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Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
July 25, 2002

JUL 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 revised 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/o enclosure:
- T. Harms, DOE-HQ *ED
- K. Watson, CBFO *ED
- A. Holland, CBFO *ED
- L. Chism, CBFO *ED
- J. Bearzi, NMED *ED
- J. Kieling, NMED *ED
- W. Ledford, CTAC *ED
- J. Lee, WTS *ED
- L. Steven, WTS *ED

- cc w/enclosure:
- P. Roush, WTS
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CARLSBAD FIELD OFFICE AUDIT PLAN (Rev. 1)

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 Calvert	Auditor, CTAC
Steve Davis	Auditor, CTAC
Chet Wright	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. The unit will be operated by the Central Characterization Project (CCP). 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/CCP 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
- Corrective Action
- Document Control

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

- Headspace Gas Sampling and Analysis
- Project Level Data Verification and Validation
- Data Reconciliation

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

CCP Transuranic Waste QAPjP, CCP-PO-001

Related LANL and CCP 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: Wayne Ledford
Wayne Ledford, Audit Team Leader

Date: 7/22/02

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

Date: 7/24/02