



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

April 27, 2005



ENTERED



Mr. 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: Audit Plan A-05-18 and Notification of Assigned Auditors for the Hanford Site Audit

Dear Mr. Zappe:

This letter transmits the audit plan for the Carlsbad Field Office audit to be conducted at the Hanford Site on June 13 - 17, 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,

Dr. Inés R. Triay
 Acting Manager

Enclosure

cc: w/enclosure
 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
 S. Tanner, CTAC ED
 CBFO QA file
 CBFO M&RC
 WIPP Operating Record, MS486-06

*ED denotes electronic distribution



CARLSBAD FIELD OFFICE AUDIT PLAN**Audit Number:** A-05-18**Organization
to be Audited:** Hanford Site**Organizations
to be Notified:** Hanford Site
New Mexico Environment Department
Defense Nuclear Facilities Safety Board**Date and
Location:** June 13 - 17, 2005
Richland, Washington**Audit Team:**

Steve Calvert	Audit Team Leader, CTAC
Wayne Ledford	Auditor/Technical Specialist, CTAC
Tammy Bowden	Auditor, CTAC
Charles Riggs	Auditor, CTAC
Charlene Roberts	Technical Specialist, CTAC

Audit Scope: This scope of this audit is based specifically on the certification of TRU Waste Characterization activities related to the Hazardous Waste Facility Permit, Attachment B6. The audit will evaluate the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford transuranic waste characterization and certification programs.**Activities/Tasks to be Audited:**

The following quality assurance elements of the Waste Analysis Plan (WAP) Section B6 will be evaluated:

- Personnel Qualification and Training
- Records Management
- Document Control
- Nonconformance Control
- Corrective Action
- Sample Control

The following technical elements of the Waste Analysis Plan (WAP) Section B6 will be evaluated:

Headspace Gas Sampling and Analysis
Solid Sampling
Acceptable Knowledge
Visual Examination
Real Time Radiography
Data Generation Level Validation and Verification
Project Level Validation and Verification
Performance Demonstration Program
WIPP Waste Information System
Waste Certification

Governing Documents/Requirements:

Adequacy evaluations of Hanford TWCP documents will be based on the current revisions of the following documents:

Waste Analysis Plan (WAP), Attachment B6, of the RCRA Part B Permit

Hanford Quality Assurance Project Plan (QAPjP) for the Transuranic Waste Certification Program, HNF-2599

Related Hanford technical and quality assurance implementing procedures

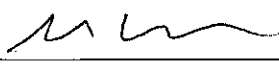
Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, June 13, at 4:00 p.m. in the 2420 Stevens Building conference room.

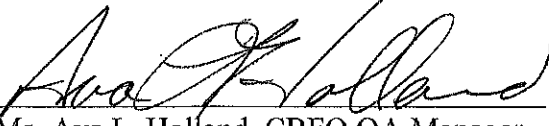
Audit team caucuses will be held at 4:00 p.m. Tuesday through Thursday in a Hanford 200 Area conference room.

The audit team will meet with the appropriate Hanford management at 8:30 a.m. Wednesday, Thursday, and Friday in a Hanford 200 Area conference room.

A post-audit conference is scheduled for Friday, June 17, at 10:00 a.m. in the 2420 Stevens Building conference room.

Prepared By: 
Mr. Steven Calvert, Audit Team Leader

Date: 4/25/05

Approved By: 
Ms. Ava L. Holland, CBFO QA Manager

Date: 4/26/05