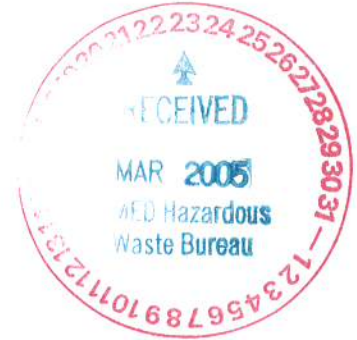




**Department of Energy**  
 Carlsbad Field Office  
 P. O. Box 3090  
 Carlsbad, New Mexico 88221

ENTERED



March 17, 2005

Mr. Steve Zappe, Project Leader  
 Hazardous Materials Bureau  
 New Mexico Environment Department  
 2905 E. Rodeo Park Drive, Bldg. 1  
 Santa Fe, NM 87505-6110

Subject: Audit Plan A-05-012 and Notification of Assigned Auditors of the ICP, CCP Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office (CBFO) Audit to be conducted at the Idaho Completion Project (ICP) on May 3 - 6, 2005, as required by the Waste Isolation Pilot Plant (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,

*Inés Triay*  
 Dr. Inés R. Triay  
 Acting Manager

Enclosure

cc:  
 K. Watson, CBFO \*ED  
 A. Holland, CBFO ED  
 D. Miehl, CBFO ED  
 J. Kieling, NMED ED  
 J. Bearzi, NMED ED  
 S. Holmes, NMED ED  
 R. Raaz, WTS ED  
 CBFO QA Files  
 CBFO M&RC  
 WIPP Operating Record 486-06

\*ED denotes electronic distribution



## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** A-05-12

**Organization to be audited:** Idaho Completion Project/Central Characterization Project (ICP/CCP)

**Organizations to be notified:** Idaho Completion Project  
Bechtel Babcock & Wilcox Idaho  
Washington TRU Solutions LLC (WTS)  
New Mexico Environment Department (NMED)  
Environmental Protection Agency (EPA)  
Defense Nuclear Facilities Safety Board (DNFSB)

**Date and Location:** May 3 - 6, 2005  
Idaho Falls, Idaho

**Audit Team:**

Jimmy Wilburn	Audit Team Leader, CTAC
Sandra Tanner	Auditor, CTAC
Jack Walsh	Auditor, CTAC
Steve Calvert	Auditor, CTAC
P. Y. Martinez	Auditor, CTAC
Earl Bradford	Auditor, CTAC
Jeff May	Auditor, CTAC
Jim Schuetz	Auditor, CTAC
Tammy Bowden	Auditor, CTAC
Wayne Ledford	RTR & VE Technical Specialist/ Audit and Assessment Manager, CTAC
Dave Stunkel	NDA Technical Specialist, CTAC
Jim Oliver	RTR/NDA Technical Specialist, CTAC
B. J. Verret	HSG Technical Specialist, CTAC
Dick Blauvelt	AK Technical Specialist, CTAC

### Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of ICP/CCP transuranic (TRU) waste activities as they relate to the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP) and the Contact Handled Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (CH-WAC) for S3000 retrievably stored and newly generated, and S5000 retrievably stored and newly generated, and S4000 newly generated. Additional technical and quality assurance elements will also be evaluated. These activities include those performed by ICP/BBWI or for ICP/BBWI by the WTS Central Characterization Project (CCP). The specific items to be audited are listed below

under 'Activities to be audited.'

The ICP/CCP headspace gas and solids sampling and analysis activities for waste form S4000 that are regulated by NMED will be audited on an undetermined date in the third quarter of CY 2005.

**Activities to be audited:**

The following quality assurance elements will be evaluated:

- Organization
- QA Program
- Personnel Qualification and Training
- Quality Improvement
- Documents & Records
- Procurement
- Grading Program
- Audits/Assessments
- Sample Control
- Software Quality Assurance

The following technical elements will be evaluated:

- Data Validation & Verification
- Acceptable Knowledge
- Nondestructive Assay
- Real Time Radiography
- Visual Examination
- Head Space Gas Sampling and Analysis
- Performance Demonstration Program
- Solid Waste Sampling and Analysis
- Waste Certification (e.g., Waste Stream Profile Form)
- Load Management
- WIPP Waste information System

See attached 'Process and Equipment to be Reviewed During Audit A-05-12 of ICP/CCP' for additional details.

**Governing Documents/Requirements:**

The overall program adequacy of ICP/CCP documents will be based on the following documents:

**Schedule of Audit Activities:**


A pre-audit conference will be held Tuesday, May 3, 2005 at 8:00 a.m.

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


Daily management briefings will be held at 8:30 a.m. with the appropriate management Wednesday and Thursday.

A post-audit conference is scheduled for Friday, May 6, 2005 at 11:00 a.m.

All meetings will take place at the designated BBWI location.

Prepared by:   
Jimmy L. Wilburn, CTAC  
Audit Team Leader

Date: 3-17-2005

Concurrence:   
Ava L. Holland, CBFO  
Quality Assurance Manager

Date: 3/17/05

## Processes and Equipment to be Reviewed During Audit A-05-12 of the ICP/CCP

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
<b>NEW PROCESSES OR EQUIPMENT</b>				
14HG-A1	Headspace Gas Procedure – CCP-TP-090 Description – HSG-05-Agilent 6890 – HGAS-05	Solids (S3000) Debris (S5000)	NO	Not Applicable
14HENC1	Nondestructive Assay Procedure – CCP-TP107 Description – CCP High Efficiency Neutron Counter	Solids (S3000) Soils (S4000) Debris (S5000)	Not Applicable	NO
14TGS1	Nondestructive Assay Procedure – CCP-TP-097 Description – CCP Tomographic Gamma Spectrometer	Solids (S3000) Soils (S4000) Debris (S5000)	Not Applicable	NO
14SGRS1	Nondestructive Assay Procedure – CCP-TP-115 Description – Stored Waste Examination Pilot Plant (SWEPP) Gamma Ray Spectrometer (SGRS)	Solids (S3000) Soils (S4000) Debris (S5000)	Not Applicable	NO
14WAGS1	Nondestructive Assay Procedure – CCP-TP-019 Description – Waste Assay Gamma Spectrometer (WAGS)	Solids (S3000) Soils (S4000) Debris (S5000)	Not Applicable	NO
14VE1	Visual Examination Procedure – CCP-TP-006 Description – Visual Examination Technique(VET)	Solids (S3000) Soils (S4000) Debris (S5000)	NO	NO

## Processes and Equipment to be Reviewed During Audit A-05-12 of the ICP/CCP

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
14RR1	Nondestructive Examination Procedure – CCP-TP-102 Description – MCS Real-time Radiography (RTR) Mobile Characterization (RTR-2) System	Solids (S3000) Debris (S5000)	NO	NO
N/A	Acceptable Knowledge	Solids (S3000) Soils (S4000) Debris (S5000)	NO	NO
N/A	Solids/ Soil and Gravel Sampling and Custody	Solids (S3000) Soils (S4000)	NO	Not Applicable
N/A	SUMMA HSG Sampling and Custody	Solids (S3000) Debris (S5000)	NO	Not Applicable
N/A	Data Verification and Validation	Solids (S3000) Soils (S4000) Debris (S5000)	NO	NO
N/A	WWIS	Solids (S3000) Soils (S4000) Debris (S5000)	NO	NO
N/A	Quality Assurance Program	Not Applicable	Not Applicable	NO
<b>PREVIOUSLY APPROVED PROCESSES OR EQUIPMENT</b>				
None – this is an initial certification audit				