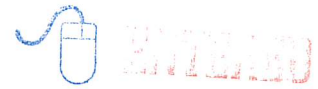


Department of Energy  
Carlsbad Field Office  
P. O. Box 3090  
Carlsbad, New Mexico 88221  
September 15, 2003



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

RE: Transmittal of Audit Plan and Notification of Assigned Auditors for the Savannah River Site Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the CBFO audit to be conducted at the Savannah River Site on October 21-24, 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: w/ enclosure  
A. Holland, CBFO \*ED  
D. Miehl, CBFO \*ED  
K. Watson, CBFO \*ED  
J. Kieling, NMED \*ED  
S. Martin, NMED \*ED  
S. Warren, WTS \*ED  
S. Harrison, CTAC \*ED  
K. Dunbar, WRES  
CBFO QA File  
CBFO M&RC



## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** A-04-01

**Organization to Be Audited:** Savannah River Site (SRS)

**Organizations to be notified:** Savannah River Site  
Westinghouse Savannah River Company (WSRC)  
Washington TRU Solutions LLC (WTS)  
New Mexico Environment Department (NMED)  
Environmental Protection Agency (EPA)  
Environmental Evaluation Group (EEG)  
Defense Nuclear Facilities Safety Board (DNFSB)

**Date and Location:** October 21-24, 2003  
Aiken, South Carolina

**Audit Team:**

Charlie Riggs	Audit Team Leader, CTAC
Jimmy Wilburn	Auditor, CTAC
Steve Calvert	Auditor, CTAC
Prissy Dugger	Auditor, CTAC
Chet Wright	Auditor, CTAC
Annabelle Axinn	Auditor, CTAC
Dee Scott	Auditor, CTAC
Jim Schuetz	Auditor, CTAC
Jack Walsh	Auditor, CTAC
Tammy Bowden	Auditor, CTAC
Porf Martinez	Auditor, CTAC
Karen Gaydosh	RTR & VE Technical Specialist, CTAC
Patrick Kelly	NDA Technical Specialist, CTAC
Dorothy Gill	HSG Technical Specialist, CTAC
Dick Blauvelt	AK Technical Specialist, CTAC
Jim Eide	Technical Specialist-in-Training, CTAC
Joe Willis	Transportation Technical Specialist, WTS
Todd Sellmer	Transportation Technical Specialist, WTS

### **Audit Scope:**

The audit team will evaluate the adequacy, implementation, and effectiveness of SRS transuranic (TRU) waste activities as they relate to the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP) for retrievably stored debris waste. Additional technical, quality assurance and transportation

elements will also be evaluated. These activities include those performed by WSRC or for WSRC by the WTS Central Characterization Project (CCP). The specific items to be audited are listed below under 'Activities to be Audited.'

### **Activities to be Audited:**

The following general areas from section B6-3 of the HWFP:

- Results of previous audits
- Changes in programs or operations
- New programs or activities being implemented
- Changes in key personnel

The following quality assurance elements will be evaluated:

- Organization
- QA Program
- Personnel Qualification and Training
- Quality Improvement
- Documents & Records
- Procurement
- Inspection and Testing
- Grading Program
- Audits/Assessments
- Sample Control
- Software Quality Assurance

The following technical elements will be evaluated:

- Data Validation & Verification
- Acceptable Knowledge
- Nondestructive Assay (NDA-IPAN/GEA)
- Nondestructive Assay (NDA-IQ3)
- Real Time Radiography (RTR)
- Visual Examination (VE)
- Head Space Gas Sampling and Analysis (HSG)
- Performance Demonstration Program (PDP)
- Waste Certification (e.g., Waste Stream Profile Form)
- WIPP Waste information System (WWIS)
- Waste Analysis Plan (WAP), Section B6
- Transportation

**Governing Documents/Requirements:**

The overall program adequacy of SRS/CCP documents will be based on the following documents:

*Quality Assurance Program Document (QAPD)*, 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-02-3211

*TRUPACT-II Safety Analysis Report*, Revision 19c, *TRAMPAC*, Revision 19c, and the *TRUPACT-II Certificate of Compliance*, NRC 71-9218, Revision 16

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 TRUPACT-II Authorized Methods for Payload Control (TRAMPAC)*, CCP-PO-003

*CCP/SRS Interface Document*, CCP-PO-004

Related Westinghouse Savannah River (SRS) Quality Assurance and technical implementing procedures

Related WTS CCP Quality Assurance and technical implementing procedures

Related WTS Quality Assurance implementing procedures

**Schedule of Audit Activities:**

A pre-audit conference will be held Tuesday, October 21, 2003 at 9:00 a.m.

Audit team caucus meetings will be held at 4:30 p.m. Tuesday through Thursday.

Daily management briefings will be held at 8:30 a.m. with the appropriate management Wednesday and Thursday.

A post-audit conference is scheduled for Friday, October 24, 2003 at 11:00 a.m.

All meetings will take place at the designated SRS location.

Prepared by: *Charles L. Riggs*

Charles L. Riggs, CTAC  
Audit Team Leader

Date: *9/10/03*

Concurrence: *Ava L. Holland*

Ava L. Holland, CBFO  
Quality Assurance Manager

Date: *9/15/03*