



United States Government

Department of Energy

# memorandum

Carlsbad Field Office  
Carlsbad, New Mexico 88221

DATE: APR 26 2005  
REPLY TO  
ATTN OF: CBFO:OCT:KWW:GS:05-1048UFC 5822.00

SUBJECT: Expansion of Certification Authority to include the Self-Tapping Screw HSG Sampling Method using AMWTP Procedure INST-OI-44

TO: Elizabeth Sellers, DOE-ID Manager



The purpose of this memorandum is to expand the Advanced Mixed Waste Treatment Project's (AMWTP) certification authority to include the use of the self-tapping screw method for headspace gas sampling using INST-OI-44, *Self-Tapping Screw Sampling Port Installation*.

INST-OI-44 was audited during Audit A-04-22 held from August 16-20, 2004. As a result of this inspection, AMWTP received Corrective Action Report (CAR) 04-038 for using a sampling method contained in a procedure that was unapproved by the Carlsbad Field Office (CBFO). The procedure was subsequently reviewed by CBFO and approved on November 1, 2004 (CBFO:OCT:KWW:GS:04-2091:UFC 5822.00). CAR 04-038 was closed on February 9, 2005 (CBFO:QA:MPN:LC:05-0347:UFC:2300). All previously certified processes, systems and procedures remain in effect per CBFO:NTP:KWW:JGW:04-1983:UFC:5822 dated September 17, 2004.

Attachment 1 to this letter contains the complete list of certified procedures which includes the addition of INST-OI-44. AMWTP may not ship debris waste to the Waste Isolation Pilot Plant (WIPP) until all characterization and confirmation activities have been fully approved. TRU waste certification, characterization, confirmation, or transportation using significantly revised or new processes, procedures, or systems must be evaluated by CBFO prior to their implementation. If there are any questions regarding the scope or conditions of these approvals, you should contact CBFO immediately.

Ines R. Triay  
Acting Manager

Attachment

050435



Elizabeth Sellers

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cc: w/attachment

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<b>INEEL AMWTP LIST OF CERTIFIED PROCEDURES</b>		
<b>#</b>	<b>Procedure Number</b>	<b>Procedure Title</b>
1.	CI-IDA-NDA 0035	Calibration verification & confirmation procedure for Integrated Waste Assay System (IWAS)
2.	INST-CD&M 11.1.1	Facility Modification Screening
3.	INST-CD&M 11.2.1	Software Version Control
4.	INST-CD&M 11.1.2	Facility Modification Proposal Preparation
5.	INST-CD&M 11.2.2	Software Inventory Classification
6.	INST-CMNT 10.14.1	Testing In-Plant and Process Instrumentation
7.	INST-CMNT 10.5.1	Identification and Control of Measuring and Test Equipment
8.	INST-OI 09	Retrieval Enclosure Waste Container Extraction
9.	INST-OI 11	Waste Container Handling
10.	INST-OI 12	RTR Operations
11.	INST-OI 13	Drum Vent/Headspace Gas Sample Operations
12.	INST-OI 14	Drum Assay Operations
13.	INST-OI 16	Drum Coring Operations
14.	INST-OI 18	Gas Generation Testing Operation
15.	INST-OI 20	TRUPACT-II Operations
16.	INST-OI 21	Payload Assembly
17.	INST-OI 24	Waste Packaging
18.	INST-OI 34	Visual Examination Operating Procedures and Data Reporting
19.	INST-OI 43	HGAS Sampling and Analysis Operations
20.	INST-OI 44	Self-Tapping Screw Sampling Port Installation
21.	INST-TRUW 8.1.1	Drum Assay Post Maintenance Calibration & Verification
22.	INST-TRUW 8.2.1	HSG Calibration
23.	MP-ADMIN 1.19	AMWTP Organization Charts
24.	MP-CD&M 11.1	Change Control
25.	MP-CD&M 11.2	Software Quality Assurance
26.	MP-CMNT 10.10	TRUPACT-II Maintenance Program
27.	MP-CMNT 10.14	In-Plant and Process Instrumentation Testing Program
28.	MP-CMNT 10.3	Supply Chain Management
29.	MP-CMNT 10.5	Calibration of Measuring and Test Equipment Program
30.	MP-DOCS 18.1	Developing Written Work Instructions
31.	MP-DOCS 18.2	AMWTP Records Management
32.	MP-DOCS 18.3	Developing Management Procedures
33.	MP-DOCS 18.4	Document Control
34.	MP-M&IA 17.1	Management Assessments
35.	MP-M&IA 17.2	Independent Assessments
36.	MP-M&IA 17.3	Surveillances
37.	MP-PCMT 15.1	Purchase Requisition Preparation
38.	MP-PCMT 15.3	Purchase Order/Subcontract Contract Preparation & Control
39.	MP-PCMT 15.4	Evaluation of Proposals
40.	MP-PCMT 15.6	Acceptance of Items and Services
41.	MP-PCMT 15.7	Vendor Qualification and Performance Evaluation
42.	MP-Q&SI 5.1	Investigations & Root Cause Analysis
43.	MP-Q&SI 5.3	Corrective Action
44.	MP-Q&SI 5.4	Identification of Nonconforming Conditions
45.	MP-Q&SI 5.6	Graded Approach
46.	MP-Q&SI 5.7	Quality Inspections
47.	MP-Q&SI 5.8	Qualification of Inspection, Test and Audit Personnel
48.	MP-RTQP 14.1	Preparation and Administration of Individual Training Plans
49.	MP-RTQP 14.4	Personnel Qualification and Certification
50.	MP-RTQP 14.6	Job and Training Needs Analysis
51.	MP-RTQP 14.16	Training Program Evaluation
52.	MP-RTQP 14.19	Training Records Administration

<b>INEEL AMWTP LIST OF CERTIFIED PROCEDURES</b>		
<b>#</b>	<b>Procedure Number</b>	<b>Procedure Title</b>
53.	MP-RTQP 14.20	Training Implementation Matrix (TIM)
54.	MP-TRUW 8.1	Certification Plan for INEEL CH-TRU Waste
55.	MP-TRUW 8.5	TRU Waste Certification
56.	MP-TRUW 8.11	Data Reconciliation
57.	MP-TRUW 8.12	Waste Receipt and Shipping Inspection
58.	MP-TRUW 8.13	Collection, Review, Confirmation, and Management of Acceptable Knowledge Documentation
59.	MP-TRUW 8.14	Preparation of Waste Stream Profile Forms
60.	MP-TRUW 8.16	WWIS Data Transfer
61.	MP-TRUW 8.17	Co-located Core Sampling Control Charts
62.	MP-TRUW 8.19	RTR/VE Drum Selection
63.	MP-TRUW 8.2	Quality Assurance Project Plan (QAPJP)
64.	MP-TRUW 8.25	RCRA Statistical Sampling
65.	MP-TRUW 8.26	Reports to Management
66.	MP-TRUW 8.27	TRUCON Management
67.	MP-TRUW 8.3	TRUPACT-II Authorized Methods for Payload Control (TRAMPAC)
68.	MP-TRUW 8.4	QAPJP for Gas Generation Testing Program
69.	MP-TRUW 8.5	TRU Waste Certification
70.	MP-TRUW 8.6	Contact-Handled Transuranic Waste Authorized Methods for Payload Control (CH TRAMPAC) for HalfPACT
71.	MP-TRUW 8.8	Level I Data Validation
72.	MP-TRUW 8.9	Level II Data Validation