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

July 2, 2008

Subject: Transmittal of the Carlsbad Field Office Final Audit Report for Audit A-08-22
of the Idaho National Laboratory Central Characterization Project Analytical
Laboratories

Dear Mr. Zappe:

This letter transmits the Idaho National Laboratory Central Characterization Project
Audit Report for the audit of processes performed to characterize and certify waste as
required by Section II.C.2.c of the Waste Isolation Pilot Plant Hazardous Waste Facility
Permit. The audit was conducted May 13 through May 15, 2008.

The report contains the results of the certification audit performed for Headspace Gas
analysis of Summary Category Group S5000 debris wastes; Analytical Laboratories
Department analysis of S3000 homogeneous solids and S4000 soils/gravel;
generation-level data verification and validation of S3000 homogeneous solids, S4000
soils/gravel, and S5000 debris wastes; and SUMMA® canister preparation and
certification for use by other generator sites.

I certify under penalty of law that this document and all enclosures were prepared under
my direction or supervision in accordance with a system designed to assure that
qualified personnel properly gather and evaluate the information submitted. Based on
my inquiry of the person or persons who manage the system, or those persons directly
responsible for gathering the information, the information submitted is, to the best of my
knowledge and belief, true, accurate, and complete. I am aware that there are
significant penalties for submitting false information, including the possibility of fines and
imprisonment for knowing violations.

Please contact the Carlsbad Field Office Quality Assurance Manager, Ms. Ava Holland,
at (575) 234-7423 should you have any questions concerning this audit report.

Sincerely,

[Signature]

David C. Moody
Manager

Enclosure
cc: w/Report Narrative
A. Holland, CBFO
D. Miehls, CBFO
M. Navarrete, CBFO
N. Castaneda, CBFO
D. Gadbury, CBFO
C. Fesmire, CBFO
C. Crowder, INL
S. Sailer, INL
A. M. Sumariwalla, INL
D. Haar, WTS/CCP
D. Ploetz, WTS/CCP
V. Cannon, WTS/CCP
J. Wells, DOE-ID
W. Lattin, DOE-ID
M. Eagle, EPA
E. Feltcorn, EPA
R. Joglekar, EPA
S. Ghose, EPA
S. Holmes, NMED
J. Kieling, NMED
T. Kesterson, DOE OB WIPP NMED
C. Timm, Pecos Management Services
D. Winters, DNFSB
P. Y. Martinez, CTAC
P. Gilbert, LANL-CO
G. Lyshik, LANL-CO
R. Chavez, WRES
W. Most, WRES
D. Streng, WRES
L. Pastorello, WRES
A. Pangle, CTAC
R. Garcia, CTAC

cc: w/enclosures
WIPP Operating Records, MS: 486-06
CTAC QA File
CBFO M&RC
2 copies to S. Zappe
*ED denotes electronic distribution
U.S. DEPARTMENT OF ENERGY
CARLSBAD FIELD OFFICE

FINAL AUDIT REPORT

OF THE

IDAHO NATIONAL LABORATORY (INL)
ANALYTICAL LABORATORIES
UTILIZING THE
CENTRAL CHARACTERIZATION PROJECT (CCP) PROGRAM

IDAHO FALLS, IDAHO

AUDIT NUMBER A-08-22

MAY 13 – 15, 2008

FINAL AUDIT REPORT OF WASTE CHARACTERIZATION IN ACCORDANCE WITH THE HAZARDOUS WASTE FACILITY PERMIT

Prepared by: Priscilla Y. Martinez, CTAC
Audit Team Leader

Date: 6-27-08

Approved by: Ava Holland, CBFO
Quality Assurance Manager

Date: 7-2/08
1.0 EXECUTIVE SUMMARY

Carlsbad Field Office (CBFO) recertification Audit A-08-22 was conducted to evaluate the adequacy, implementation, and effectiveness of Idaho National Laboratory (INL) analytical laboratories transuranic (TRU) waste characterization activities performed under the Central Characterization Project (CCP) Program (hereafter referred to as INL-CCP).

The INL-CCP analytical laboratories consist of two separate facilities: the Environmental Chemistry Laboratory (ECL), managed by Battelle Energy Alliance (BEA) Analytical Chemistry & Instrumentation Department (AC&ID), and the Analytical Laboratories Department (ALD), Idaho Nuclear Technology and Engineering Center (INTEC), managed by CH2M-WG Idaho, LLC (CWI).

The INL-CCP activities evaluated included headspace gas (HSG) analysis of Summary Category Group (SCG) S5000 debris wastes; ALD analysis of S3000 homogeneous solids and S4000 soils/gravel; generation-level data verification and validation (V&V) of S3000 homogeneous solids, S4000 soils/gravel, and S5000 debris wastes; and SUMMA® canister preparation and certification for use by other generator sites.

The audit was conducted in Idaho Falls, Idaho, May 13 through 15, 2008. The audit team concluded that overall, the INL-CCP technical procedures are adequate relative to the flow-down of requirements from the CBFO Quality Assurance Program Document (QAPD) and the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP) Waste Analysis Plan (WAP). The audit team concluded that the INL-CCP technical areas evaluated are being satisfactorily implemented and are effective.

The audit team also concluded that the INL-CCP Quality Assurance (QA) program activities that demonstrate compliance with the Table B6-1 checklist QA-related questions are being implemented and are effective.

No conditions adverse to quality (CAQ) were identified during this audit. No Observations were identified. Two Recommendations were offered for management consideration (see section 6.4).

2.0 SCOPE AND PURPOSE

2.1 Scope

The audit team evaluated the adequacy, implementation, and effectiveness of the technical and quality assurance (QA) activities related to the INL-CCP Program. The following elements were evaluated.
Quality Assurance

Organization and QA Program (Program Interfaces)
Personnel Qualification and Training
Nonconformances and Corrective Action
Documents and Records
Work Processes
Procurement
Inspection and Testing
Control of Measuring and Test Equipment Used for Characterization
Audits/Assessments
Sample Control
Software QA

Technical

Solids Analysis (volatile organic compounds [VOCs], non-halogenated volatile organic compounds [NHVOCs], semi-volatile organic compounds [SVOCs], and metals)
HSG Analysis
Generation-level Data Verification and Validation (V&V)
Performance Demonstration Program (PDP)
SUMMA® canister preparation

The evaluation of the INL-CCP TRU waste activities and documentation was based on current revisions of the following documents:

Hazardous Waste Facility Permit, Waste Isolation Pilot Plant EPA No. NM4890139088-TSDF, New Mexico Environment Department

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

CCP-PO-001, CCP Transuranic Waste Characterization Quality Assurance Project Plan (QAP)P

CCP-PO-002, CCP TRU Waste Certification Plan

CCP-PO-030, CCP/Battelle Energy Alliance Analytical Chemistry & Instrument Department Interface Document

CCP-PO-031, CCP/Idaho Cleanup Project Analytical Laboratories Department Interface Document

Related technical and QA implementing procedures
2.2 Purpose

Audit A-08-22 was conducted to evaluate the adequacy, implementation, and effectiveness of technical and QA processes related to the INL-CCP program.

