



Department of Energy  
Carlsbad Field Office  
P. O. Box 3090  
Carlsbad, New Mexico 88221  
September 26, 2002

SEP 27 2002  
Hazardous Waste Unit

Mr. Steve Zappe, Project Leader  
Hazardous Waste Bureau  
New Mexico Environment Department  
2905 Rodeo Park Drive East, Building 1  
Santa Fe, New Mexico 87505-6303

Dear Mr. Zappe:

This letter transmits a revised audit plan for the Carlsbad Field Office audit A-03-07 to be conducted at the Los Alamos National Laboratory on October 29-31, 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. The plan has been revised due to a change in the audit date. The audit was previously scheduled for October 7-10, 2002.

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

Sincerely,

Dr. Inés R. Triay  
Manager

Enclosure

cc: w/o enclosure:

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

cc: w/enclosure:

C. Walker, TechLaw \*ED  
P. Roush, WTS  
CBFO QA Record File  
CBFO M&RC



**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.

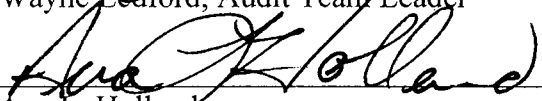
Prepared By:

  
Wayne Deaford, Audit Team Leader

Date:

9/25/02

Approved By:

  
Ava L. Holland,  
CBFO Quality Assurance Manager

Date:

9/26/02