



United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: May 9, 2002

REPLY TO
ATTN OF: CBFO:QA:ALH:GS:02-1059:UFC 2300.00

SUBJECT: Surveillance S-02-17 of the Idaho National Engineering and Environmental Laboratory's Recovery Option of Standard Waste Box Blending and Loading as well as the TRIPS/WWIS Interface for this Option

TO: Edward Ziemianski, ID

Please be advised that a surveillance team from the Carlsbad Field Office (CBFO) will conduct a surveillance at the Idaho National Engineering and Environmental Laboratory (INEEL) in Idaho Falls, Idaho, May 20-23, 2002. The surveillance will be conducted in accordance with the attached surveillance plan. Observers from the Environmental Protection Agency, New Mexico Environmental Department, and other interested parties may also accompany the surveillance team.

Your representatives are requested to coordinate with the surveillance team to develop the necessary documentation for team access to INEEL facilities, arrange for appropriate space to conduct meetings, 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 surveillance, please contact me at (505) 234-7423.

Ava L. Holland //signature on file//
Ava L. Holland
Quality Assurance Manager

Attachment

cc w/attachment:

K. Watson, CBFO	*ED
R. Taft, ID	*ED
T. Monk, BBWI	*ED
T. Preston, BBWI	*ED
M. Eagle, EPA	*ED
S. Monroe, EPA	*ED
E. Feltcorn, EPA	*ED
S. Zappe, NMED	*ED
B. Walker, EEG	*ED
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020513



CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

**Surveillance
Number:** S-02-17

Organization : Idaho National Engineering and Environmental Laboratory

**Organizations
to be Notified:** Idaho National Engineering and Environmental Laboratory (INEEL)
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board

**Date and
Location:** May 20 - 23, 2002
Idaho Falls, Idaho

Surveillance Team:	Jeff May	Surveillance Team Leader, CTAC
	Dee Scott	Surveillance Team Member, CTAC
	Jim Schuetz	Surveillance Team Member, CTAC
	Mark Doherty	Surveillance Team Member, Technical Specialists

Surveillance Scope: The surveillance will evaluate the adequacy, implementation and effectiveness of INEEL's recovery option of standard waste box blending activities as applied to the payload assembly, certification, and loading process as well as the TRIPS/WWIS Interface for this option.

Activities/Tasks to be Assessed:

Verification of the following INEEL activities will be performed:

- Payload Assembly
- Payload Certification
- Payload Loading
- Preparation of Payload Documentation
- Approval of Payload Documentation
- TRIPS/WWIS Interface

Governing Documents/Requirements:

The surveillance will be based on the implementation of the following documents:

Transuranic Reporting, Inventory, and Processing System (TRIPS) Software Configuration Management Plan, PLN-582

TRUPACT-II Authorized Methods for Payload Control (TRAMPAC) Compliance Plan,
PLN-577

Program Plan for Certification of INEEL Contact-Handled Stored Transuranic Waste,
PLN-579

Quality Assurance Project Plan for the Transuranic Waste Certification Program (QAPjP)
PLN-190

Related INEEL implementing procedures

Schedule of Surveillance Activities:

The surveillance is scheduled to start Tuesday, May 21, 2002 at 8:00 A. M. at the RWMC facility.

The surveillance is scheduled to conclude on Wednesday, May 22, 2002 at 4:00 P. M. at the INEEL RWMC facility.

Prepared By: Jeff May //signature on file//
Jeff May, Surveillance Team Leader

Date: 5/6/02

Approved By: Ava L. Holland //signature on file//
Ava L. Holland, Quality Assurance Manager

Date: 5/6/02