
- CCP Transuranic Waste Certification Plan, CCP-PO-002
- CCP/SRS Interface Document, CCP-PO-004
- Related WTS CCP Quality Assurance and technical implementing procedures
- Related WTS Quality Assurance implementing procedures
- Related Westinghouse Savannah River (SRS) Quality Assurance and technical implementing procedures being utilized in support of CCP characterization activities


Schedule of Surveillance Activities:

A pre-surveillance conference will be held Monday, June 18, 2001 at 8:30 am (Mountain Standard Time) in the WTS CPP Offices in Carlsbad, NM (Location to be determined).

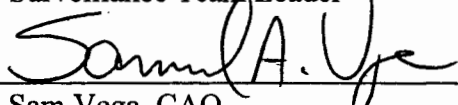
Daily surveillance team caucus meetings will be held at 4:30 p.m. (Mountain Standard Time) on June 18-22 for the Carlsbad Sub-team and 4:30 p.m. (Eastern Standard Time) June 19-21 for the SRS Sub-team. Surveillance personnel at the SRS will participate via teleconference.

Daily management briefings will be held at 8:00 a.m. in Carlsbad, NM with the appropriate WTS CCP management, to provide status of surveillance progress. These meetings will be held on June 19-22 and WTS CCP management personnel stationed at the SRS will participate per teleconference.

A post-surveillance conference is scheduled for Friday, June 22, 2001 at 2:30 p.m. (Mountain Standard Time) at the WTS CCP Offices in Carlsbad, NM. (Location to be determined)

Prepared by: 
Earl Bradford, CTAC
Surveillance Team Leader

Date: May 24, 2001

Concurrence: 
Sam Vega, CAO
Quality Assurance Manager

Date: 5/30/01