



**Department of Energy**  
Carlsbad Field Office  
P. O. Box 3090  
Carlsbad, New Mexico 88221  
February 11, 2004



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

Subject: Transmittal of Audit Plan and Notification of Assigned Auditors for the Rocky Flats Environmental Technology Site Audit A-04-10

Dear Mr. Zappe:

This letter transmits the audit plan for the CBFO audit to be conducted at the Rocky Flats Environmental Technology Site on March 30-April 2, 2004, 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,

R. Paul Detwiler  
Acting Manager

Enclosure

cc:  
L. L. Piper, CBFO \*ED  
A. Holland, CBFO \*ED  
D. Miehl, CBFO \*ED  
K. Watson, CBFO \*ED  
J. Kieling, NMED \*ED  
S. Martin, NMED \*ED  
G. Lewis, NMED \*ED  
S. Warren, WTS \*ED  
K. Dunbar, WRES  
CBFO QA File  
CBFO M&RC



**CARLSBAD FIELD OFFICE AUDIT PLAN**

**Audit Number:** CBFO A-04-10

**Organization to Be Audited:** Rocky Flats Environmental Technology Site (RFETS)

**Organizations to Be Notified:** Rocky Flats Environmental Technology Site  
New Mexico Environment Department  
Environmental Protection Agency  
Environmental Evaluation Group  
Defense Nuclear Facilities Safety Board

**Date and Location:** March 30 – April 2, 2004  
Golden, Colorado

**Audit Team:**

Charlie Riggs	Audit Team Leader, CTAC
Dennis Miehl	Management Representative, CBFO
Martin Navarrete	Management Representative, CBFO
Pete Rodriguez	Auditor, CTAC
Prissy Dugger	Auditor, CTAC
Porf Martinez	Auditor, CTAC
Norman Frank	Auditor, CTAC
Tommy Putnam	Auditor, CTAC
Dee Scott	Auditor, CTAC
Annabelle Axinn	Auditor, CTAC
Jim Schuetz	Auditor, CTAC
Wayne Ledford,	Auditor/Technical Specialist, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Patrick Kelly	Technical Specialist, CTAC
BJ Verret	Technical Specialist, CTAC
Joe Willis	Technical Specialist, WTS
Todd Sellmer	Technical Specialist, WTS

**Audit Scope:** This recertification audit will evaluate the adequacy, implementation, and effectiveness of RFETS transuranic (TRU) waste activities as they relate to the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP) for Summary Category Groups S3000 homogenous solids waste and S5000 debris waste. The activities associated with Summary Category Group S4000 Soils/Gravels, not previously audited will also be evaluated. Additional technical, quality assurance and transportation elements will also be evaluated. The specific items to be audited are listed below under ‘Activities to be Audited.’

**Governing Documents/Requirements:**

Adequacy evaluations of new and revised RFETS 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, DOE/CBFO-94-1012*

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

*Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088 by the New Mexico Environment Department*

*TRUPACT-II Safety Analysis Report, Revision 19c, TRAMPAC, Revision 19c, and the TRUPACT-II Certification of Compliance, NRC 71-9281, Revision 16*

**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 technical activities will be evaluated:

- Soils (**new**)
- Acceptable Knowledge
- Headspace Gas (HSG) Sampling and Analysis
- Building 440 Gas Generation Testing Program (GGTP)
- Nondestructive Assay (NDA)
- NDA Multiple Purpose Crate Counter (**new for soils**)
- Real-Time-Radiography (RTR)
- Visual Examination (VE)
- VE Technique
- Solid Sampling and Analysis
- WWIS
- Performance Demonstration Program (PDP)
- Data Generation Level and Project Level Verification and Validation
- Payload, Type B packaging, and Transportation

The following quality assurance activities will be evaluated:

- QA Program
- Organization
- Quality Improvement
- Personnel Qualification and Training
- Documents and Records
- Software
- Inspection and Test Equipment
- Assessments
- Sample Control
- Work Processes
- Procurement

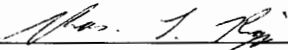
**Schedule of Audit Activities:**

A pre-audit conference is scheduled for Tuesday, March 30, 2004, at 8:30 a.m.

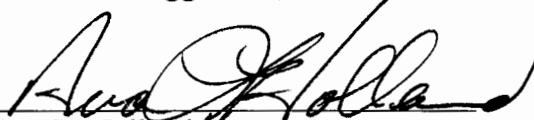
An audit team caucus will be held at 4:30 p.m. Tuesday through Thursday.

The audit team will meet with appropriate RFETS management at 8:30 a.m. Wednesday through Friday.

A post-audit conference is scheduled for Friday April 2, 2004, at 4:00 p.m. All meetings will take place at the designated RFETS location in Golden, Colorado.

Prepared By:   
Charles L. Riggs, Audit Team Leader

Date: 2/9/4

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

Date: 2/9/04