



**Department of Energy**  
 Carlsbad Field Office  
 P. O. Box 3090  
 Carlsbad, New Mexico 88221

04 SEP 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 (CBFO) audit A-04-03 of the Argonne National Laboratory-East (ANL-E), TRU waste characterization activities utilizing the services of the Westinghouse TRU Solutions (WTS) Central Characterization Project (CCP). The audit is to be conducted as required by the WIPP Hazardous Waste Facility Permit, Section B4-3f at the CCP facilities in Carlsbad, New Mexico the week of October 6-10, 2003. The audit plan also identifies the audit team members as required by Section B6-3 of the Permit.

If you have any questions concerning this notification, please contact Ms. Ava L. Holland at (505) 234-7423.

Sincerely,

Dr. Inés R. Triay  
 Manager

Enclosure

cc: w/enclosure

K. Watson, CBFO	*ED	J. Kieling, NMED	*ED
C. Wu, CBFO	*ED	G. Lewis, NMED	*ED
A. Holland, CBFO	*ED	D. Haar, WTS	*ED
D. Miehl, CBFO	*ED	T. Hedahl, WTS	*ED
A. Harvey, DOE ANL-E	*ED	F. Sharif, WTS	*ED
C. Rock, ANL-E	*ED	L. Greene, WRES	
S. Martin, NMED	*ED	K. Dunbar, WIPP Operating Record	

\*ED denotes Electronic Distribution



**CARLSBAD FIELD OFFICE AUDIT PLAN**

**Audit Number:** A-04-03

**Organization to be Audited:** Argonne National Laboratory-East (ANL-E) Washington TRU Solutions, Central Characterization Project (CCP) Services

**Organizations to be notified:** Argonne National Laboratory-East  
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:** October 6-10, 2003  
Carlsbad, New Mexico

**Audit Team:**

Dennis Miehl	CBFO QA Specialist
Pete Rodriguez	Audit Team Leader, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Prissy Dugger	Auditor, CTAC
Norm Frank	Auditor, CTAC
Karen Gaydosh	Technical Specialist
Patrick Kelly	Technical Specialist
Porf Martinez	Auditor, CTAC
BJ Verret	Technical Specialist
Chet Wright	Auditor, CTAC
Tammy Bowden	Auditor-in-Training, CTAC

**Audit Scope:**

This is the annual recertification audit of the ANL-E/CCP TRU program. The audit team will evaluate the adequacy, implementation, and effectiveness of the ANL-E/CCP TRU waste characterization program and processes used to characterize retrievably stored debris waste and homogeneous solids (S5000 and S3000), in accordance with the requirements contained in the WIPP HWFP.

**Governing Documents/Requirements:**

The overall program adequacy and effectiveness of CCP/ANL-E documents will be based on the current revisions of the following documents:

Quality Assurance Program Document (QAPD), DOE-CBFO CAO-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/ANL-E Interface Document, CCP-PO-007*

Contract between the University of Chicago (ANL-E) and WTS (Statement of Work)

Related CCP Quality Assurance and technical implementing procedures

**Activities to be Audited:**

**Quality**

- QA Program Interfaces
- Nonconformance/Corrective Action
- Personnel Qualification and Training
- Documents and Records
- Procurement of services
- Measuring and Test Equipment (M&TE)
- Audits/Assessments
- Software QA
- Sample Control

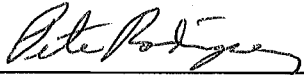
**Technical**

- Data validation and verification (V&V) (Generation and Project Levels)
- Acceptable Knowledge (AK)
- NDA
- NDE (RTR & VE)
- HSG Sampling and Analysis
- Sample design / reconciliation of DQOs
- Waste Analysis Plan (WAP), Section B6

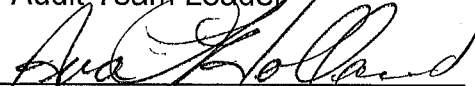
**Schedule of Audit Activities:**

A pre-audit conference is scheduled for Monday, October 6, 2003 at 8:00 a.m.

A post-audit conference is scheduled for Friday, October 10, 2003 at 1:00 p.m.  
All meetings will take place in the WTS/CCP Office facilities at Carlsbad, NM.

Prepared by:   
Pete Rodriguez, CTAC  
Audit Team Leader

Date: 9-4-03

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

Date: 9/4/03