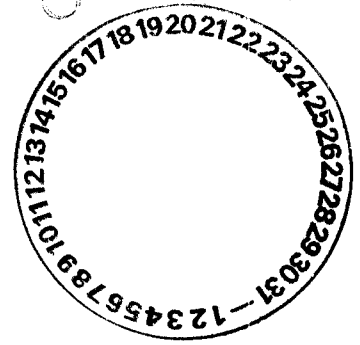




**Department of Energy**

Carlsbad Field Office  
P. O. Box 3090  
Carlsbad, New Mexico 88221

March 16, 2004



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

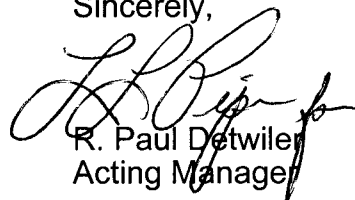
Subject: Audit (A-04-05) of Los Alamos National Laboratory

Dear Mr. Zappe:

This letter transmits the audit plan for audit A-04-05 of the Los Alamos National Laboratory (LANL), TRU waste characterization activities utilizing the services of the Washington TRU Solutions, Central Characterization Project. The audit is to be conducted as required by the WIPP Hazardous Waste Facility Permit, Section B4-3f at the LANL facilities in Los Alamos, NM, April 26-30, 2004. The audit plan also identifies the audit team members as required by Section B6-3 of the Permit.

Please contact the CBFO 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: w/enclosure

A. Holland, CBFO \*ED  
L. Piper, CBFO \*ED  
K. Watson, CBFO \*ED  
L. Chism, CBFO \*ED  
D. Miehs, CBFO \*ED  
S. Martin, NMED \*ED  
S. Holmes, NMED \*ED  
J. Nunz, LAAO \*ED  
D. Haar, WTS \*ED  
T. Hedahl, WTS \*ED  
B. Walker, EEG \*ED  
S. Webb, EEG \*ED  
L. Greene, WRES \*ED  
K. Dunbar, WRES  
CBFO QA File  
CBFO M&RC



## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** A-04-05

**Organization to be Audited** Los Alamos National Laboratory, Washington TRU Solutions, Central Characterization Project (CCP) Services

**Organizations to be notified:** Los Alamos National Laboratory (LANL)  
Washington TRU Solutions (WTS)  
New Mexico Environment Department (NMED)  
Environmental Protection Agency (EPA)  
Environmental Evaluation Group (EEG)  
Defense Nuclear Facilities Safety Board (DNFSB)

**Date and Location:** April 26-30 2004  
Los Alamos, New Mexico

**Audit Team:**

Earl Bradford	Team Leader, CTAC
Charley Riggs	Auditor, CTAC
Steve Calvert	Auditor, CTAC
Priscilla Dugger	Auditor, CTAC
Tammy Bowden	Auditor, CTAC
Porf Martinez	Auditor, CTAC
Norman Frank	Auditor, CTAC
Patrick Kelly	NDA Technical Specialist, CTAC
Wayne Ledford	RTR&VE Technical Specialist, CTAC
BJ Verret	HSG Technical Specialist, CTAC
Dick Blauvelt	AK Technical Specialist, CTAC

### **Audit Scope:**

The audit team will evaluate the adequacy, implementation, and effectiveness of the CCP technical and quality assurance activities contracted by Los Alamos National Laboratory, (The University of California) for characterization and certification of contact handled homogeneous solid waste (S3000) and debris waste (S5000).

**Note:** The solids sampling and analysis processes will be performed by a CBFO certified independent analytical laboratory (INEEL). In addition, the CCP may utilize the independent laboratory to analyze HSG samples. All independent laboratory analysis results will be forwarded to the CCP for project-level data verification and validation.

**Governing Documents/Requirements:**

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

*Quality Assurance Program Document (QAPD), DOE/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 (CH-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/LANL Interface Document, CCP-PO-012*

Contract between the University of California (LANL) and WTS and associated Statement of Work (SOW)

Related CCP quality assurance and technical implementing procedures

**Activities to be Audited:****Quality**

- Organization and Quality Assurance Program (Program Interfaces and Statement of Work)
- Non-conformances and Corrective Action
- Personnel Qualification and Training
- Documents & Records
- Work Processes
- Procurement
- Inspection and Testing (Control of M&TE for data collection)
- Audits/Assessments
- Sample Control
- Software QA

**Technical**

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

**Schedule of Audit Activities:**

A pre-audit conference is scheduled for Monday, April 26, 2004 at 4:00 p.m.

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

The audit team will meet daily with appropriate LANL and CCP management at 8:00 a.m. (Wednesday through Friday).

A post-audit conference is scheduled for Friday, April 30, 2004 at 4:00 p.m. All meetings will take place at the designated LANL location at Los Alamos.

Prepared by: *A. Earl Bradford*  
Earl Bradford, CTAC  
Audit Team Leader

Date: *3/16/04*

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

Date: *3/16/04*