3.0 AUDIT TEAM AND OBSERVERS

AUDIT TEAM, TECHNICAL SPECIALISTS, AND OBSERVERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priscilla Y. Martinez</td>
<td>Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)</td>
</tr>
<tr>
<td>Berry Pace</td>
<td>Auditor, CTAC</td>
</tr>
<tr>
<td>Steve Calvert</td>
<td>Auditor, CTAC</td>
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<tr>
<td>Nick Wade</td>
<td>Auditor, CTAC</td>
</tr>
<tr>
<td>Mavis Lin</td>
<td>Technical Specialist, CTAC</td>
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<tr>
<td>Paul Gomez</td>
<td>Technical Specialist, CTAC</td>
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OBSERVERS

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Dorothy Gill</td>
<td>New Mexico Environment Department (NMED) Contractor</td>
</tr>
<tr>
<td>Norma Castaneda</td>
<td>CBFO</td>
</tr>
<tr>
<td>Martin Navarrete</td>
<td>CBFO</td>
</tr>
</tbody>
</table>

4.0 AUDIT PARTICIPANTS

The individuals at INL-CCP who were contacted during the audit are identified in Attachment 1. Attachment 2 lists the personnel contacted during the audit by area. A pre-audit meeting was held at the INL Research Center (IRC) in Idaho Falls, Idaho, on May 13, 2008. Daily meetings were held with INL-CCP management and staff to discuss the previous day’s issues and potential deficiencies. The audit was concluded with a post-audit meeting held at the INL IRC in Idaho Falls, Idaho, on May 15, 2008.

5.0 SUMMARY OF AUDIT RESULTS

5.1 Program Adequacy, Implementation, and Effectiveness

The audit team concluded that the applicable INL-CCP waste characterization activities, as described in the associated INL-CCP implementing procedures, are adequate, satisfactorily implemented, and effective in meeting the requirements of the HWFP. The Permit Attachment B6 checklist questions that were applicable to the audit scope were answered. Those B6 checklist questions that were not applicable to the audit scope are marked "N/A" on the B6 checklist. Audit activities, including objective evidence reviewed, are described below. The B6 checklist identifies the INL-CCP program documents and procedures where the WAP requirements are met. Attachment 3 contains the INL-CCP objective evidence reviewed during the audit. Attachment 4 contains a listing of Audited Documents. Attachment 5 identifies the processes and equipment audited for certification. Attachment 6 identifies the revisions
to the implementing procedures, including a brief description of the nature of the revisions, which have occurred since the last recertification audit (CBFO Audit A-07-06).

Two Recommendations were issued during the audit. The audit team concluded that the INL-CCP QA program remains satisfactorily implemented and effective.

5.2 Quality Assurance Activities

Organization and QA Program
For recertification of the INL-CCP, the audit team performed a review of the INL-CCP program-related documentation and associated interface documents. Interviews with quality management personnel were also conducted. Based on this review, the audit team concluded that the INL-CCP QA Program plans and procedures continue to adequately address the applicable requirements of the CBFO QAPD and the WIPP HWFP, and remain effectively implemented.

The audit team concluded that the requirements governing organization and the QA program (CBFO QAPD, Section 1.1) were adequately addressed, satisfactorily implemented, and effective.

Personnel Qualification and Training
ALD and ECL personnel who perform work under the INL-CCP Program are trained and qualified to WIPP requirements in accordance with CCP-QP-002, CCP Training and Qualification Plan.

The audit team concluded that the requirements governing personnel qualification and training processes (CBFO QAPD, Section 1.2) were adequately addressed, satisfactorily implemented, and effective.

Nonconformances and Corrective Action
ALD and ECL personnel who identify deficiencies or nonconformances that affect waste characterization activities ensure that nonconformance and corrective action reports are generated in accordance with CCP-QP-005, CCP TRU Nonconforming Item Reporting and Control, and CCP-QP-006, CCP Corrective Action Reporting and Control.

The audit team concluded that the requirements governing the nonconformances and corrective action processes (CBFO QAPD, Section 1.3) were adequately addressed, satisfactorily implemented, and effective.

Documents and Records
ALD and ECL personnel who perform work under the INL-CCP QA Program are required to work to the CCP program procedures. When these personnel are notified of changes to program procedures, they perform reviews and provide comments on the procedures in accordance with CCP-QP-010, CCP Document Preparation, Approval and Control. ALD and ECL personnel transmit records generated during the
performance of the waste characterization scope to CCP Records, in accordance with CCP-QP-008, CCP Records Management. All records are controlled by CCP. ALD and ECL personnel have access to CCP records in case corrections to QA records are needed.

The audit team concluded that the requirements governing the records process (CBFO QAPD, Section 1.5) were adequately addressed, satisfactorily implemented, and effective.

Measuring and Test Equipment

The audit team verified the QAPD requirements of the control of measuring and test equipment (M&TE). The audit team toured the laboratories and observed instruments appropriately labeled with the status of calibration. Instrument numbers were noted and then verified against the CCP M&TE listing.

The audit team concluded that the requirements governing the M&TE process (CBFO QAPD, Section 2.4.5) were adequately addressed, satisfactorily implemented, and effective.

Sample Control

The process for sample handling and control was evaluated and verified through review of chain-of-custody forms. The samples are documented from the point of receipt to disposal. The audit team interviewed personnel and reviewed documentation to verify that INL-CCP laboratories met all of the HSG and solids analysis requirements of the WAP.

The audit team concluded that the requirements governing sample control processes (CBFO QAPD, Section 4.1) were adequately addressed, satisfactorily implemented, and effective.

Work Process

The implementation verification of work processes was conducted during the CCP project office Audit A-08-07, CCP QA Program, January 14 – 18, 2008, in Carlsbad, NM.

