



Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
September 6, 2002



Mr. Steve Zappe, Project Leader
Hazardous & Radioactive Materials Bureau
New Mexico Environment Department
2905 Rodeo Park Drive East, Bldg. 1
Santa Fe, NM 87505-6303




Subject: Revised Audit Plan for Audit A-03-07

Dear Mr. Zappe:

This letter transmits the revised audit plan for the Carlsbad Field Office (CBFO) Audit A-03-07 to be conducted at the Los Alamos National Laboratory (LANL) on October 7-11, 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 was originally numbered A-02-28, but because the audit will now be performed in fiscal year 2003, the audit number has been changed. The scope of the audit has been revised to include manual headspace gas sampling in SUMMA® canisters and the use of the Idaho National Engineering and Environmental Laboratory (INEEL) laboratory for analytical services. Use of the Central Characterization Project (CCP) on-line headspace gas sampling and analysis unit will not be in the scope of this audit.

If you have any questions concerning this notification, please contact Ms. Ava Holland at (505) 234-7423.

Sincerely,


Dr. Inés R. Triay
Manager

Enclosure

cc: w/enclosure
C. Walker, Techlaw
P. Roush, WTS (Operating Record)
CBFO M&RC



Mr. Steve Zappe

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September 6, 2002

cc: w/o enclosure

T. Harms, DOE-HQ

K. Watson, CBFO

A. Holland, CBFO

L. Chism, CBFO

J. Kieling, NMED

J. Bearzi, NMED

J. Lee, WTS

W. Ledford, CTAC

CBFO QA Record File

CARLSBAD FIELD OFFICE AUDIT PLAN (Rev. 2)

Audit Number: CBFO A-03-07

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: October 7 to 10, 2002
Los Alamos, New Mexico

Audit Team:

Wayne Ledford	Audit Team Leader, CTAC
Steve Calvert	Auditor, CTAC
Steve Davis	Auditor, CTAC
Dorothy Gill	Technical Specialist, CTAC

Audit Scope:

The audit will evaluate the adequacy, implementation, and effectiveness of obtaining manual samples of headspace gas (HSG) in Summa® canisters and utilizing the INEEL laboratory for analytical services. 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 manual HSG sampling will be evaluated:

- Personnel Qualification and Training
- Procurement
- Document Control

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

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

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 3:00 p.m. Monday, October 7, 2002, in the designated area at LANL.

A postaudit conference is scheduled for Thursday, October 10, 2002, at 4:00 p.m. in the designated area at LANL.

Prepared By: WLF
Wayne Leaford, Audit Team Leader

Date: 9/5/02

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

Date: 9/5/02