



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

30 JAN 2003

ENTERED



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

RE: Transmittal of Audit Plan and Notification of Assigned Auditors for the Rocky Flats Environmental Technology Site Audit A-03-03

Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office audit to be conducted at the Rocky Flats Environmental Technology Site on March 4-7, 2003, 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.

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

Sincerely,

Dr. Ines R. Triay
Manager

Enclosure

cc:

A. Holland, CBFO *ED
D. Miehl, CBFO *ED
K. Watson, CBFO *ED
J. Kieling, NMED *ED
J. Bearzi, NMED *ED
G. Lewis, NMED *ED
S. Warren, WTS *ED
P. Roush, WTS
CBFO QA File
CBFO M&RC

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CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: CBFO A-03-03

Organization to Be Audited: Rocky Flats Environmental Technology Site (RFETS)

Organizations to Be Notified: Rocky Flats Environmental Technology Site
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board

Date and Location: March 4-7, 2003
Golden, Colorado

Audit Team:

Charlie Riggs	Audit Team Leader, CTAC
Dennis Miehl	Management Representative, CBFO
Jack Walsh	Auditor, CTAC
Amy Arceo	Auditor, CTAC
Norm Frank	Auditor, CTAC
Pete Rodriguez	Auditor, CTAC
Dee Scott	Auditor, CTAC
Annabelle Axinn	Auditor, CTAC
Steve Davis	Auditor, CTAC
Jim Schuetz	Auditor, CTAC
Chet Wright	Auditor, CTAC
Wayne Ledford,	Auditor/Technical Specialist, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Patrick Kelly	Technical Specialist, CTAC
Karen Gaydosh	Technical Specialist, CTAC
BJ Verret	Technical Specialist, CTAC
Dorothy Gill	Technical Specialist, CTAC
Joe Willis	Technical Specialist, WTS
Todd Sellmer	Technical Specialist, WTS
Melissa Rojo	Administrative Support, CTAC

Audit Scope: This recertification audit will evaluate the adequacy, implementation, and effectiveness of RFETS TRU waste activities as they relate to the WIPP Hazardous Waste Facility Permit (HWFP) and quality assurance elements. Four new activities not previously audited will also be evaluated. The specific items to be audited are listed below under 'Activities to be Audited.'

Governing Documents/Requirements:

Adequacy evaluations of new and revised RFETS 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

Contact-Handled Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Project, DOE/WIPP-02-3122

Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088 by the New Mexico Environment Department

TRUPACT-II Safety Analysis Report, Revision 19a, TRAMPAC, Revision 19a, and the TRUPACT-II Certification of Compliance, NRC 71-9281, Revision 14

Activities to be Audited:

The following general areas from section B6-3 of the HWFP:

- Results of previous audits
- Changes in programs or operations
- New programs or activities being implemented
- Changes in key personnel

The following technical activities will be evaluated:

- Acceptable Knowledge
- Headspace Gas (HSG) Sampling and Analysis
- Building 371 HSG Sampling Using an Automated Manifold (**new**)
- Building 440 Gas Generation Testing Program (GGTP) (**new**)
- Nondestructive Assay (NDA)
- Real-Time-Radiography (RTR)
- Building 664 Mobile RTR (for lead lined drums) (**new**)
- Visual Examination (VE)
- VE Technique
- Solid Sampling and Analysis
- Building 440 Small Container Waste Solid Sampling Using Grid Method (**new**)
- WWIS
- Performance Demonstration Program (PDP)
- Data Generation Level and Project Level Verification and Validation
- Transportation

The following quality assurance activities will be evaluated:

- QA Program
- Organization
- Quality Improvement
- Personnel Qualification and Training
- Documents and Records
- Software
- Inspection and Test Equipment
- Assessments
- Sample Control
- Work Processes
- Procurement

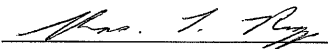
Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, March 4, 2003, at 9:00 a.m.

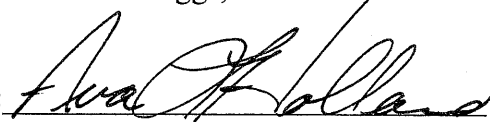
An audit team caucus will be held at 4:45 p.m. Tuesday through Thursday.

The audit team will meet with appropriate RFETS management at 8:30 a.m. Wednesday through Friday.

A post-audit conference is scheduled for Friday March 7, 2003, at 4:00 p.m. All meetings will take place at the designated RFETS location in Golden, Colorado.

Prepared By: 
Charles L. Riggs, Audit Team Leader

Date: 1/28/03

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

Date: 1/29/03