



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

March 10, 2005



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 A-05-15 and Notification of Assigned Auditors for
 INL, AMWTP Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office audit to be conducted at the Idaho National Laboratory (INL), Advanced Mixed Waste Treatment Project (AMWTP) on April 12-13, 2005, as required by the Waste Isolation Pilot Plant Hazardous Waste Facility Permit, Section B4-3f. The audit plan also identifies audit team members as required by Section B6-3 of the Permit.

Please contact Ava L. Holland, Quality Assurance Manager at (505) 234-7423 should you have any questions concerning this notification.

Sincerely,

Dr. Inés R. Triay
 Acting Manager

Enclosures

cc: w/enclosures
 A. Holland, CBFO *ED
 M. Navarrete, CBFO ED
 D. Miehl, CBFO ED
 K. Watson, CBFO ED
 R. McCallister, CBFO ED
 S. Holmes, NMED ED
 J. Bearzi, NMED ED
 J. Kieling, NMED ED
 C. Walker, Consultant ED
 R. Raaz, WTS ED
 C. Riggs, CTAC ED
 S. Tanner, CTAC ED
 L. Greene, WRES ED

CBFO QA File
 WIPP Operating Record, MS 486-06
 *ED denotes electronic distribution



CARLSBAD FIELD OFFICE CERTIFICATION AUDIT PLAN

Organization: Advanced Mixed Waste Treatment Project (AMWTP)

Organizations To Be notified: British Nuclear Fuel Limited Incorporated (BNFL, Inc.)
New Mexico Environment Department
Environmental Protection Agency
Defense Nuclear Facilities Safety Board

Date and Location: April 12 to April 13, 2005
Idaho Falls, Idaho

Evaluation Team: Charlie Riggs Audit Team Leader/CTAC
Wayne Ledford Auditor/Technical Specialist/CTAC

Audit Scope: This certification audit will evaluate the adequacy, implementation, and effectiveness of technical and QA processes related to the AMWTP transuranic (TRU) waste characterization and certification activities as they relate to Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP). The specific items to be audited are listed below under 'Activities to be audited.'

Activities to be audited:

The following CBFO quality assurance elements will be audited:

Personnel Qualification and Training
Documents and Records
Control of Nonconforming Items
Sample Control

The following CBFO characterization technical elements will be audited:

Headspace Gas (HSG) Sampling using Summa canisters
NucFil self-tapping screw sampling device

See attached 'Process and Equipment to be Reviewed During Audit A-05-15 of AMWTP' for additional details.

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 B through 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

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

AMWTP Certification Plan for INEEL Contact-Handled Transuranic Waste, MP-TRUW-8.1

AMWTP Quality Assurance Project Plan (QAPjP), MP-TRUW-8.2

Related AMWTP technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, April 12, at 8:00 a.m. at the AMWTP.

Audit team caucuses will be held at 5:00 p.m. Tuesday at the AMWTP location.

The audit team leader will meet with the appropriate AMWTP management at 8:00 a.m. Wednesday at the AMWTP location.

A post-audit conference is scheduled for Wednesday, April 13 at 4:00 p.m. at the AMWTP location.

Approved By: 
Charles L. Riggs, Audit Team Leader, CTAC

Date: 3/9/05

Approved By: 
Ava L. Holland
Quality Assurance Manager

Date: 3/9/05

Process and Equipment to be Reviewed During Audit A-05-15 of the AMWTP

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
NEW PROCESSES OR EQUIPMENT				
N/A	Headspace Gas Procedure – INST-OI-53 Description – Headspace Sampling using Summa canisters	Solids (S3000) Soils (S4000) Debris (S5000)	NO	N/A
N/A	Headspace Gas Procedure – INST-OI-55 Description – NucFil Self-tapping screw sampling device	Solids (S3000) Soils (S4000) Debris (S5000)	NO	N/A
PREVIOUSLY APPROVED PROCESSES OR EQUIPMENT				
This audit is to certify AMWTP for Additional Headspace Gas Processes.				