Mr. Steve Zappe, Project Leader
Hazardous Waste Bureau
New Mexico Environment Department
2905 E. Rodeo Park Drive, Bldg. 1
Santa Fe, NMexico 87505

RE: Audit Plan and Notification of Assigned Auditors for the Savannah River Site Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office (CBFO) audit to be conducted at the Savannah River Site on December 10-14, 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.

If you have any questions concerning this notification, please contact Mr. Thomas J. Reese at (505) 234-7311.

Sincerely,

Dr. Inés R. Triay
Manager

Enclosure

cc: w/enclosure
J. Kieling, NMD
J. Bearzi, NMED
R. Dinwiddie, NMED
G. Lewis, NMED
K. Watson, CBFO *ED
t. J. Reese, CBFO *ED
J. VandeKraats, CBFO *ED
J. Lee, WTS *ED
M. Gerle, WTS Operating Record

*ED denotes Electronically Distributed
CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: CBFO A-02-06

Organization to Be Audited: Savannah River Site (SRS)

Organizations to Be Notified:
- Savannah River Site
- New Mexico Environment Department
- Environmental Protection Agency
- Environmental Evaluation Group
- Defense Nuclear Facilities Safety Board

Date and Location:
- December 10-14, 2001
- Aiken, South Carolina

Audit Team:
- Charlie Riggs: Audit Team Leader, CTAC
- Porf Martinez: Auditor, CTAC
- Steve Calvert: Auditor/Technical Specialist, CTAC
- Wayne Ledford: Auditor/Technical Specialist, CTAC
- Tom Putnam: Auditor-in-Training, CTAC
- Dee Scott: Auditor, CTAC
- Chet Wright: Auditor, CTAC
- Jim Schuetz: Auditor, CTAC
- Pete Rodriguez: Auditor, CTAC
- NDA-TBD: Technical Specialist, CTAC
- Joe Willis: Technical Specialist, WTS

Audit Scope: This audit will evaluate the adequacy, implementation, and effectiveness of SRS TRU waste activities as they relate to the WIPP Hazardous Waste Facility Permit (HWFP) for retrievably stored debris waste and quality assurance elements. The specific items to be audited are listed below under 'Activities to be Audited.'
Adequacy evaluations of new and revised SRS 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 August 31, 2001, including all applicable modifications.**

**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
- Nondestructive Assay (NDA) SGS
- NDA-PAN
- Real Time Radiography
- Visual Examination
- Performance Demonstration Program (PDP)
- Data Generation Level and Project Level Verification and Validation
- Transportation
- Waste Stream Profile Forms
- WIPP Waste Information System (WWIS)
- Waste Analysis Plan (WAP), Section B6
The following quality assurance activities will be evaluated:

- QA Program
- Organization
- Quality Improvement
- Personnel Qualification and Training
- Documents and Records
- Software
- Inspection and Test Equipment
- Assessments
- Procurement

Schedule of Audit Activities:

- A pre-audit conference is scheduled for Monday, December 10, 2001, at 3:00 p.m.
- An audit team caucus will be held at 4:45 p.m. Tuesday through Thursday.
- The audit team will meet with appropriate SRS management at 7:45 a.m. Wednesday through Friday.
- A post-audit conference is scheduled for Friday, December 14, 2001, at 11:00 a.m. All meetings will take place at the designated SRS location.

Prepared By: Charles L. Riggs, Audit Team Leader

Approved By: Thomas J. Reese, CBFO Acting Quality Assurance Manager