

United States Government

 Carlsbad Field Office
 Carlsbad, New Mexico 88221

memorandum

DATE: October 1, 2003

REPLY TO
ATTN OF: CBFO:QA:MPN:GS:03-2593:UFC 2300.00

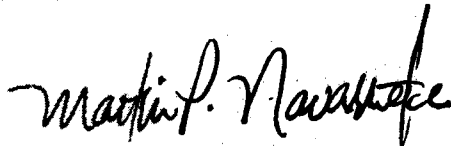
SUBJECT: Audit (A-04-06) Hanford Follow-Up Certification of the TRU Waste Characterization Certification and Transportation Programs

TO: Mark French, DOE-RL

Please be advised that a team of auditors and technical specialists from the Carlsbad Field Office (CBFO) will conduct a follow-up certification audit of the Hanford Site, to supplement previous audit A-03-14 performed June 16 – 20, 2003. The audit will be conducted in accordance with the attached audit plan and will be performed at the CBFO facility in Carlsbad, New Mexico. The purpose of the audit is to complete the evaluation of the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford transuranic waste characterization and certification programs for S3000 homogeneous solids. See the attached audit plan for details. Representatives from DOE/CBFO, the US Environmental Protection Agency (EPA), the New Mexico Environment Department (NMED), and the Environmental Evaluation Group (EEG) may be present to observe the audit process.

Your representatives are requested to coordinate with the audit team to determine the necessary documentation that the Hanford cognizant personnel will need to convey, to support the audit. Please ensure that cognizant personnel will have access to retrieving, from the Hanford Site, any supporting records or documentation that may be necessary during the audit. CBFO audit team will provide the necessary meeting/working rooms for the audit team and the EPA inspectors

If you have any questions or comments concerning the audit, please contact me at (505) 234-7483.



Martin P. Navarrete
 Quality Assurance Specialist



Attachment

031002



Mark French

-2-

October 1, 2003

cc: w/attachment

K. Watson, CBFO	*ED
A. Holland, CBFO	*ED
T. Harms, DOE-HQ	*ED
Todd Shrader, DOE-RL	*ED
M. Eagle, EPA	*ED
E. Feltcorn, EPA	*ED
R. Joglekar, EPA	*ED
J. Bearzi, NMED	*ED
S. Zappe, NMED	*ED
B. Walker, EEG	*ED
R. Dunn, FH	*ED
M. Horhota, FH	*ED
D. Winter, DNFSB	*ED
P. Rodriguez, CTAC	*ED
M. Rojo, CTAC	*ED
L. Greene, WRES	*ED
K. Dunbar, WRES	
CBFO QA File	
CBFO M&RC	

CARLSBAD FIELD OFFICE AUDIT PLAN**Audit Number:** A-04-06**Organization
to be Audited:** Hanford Site**Organizations
to be Notified:** Hanford Site
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board**Date and
Location:** November 4 - 6, 2003
Carlsbad, New Mexico**Audit Team:**

Pete Rodriguez	Audit Team Leader/CTAC
Prissy Dugger	Auditor /CTAC
Dick Blauvelt	Technical Specialist/CTAC
Martin Navarrete	CBFO Representative
Dave Price	Technical Specialist/CTAC
BJ Verret	Technical Specialist/CTAC

Audit Scope: This is the follow-up certification audit of the Hanford Site and will supplement previous audit A-03-14 performed June 16 - 20, 2003. The audit will complete the evaluation of the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford transuranic waste characterization and certification programs for S3000 homogeneous solids, i.e., solid sample analysis, project level data validation and verification, confirmatory activities and requisite waste stream profile forms. (Note: previous characterization activities of S3000 solids have included HSG sampling and analysis, NDA, VE, VE Technique at the Plutonium Finishing Plant (PFP), WRAP and T-Plant, as applicable.)

Activities/Tasks to be audited:

The following CBFO quality assurance elements will be evaluated:

- QA program interfaces
- Procurement of services
- Sample control

The following CBFO Characterization technical elements will be evaluated:

- Project-level data verification and validation
- Sample design / reconciliation of DQOs
- Acceptable knowledge (AK) confirmation
- Waste Analysis Plan (WAP), Section B6

Governing Documents/Requirements:

Adequacy evaluations of Hanford TWCP documents will be based on the current revisions of the following documents:

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

Waste Analysis Plan (WAP), Attachment B-6, of the RCRA Part B Permit

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

Programmatic and technical checklists will be developed from the active revision of the following documents:

Hanford Quality Assurance Project Plan (QAPjP) for the Transuranic Waste Certification Program, HNF-2599

Hanford Site Transuranic Waste Certification Plan, HNF-2600

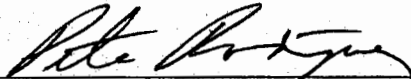
Related Hanford technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, November 4, at 8:00 a.m. in the CBFO / Skeen-Whitlock Building conference room T-237.

Audit team caucuses will be held at 4:30 p.m. Tuesday and Wednesday in conference room T-237.

A post-audit conference is scheduled for Thursday, November 6, at 1:00 p.m. in the conference room T-237.

Prepared By: 
Pete Rodriguez, Audit Team Leader

Date: 9/30/03

Approved By: 
Ms. Ava L. Holland, CBFO QA Manager

Date: 10/1/03