The audit team concluded that the requirements governing work processes (CBFO QAPD, Section 2.1) were adequately addressed, satisfactorily implemented, and effective.

Procurement

The implementation verification of procurement was conducted during the CCP project office Audit A-08-07, CCP QA Program, January 14 – 18, 2008, in Carlsbad, NM.

The audit team concluded that the requirements governing procurement (CBFO QAPD, Section 2.3) were adequately addressed, satisfactorily implemented, and effective.
Inspection and Testing
The implementation verification of inspection and testing was conducted during the CCP project office Audit A-08-07, CCP QA Program, January 14 – 18, 2008, in Carlsbad, NM.

The audit team concluded that the requirements governing inspection and testing (CBFO QAPD, Section 2.4) were adequately addressed, satisfactorily implemented, and effective.

Audits/Assessments
The implementation verification of audits and assessments was conducted during the CCP project office Audit A-08-07, CCP QA Program, January 14 – 18, 2008, in Carlsbad, NM.

The audit team concluded that the requirements governing audits and assessments (CBFO QAPD, Section 3) were adequately addressed, satisfactorily implemented, and effective.

Software
The implementation verification of software applications was conducted during the CCP project office Audit A-08-07, CCP QA Program, January 14 – 18, 2008, in Carlsbad, NM. No software changes have been implemented since this audit.

The audit team concluded that the requirements governing software (CBFO QAPD, Section 6) were adequately addressed, satisfactorily implemented, and effective.

5.3 Technical Activities
Each technical area audited is discussed in detail in the following sections. The method used to select objective evidence is discussed, the objective evidence used to assess compliance with the HWFP is cited briefly, and the result of the assessment is provided.

Objective evidence to evaluate the implementation of the associated characterization activities was selected and reviewed. Batch data reports (BDRs), sampling records, generation-level V&V documentation, and training documentation for INL-CCP personnel were included in the evaluation. The audit included a demonstrated walkthrough of waste characterization activities (such as HSG analysis and solids and soils analysis). Each characterization process involves:

- Sample receipt
- Sample custody
- Sample preparation and analysis
- Reporting of final waste characterization information to WIPP

The INL-CCP provided the following BDRs:
- HSG Analytical BDRs: ECL08001M, ECL08001G, ECL08008AM, ECL08008BM, ECL08008G, ECL08009M, ECL08009G
- Solids Sample Analysis BDRs: ALD08007V, ALD08004N, ALD08008S, ALD08007M

The audit team evaluated these BDRs and found them to be acceptable.

**Generation-Level Data V&V**

Objective evidence was reviewed to ensure generation-level activities were adequately performed to support waste characterization. BDRs were evaluated based on generation-level requirements for HSG and solids analysis.

The audit team concluded that the generation-level data V&V activities were adequately addressed, satisfactorily implemented, and effective.

**Performance Demonstration Program (PDP)**

The audit team examined the PDP documentation relative to HSG (Cycle 21A) and solids analysis (Cycle 15A) and interviewed responsible INL-CCP personnel to verify that PDP activities were performed as required and that the results were approved by CBFO.

The audit team concluded that the PDP activities were adequate, satisfactorily implemented, and effective.

**5.3.1 Table B6-1, WAP Checklist**

The audit was performed to assess the ability of INL-CCP to manage and perform TRU waste characterization activities for HSG analysis of SCG S5000 debris wastes; analysis of S3000 homogeneous solids and S4000 soils/gravel; generation-level data V&V of S3000 homogeneous solids, S4000 soils/gravel, and S5000 debris wastes; and SUMMA® canister preparation and certification for use by other generator sites.

The B6-1 WAP checklist addresses general program requirements from an overall management perspective. The general requirements checklist addresses both technical requirements and QA programmatic requirements that, when collectively implemented, ensure effective overall management of TRU waste characterization and certification activities. Requirements are integrated into controlled documents that will ensure the waste characterization strategy as defined in the WAP is accomplished and documented in accordance with controlled processes and procedures.

The audit team evaluated both the QA program aspects of the B6-1 checklist and the technical activities defined in the remaining B6 checklists. The following B6-1 checklist items related to QA program implementation were evaluated by the audit team.
Personnel Qualification and Training

- Personnel Qualification and Training (B6-1, Question 64): The audit team interviewed personnel and reviewed documentation to verify that INL CCP met the QA implementation requirements of B6-1, Question 64, relative to the CCP Training and Qualification Plan (CCP-QP-002). The audit team determined that the documented CCP personnel qualification and training program was adequate, satisfactorily implemented, and effective. No concerns related to personnel qualification and training were identified during this audit.

Nonconformances and Corrective Action

- Control of Nonconforming Items and Corrective Action (B6-1, Questions 44 and 45): The audit team interviewed personnel and reviewed documentation to verify that the INL-CCP has implemented the QA program requirements of B6-1, Question 45, related to the appropriate identification, reconciliation, correction, and documentation of nonconformances. Question 44 relates to site project-level activities and is not within the scope of the analytical laboratories' responsibilities. The nonconformance reporting activities were determined to be adequate, satisfactorily implemented, and effective.

Documents and Records

- QA Records (B6-1, Questions 63, 65-69, and 71): Records generated during the performance of the waste characterization and certification scope are controlled by CCP. No concerns related to Records were identified during this audit.

Sample Control

- Sample Control (B6-1, Questions 46 and 47): The process for sample handling and control was evaluated and verified through review of chain-of-custody forms. The samples are documented from the point of origin to the final analysis result reporting. The audit team interviewed personnel and reviewed documentation to verify that INL CCP laboratories met all of the HSG and solids sample control requirements of the WAP. The HSG and solids sample control processes were determined to be adequate, satisfactorily implemented, and effective.

5.3.2 Table B6-2 Solids and Soil/Gravel Sampling Checklist

Solids analysis activities performed by the ALD include sample receipt, sample custody, and sample preparation and analysis for VOCs, NVOCs, SVOCs, metals, and mercury. Successful participation in the latest Resource Conservation and Recovery Act (RCRA) Solids Performance Demonstration Program (PDP) Cycle 15A was verified. Determination of method detection limits (MDLs) and performance and accuracy (P&A) studies, laboratory notebooks, standard certification and material, and the current WIPP approved processes and equipment were audited and found to be compliant. BDRs ALD08007V, ALD08004N, ALD08008S, and ALD08007M were examined. Training and qualification of analysts were confirmed to be acceptable to the INL-CCP program.
Sample preparation was verified to be compliant. For solids analysis, the ALD procedures and the corresponding CCP technical procedures were found to be adequate.

