

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: September 26, 2002

REPLY TO
ATTN OF: CBFO:QA:MLC:GS:02-1904:UFC 2300.00

SUBJECT: Audit (A-03-07) of Los Alamos National Laboratory Manual Headspace Gas Sampling

TO: James Nunz, LASO

Attached is a revised audit plan for audit A-03-07. The plan was revised due to a change of the date for the audit. The audit is now scheduled for October 29-31, 2002.

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

M. Lea Chism
Quality Assurance Specialist



Attachment

cc: w/attachment
K. Watson, CBFO *ED
T. Harms, DOE-HQ *ED
P. Rogers, LANL *ED
M. Gavett, LANL *ED
R. Erickson, LASO *ED
G. Rodriguez, LASO *ED
D. Newell, LASO *ED
M. Eagle, EPA *ED
E. Feltcorn, EPA *ED
S. Zappe, NMED *ED
S. Holmes, NMED *ED
B. Walker, EEG *ED
D. Winters, DNFSB *ED
W. Ledford, CTAC *ED
T. Bowden, CTAC *ED
M. Lipscomb, WTS *ED
P. Roush, WTS
CBFO QA File
CBFO M&RC

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CARLSBAD FIELD OFFICE AUDIT PLAN (Rev. 3)

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 29 to 31, 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 9:00 a.m. Tuesday, October 29, 2002, in the designated area at LANL.

A postaudit conference is scheduled for Thursday, October 31, 2002, at 4:00 p.m. in the designated area at LANL.

Prepared By: WLF
Wayne Leaford, Audit Team Leader

Date: 9/25/02

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

Date: 9/26/02