

United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: March 2, 2005

REPLY TO
ATTN OF: CBFO:QA:MPN:LC:05-0367:UFC:2300

SUBJECT: Transportation Certification Surveillance S-05-09 of Idaho National Engineering and Environmental Laboratory, AMWTP

TO: Jeff Snook, Director Advanced Mixed Waste Treatment Project

Please be advised that a team of auditors from the Carlsbad Field Office (CBFO) will conduct a transportation certification surveillance of the Advanced Mixed Waste Treatment Project (AMWTP) during the period of March 28-31, 2005, in accordance with the attached surveillance plan.

Your representatives are requested to coordinate with the surveillance team to develop the necessary documentation for team access to AMWTP facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the surveillance, and provide the surveillance team with access to appropriate documentation and records. Please provide meeting rooms for the entrance and exit meetings, working rooms for the surveillance team, a full set of documentation applicable to AMWTP work for the Waste Isolation Pilot Plant including the applicable procedures, and miscellaneous office supplies (e.g., pens, paper, copy machine, post-it notes, stapler, tape, etc.) for each working room.

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

FOR

Martin Navarrete
Quality Assurance Specialist



Attachment

050304



Jeff Snook

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March 2, 2005

cc: w/attachment
G. Dixon, DOE HQ *ED
A. Holland, CBFO ED
D. Miehs, CBFO ED
K. Watson, CBFO ED
R. McCallister, CBFO ED
B. Edgerton, DOE-ID ED
R. Cullison, DOE-ID ED
J. Wells, DOE-ID ED
A. Dobson, BNFL ED
D. Swale, BNFL ED
E. Dumas, BNFL ED
E. Schweinsberg, BNFL ED
J. Hampton, BNFL ED
D. Winters, DNFSB ED
R. Raaz, WTS ED
C. Riggs, CTAC ED
L. Greene, WRES ED
S. Zappe, NMED ED
M. Eagle, EPA ED
R. Joglekar, EPA ED
E. Feltcorn, EPA ED
WIPP Operating Record, MS 486-06
CBFO QA File
CBFO M&RC

*ED denotes electronic distribution

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CARLSBAD FIELD OFFICE TRANSPORTATION CERTIFICATION SURVEILLANCE PLAN

Organization: Advanced Mixed Waste Treatment Project (AMWTP)

Organizations To Be notified: British Nuclear Fuels Limited, Incorporated (BNFL, Inc.)
Defense Nuclear Facilities Safety Board

Date and Location: March 28 through March 31, 2005
Idaho Falls, Idaho

Evaluation Team:

L. Dee Scott	Surveillance Team Leader/CTAC
J. Eide	Technical Specialist/CTAC
T. Pugham	Auditor/CTAC
J. Schuetz	Auditor/CTAC
E. Sellmer	Transportation Specialist/WTS

Surveillance Scope: The surveillance will evaluate the adequacy, implementation, and effectiveness of technical and quality assurance (QA) processes related to the AMWTP transportable (TRU) waste certification, payload certification, payload assembly and payload loading, TRUPACT-II operations/maintenance, leak testing, training, material control, WIPP Waste Information System (WVIS) entry/certification, software control, and shipment of TRU waste from AMWTP to the Waste Isolation Pilot Plant (WIPP).

CH packaging operations activities and areas to be evaluated:

- Personnel Qualification and Training
- Waste certification/container/payload certification/WCO/TCO
- WVIS entry/certification
- Software control
- Radiological surveys
- Payload assembly
- Payload loading
- TRUPACT-II operations/inspection/maintenance
- TRUPACT-II leak testing
- Measuring and Test Equipment (M&TE)
- Spare parts control
- Labeling and placarding
- Preparation of documentation for shipment

Governing Documents/Requirements:

Adequacy of AMWTP documents will be based on the current revisions of the following documents:

- CBFO Quality Assurance Program Document (QAPD), CBFO-94-1012
- Waste Analysis Plan (WAP), Attachment B6 of the WIPP Hazardous Waste Facility Permit (HWFP)
- Contact-Handled Transuranic Waste Acceptance Criteria (CH-WAC) for the Waste Isolation Pilot Plant, DOE/WIPP-02-3122
- TRUPACT-II Safety Analysis Report and Certificate of Compliance
- Hanford Safety Analysis Report and Certificate of Compliance
- CH TRUPACT-II Authorized Methods for Payload Control (TRAMPAC)

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

- CH Packaging Program Guidance, DOE/WIPP-02-3183
- CH Packaging Operations Manual, DOE/WIPP-02-3184
- CH Packaging Trailer O&M Manual, WF-08-PT-04
- Standard Waste Box Handling and Operation Manual, WF-08-PT-01
- Ten Drum Overpack Handling and Operation Manual, WF-08-PT-02
- Contact-Handled Transuranic Waste Authorized Methods For Payload Control (CH-TRAMPAC), MP-TRUW-8.3
- TRU Waste Certification, MP-TRUW-8.5
- Waste Receipt and Shipping Inspection, MP-TRUW-8.12
- CH-TRUCON Management, MP-TRUW-8.27
- INST-OL-21, Payload Assembly
- INST-OL-49, Electronic Payload Assembly

- INST-01-20, TRUPACT-II Operations
- INST-01-48, Electronic TRUPACT-II Operations
- MP-CMNE-10-10, TRUPACT-II Maintenance Program
- Other related AMWTP technical and QA implementing procedures

Schedule of Surveillance Activities:

A pre-surveillance conference is scheduled for Tuesday, March 29, 2005, at 8:00 a.m. at the AMWTP.

Surveillance team caucuses will be held at 3:00 p.m. Tuesday, March 29, through Thursday, March 31, 2005, at the AMWTP location.

The surveillance team leader will meet with the appropriate AMWTP management at 8:30 a.m. Wednesday, March 30, and Thursday, March 31, 2005, at the AMWTP location.

A post-surveillance conference is scheduled for Thursday, March 31, 2005, at a predetermined time at the AMWTP location.

Approved by:

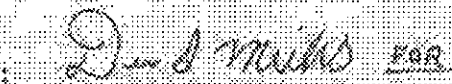


L. Dee Scott, Surveillance Team Leader, CTAC

Date:

3/2/05

Approved by:



Ava L. Holland, CBFO
Quality Assurance Manager

Date:

3-2-05