



Department of Energy
 Carlsbad Field Office
 P. O. Box 3090
 Carlsbad, New Mexico 88221
 August 19, 2003



Mr. Steve Zappe
 Hazardous Waste Bureau
 New Mexico Environment Department
 2905 Rodeo Park Drive East, Building 1
 Santa Fe, New Mexico 87505-6303

RE: Transmittal of the Audit Plan and Notification of Assigned Auditors for the Los Alamos Nation Laboratory Re-certification Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the CBFO audit to be conducted at the Los Alamos Nation Laboratory, on September 22-26, 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.

Please contact the Quality Assurance Manager, Ava L. Holland, at (505) 234-7423 should you have any questions concerning this notification.

Sincerely,

Dr. Inés R. Triay
 Manager

Enclosure

cc:

| | |
|--------------------|-----|
| A. Holland, CBFO | *ED |
| L. Chism, CBFO | *ED |
| K. Watson, CBFO | *ED |
| S. Martin, NMED | *ED |
| S. Holmes, NMED | *ED |
| C. Walker, TechLaw | *ED |
| W. Ledford, CTAC | *ED |
| T. Bowden, CTAC | *ED |
| L. Greene, WRES | *ED |
| K. Dunbar, WRES | |
| CBFO QA File | |
| CBFO M&RC | |



CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: CBFO A-03-27

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: September 22-26, 2003
Los Alamos, New Mexico

Audit Team:

| | |
|---------------|---------------------------------|
| Thomas Putnam | Audit Team Leader, CTAC |
| Wayne Ledford | Auditor, CTAC |
| Lea Chism | Management Representative, CBFO |
| Norman Frank | Auditor, CTAC |
| Porf Martinez | Auditor, CTAC |
| J. Wilburn | Auditor, CTAC |
| Chet Wright | Auditor, CTAC |
| Dee Scott | Auditor, CTAC |
| Dick Blauvelt | Technical Specialist, CTAC |
| Dorothy Gill | Technical Specialist, CTAC |
| Karen Gaydosh | Technical Specialist, CTAC |
| P. Kelly | Technical Specialist, CTAC |
| Joe Willis | Technical Specialist, WTS |
| Todd Selmer | Technical Specialist, WTS |

Audit Scope: The audit will evaluate the continued adequacy, implementation, and effectiveness of the technical activities and associated quality assurance program requirements related to the LANL TRU waste characterization and certification programs for debris wastes. Compliance with the WIPP Hazardous Waste Permit Waste Analysis Plan, nondestructive assay (NDA) processes, and the LANL transportation program will also be evaluated. The audit team will also evaluate the results of previous audits, changes in programs or operations, new programs or activities being implemented, and changes in key personnel.

Activities to be Audited:

The following LANL quality assurance elements will be evaluated:

- Organization/QA Program Implementation
- Personnel Qualification and Training
- QA Grading
- Documents and Records
- Procurement
- Control of Measuring and Test Equipment
- Control of Nonconforming Items
- Corrective Action
- Audits/Assessments
- Software Requirements

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

- Nondestructive Assay (NDA) – TGS, P-TGS, CTEN, HENC, PC/RANT/FRAM
- Headspace Gas Sampling and Analysis
- Real Time Radiography (RTR)
- Visual Examination
- Generation Level Data Verification & Validation
- Project Level Data Verification & Validation
- Acceptable Knowledge
- Waste Stream Profile Forms
- WIPP Waste Information System (WWIS)

The following LANL Transportation technical elements will be evaluated:

- Inspection of Packaging
- Payload Certification
- Preparation and Loading
- Shipping
- Packaging Maintenance

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

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

Safety Analysis Report for TRUPACT-II Shipping Package, Appendix 1.3.7,
TRAMPAC

TRUPACT-II Certification of Compliance, NRC 71-9281

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

LANL Transuranic Waste Certification Plan (includes TRAMPAC), TWCP-PLAN-0.2.4-001

Related LANL technical and quality assurance implementing procedures

Schedule of Audit Activities:

A preaudit conference is scheduled for 3:00 p.m. Monday, September 22, 2003, in the designated area at LANL.

A postaudit conference is scheduled for Friday, September 26, 2003, at 11:00 a.m. in the designated area at LANL.

Prepared By: Thomas Putnam
Thomas Putnam, Audit Team Leader

Date: 8-14-03

Approved By: Marta Nannette for A.L. Holland
Ava L. Holland,
Quality Assurance Manager

Date: 8-19-03