The audit team did not identify any CAQs during the audit and concluded the solids analysis processes continue to be adequate, satisfactorily implemented, and effective.

5.3.3 Table B6-3 Acceptable Knowledge (AK) Checklist

The audit was conducted to evaluate the continued adequacy, implementation, and effectiveness of technical and QA processes related to the INL-CCP. Acceptable Knowledge was not within the scope of this audit.

5.3.4 Table B6-4 Headspace Gas (HSG) Checklist

The audit team evaluated HSG analytical operations and SUMMA® canister cleaning and shipment performed by the ECL. HSG analysis operations performed by the ECL include sample receipt, sample custody, and sample analysis for VOCs and methanol. SUMMA® canister cleaning operations were verified. Successful participation in the latest HSG PDP Cycle 21A was verified. Initial calibration of analytical equipment was examined. Determination of MDL, laboratory notebooks, and standard certification were evaluated and found to be acceptable.

Two Recommendations were provided to the INL-CCP management. One Recommendation concerned BDR numbers supporting ECL08008AM and ECL08008BM as in procedure CCP-TP-188, Rev. 0, section 4.3.3.1. The other Recommendation concerned an update to the sample disposition letter for the laboratory (see section 6.4).

The audit team did not identify any CAQs during the audit and concluded the HSG analysis processes governed by the CCP program continue to be adequate, satisfactorily implemented, and effective.

5.3.5 Table B6-5 Radiography Checklist

The audit was conducted to evaluate the continued adequacy, implementation, and effectiveness of technical and QA processes related to the INL-CCP Program. Radiography was not within the scope of this audit.

5.3.6 Table B6-6 Visual Examination Checklist

The audit was conducted to evaluate the continued adequacy, implementation, and effectiveness of technical and QA processes related to the INL-CCP Program. Visual Examination was not within the scope of this audit.
6.0 CORRECTIVE ACTIONS, OBSERVATIONS, AND RECOMMENDATIONS

6.1 Corrective Action Reports

During the audit, the audit team may identify conditions adverse to quality (CAQs) and document them on corrective action reports (CARs).

Condition Adverse to Quality (CAQ) – Term used in reference to failures, malfunctions, deficiencies, defective items, and nonconformances.

Significant Condition Adverse to Quality – A condition which, if uncorrected, could have a serious effect on safety, operability, waste confinement, TRU waste site certification, regulatory compliance demonstration, or the effective implementation of the QA program.

No CAQs were issued as a result of this audit.

6.2 Deficiencies Corrected During the Audit

During the audit, the audit team may identify CAQs. The audit team members and the Audit Team Leader (ATL) evaluate the CAQs to determine if they are significant.

Once a determination is made that the CAQ is not significant, the audit team member, in conjunction with the ATL, determines if the CAQ is an isolated case requiring only remedial action and can, therefore, be a CDA. Upon determination that the CAQ is isolated, the audit team member, in conjunction with the ATL, evaluates/verifies any objective evidence/actions submitted or taken by the audited organization and determines if the condition was corrected in an acceptable manner. Once it has been determined that the CAQ has been corrected, the ATL categorizes the condition as CDA according to the definition below.

CDAs – Isolated deficiencies that do not require a root cause determination or actions to preclude recurrence. Correction of the deficiency can be verified prior to the end of the audit. Examples include one or two minor changes required to correct a procedure (isolated), one or two forms not signed or not dated (isolated), and one or two individuals that have not completed a reading assignment.

No CDAs were issued as a result of this audit.

6.3 Observations

During the audit, the audit team may identify potential problems that should be communicated to the audited organization. The audit team members, in conjunction with the ATL, evaluate these conditions and classify them as Observations using the following definition:

Observation – A condition that, if not controlled, could result in a CAQ.
No Observations were presented to INL-CCP management as a result of this audit.

6.4 Recommendations

During the audit, the audit team may develop suggestions for improvement that should be communicated to the audited organization. The audit team members, in conjunction with the ATL, evaluate these conditions and classify them as Recommendations, using the following definition:

Recommendations – Suggestions that are directed toward identifying opportunities for improvement and enhancing methods of implementing requirements.

The following Recommendations were provided to INL-CCP management as a result of the audit.

Recommendation 1

The audit team recommends that suffixes used in Procedure CCP-TP-188 be defined. Use of augmented BDR numbering conventions is not clearly defined in the procedure. Example: (split batches, i.e. ECL08008AM and ECL08008BM)

Recommendation 2

The audit team recommended that the letter for Delegation of Authority to release INL-CCP Headspace Gas Samples be updated.

7.0 LIST OF ATTACHMENTS

Attachment 1: Personnel Contacted During the Audit
Attachment 2: Personnel Contacted During the Audit by Area
Attachment 3: Objective Evidence
Attachment 4: Table of Audited Documents
Attachment 5: Process and Equipment Reviewed
Attachment 6: Revisions to Implementing Procedures
# Personnel Contacted During the Audit

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Org</th>
<th>Preaudit Meeting</th>
<th>Contacted During Audit</th>
<th>Post Audit Meeting</th>
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<tbody>
<tr>
<td>Crowder, Catherine</td>
<td>ECL Tech Leader/BEA</td>
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<tr>
<td>Dunhour, Fred</td>
<td>QA Specialist/CWI Analytical Services</td>
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<td>Gill, Dorothy</td>
<td>Observer/NMED</td>
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<td>Henschied, Joe</td>
<td>Lab Manager/CWI</td>
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<td>Sailer, Shelly</td>
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<td>Sumariwalla, Amy</td>
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<td>Turner, Charles</td>
<td>Project Manager/CCP</td>
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## Personnel Contacted During the Audit by Area

