



Department of Energy

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

06 MAY 2003



ENTERED



Mr. Steve Zappe, WIPP Project Leader
Hazardous Waste Permits Program
Hazardous Waste Bureau
New Mexico Environment Department
2905 E. Rodeo Park Dr. Bldg. 1
Santa Fe, New Mexico 87505-6303

Subject: Waste Isolation Pilot Plant's Quarterly Progress Report for Solid Waste Management Unit Activities

Dear Mr. Zappe:

The purpose of this letter is to submit the subject report, as required by Module VII.I.1 of the Hazardous Waste Facility Permit No. NM4890139088—TSDF. This report addresses activities from February 1, 2003 to April 30, 2003.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision according to a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

If you have any questions regarding this transmittal, please contact Mr. Jody Plum at (505) 234-7462.

Sincerely,

Dr. Inés R. Triay, Manager
Carlsbad Field Office

S. D. Warren, General Manager
Washington TRU Solutions LLC

Enclosure

cc: w/enclosure
C. Walker, Trinity Engineering
CBFO M&RC

cc: w/o enclosure
J. Bearzi, NMED
J. Kieling, NMED



Waste Isolation Pilot Plant

**May 2003 Quarterly Progress Report
for Solid Waste Management Unit Activities from
February 1, 2003 through April 30, 2003**

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List of Acronyms and Abbreviations

CBFO	Carlsbad Field Office
DOE	Department of Energy
HWFP	Hazardous Waste Facility Permit
NFA	No Further Action
NMED	New Mexico Environment Department
SWMU	Solid Waste Management Unit
TSDf	Treatment, Storage, and Disposal Facility
WIPP	Waste Isolation Pilot Plant

1. Introduction

Module VII.I of the Waste Isolation Pilot Plant (**WIPP**) Hazardous Waste Facility Permit (**HWFP**), Number NM890139088-TSDF, requires that the U.S. Department of Energy (**DOE**) and Washington TRU Solutions LLC, hereafter known as the Permittees, submit quarterly progress reports within ninety (90) days of beginning Solid Waste Management Unit (**SWMU**) activities, and succeeding reports every 90 days thereafter. This report summarizes SWMU activities for February through April 2003.

This report contains the following items, as required by the HWFP:

- Description of the work completed;
- Estimate of the percentage of work completed;
- Summaries of findings;
- Summaries of problems or potential problems encountered and corrective actions implemented;
- Projected work for the next reporting period;
- Summaries of contacts pertaining to corrective action or environmental matters;
- Changes in key personnel;
- Changes in funding which may impact the completion date; and
- Summaries of implementation changes.

2. Description of the Work Completed

On October 8, 2002, the WIPP's No Further Action (**NFA**) Petition for SWMUs and Areas of Concern and associated data (herein referred to as the Final NFA Report) was submitted to the New Mexico Environment Department (**NMED**). A draft 2003 Facility Work Plan update was prepared. However, conversations between Carlsbad Field Office (**CBFO**) and NMED determined that updated facility work plans were not required unless the NFA petition was found to be incomplete, and submission of further facility work plan updates would be discontinued until after the Final NFA Report review was complete.

As required by Module VII.I of the WIPP HWFP, a quarterly progress report has been prepared for submittal.

3. Estimate of the Percentage of Work Completed

The work is 100 percent complete, pending approval of the Final NFA.

4. Summaries of Findings

No findings or comments were received during this reporting period.

5. Problems and Corrective Actions

No problems were experienced during this reporting period. No potential problems were noted and no corrective actions were implemented.

6. Projected Work for the Next Reporting Period

No work is projected for the next reporting period.

7. Summaries of Contacts

On February 11, 2003, CBFO contacted Steve Zappe of the NMED and discussed the need for updates to the Facility Work Plan. Mr. Zappe responded that no update was necessary; however, CBFO should send NMED a letter documenting there were no modifications to the plan because there were no further activities planned for the SWMUs. CBFO sent the letter to NMED on February 18, 2003.

No contact regarding SWMU corrective actions or environmental matters was made with representatives of public interest groups.

8. Changes in Key Personnel

There were no changes in key personnel during this reporting period.

9. Changes in Funding

There were no changes in funding during this reporting period.

10. Changes in Implementation

No changes to the implementation of the *WIPP Facility Work Plan for Solid Waste Management Units and Areas of Concern* (DOE, 2001) were made during this reporting period.

11. References

DOE, 2001. *WIPP Facility Work Plan for Solid Waste Management Units and Areas of Concern*. DOE/WIPP-00-2001, Rev. 1.

SWI 050.00
Review by Coworkers

ATTACHMENT B

WRES Work Instruction Checklist

Use this checklist to assure all of the mandatory steps in SWI 050 are implemented
This checklist must be complete and attached to the document approval request sent to WRES management

SWI 050 Review by Coworkers

What is the Name of the Document?
Select one of the following:

*May 2003 Quarterly Progress Report
For Solid Waste Management Unit
Activities From Feb 1, 2003 through
April 30, 2003*

- Internal Letter
- Internal Memo
- External Letter (to WTS, SNL, LANL, CBFO)
- External Memo (to WTS)
- External Letter (to regulator)
- External Letter (general)
- PMR
- Technical Report
- Status Report
- Form Report
- Technical or Position Paper
- Presentation
- Hotline Response
- HWFP WEB Posting
- Other

Who have you asked to collaborate on this item?

- Reviewer 1 Name Kathy Zbrzyk
- Reviewer 2 Name Judy Seal
- Reviewer 3 Name _____

Did you provide the coworker(s) with a copy to review?

Yes No

Did you explain the purpose of the document?

Yes No

Did you ask the reviewer(s) to consider the following (check all that apply)

Relevance of the document to the topic

Yes No

Proper grammar, spelling, format

Yes No

Flow of the document

Yes No

Persuasiveness of the arguments

Yes No

Conclusions substantiated

Yes No

Consistency with regulations

Yes No

Completeness

Yes No

Specific instructions for Figures, Diagrams, Photos, and other graphics

Yes No

Did the reviewer(s) provide comments?

	Reviewer 1	Reviewer-2	Reviewer 3
Redline/Strikeout	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Document Review Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Document Markup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Memo or e-mail	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Verbal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No Comments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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SWI 050.00
Review by Coworkers

How did you handle the comments?

	Reviewer 1	Reviewer 2	Reviewer 3
Meeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Response	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Revised Document	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Memo or e-mail	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
No Response Necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Did you put instructions and requests for reviews into the document case file? Yes No
- Did you put meeting reports in the document case file? Yes No
- Did you put the comments and responses into the document case file? Yes No
- Did you put any Check Prints into the document case file? Yes No
- Did you summarize major document changes? Yes No
- Did you put the summary in the document case file? Yes No

This space is for comments regarding the implementation of SWI-050. Note any exceptions to the Standard Work Instruction:

Complete this Checklist and attach it to the Approval Request Form that will accompany the document during its final review and approval.

Name: Steve Travis

Signature: [Signature]

Date: 4-10-03

This checklist was reviewed by [Initials] on 4/14/03
Initials Date