October 17, 2001

Steve Zappe, Project Leader
Hazardous Waste Bureau
New Mexico Environment Department
2044 Galesteo
Santa Fe, New Mexico 87502-6110

Subject: Audit Plan and Notification of Assigned Auditors for the Rocky Flats Environmental Technology Site Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the CBFO audit to be conducted at the Rocky Flats Environmental Technology Site on November 27-30, 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 Acting Quality Assurance Manager, Thomas J. Reese, at (505) 234-7423 should you have any questions concerning this notification.

Sincerely,

Dr. Inés Triay, Manager

Enclosure
Steve Zappe

cc w/enclosure:
I. Triay, CBFO
K. Watson, CBFO *ED
T. J. Reese, CBFO *ED
J. Vandekraats, CBFO *ED
J. Kieling, NMED *ED
J. Bearzi, NMED *ED
G. Lewis, NMED *ED
J. Lee, WTS *ED
M. Gerle, WTS Operating Record

cc w/o enclosure:
J. Plum, CBFO *ED
L. Steven, WTS *ED

* ED denotes electronically distributed
CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: CBFO A-02-05

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: November 27-30, 2001
Golden, Colorado

Audit Team: Charlie Riggs Audit Team Leader, CTAC
Chet Wright Auditor, CTAC
Pete Rodriguez Auditor, CTAC
Jim Schuetz Auditor, CTAC
Karen Gaydosh Technical Specialist, CTAC
BJ Verrett Technical Specialist, CTAC

Audit Scope:

This audit will evaluate the adequacy, implementation, and effectiveness of RFETS TRU waste quality assurance and technical activities as they relate to the WIPP Hazardous Waste Facility Permit (HWFP) for newly generated debris waste. The audit will also evaluate the items 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

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

The following technical activities will be evaluated:

- Headspace Gas (HSG) Automated Unit, Building 440
- HSG for Standard Waste Boxes
- Project Level Verification and Validation
- Visual Examination (VE) Confirmatory of SWBs, Building 771
- VE of Newly Generated Waste
- Electronic Waste Stream & Residue Identification and Characterization (WSRIC)
- Nondestructive Assay (NDA) Data Package Automation

Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, November 27, 2001, at 8:30 a.m.

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

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

A post-audit conference is scheduled for Friday, November 30, 2001, at 3:00 p.m. All meetings will take place at the designated RFETS location in Golden, Colorado.

Prepared By: Charles L. Riggs, Audit Team Leader  
Date: 10/3/01

Approved By: Thomas J. Reese, CBFO Acting Quality Assurance Manager  
Date: 10/15/01