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<tbody>
<tr>
<td>QA Program Interfaces</td>
<td>Catherine Crowder, Fred Dunhour, Charlie Turner</td>
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<td>QA Training and Qualification/Nonconformances/Records</td>
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<td>Headspace Gas Analysis</td>
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<td>Solids Sample Analysis</td>
<td>Fred Dunhour, Jeff Jeter, Jeff Laug, Shelly Sailer</td>
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<td>SUMMA Canister Cleaning</td>
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<tr>
<td>1. CCP-PO-001, Rev. 16</td>
<td>CCP Transuranic Waste Characterization Quality Assurance Project Plan</td>
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<td>2. CCP-PO-002, Rev. 20</td>
<td>CCP Transuranic Waste Certification Plan</td>
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<td>3. CCP-PO-030, Rev. 0</td>
<td>CCP/Battelle Energy Alliance Analytical Chemistry &amp; Instrument Department Interface Document</td>
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<td>4. CCP-PO-031, Rev. 0</td>
<td>CCP/Idaho Cleanup Project Analytical Laboratories Department Interface Document</td>
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<td>5. CCP-QP-002, Rev. 26</td>
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<td>11. CCP-QP-016, Rev. 14</td>
<td>CCP Control of Measuring, Testing, and Data Collection Equipment</td>
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<td>12. CCP-QP-022, Rev. 9</td>
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<tr>
<td>13. CCP-TP-056, Rev. 4</td>
<td>CCP HSG Performance Demonstration Plan</td>
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<td>15. CCP-TP-175, Rev. 0</td>
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<td>CCP Semivolatile Organic Compounds by Gas Chromatography/Mass Spectrometry</td>
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<tr>
<td>26. CCP-TP-186, Rev. 1</td>
<td>CCP Determination of Nonhalogenated Volatile Organics by Gas Chromatography</td>
</tr>
<tr>
<td>27. CCP-TP-187, Rev. 0</td>
<td>CCP Sample Preparation for Semivolatile Organic Compounds</td>
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<tr>
<td>28. CCP-TP-188, Rev. 0</td>
<td>CCP Analytical Data Recording, Review, and Recording</td>
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<td><strong>NEW PROCESSES OR EQUIPMENT</strong></td>
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<tr>
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<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 PDP ID = GC/MS-E (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
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<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 PDP ID = GC/MS-F (Cycle 21A)</td>
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<tr>
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<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 PDP ID = GC/MS-G (Cycle 21A)</td>
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<tr>
<td>12HE4</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure ACMMM-9930 and CCP-TP-175 PDP ID = GC/MS-H (Cycle 21A)</td>
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<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-173 PDP ID = GC-1 (Cycle 21A)</td>
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### Processes and Equipment Reviewed During Audit A-08-22 of the INL-CCP

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<td>12HE6</td>
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<td>12HE9</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-173 PDP Cycle = GC-7 (Cycle 21A)</td>
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<td>INTEC Lab – Total purgeable volatile organic compound analysis specified in Procedure CCP-TP-184 Equipment – VOA-1</td>
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<td>INTEC Lab – Total non-halogenated volatile organic compounds specified in Procedure CCP-TP-186 Equipment – GC-1</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
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<td>INTEC Lab – Total purgeable volatile organic compound analysis specified in Procedure CCP-TP-184 Equipment – VOA-4</td>
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<td>INTEC Lab – Total non-halogenated volatile organic compounds specified in Procedure CCP-TP-186 Equipment – GC-5</td>
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<td>Process/Equipment Description</td>
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<td>INTEC Lab – Total semi-volatile organic compounds specified in Procedure CCP-TP-185 Equipment – SV-6</td>
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<td>12HA12</td>
<td>INTEC Lab – Total semi-volatile organic compounds specified in Procedure CCP-TP-185 Equipment – SV-8</td>
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<td>12HA13</td>
<td>INTEC Lab – Total purgable volatile organic compounds specified in Procedure CCP-TP-184 Equipment – VOA-5</td>
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<td>12HM3</td>
<td>INTEC Lab – Total metals analysis specified in Procedure CCP-TP-182 Equipment – ICP-4</td>
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<td>12HM4</td>
<td>INTEC Lab – Total metals analysis specified in Procedure CCP-TP-182 Equipment – ICP-5</td>
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<td>12HM7</td>
<td>INTEC Lab – Total metals (Hg) analysis specified in Procedure CCP-TP-181 Equipment – CVHG-1</td>
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<td>12HM8</td>
<td>INTEC Lab – Total metals (Hg) analysis specified in Procedure CCP-TP-181 Equipment – CVHG-2</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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Processes and Equipment Reviewed During Audit A-08-22 of the INL-CCP

