



Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
April 17, 2003



Mr. Michael W. Lipscomb
Quality Assurance Manager
Washington TRU Solutions
P.O. Box 2078
Carlsbad, NM 88220



RE: Closure of Corrective Action Reports 03-018 and 03-024

Dear Mr. Lipscomb:

The Carlsbad Field Office performed verification of the corrective action completion for Corrective Action Reports (CARs) 03-018 and 03-024. The corrective actions taken and implemented for these CARs have been satisfactorily verified. The CAR continuation sheets documenting verification of corrective action completion and closure of CARs 03-018 and 03-024 are enclosed.

If you have any questions or comments, please contact me at (505) 234-7442.

Sincerely,

f/ M. Lea Chism
Quality Assurance Specialist

Enclosures

cc: w/enclosures
A. Holland, CBFO *ED
M. Eagle, EPA *ED
S. Monroe, EPA *ED
E. Feltcorn, EPA *ED
R. Joglekar, EPA *ED
J. Bearzi, NMED *ED
S. Webb, EEG *ED
D. Winters, DNFSB *ED
L. D. Scott, CTAC *ED
A. Arceo, CTAC *ED
A. Pangle, CTAC *ED
P. Roush, WTS
CBFO QA File
CBFO M&RC



CBFO CORRECTIVE ACTION REPORT

(Continuation Sheet)

1. CAR No. 03-018

2. Activity Report No. A-03-010

3. Page 1 Of 1

Block # 18 Verification of Corrective Action Completion:

References:

1. Washington TRU Solutions LLC letter QA:03:00118, dated February 24, 2003, "TRANSMITTAL OF CBFO CORRECTIVE ACTION PLANS FOR CBFO CORRECTIVE ACTION REPORTS...03-018..."
2. Washington TRU Solutions LLC letter QA:03:000183, dated March 25, 2003, "TRANSMITTAL OF CLOSURE DOCUMENTATION FOR CBFO CORRECTIVE ACTION REPORT 03-018, ASSOCIATED WITH CBFO AUDIT A-03-10, WTS..."

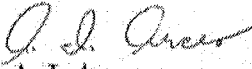
The following objective evidence were verified:

- WP 10-WC3010, *Maintenance PM/MWI Controlled Document Processing*, Rev. 8, Effective 2/26/03, paragraphs 1.25 and 3.6 addresses the requirement for changing the watermark on the obsolete procedure from "working copy" to "obsolete," and removal of previous revision from the user access within the Quality and Manufacturing Integrated Systems (Q&MIS).
- Revised procedures were selected from the list of procedures "Document Log by Document Type" printed on 15-Apr-2003 and verified on the Q&MIS that the selected revised procedures had the "Obsolete" watermarks on the cover on the selected procedures. The following procedures were checked for "Obsolete" watermarks: DC000001, Rev. 1; DC000031, Rev. 0F1; MW100007, Rev. 1F1; MW100008, Rev. 1F1; MW100011, Rev. 2; MW100034, Rev. 2; PM00002, Rev. 1F5; PM000010, Rev. 2; PM25033, Rev. 4; PM25034, Rev. 6; PM25037, Rev. 4; PM25064, Rev. 2

Based on review of the documentation provided by the above referenced documents, and the verification that "obsolete" watermarks were on the cover of revised procedures, it was determined that all requirements of the corrective action plan were addressed and the actions taken were satisfactory.

Closure of CAR 03-018 is recommended.

19a. Verified By: _____


A. I. Arceo

Name

04/16/03

Date

19b. Trend Cause Code: 2.1

CBFO CORRECTIVE ACTION REPORT

(Continuation Sheet)

1. CAR No. 03-024

2. Activity Report No. A-03-010

3. Page _____ Of _____

Block # 18 Verification of Corrective Action Completion:

References:

1. Washington TRU Solutions LLC letter QA:03:00118, dated February 24, 2003, "TRANSMITTAL OF CBFO CORRECTIVE ACTION PLANS FOR CBFO CORRECTIVE ACTION REPORTS...03-024..."
2. Washington TRU Solutions LLC letter QA:03:000176, dated March 20, 2003, "TRANSMITTAL OF CLOSURE DOCUMENTATION FOR CBFO CORRECTIVE ACTION REPORT 03-024, ASSOCIATED WITH CBFO AUDIT A-03-10, WTS..."

CTAC and WTS audit team personnel reviewed the following objective evidence:

- Procedure Compliance Outline and Training Attendance Forms for briefings to the Waste Handling Operations personnel.
- Just in Time Attachment Briefing Outline and Training Attendance Forms for briefings to Waste Handling Operations personnel.
- WTS Surveillance Report Number S03-34, which reviewed Waste Handling operations, to verify that current procedures and attachments were being utilized and the procedures utilized were being followed step by step.

CTAC and WTS audit team personnel, based on review of the documentation provided by the above referenced documents, determined that all requirements of the corrective action plan were addressed and the actions taken were satisfactory.

Closure of CAR 03-024 is recommended.

19a. Verified By: L. Dee Scott
Name



04/17/03
Date

19b. Trend Cause Code: 3.2