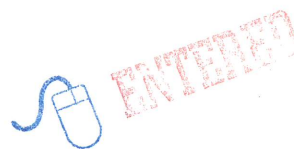




Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
June 6, 2003



Mr. Steve Zappe, Project Leader
Hazardous Waste Bureau
New Mexico Environment Department
2905 Rodeo Park Drive East, Bldg. 1
Santa Fe, New Mexico 87505



Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office audit A-03-24 to be conducted at the Los Alamos National Laboratory on July 8-10, 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. The scope of the audit covers manual headspace gas sampling and analysis utilizing the new LANL Entech/Agilent Headspace Gas System.

Please contact the CBFO 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: w/enclosure
A. Holland, CBFO *ED
L. Chism, CBFO *ED
K. Watson, CBFO *ED
J. Bearzi, NMED *ED
J. Kieling, NMED *ED
C. Walker, TechLaw*ED
W. Ledford, CTAC *ED
K. Dunbar, WRES
CBFO QA File
CBFO M&RC



CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: CBFO A-03-24

Organization to Be Audited: Los Alamos National Laboratory (LANL)

Organizations to Be Notified: Los Alamos National Laboratory (LANL)
New Mexico Environment Department (NMED)
Environmental Protection Agency (EPA-ORIA)
Environmental Evaluation Group (EEG)
Defense Nuclear Facilities Safety Board (DNSFB)

Date and Location: July 8 to 10, 2003
Los Alamos, New Mexico

Audit Team:

Thomas Putnam	Audit Team Leader, CTAC
Wayne Ledford	Auditor, CTAC
Dorothy Gill	Technical Specialist, CTAC

Audit Scope:

The audit will evaluate the adequacy, implementation, and effectiveness of manual headspace gas (HSG) sampling and analysis utilizing the LANL Entech/Agilent Headspace Gas System. Compliance with the WIPP Hazardous Waste Permit Waste Analysis Plan and CBFO Quality Assurance Program Document will be evaluated.

Activities to be Audited:

The following LANL quality assurance elements as applied to HSG sampling and analysis will be evaluated:

- Personnel Qualification and Training
- Measuring and Test Equipment
- Sample Control

The following LANL Characterization/Certification technical elements will be evaluated:

- Headspace Gas Sampling and Analysis
- Project Level Data Verification and Validation

Governing Documents/Requirements:

Adequacy evaluations of new and revised LANL 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

WIPP Hazardous Waste Facility Permit

Programmatic and technical checklists will be developed from the active revision of the following documents:

LANL Transuranic Waste Quality Assurance Project Plan (QAPjP), TWCP-PLAN-0.2.3-001

Related LANL technical and quality assurance implementing procedures

Schedule of Audit Activities:

A preaudit conference is scheduled for 9:00 a.m. Tuesday, July 08, 2003, in the designated area at LANL.

A postaudit conference is scheduled for Thursday, July 10, 2003, at 4:00 p.m. in the designated area at LANL.

Prepared By: Thomas Putnam
Thomas Putnam, Audit Team Leader

Date: 6-02-03

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

Date: 6/4/03