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<td>12HM9</td>
<td>INTEC Lab – Total metals digestion specified in Procedure CCP-TP-183 Equipment – MW-3</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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<tr>
<td>12HM10</td>
<td>INTEC Lab – Total metals digestion specified in Procedure CCP-TP-183 Equipment – MW-4</td>
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<td>N/A Data Verification and Validation</td>
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<td>Yes</td>
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<tr>
<td>N/A Sample Management as described in Procedure CCP-TP-180</td>
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<tr>
<td>N/A SUMMA Canister Cleaning for generator/storage sites HSG sample collection, as described in Procedure CCP-TP-178</td>
<td>DEBRIS (S5000)</td>
<td>Yes</td>
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<td>N/A Quality Assurance Program</td>
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<tr>
<td>No.</td>
<td>Procedure Number</td>
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| 1   | CCP-PO-001       | CCP Transuranic Waste Characterization Quality Assurance Project Plan | R14                               | R16                                  | 15 - Revised to remove Visual Examination (VE) Expert decisions and signature and date from Table B3-11, Testing Batch Data Report Contents. Added the Idaho National Laboratory (INL) procedures to Attachment 1, Implementing Procedures.  
16 - Revised to incorporate statistical terminology and Text changes included in September 2007 Class 1 Permit Notifications and update Attachment 1, Implementing Procedures.                                                                                     |
| 2   | CCP-PO-002       | CCP Transuranic Waste Certification Plan                            | R18                               | R20                                  | 19 - Revised to change the references for quality planning, list Central Characterization Project (CCP) special processes, and add a new Section 5.7 addressing configuration management of CCP equipment.  
20 - Revised for the addition of Remote Handled Waste shipments.                                                                                                                                                                                                                                                                  |
<p>| 3   | CCP-PO-030       | CCP/Battelle Energy Alliance Analytical Chemistry &amp; Instrument Department Interface Document | R0                                | R0                                   |                                                                                                                                                                                                                                                                                                                                                           |
| 4   | CCP-PO-031       | CCP/Idaho Cleanup Project Analytical Laboratories Department Interface Document | R0                                | R0                                   |                                                                                                                                                                                                                                                                                                                                                           |</p>
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<tbody>
<tr>
<td>6</td>
<td>CCP-QP-005</td>
<td>CCP TRU Nonconforming Item Reporting and Control</td>
<td>R14</td>
<td>R15</td>
<td>26 - Revised to address U.S. Department of Energy (DOE) Carlsbad Field Office (CBFO) Corrective Action Report (CAR) 08-004. 15 - Revised in response to Corrective Action Report CBFO-07-015 to provide clarification of the requirements for reporting/notifications of Nonconformance Reports. Also revised Section 4.9 to clarify the process for voiding Nonconformance Reports.</td>
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<tr>
<td>7</td>
<td>CCP-QP-006</td>
<td>CCP Corrective Action Reporting and Control</td>
<td>R8</td>
<td>R9</td>
<td>9 - Revised to incorporate the Central Characterization Project (CCP) Quality Assurance (QA) Manager’s documentation of decisions, editorial, and format improvements.</td>
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<tr>
<td>8</td>
<td>CCP-QP-008</td>
<td>CCP Records Management</td>
<td>R13</td>
<td>R14</td>
<td>14 - Revised to address finding from U.S. Department of Energy, Carlsbad Field Office, Corrective Action Report 07-016, Audit A-07-24. Also revised to provide some clarifications within the procedure, added a step to address superseding and voiding of documents (i.e., Batch Data Reports, Nonconformance Reports), and added a note at the beginning of section 4.9 to address computer modeling results methods.</td>
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<td>CCP-QP-010</td>
<td>CCP Document Preparation, Approval and Control</td>
<td>R15</td>
<td>R17</td>
<td>16 - Revised to create consistency in wording pertaining to submitting data quality and performance criteria affecting changes to U.S. Department of Energy – Carlsbad Field Office (DOE/CBFO) for review and approval. Relocated section pertaining to validator review.</td>
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<td>CCP-QP-011</td>
<td>CCP Notebooks and Logbooks</td>
<td>R8</td>
<td>R9</td>
<td>17 - Revised to allow additional unit of designation for acceptable knowledge (AK) documents. Also, revised to address concern raised during Quality Assurance (QA) audit A-08-07.</td>
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<td>12</td>
<td>CCP-QP-022</td>
<td>CCP Software Quality Assurance Plan</td>
<td>R8</td>
<td>R9</td>
<td>14 - Revised to address the assignment of responsibilities, disconnects between the Quality Credit Card process and Central Characterization Project (CCP)-driven requirements, and proper usage of &quot;out-of-calibration&quot; versus &quot;out-of-tolerance&quot; terminology in response to Corrective Action Report (CAR), CAR-CCP-0006-07.</td>
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<td>9 - Revised in response to Central Characterization Project (CCP) Corrective Action Report (CAR) CAR-INL-0009-06 and in response to comments from the user community. The procedure was completely revised to provide separate sections addressing each type of software. The forms were adjusted to accommodate the newly-created sections, but the overall process was not significantly changed. A new</td>
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<td>CCP-TP-056</td>
<td>CCP HSG Performance Demonstration Plan</td>
<td>R3</td>
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<td>Section was added, addressing the control and use of Library Data Files.</td>
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<td>CCP Determination of Method Detection Limits for Gas Analysis</td>
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<td>CCP Gas Transfer Manifold Systems and Sample Compositing</td>
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<td>CCP Determination of Mercury by CVAA for TRU Waste Characterization</td>
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<td>CCP Microwave Assisted Digestion of Homogeneous Solids and Soil/Gravel</td>
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## PROCEDURE REVISION MATRIX

INL-CCP Labs Recertification Annual Audit A-08-22
Previous INL/CCP Labs Recertification Annual Audit A-07-06

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<td>CCP Determination of Nonhalogenated Volatile Organics by Gas Chromatography</td>
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<td>R1</td>
<td>1 - To correct the LCS/MS spiking solution preparation, and for various editorial changes.</td>
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<td>CCP-TP-188</td>
<td>CCP Analytical Data Recording, Review, and Reporting</td>
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# Personnel Contacted During the Audit

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<th>Title/Org</th>
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<th>Contacted During Audit</th>
<th>Post Audit Meeting</th>
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<tr>
<td>Crowder, Catherine</td>
<td>ECL Tech Leader/BEA</td>
<td>X</td>
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<td>Dunhour, Fred</td>
<td>QA Specialist/CWI Analytical Services</td>
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<td>Gill, Dorothy</td>
<td>Observer/NMED</td>
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<td>Henscheid, Joe</td>
<td>Lab Manager/CWI</td>
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<td>Jeter, Jeff</td>
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<td>QA Officer/CWI Analytical Services</td>
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<tr>
<td>Turner, Charles</td>
<td>Project Manager/CCP</td>
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## Personnel Contacted During the Audit by Area

