

United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: July 25, 2002

REPLY TO
ATTN OF: CBFO:QA:MLC:GS:02-1235:UFC 2300.00

SUBJECT: Audit (A-02-28) of Los Alamos National Laboratory (LANL) New Headspace Gas Unit

TO: James Nunn, LAAO

Attached is a revised audit plan for audit A-02-28 of the new headspace gas sampling and analysis unit at LANL. The plan was revised to reflect that certain aspects of the operation of the new unit would be performed under the Central Characterization Project (CCP) program and procedures.

If you have any questions or comments concerning the audit, please contact me at (505) 234-7442.

M. Lea Chism //signature on file//
M. Lea Chism
Quality Assurance Specialist



Attachments

cc w/attachments:

T. Bowden, CTAC	*ED
W. Ledford, CTAC	*ED
P. Rogers, LANL	*ED
M. Gavett, LANL	*ED
M. Eagle, EPA	*ED
T. Harms, DOE-HQ	*ED
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S. Zappe, NMED	*ED
S. Holmes, NMED	*ED
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P. Roush, WTS	
CBFO QA Record File	
CBFO M&RC	

*ED denotes electronic distribution



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 //signature on file//
Wayne Ledford, Audit Team Leader

Date: 7/22/02

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

Date: 7/24/02