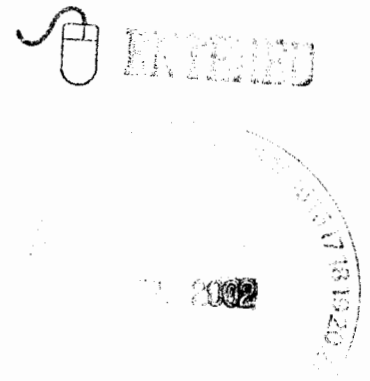




**Department of Energy**  
 Carlsbad Field Office  
 P. O. Box 3090  
 Carlsbad, New Mexico 88221

July 8, 2002



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

Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office (CBFO) Audit A-02-28 to be conducted at the Los Alamos National Laboratory (LANL) on August 26-30, 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. This audit will be conducted concurrently with the annual recertification audit of LANL.

Please contact Ava L. Holland, CBFO Quality Assurance Manager, at (505) 234-7423 should you have any questions concerning this notification.

Sincerely,

*Ines R. Triay*  
 Dr. Ines. R. Triay  
 Manager

Enclosure

cc w/enclosure:  
 P. Roush, WTS  
 C. Walker, Techlaw  
 CBFO QA Record File  
 CBFO M&RC

cc w/o enclosure:

T. Harms, DOE-HQ	*ED
K. Watson, CBFO	*ED
A. Holland, CBFO	*ED
J. Bearzi, NMED	*ED
J. Kieling, NMED	*ED
W. Ledford, CTAC	*ED
J. Lee, WTS	*ED
L. Steven, WTS	*ED



## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** CBFO A-02-28

**Organization to Be Audited:** Los Alamos National Laboratory (LANL)

**Organizations to Be Notified:** Los Alamos National Laboratory (LANL)  
New Mexico Environment Department (NMED)  
Environmental Protection Agency (EPA-ORIA)  
Environmental Evaluation Group (EEG)  
Defense Nuclear Facilities Safety Board (DNSFB)

**Date and Location:** August 26 to 30, 2002  
Los Alamos, New Mexico

**Audit Team:**

Wayne Ledford	Audit Team Leader, CTAC
Lea Chism	Management Representative, CBFO
Steve Davis	Auditor, CTAC
Dorothy Gill	Technical Specialist, CTAC

**Audit Scope:** The audit will evaluate the adequacy, implementation, and effectiveness of the technical activities and associated quality assurance program requirements related to the new headspace gas (HSG) sampling and analysis unit installed at TA-54 at LANL. Compliance with the WIPP Hazardous Waste Permit Waste Analysis Plan and CBFO Quality Assurance Program Document will be evaluated.

### Activities to be Audited:

The following LANL quality assurance elements as applied to the new HSG unit will be evaluated:

- Organization/QA Program Implementation
- Personnel Qualification and Training
- Documents and Records
- Procurement
- Control of Measuring and Test Equipment
- Audits/Assessments

The following LANL Characterization/Certification technical elements will be evaluated:

- Headspace Gas Sampling and Analysis

**Governing Documents/Requirements:**

Adequacy evaluations of new and revised LANL site and TRU Waste Certification Program (TWCP) specific documents will be based on the current revisions of the following documents:

CBFO Quality Assurance Program Document, CAO-94-1012

WIPP Hazardous Waste Facility Permit

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

LANL Transuranic Waste Quality Assurance Project Plan (QAPjP), TWCP-PLAN-0.2.3-001

Related LANL technical and quality assurance implementing procedures

**Schedule of Audit Activities:**

A preaudit conference is scheduled for 8:30 a.m. Monday, August 26, 2002, in the designated area at LANL.

A postaudit conference is scheduled for Friday, August 30, 2002, at 11:00 a.m. in the designated area at LANL.

Prepared By: W. Ledford  
Wayne Ledford, Audit Team Leader

Date: 7/2/02

Approved By: Ava L. Holland  
Ava L. Holland,  
CBFO Quality Assurance Manager

Date: 7/3/02