<table>
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<tr>
<th>Area</th>
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<tbody>
<tr>
<td>QA Program Interfaces</td>
<td>Catherine Crowder</td>
</tr>
<tr>
<td></td>
<td>Fred Dunhour</td>
</tr>
<tr>
<td></td>
<td>Charlie Turner</td>
</tr>
<tr>
<td>QA Training and Qualification/Nonconformances/Records</td>
<td>Catherine Crowder</td>
</tr>
<tr>
<td></td>
<td>Fred Dunhour</td>
</tr>
<tr>
<td></td>
<td>Charlie Turner</td>
</tr>
<tr>
<td>Headspace Gas Analysis</td>
<td>Catherine Crowder</td>
</tr>
<tr>
<td>Solids Sample Analysis</td>
<td>Fred Dunhour</td>
</tr>
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<td></td>
<td>Jeff Jeter</td>
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<td></td>
<td>Jeff Laug</td>
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<td></td>
<td>Shelly Sailer</td>
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<tr>
<td>SUMMA Canister Cleaning</td>
<td>Catherine Crowder</td>
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<td>Document No.</td>
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<tr>
<td>1. CCP-PO-001, Rev. 16</td>
<td>CCP Transuranic Waste Characterization Quality Assurance Project Plan</td>
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<td>2. CCP-PO-002, Rev. 20</td>
<td>CCP Transuranic Waste Certification Plan</td>
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<td>3. CCP-PO-030, Rev. 0</td>
<td>CCP/Battelle Energy Alliance Analytical Chemistry &amp; Instrument Department Interface Document</td>
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<td>4. CCP-PO-031, Rev. 0</td>
<td>CCP/Idaho Cleanup Project Analytical Laboratories Department Interface Document</td>
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<td>5. CCP-QP-002, Rev. 26</td>
<td>CCP Training and Qualification Plan</td>
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<td>6. CCP-QP-005, Rev. 15</td>
<td>CCP TRU Nonconforming Item Reporting and Control</td>
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<td>7. CCP-QP-006, Rev. 9</td>
<td>CCP Corrective Action Reporting and Control</td>
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<td>8. CCP-QP-008, Rev. 14</td>
<td>CCP Records Management</td>
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<tr>
<td>9. CCP-QP-010, Rev. 17</td>
<td>CCP Document Preparation, Approval, and Control</td>
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<td>10. CCP-QP-011, Rev. 9</td>
<td>CCP Notebooks and Logbooks</td>
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<tr>
<td>11. CCP-QP-016, Rev. 14</td>
<td>CCP Control of Measuring, Testing, and Data Collection Equipment</td>
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<td>12. CCP-QP-022, Rev. 9</td>
<td>CCP Software Quality Assurance Plan</td>
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<td>13. CCP-TP-056, Rev. 4</td>
<td>CCP HSG Performance Demonstration Plan</td>
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<td>14. CCP-TP-173, Rev. 0</td>
<td>CCP Analysis of Gas Samples for VOCs by GC/FID</td>
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<td>15. CCP-TP-175, Rev. 0</td>
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<td>22. CCP-TP-182, Rev. 0</td>
<td>CCP Determination of Metals of ICP-AES for TRU Waste Characterization</td>
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<td>CCP Volatile Organic Compounds by Gas Chromatography/Mass Spectrometry</td>
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<td>25. CCP-TP-185, Rev. 0</td>
<td>CCP Semivolatile Organic Compounds by Gas Chromatography/Mass Spectrometry</td>
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<td>26. CCP-TP-186, Rev. 1</td>
<td>CCP Determination of Nonhalogenated Volatile Organics by Gas Chromatography</td>
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<td>27. CCP-TP-187, Rev. 0</td>
<td>CCP Sample Preparation for Semivolatile Organic Compounds</td>
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<td>28. CCP-TP-188, Rev. 0</td>
<td>CCP Analytical Data Recording, Review, and Recording</td>
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## Processes and Equipment Reviewed During Audit A-08-22 of the INL-CCP

### NEW PROCESSES OR EQUIPMENT

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<th>WIPP #</th>
<th>Process/Equipment Description</th>
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### PREVIOUSLY APPROVED PROCESSES OR EQUIPMENT

#### Headspace Gas

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<tr>
<td>12HE1</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 PDP ID = GC/MS-E (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
<td>Yes</td>
<td>N/A</td>
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<td>12HE2</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 PDP ID = GC/MS-F (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
<td>Yes</td>
<td>N/A</td>
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<tr>
<td>12HE3</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 PDP ID = GC/MS-G (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
<td>Yes</td>
<td>N/A</td>
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<tr>
<td>12HE4</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure ACMM-9930 and CCP-TP-175 PDP ID = GC/MS-H (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
<td>Yes</td>
<td>N/A</td>
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<tr>
<td>12HE5</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-173 PDP ID = GC-1 (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
<td>Yes</td>
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<td>12HE6</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-173 PDP ID = GC-2 (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
<td>Yes</td>
<td>N/A</td>
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<tr>
<td>12HE9</td>
<td>Environmental Chemistry Lab – Headspace gas volatile organic compounds specified in Procedure CCP-TP-173 PDP Cycle = GC-7 (Cycle 21A)</td>
<td>DEBRIS (S5000)</td>
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<td>12HA1</td>
<td>INTEC Lab – Total purgeable volatile organic compound analysis specified in Procedure CCP-TP-184 Equipment – VOA-1</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
<td>N/A</td>
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<td>12HA3</td>
<td>INTEC Lab -Total non-halogenated volatile organic compounds specified in Procedure CCP-TP-186 Equipment – GC-1</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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<td>12HA8</td>
<td>INTEC Lab – Total purgeable volatile organic compound analysis specified in Procedure CCP-TP-184 Equipment – VOA-4</td>
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<td>N/A</td>
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<td>12HA9</td>
<td>INTEC Lab – Total non-halogenated volatile organic compounds specified in Procedure CCP-TP-186 Equipment – GC-5</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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### Processes and Equipment Reviewed During Audit A-08-22 of the INL-CCP

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<tr>
<td>12HA10</td>
<td>INTEC Lab – Total semi-volatile organic compounds specified in Procedure CCP-TP-185 Equipment – SV-6</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
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<td>12HA12</td>
<td>INTEC Lab – Total semi-volatile organic compounds specified in Procedure CCP-TP-185 Equipment – SV-6</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
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<td>12HA13</td>
<td>INTEC Lab – Total purgable volatile organic compounds specified in Procedure CCP-TP-184 Equipment – VOA-5</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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<td>12HM3</td>
<td>INTEC Lab – Total metals analysis specified in Procedure CCP-TP-182 Equipment – ICP-4</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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<td>12HM4</td>
<td>INTEC Lab – Total metals analysis specified in Procedure CCP-TP-182 Equipment – ICP-5</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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<td>12HM7</td>
<td>INTEC Lab – Total metals (Hg) analysis specified in Procedure CCP-TP-181 Equipment – CVHG-1</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
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<td>12HM8</td>
<td>INTEC Lab – Total metals (Hg) analysis specified in Procedure CCP-TP-181 Equipment – CVHG-2</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
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## Processes and Equipment Reviewed During Audit A-08-22 of the INL-CCP

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<tr>
<td>12HM9</td>
<td>INTEC Lab – Total metals digestion specified in Procedure CCP-TP-183 Equipment – MW-3</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
<td>N/A</td>
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<tr>
<td>12HM10</td>
<td>INTEC Lab – Total metals digestion specified in Procedure CCP-TP-183 Equipment – MW-4</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
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### Processes

