



United States Government

Department of Energy

memorandum

 Carlsbad Field Office
 Carlsbad, New Mexico 88221

DATE: June 6, 2003

 REPLY TO
 ATTN OF: CBFO:QA:MLC:GS:03-1531:UFC 2300.00

 SUBJECT: Audit (A-03-24) of Los Alamos National Laboratory New Headspace Gas Unit and Manual
 Headspace Gas Sampling

TO: James Nunz, DOE-LASO

Attached is the audit plan for audit A-03-24 of headspace gas analysis using the Entech/Agilent unit at LANL. The audit is scheduled for July 8-10, 2003.

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

M. Lea Chism
 Quality Assurance Specialist



Attachment

cc: w/attachment
 K. Watson, CBFO *ED
 S. Wander, LANL *ED
 P. Lindahl, LANL *ED
 R. Erickson, LASO *ED
 G. Rodriguez, LASO *ED
 D. Newell, LASO *ED
 M. Eagle, EPA *ED
 E. Feltcorn, EPA *ED
 S. Zappe, NMED *ED
 S. Holmes, NMED *ED
 B. Walker, EEG *ED
 D. Winters, DNFSB *ED
 W. Ledford, CTAC *ED
 T. Bowden, CTAC *ED
 K. Dunbar, WRES
 CBFO QA File
 CBFO M&RC

030606



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