



Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
January 29, 2004



Mr. Steve Zappe, Project Leader
Hazardous Materials Bureau
New Mexico Environment Department
2905 E. Rodeo Park Drive, Bldg. 1
Santa Fe, NM 87502-6110

Subject: Carlsbad Field Office Monthly Assessment Schedule

Dear Mr. Zappe:

The purpose of this letter is to transmit the Carlsbad Field Office (CBFO) Assessment Schedule for the period of January 25, 2003 through February 25, 2004. The schedule is transmitted per the requirement contained in the WIPP Hazardous Waste Permit, Module II, *General Facility Conditions*, Paragraph II.C.2.b, *Observation of Audit*.

Please contact Ms. Ava L. Holland, Quality Assurance Manager, at (505) 234-7423 if you have any questions or concerns.

Sincerely,

R. Paul Detwiler
Acting Manager

Enclosure

cc: w/enclosure

J. Kieling, NMED *ED

S. Martin, NMED *ED

A. Holland, CBFO *ED



**CARLSBAD FIELD OFFICE
ASSESSMENT SCHEDULE
February 2004**

ORGANIZATION/SCOPE	CBFO TEAM	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	REMARKS & SCHEDULE
WTS Surveillance (Suspect & Counterfeit Parts) (at WIPP Site)	Assurance Team												C	Surveillance S-04-01, C. Wright December 8-11, 2003
LANL-C/CEMRC Audit, Quality Assurance Program (in Carlsbad)	Assurance Team	C												Audit A-04-11, T. Putnam January 12-16, 2004
INEEL Labs Surveillance	Assurance Team		P											Surveillance S-04-XX, E. Bradford February 9-11, 2004
WTS QAPD Implementation (in Carlsbad)	Assurance Team		P											Audit A-04-XX, C. Wright February 2004
WTS Transportation Surveillance (in Carlsbad)	Assurance Team		P											Surveillance S-04-06, D. Scott February 9-13, 2004
AMWTP Transportation Recertification Audit	Assurance Team			P										Audit A-04-12, J. May March 8-12, 2004
ANL-E Close-out Audit (in-Carlsbad)	Assurance Team			P										Audit A-04-XX, A. Arceo March 16-18, 2004
RFETS Recertification Audit	Assurance Team			P										Audit A-04-10, C. Riggs March 29 – April 2, 2004
CBFO QAPD Implementation (in Carlsbad)	Assurance Team				P									Audit A-04-XX, P. Rodriguez April 2004
LANL CCP Accelerated Process Line Certification Audit	Assurance Team													Audit A-04-05, E. Bradford TBD
LANL/ CCP RH Certification Audit	Assurance Team													Audit A-04-XX, W. Ledford TBD
INEEL Labs Recertification Audit	Assurance Team					P								Audit A-04-XX, E. Bradford May, 2004
PDP Gas Sampling Audit	Assurance Team						P							Audit A-04-XX, A. Arceo June 14-18, 2004
Hanford Recertification Audit	Assurance Team						P							Audit A-04-XX, P. Rodriguez June, 2004

C = COMPLETED
P = PLANNED

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February 2004**

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Hanford/CCP Recertification Audit	Assurance Team						P							Audit A-04-XX, A. Axinn June 2004
Tri-State Motor Transport Transportation Surveillance (in Carlsbad)	Assurance Team							P						Surveillance, S-04-08, D. Scott July 2004
CAST Transportation Surveillance (in Carlsbad)	Assurance Team							P						Surveillance, S-04-07, D. Scott July 2004
WTS QAPD Implementation (in Carlsbad)	Assurance Team								P					Audit A-04-XX, N. Frank August 2004
AMWTP Recertification Audit	Assurance Team								P					Audit A-04-XX, J. May August, 2004
LANL Recertification Audit	Assurance Team									P				Audit A-04-XX, T. Putnam September, 2004
CBFO QAPD Implementation (in Carlsbad)	Assurance Team									P				Audit A-04-XX, A. Axinn September 2004
SRS/CCP Recertification Audit	Assurance Team										P			Audit A-05-XX, J. Wilburn October 2004

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