



**Department of Energy**  
Carlsbad Field Office  
P. O. Box 3090  
Carlsbad, New Mexico 88221  
January 28, 2003

 **ENTERED**

Mr. Steve Zappe, Project Leader  
Hazardous Materials Bureau  
New Mexico Environment Department  
2905 E. Rodeo Park Drive, Bldg. 1  
Santa Fe, NM 87502-6110




RE: Carlsbad Field Office Monthly Assessment Schedule

Dear Mr. Zappe:

The purpose of this letter is to transmit the Carlsbad Field Office Assessment Schedule for the period of January 25, 2002 through February 25, 2003. The schedule is transmitted per the requirement contained in the WIPP Hazardous Waste Permit, Module II, *General Facility Conditions*, Paragraph II.C.2.b, *Observation of Audit*.

Please contact Ms. Ava L. Holland, Quality Assurance Manager, at (505) 234-7423 if you have any questions or concerns.

Sincerely,

  
for Dr. Ines R. Triay  
Manager

Enclosure

cc: w/enclosure  
A. Holland, CBFO \*ED  
J. Kieling, NMED \*ED  
J. Bearzi, NMED \*ED  
CBFO QA File  
CBFO M&RC



**CARLSBAD FIELD OFFICE  
ASSESSMENT SCHEDULE  
February, 2003**

ORGANIZATION/SCOPE	CBFO TEAM	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	REMARKS & SCHEDULE
WTS QA Program NQA Criteria 6, 15, 16, 17, 18 & Software QA	Assurance Team	C												Audit, A-03-10, A. Arceo January 13-17, 2003
INEEL 3100 Project Closeout Surveillance	Assurance Team	P												Surveillance, S-03-01, J. May January 28-31, 2003
Sandia National Laboratory CRA Surveillance	Assurance Team		P											Surveillance, S-03-09, A. Arceo February 3 - 7, 2003
ANL-E CCP Certification Audit (Follow-up and solids)	Assurance Team		P											Audit A-03-13, E. Bradford February 10-14, 2003
AMWTF Certification Audit (Transportation)	Assurance Team		P											Audit A-03-08, J. May February 24-28, 2003
RFETS Recertification	Assurance Team			P										Audit, A-03-03, C. Riggs March 3-7, 2003
WTS Waste Operations Audit	Assurance Team			P										Audit, A-03-XX, A. Arceo March 10-14, 2003
Hanford New NDA System Certification Audit	Assurance Team			P										Audit, A-03-14, P. Rodriguez March 24 - 28, 2003
Advanced Mixed Waste Treatment Facility Program Evaluation	Assurance Team				P									Program Evaluation, J. May April 14 - 18, 2003
INEEL Labs and Sampling Process Recertification Audit	Assurance Team				P									Audit A-03-XX, J. May April 21-26, 2003
Advanced Mixed Waste Treatment Facility Cert. Audit	Assurance Team					P								Audit, A-03-05, J. May May 19 - 23, 2003
WTS Surface Operations Audit	Assurance Team						P							Audit, A-03-XX, A. Arceo May 27-30, 2003

C = COMPLETED  
P = PLANNED

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ORGANIZATION/SCOPE	CBFO TEAM	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	REMARKS & SCHEDULE
Hanford Recertification Audit	Assurance Team						P							Audit A-03-XX, P. Rodriguez June 16 – 20, 2003
ANL-E PDP Sample Preparation Contractor Certification Audit	Assurance Team						P							Audit A-03-XX, A. Arceo June 23 – 27, 2003
LANL Recertification Audit	Assurance Team								P					Audit A-03-XX, W. Ledford August 25 – 29, 2003
WTS ES&H Audit	Assurance Team									P				Audit, A-03-XX, A. Arceo September 8-12, 2003
NTS/CCP Recertification Audit	Assurance Team									P				Audit A-03-XX, E. Bradford September 22 – 26, 2003
SRS Recertification Audit	Assurance Team										P			Audit A-04-XX, C. Riggs October 20 – 24, 2003

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