



CBFO Technical Assistance Contractor

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FAX Cover Sheet

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Date January 16, 2002

Time 11:10 a.m./p.m.

No. of Pages (including this cover sheet) 5

From Charles Riggs

Telephone (505) 234-7183

Subject Audit Plan

(If transmission is incomplete or illegible, please call sender at the phone number listed above)

PLEASE DELIVER THE FOLLOWING PAGES TO:

Name Steve Holmes

FAX Number (505) 428-2567

Company/Location NMEO

Comments

The letter that ~~went~~ to CBFO on 12/27 had as
attachments:
- NMEO Letter
RFFO Letter
Audit Plan





Carlsbad Field Office Technical Assistance Contractor

Post Office Box 1270
Carlsbad, NM 88221-1270
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DEC 27 2001

Thomas J. Reese
Acting Quality Assurance Manager
Carlsbad Field Office
P.O. Box 3090
Carlsbad, NM 88221-3090

Subject: NOTIFICATION AND AUDIT PLAN FOR RECERTIFICATION AUDIT
(A-02-07) OF ROCKY FLATS ENVIRONMENTAL TECHNOLOGY SITE
(RFETS) TRU WASTE CHARACTERIZATION ACTIVITIES

Dear Mr. Reese:

Enclosed are the notification letters and audit plan for the subject audit. The audit is scheduled to be conducted at the RFETS in Golden, Colorado on February 4-8, 2002.

If you have any questions or concerns regarding this plan, please contact Charles Riggs of my staff at (505) 234-7183.

Sincerely,

Marlin Horseman

Marlin Horseman
Audit and Assessment Manager
CBFO Technical Assistance Contractor

Enclosures

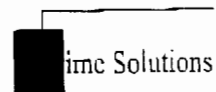
cc: w/enclosures
CTAC QA File A-02-07

cc: w/o enclosures
L. Chism, CBFO
C. Riggs, CTAC



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CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: CBFO A-02-07

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: February 4-8, 2002
Golden, Colorado

Audit Team:

Lea Chism	Audit Team Leader, CBFO
Charlie Riggs	Auditor, CTAC
Jack Walsh	Auditor, CTAC
Steve Calvert	Auditor, CTAC
Norm Frank	Auditor, CTAC
John Gray	Auditor, CTAC
Dee Scott	Auditor, CTAC
Annabelle Axinn	Auditor, CTAC
Patrick Kelly	Technical Specialist, CTAC
Karen Gaydosh	Technical Specialist, CTAC
BJ Verret	Technical Specialist, CTAC
Joe Willis	Technical Specialist, WTS

Audit Scope: This recertification audit will evaluate the adequacy, implementation, and effectiveness of RFETS TRU waste activities as they relate to the WIPP Hazardous Waste Facility Permit (HWFP) and quality assurance elements. The specific items to be audited are 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

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

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

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)
- NDA, SuperHENC for Drums (New)
- RTR including POC Drums
- Visual Examination (VE)
- VE Technique
- Solid Sampling
- WWIS
- Performance Demonstration Program (PDP)
- Data Generation Level and Project Level Verification and Validation
- Transportation

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
- Sample Control
- Work Processes
- Procurement

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, February 4, 2002, at 9:00 a.m.

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

The audit team will meet with appropriate RFETS management at 8:30 a.m. Tuesday through Thursday.

A post-audit conference is scheduled for Friday February 8, 2002, at 11:00 a.m. All meetings will take place at the designated RFETS location in Golden, Colorado.

Prepared By: Lawrence D. Dailey Jr.
Lea Chism, Audit Team Leader

Date: Jan 3, 2002

Approved By: Lawrence D. Dailey Jr.
Mr. Marc A. Italiano, CBFO Acting QA Manager

Date: Jan 3, 2002