



United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: May 19, 2005

REPLY TO
ATTN OF: CBFO:QA:DSM:LC:05-0959:UFC:2300.00

SUBJECT: Surveillance (S-05-11) of LLNL Washington TRU Solutions, CCP Services

TO: Rob Kong, DOE LLNL

Attached is the surveillance plan for Surveillance S-05-11 of the Lawrence Livermore National Laboratory/Central Characterization Project (LLNL/CCP) Services. The surveillance has been re-scheduled for July 19-21, 2005.

If you have any questions or comments concerning the surveillance, please contact me at (505) 234-7491.

Dennis S. Miehls
Senior Quality Assurance Specialist



Attachment

- cc: w/attachment
- A. Holland, CBFO *ED
- K. Watson, CBFO ED
- D. Haar, WTS ED
- A. Fisher, WTS ED
- L. Porter, WTS ED
- S. Percy, WTS ED
- T. Putnam, CTAC ED
- M. Eagle, EPA ED
- E. Feltcorn, EPA ED
- S. Zappe, NMED ED
- S. Holmes, NMED ED
- D. Winters, DNFSB ED
- CBFO QA File
- CBFO M&RC
- WIPP Operating Record, MS 486-06

*ED denotes electronic distribution

050531



CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

Surveillance Number: S-05-11

Organization : Lawrence Livermore National Laboratory (LLNL) / Washington TRU Solutions, Central Characterization Project (CCP) Services

Organizations to be Notified: LLNL/CCP
New Mexico Environment Department (NMED)
Washington TRU Solutions (WTS)
Environmental Protection Agency (EPA)
Defense Nuclear Facilities Safety Board (DNFSB)

Date and Location: July 19-21, 2005
Carlsbad, New Mexico

Surveillance Team:

Thomas Putnam	Surveillance Team Leader, CTAC
Dennis Miehl	Management Representative, CBFO
Priscilla Martinez	Surveillance Team Member, CTAC
Norm Frank	Surveillance Team Member, CTAC
Tammy Bowden	Surveillance Team Member, CTAC

Surveillance Scope: The surveillance will evaluate, but not be limited to, the adequacy, implementation and effectiveness of characterization and certification activities that have been performed after the CBFO audit A-04-25 which was conducted on May 4 – 7, 2004, and LLNL/CCP project records disposition and turnover activities, including the preparation and turnover of applicable software programs for continued access and use.

Activities/Tasks to be Assessed:

Verification of the following LLNL/CCP activities will be performed:

- Project documentation closeout
- Acceptable knowledge documentation closeout
- Project records disposition
- Database archiving, electronic data storage & recoverability

Governing Documents/Requirements:

The surveillance will be based on the implementation of the following documents:

CBFO Quality Assurance Program Document, DOE-CBFO-94-1012

Contact Handled Waste Acceptance Criteria for the Waste Isolation Pilot Plant,
DOE/WIPP-02-3122

Related LLNL/CCP implementing procedures

Schedule of Surveillance Activities:

The surveillance is scheduled to start Tuesday, July 19, 2005 at 8:00 A. M. at the designated WTS/CCP office facility in Carlsbad, NM.

The surveillance is scheduled to conclude on Thursday, July 21, 2005 at 4:00 P. M. at the designated WTS/CCP office facility in Carlsbad, NM.

Prepared By: Thomas Putnam
Thomas Putnam, Surveillance Team Leader

Date: 5-17-05

Approved By: Martin Navarrete for D. Miehl
Dennis Miehl, Quality Assurance Specialist

Date: 5-18-05