DATE: February 20, 2003

REPLY TO ATTN OF: CBFO:QA:MLC:GS:03-0054:UFC 2300.00

SUBJECT: Audit (A-03-17) of the Westinghouse TRU Solution, Waste Isolation Pilot Plant Mining Development Quality Assurance Program Activities in Accordance with the Applicable ASME/NQA-1, 1989 Requirements

TO: Steven Warren, General Manager, WTS

Please be advised that a team of auditors from the Carlsbad Field Office will conduct the subject audit in Carlsbad, New Mexico on March 11-14, 2003. The audit will be conducted in accordance with the attached audit plan. Observers from EEG and other interested parties may also accompany the audit team. The checklists for the audit will be transmitted to your representative prior to the audit.

Your are requested to provide the resources necessary to coordinate with the audit team, provide cognizant personnel to support the audit, arrange for appropriate space to conduct meetings, and provide the audit team with access to appropriate documentation and records.

If you have any questions concerning the audit, please contact me at (505) 234-7442 or Amy Arceo at (505) 234-7175.

M. Lea Chism
Quality Assurance Specialist

Attachment

cc: A. Holland, CBFO *ED
M. Navarrete, CBFO *ED
L. Chism, CBFO *ED
M. Eagle, EPA *ED
B. Walker, EEG *ED
D. Winter, DNFSB *ED
S. Zappe, NMED *ED
S. C. Sethi, WTS *ED
M. Lipscomb, WTS *ED
J. Hoff, WTS *ED
L. Will, WTS *ED
T. Bowden, CTAC *ED
T. Putnam, CTAC *ED
N. Frank, CTAC *ED
A. Arceo, CTAC *ED
P. Roush, WTS
CBFO QA File
CBFO M&RC
CARLSBAD FIELD OFFICE
AUDIT PLAN

Audit Number: CBFO A-03-17
Organization: Westinghouse TRU Solutions (WTS)
Date and Location of Audit: March 11-14, 2003
Waste Isolation Pilot Plant, Carlsbad, NM
Audit Team: Amelia L. Arceo Audit Team Leader, CTAC
Norman Frank Auditor, CTAC
Tommy Putnam Auditor, CTAC
Martin Navarrete Auditor, CBFO
Lea Chism Management Representative, CBFO

Audit Scope:
Audit A-03-17 will verify the WTS Mining Development Section’s implementation of applicable quality assurance requirements defined in ASME/NQA-1, 1989 edition, and the Carlsbad Field Office (CBFO) and WTS Quality Assurance Program Documents (QAPDs). The audit will evaluate the adequacy, implementation and effectiveness of WTS mining development implementing procedures.

Governing Documents/Requirements:
The overall program adequacy of WTS-specific documents will be assessed based on the following documents:

- ASME/NQA-1, 1989
- CBFO QAPD, CAO-94-1012, Revision 3

Activities to be Audited:
The following area activities will be evaluated:

- Underground Services
- Hoisting
- Mine Maintenance
- Mine Engineering
- Geotechnical Engineering

Schedule of Audit Activities:
A pre-audit meeting is scheduled for Tuesday, March 11, at 8:30 a.m., at the designated location at the WIPP site.

Management briefings will be held Wednesday and Thursday, March 12 and 13, at 8:30 a.m., at the designated location at the WIPP site.

Daily audit team caucus meetings will be held Tuesday through Thursday, March 11 - 13, at
3:30 p.m., to evaluate audit progress, concerns, and logistics, at the designated location at the WIPP site.

A post-audit meeting will be held Friday, March 14, at 3:00 p.m., at the designated location at the WIPP site.

Prepared by: [Signature]  
Amelia I. Arceo, CTAC  
Audit Team Leader  
Date: 2-20-03

Concurrence: [Signature]  
Ava L. Holland, CBFO  
Quality Assurance Manager  
Date: 2/20/03