Date: June 27, 2003

Reply To: CBFO:QA:DSM:GS:03-1557:UFC 2300.00

Subject: Audit (A-03-25) of Hanford TRU Waste Characterization Activities Utilizing the Services of the Washington TRU Solutions LLC, Central Characterization Project

To: Mark French, DOE-RL

Please be advised that a team of auditors from the Carlsbad Field Office (CBFO) will conduct an audit of the Hanford Site TRU waste characterization program utilizing the services of the Central Characterization Project (CCP) at Hanford on July 28-August 1, 2003. The audit will be conducted in accordance with the attached audit plan. Representatives from the New Mexico Environmental Department (NMED), and the Environmental Evaluation Group (EEG) may be present or participate in this audit. Representatives of the U.S. Environmental Protection Agency (EPA) may be present to perform an independent inspection.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to the Hanford facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the audit, and provide the audit team with access to appropriate documentation and records.

If you have any questions or comments concerning the audit, please contact me at (505) 234-7491.

Dennis S. Miehls
Quality Assurance Specialist

Attachment
cc: w/attachment
CBFO QA File
A. Holland, CBFO
M. Navarrete, CBFO
K. Watson, CBFO
R. Dunn, FH
M. Horhota, FH
M. Eagle, EPA
E. Feltcorn, EPA
R. Joglekar, EPA
B. Shroff, EPA
A. Axinn, CTAC
T. Bowden, CTAC
E. Bradford, CTAC
K. Dunbar, WTS
L. Greene, WRES
B. Walker, EEG
D. Winter, DNFSB
S. Zappe, NMED
CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-03-25

Organization to be Audited: Hanford Site, Westinghouse TRU Solutions, Central Characterization Project (CCP) Services

Organizations to be notified: Hanford Site
Washington TRU Solutions
New Mexico Environment Department (NMED)
Environmental Protection Agency (EPA)
Environmental Evaluation Group (EEG)
Defense Nuclear Facilities Safety Board (DNFSB)

Date and Location: July 28-August 1, 2003
Hanford Site
Richland, Washington

Audit Team:
Steve Calvert QA Manager, CTAC
Annabelle Axinn Team Leader, CTAC
Earl Bradford Auditor, CTAC
Pete Rodriguez Auditor, CTAC
Porf Martinez Auditor, CTAC
Jim Schuetz Auditor, CTAC
Jack Walsh Auditor, CTAC
Jim Wilburn Auditor, CTAC
Dick Blauvelt AK Technical Specialist, CTAC
Karen Gaydosh NDE (RTR) & VE Technical Specialist, CTAC
Patrick Kelly NDA Technical Specialist, CTAC
BJ Verret HSG Technical Specialist, CTAC

Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of the CCP technical and quality assurance activities contracted by the Hanford Site for characterization and certification of retrievably stored debris waste (S5000).
Governed Documents/Requirements:

The overall program adequacy and effectiveness of CCP/Fluor Hanford documents will be based on the current revisions of the following documents:

Quality Assurance Program Document (QAPD), DOE/CBFO-94-1012

Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088-TSDF by the New Mexico Environment Department

Contact-Handled Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC), DOE/WIPP-02-3122

Programmatic and technical Checklists will be developed from the active revisions of the following documents:

CCP Transuranic Waste Quality Assurance Characterization Project Plan (QAPjP), CCP-PO-001

CCP Transuranic Waste Certification Plan, CCP-PO-002

CCP/Fluor Hanford Interface Document, CCP-PO-007

Contract between Fluor Hanford and Washington TRU Solutions (Statement of Work)

Related CCP Quality Assurance and technical implementing procedures

Activities to be Audited:

The following CBFO quality assurance elements will be evaluated:

Organization and Quality Assurance Program (Program Interfaces and Statement of Work)
- Nonconformances and Corrective Action
- Personnel Qualification and Training
- Documents & Records
- Work Processes
- Procurement
- Inspection and Testing (Control of M&TE)
- Audits/Assessments
- Software QA
• Sample Control

The following CBFO Characterization technical elements will be evaluated:

• Data Validation & Verification
• Acceptable Knowledge (AK)
• Nondestructive Assay (NDA)
• NDE (RTR)
• Visual Examination (VE)
• Head Space Gas Sampling and Analysis (HSG)
• Waste Certification (e.g., Waste Stream Profile Form)
• WIPP Waste Information System (WWIS)
• Performance Demonstration Program (PDP)
• Waste Analysis Plan (WAP), Section B6
• Sample Design

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, July 28, 2003 at 4:00 p.m.

An audit team caucus will be held at 4:30 p.m. Tuesday through Thursday.

The audit team will meet with appropriate Fluor Hanford and CCP management at 8:30 a.m. Wednesday through Friday.

A post-audit conference is scheduled for Friday, August 1, 2003 at 4:00 p.m. All meetings will take place at the designated Hanford Site location in Richland, Washington.

Prepared by: Annabelle Axinn, CTAC Audit Team Leader

Approved by: Ava L. Holland, Quality Assurance Manager

Date: 6/26/03

Date: 6/27/03