

Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
February 25, 2003

ENTERED



Mr. Steve Zappe, Project Leader
Hazardous Material 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 February 25, 2003 through March 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, Manger of Quality Assurance, at (505) 234-7423 if you have any questions or concerns.

Sincerely,


/s/ 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	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	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
INTEL 3100 Project Closeout Surveillance	Assurance Team	C												Surveillance, S-03-01, J. May January 28-31, 2003
Sandia National Laboratory CRA Surveillance	Assurance Team		C											Surveillance, S-03-09, A. Arceo February 3 - 7, 2003
ANL-E CCP Certification Audit (Follow-up and solids)	Assurance Team		C											Audit A-03-13, E. Bradford February 10-14, 2003
RFETS HGAS Software Surveillance	Assurance Team		C											Surveillance S-03-12, J. Schuetz February 10-12, 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 Mining Development Audit	Assurance Team			P										Audit, A-03-XX, A. Arceo March 10-14, 2003
3/CCP IQ-3 NDA System Certification Audit	Assurance Team			P										Audit, A-03-16, S. Davis March 24 - 28, 2003
Advanced Mixed Waste Treatment Facility Program Evaluation	Assurance Team				P									Program Evaluation, J. May April 7 - 11, 2003
INEEL Labs and Sampling Process Audit	Assurance Team				P									Audit A-03-15, E. Bradford April 21-26, 2003
Advanced Mixed Waste Treatment Facility Cert. Audit	Assurance Team				P									Audit, A-03-05, J. May April 21-26, 2003

C = COMPLETED

P = PLANNED

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ASSESSMENT SCHEDULE
February 2003**

ORGANIZATION/SCOPE	CBFO TEAM	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	REMARKS & SCHEDULE
WTS Surface Operations Audit	Assurance Team					P								Audit, A-03-19, A. Arceo May 27-30, 2003
WTS Surface Operations Audit and New WTS System Certification Audit	Assurance Team						P							Audit A-03-14, P. Rodriguez June 16 - 20, 2003
ANL-E PDP Sample Preparation Contractor Certification Surveillance	Assurance Team						P							Surveillance S-03-18, A. Arceo June 23 - 27, 2003
WTS Waste Operations Audit	Assurance Team							P						Audit, A-03-20, A. Arceo July 14-19, 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

C = COMPLETED
P = PLANNED