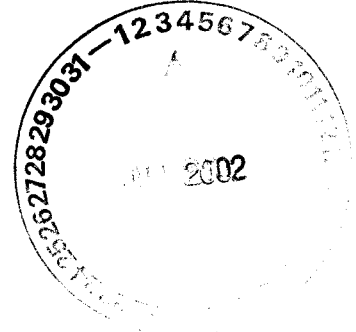




Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
May 29, 2002

ENTERED



Mr. Steve Zappe, Project Leader
Hazardous Waste Bureau
New Mexico Environment Department
2905 Rodeo Park Drive East, Building 1
Santa Fe, New Mexico 87505-6303

Re: Transmittal of Audit Plan and Notification of Assigned Auditors for the Hanford Site
Recertification Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the CBFO audit to be conducted at the Hanford Site in Richland Washington on June 24-28, 2002, 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. Please contact the CBFO Quality Assurance Manager, Ava L. Holland, at (505) 234-7423 should you have any questions concerning this notification. Also, please be advised that an electronic copy of the CBFO notification letter and audit plan was previously submitted to your office on May 6, 2002.

Sincerely,

Lawrence Bailey
Dr. Inés R. Triay
Manager

Enclosure

cc:
J. Kieling, NMED
J. Bearzi, NMED
G. Lewis, NMED
S. Holmes, NMED
K. Watson, CBFO
J. Vandekraats, CBFO
P. Rodriguez, CTAC
J. Lee, WTS
P. Roush, WTS

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-02-23

**Organization
to be Audited:** Hanford Site

**Organizations
to be Notified:** Hanford Site
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board

**Date and
Location:** June 24 - 28, 2002
Richland, Washington

Audit Team:	Ava Holland	CBFO QA Manager
	Pete Rodriguez	Audit Team Leader/CTAC
	Annabelle Axinn	Auditor/CTAC
	Earl Bradford	Auditor/CTAC
	Steve Calvert	Auditor/CTAC
	Steve Davis	Auditor/CTAC
	Jim Schuetz	Auditor/CTAC
	Dee Scott	Auditor/CTAC
	Jack Walsh	Auditor/CTAC
	Martin Navarrete	CBFO Representative
	Karen Gaydosh	Technical Specialist/CTAC
	Patrick Kelly	Technical Specialist/CTAC
	BJ Verret	Technical Specialist/CTAC
	Joe Willis	Technical Specialist/WTS
	Ray Martin	Technical Specialist/Trainee/CTAC

Audit Scope: This is the annual recertification audit of the Hanford Site for debris waste. The audit will evaluate the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford Transuranic Waste Characterization, Certification, and Transportation Programs. In addition, the audit will evaluate the procedures and processes for assay and packaging of waste at the Plutonium Finishing Plant.

Activities/Tasks to be Audited:

The following CBFO quality assurance elements will be evaluated:

- Organization/QA Program Implementation
- Personnel Qualification and Training
- QA Grading
- Documents and Records
- Procurement
- Control of Measuring and Test Equipment
- Control of Nonconforming Items
- Corrective Action
- Audits/Assessments
- Sample Control
- Software Quality Assurance

The following CBFO Characterization technical elements will be evaluated:

- Sample Design
- Headspace Gas Sampling
- Nondestructive Assay (NDA)
- Real Time Radioscopy (RTR)
- Visual Examination
- Gas Analysis
- Performance Demonstration Program (NDA & HSG)
- Data Verification & Validation
- Acceptable Knowledge
- Packaging
- Inspection of Packaging
- Payload Certification
- Preparation and Loading
- Shipping
- Packaging Maintenance
- Waste Stream Profile Forms
- WIPP Waste Information System (WWIS)

Governing Documents/Requirements:

Adequacy evaluations of Hanford TWCP documents will be based on the current revisions of the following documents:

CAO Quality Assurance Program Document (QAPD), CAO-94-1012

Waste Analysis Plan (WAP), Attachment B6, of the RCRA Part B Permit

Contact-Handled Waste Acceptance Criteria (WAC) for the Waste Isolation Pilot Plant, DOE/WIPP-02-3122

TRUPACT-II Safety Analysis Report, TRAMPAC, and the TRUPACT-II Certificate of Compliance, NRC-Docket 71-9218

Programmatic and technical checklists will be developed from the active revision of the following documents:

Hanford Quality Assurance Project Plan (QAPjP) for the Transuranic Waste Certification Program, HNF-2599

Hanford Site Transuranic Waste Certification Plan (includes TRAMPAC), HNF-2600

Related Hanford technical and quality assurance implementing procedures

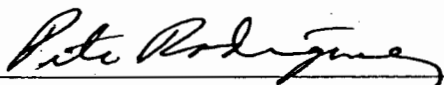
Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, June 24, at 4:30 p.m. in the 2420 Stevens Building conference room.

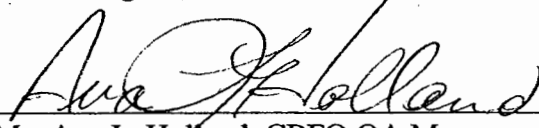
Audit team caucuses will be held at 4:30 p.m. Tuesday through Thursday in a Hanford 200 Area conference room.

The audit team will meet with the appropriate Hanford management at 8:30 a.m. Wednesday, Thursday, and Friday in a Hanford 200 Area conference room.

A post-audit conference is scheduled for Friday, June 28, at 10:00 a.m. in the 2420 Stevens Building conference room.

Prepared By: 
Pete Rodriguez, Audit Team Leader

Date: 5/3/02

Approved By: 
Ms. Ava L. Holland, CBFO QA Manager

Date: 5/3/02