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<th>WIPP #</th>
<th>Process Description</th>
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<th>Currently Approved by EPA</th>
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<tr>
<td>N/A</td>
<td>Data Verification and Validation</td>
<td>DEBRIS (S5000) SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
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<tr>
<td>N/A</td>
<td>Sample Management as described in Procedure CCP-TP-180</td>
<td>SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)</td>
<td>Yes</td>
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<tr>
<td>N/A</td>
<td>SUMMA Canister Cleaning for generator/storage sites HSG sample collection, as described in Procedure CCP-TP-178</td>
<td>DEBRIS (S5000)</td>
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<td>N/A</td>
<td>Quality Assurance Program</td>
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| 1   | CCP-PO-001       | CCP Transuranic Waste Characterization Quality Assurance Project Plan | R14                               | R16                                  | 15 - Revised to remove Visual Examination (VE) Expert decisions and signature and date from Table B3-11, Testing Batch Data Report Contents. Added the Idaho National Laboratory (INL) procedures to Attachment 1, Implementing Procedures.  
16 - Revised to incorporate statistical terminology and Text changes included in September 2007 Class 1 Permit Notifications and update Attachment 1, Implementing Procedures. |
| 2   | CCP-PO-002       | CCP Transuranic Waste Certification Plan | R18                               | R20                                  | 19 - Revised to change the references for quality planning, list Central Characterization Project (CCP) special processes, and add a new Section 5.7 addressing configuration management of CCP equipment.  
20 - Revised for the addition of Remote Handled Waste shipments. |
<p>| 3   | CCP-PO-030       | CCP/Battelle Energy Alliance Analytical Chemistry &amp; Instrument Department Interface Document | R0                                | R0                                   |                                        |
| 4   | CCP-PO-031       | CCP/Idaho Cleanup Project Analytical Laboratories Department Interface Document | R0                                | R0                                   |                                        |</p>
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<tr>
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<th>Brief Description of Procedure Changes</th>
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<tr>
<td>6</td>
<td>CCP-QP-005</td>
<td>CCP TRU Nonconforming Item Reporting and Control</td>
<td>R14</td>
<td>R15</td>
<td>26 - Revised to address U.S. Department of Energy (DOE) Carlsbad Field Office (CBFO) Corrective Action Report (CAR) 08-004. 15 - Revised in response to Corrective Action Report CBFO-07-015 to provide clarification of the requirements for reporting/notifications of Nonconformance Reports. Also revised Section 4.9 to clarify the process for voiding Nonconformance Reports.</td>
</tr>
<tr>
<td>7</td>
<td>CCP-QP-006</td>
<td>CCP Corrective Action Reporting and Control</td>
<td>R8</td>
<td>R9</td>
<td>9 - Revised to incorporate the Central Characterization Project (CCP) Quality Assurance (QA) Manager's documentation of decisions, editorial, and format improvements.</td>
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<tr>
<td>8</td>
<td>CCP-QP-008</td>
<td>CCP Records Management</td>
<td>R13</td>
<td>R14</td>
<td>14 - Revised to address finding from U.S. Department of Energy, Carlsbad Field Office, Corrective Action Report 07-016, Audit A-07-24. Also revised to provide some clarifications within the procedure, added a step to address superseding and voiding of documents (i.e., Batch Data Reports, Nonconformance Reports), and added a note at the beginning of section 4.9 to address computer modeling results methods.</td>
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<tr>
<td>9</td>
<td>CCP-QP-010</td>
<td>CCP Document Preparation, Approval and Control</td>
<td>R15</td>
<td>R17</td>
<td>16 - Revised to create consistency in wording pertaining to submitting data quality and performance criteria affecting changes to U.S. Department of Energy – Carlsbad Field Office (DOE/CBFO) for review and approval. Relocated section pertaining to validator review.</td>
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## PROCEDURE REVISION MATRIX

INL-CCP Labs Recertification Annual Audit A-08-22

Previous INL/CCP Labs Recertification Annual Audit A-07-06

<table>
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<tr>
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<tr>
<td>10</td>
<td>CCP-QP-011</td>
<td>CCP Notebooks and Logbooks</td>
<td>R8</td>
<td>R9</td>
<td>17 - Revised to allow additional unit of designation for acceptable knowledge (AK) documents. Also, revised to address concern raised during Quality Assurance (QA) audit A-08-07.</td>
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<td>11</td>
<td>CCP-QP-016</td>
<td>CCP Control of Measuring, Testing, and Data Collection Equipment</td>
<td>R13</td>
<td>R14</td>
<td>14 - Revised to address the assignment of responsibilities, disconnects between the Quality Credit Card process and Central Characterization Project (CCP)-driven requirements, and proper usage of &quot;out-of-calibration&quot; versus &quot;out-of-tolerance&quot; terminology in response to Corrective Action Report (CAR), CAR-CCP-0006-07.</td>
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<tr>
<td>12</td>
<td>CCP-QP-022</td>
<td>CCP Software Quality Assurance Plan</td>
<td>R8</td>
<td>R9</td>
<td>9 - Revised in response to Central Characterization Project (CCP) Corrective Action Report (CAR) CAR-INL-0009-06 and in response to comments from the user community. The procedure was completely revised to provide separate sections addressing each type of software. The forms were adjusted to accommodate the newly-created sections, but the overall process was not significantly changed. A new</td>
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<td>CCP Analysis of Gas Samples for VOCs by GC/FID</td>
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<td>CCP-TP-175</td>
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<td>CCP Determination of Method Detection Limits for Gas Analysis</td>
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<td>20</td>
<td>CCP-TP-180</td>
<td>CCP Analytical Sample Management</td>
<td>R0</td>
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<td>21</td>
<td>CCP-TP-181</td>
<td>CCP Determination of Mercury by CVAA for TRU Waste Characterization</td>
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<td>22</td>
<td>CCP-TP-182</td>
<td>CCP Determination of Metals by ICP-AES for TRU Waste Characterization</td>
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<td>23</td>
<td>CCP-TP-183</td>
<td>CCP Microwave Assisted Digestion of Homogeneous Solids and Soil/Gravel</td>
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# PROCEDURE REVISION MATRIX

INL-CCP Labs Recertification Annual Audit A-08-22

Previous INL/CCP Labs Recertification Annual Audit A-07-06

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<td>CCP-TP-184</td>
<td>CCP Volatile Organic Compounds by Gas Chromatography/Mass Spectrometry</td>
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<td>CCP-TP-185</td>
<td>CCP Semivolatile Organic Compounds by Gas Chromatography/Mass Spectrometry</td>
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<td>26</td>
<td>CCP-TP-186</td>
<td>CCP Determination of Nonhalogenated Volatile Organics by Gas Chromatography</td>
<td>R0</td>
<td>R1</td>
<td>1 - To correct the LCS/MS spiking solution preparation, and for various editorial changes.</td>
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<td>27</td>
<td>CCP-TP-187</td>
<td>CCP Sample Preparation for Semivolatile Organic Compounds</td>
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<td>28</td>
<td>CCP-TP-188</td>
<td>CCP Analytical Data Recording, Review, and Reporting</td>
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