



United States Government

Department of Energy

# memorandum

 Carlsbad Field Office  
 Carlsbad, New Mexico 88221

DATE: March 24, 2005

REPLY TO  
ATTN OF: CBFO:QA:MPN:LC:05-0902:UFC:2300

SUBJECT: CAR 05-016 Closure Package

TO: Jeff Snook, DOE-ID



The Carlsbad Field Office (CBFO) performed verification of corrective action completion for Corrective Action Report (CAR) 05-016. The corrective actions taken and implemented for this CAR have been evaluated by the review of the objective evidence submitted in the CAR closure package transmitted via letter ED-019-2005, dated March 22, 2005. The results of the evaluation indicate that AMWTP has addressed the issues identified in CAR 05-016 and has implemented the corrective actions for this issue.

The CAR Continuation Sheet documenting corrective action completion and closure of CAR 05-016 is attached.

If you have questions or comments, please contact me at (505) 234-7483

Martin P. Navarrete  
Senior Quality Assurance Specialist

## Attachments

cc w/attachments:

A. Holland, CBFO	*ED
K. Watson, CBFO	ED
J. Wells, DOE-ID	ED
M. Eagle, EPA	ED
E. Felcorn, EPA	ED
R. Joglekar, EPA	ED
S. Zappe, NMED	ED
E. Schweinsberg, BNFL	ED
E. Dumas, BNFL	ED
A. Dobson, BNFL	ED
D. Winters, DNFSB	ED
T. Bowden, CTAC	ED
J. Wilburn, CTAC	ED
L. Price, LANL	ED
CBFO M&RC	
CBFO QA File	
WIPP Operating Record, MS 486-06	

\*ED denotes electronic distribution

050357



# CBFO CORRECTIVE ACTION REPORT

(Continuation Sheet)

1. CAR No. 05-016	2. Activity Report No. A-05-08	3. Page 1 Of 2
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**Block 18: Verification of Corrective Action Completion**

The corrective actions taken and implemented for this CAR were evaluated based on closure documentation package transmitted to CBFO via letter ED-019-2005 dated March 22, 2005. The corrective actions and objective evidence reviewed and found to be satisfactory are as follows:

**Remedial Action:**

1. A review of several training records that were generated within the same time period as the records reviewed during audit A-05-08 was conducted by the Operations Support Manager that noted similar deficiencies. The training records reviewed during the audit and this review were generated between late 2003 and early 2004.

This review also evaluated actions and records that have been taken recently by the AMWTP Training department to address this problem. These actions have been implemented and are listed below:

- a) All changes to requirements in Training Qualification packages and records are now documented through the "Supplemental Changes to Qualification Packages" process as described in MP-RTQP-14.9, Section 4.5.3.
- b) All qualification packages are reviewed for completeness to include the requirements described in MP-RTQP-14.19 section 4.2.7 prior to approval from the training department.

**Verification Results:**

- a) Verified through review of procedure MP-RTQP-14.9, Rev. 3, that changes to requirements in Training Qualification packages and records are documented through the "Supplemental Changes to Qualification Packages" process.
- b) Verified through review of procedure MP-RTQP-14.19, Rev. 2, that qualification packages are reviewed for completeness to include the requirements prior to approval from the training department.

**Corrective Actions to Preclude Recurrence:**

The review of training records since the implementation of the remedial actions discussed above indicates that the actions have been effective in addressing the condition. However, through discussion with the training Lead the following action will be taken to preclude recurrence.

1. A briefing to discuss the requirements of MP-RTQP-14.19, specifically Section 4.2.7 A, B and C, and review the condition identified in this Corrective Action Report will be held with the Training Department, Shift Managers and Shift Team Leaders. Actionee: James Harris, Operations Support Manager. Completion Date: 3/21/05

**Verification Results:**

Verified that a briefing was conducted to discuss the requirements of MP-RTQP-14.19 through review of AMWTP Training Rosters dated 3/16/2005, 3/17/2005, and 3/22/2005. Verified an internal Corrective Action Report CAR number 12804 was issued on 3/7/2005.

# CBFO CORRECTIVE ACTION REPORT

(Continuation Sheet)

1. CAR No. 05-015

2. Activity Report No. A-05-08

3. Page 2 OF 2

**Block 18: Verification of Corrective Action Completion (Continued)**

Based on the above supporting documentation and actions, it is recommended that CAR 05-016 be closed.

Block 19a: Verifier

*Tammy Bowden*  
Tammy Bowden

Date:

*3/24/05*

Block 19b: Trend Cause Code: 3.2