



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

August 28, 2008



Mr. Jon E. Hoff, Quality Assurance Manager
Washington TRU Solutions
P.O. Box 2078
Carlsbad, NM 88221-2078

Subject: Notification of Surveillance S-08-18 of the Washington TRU Solutions
Waste Isolation Pilot Plant Ground Control and Geotechnical Engineering

Dear Mr. Hoff:

Please be advised that the Carlsbad Field Office will conduct the subject surveillance at the Waste Isolation Pilot Plant (WIPP) site near Carlsbad, NM, September 22-25, 2008. The surveillance will be conducted in accordance with the enclosed surveillance plan. The checklists for the surveillance will be transmitted to your representative prior to the surveillance.

You are requested to provide the resources necessary to coordinate with the surveillance team, provide knowledgeable personnel to support the surveillance, arrange for appropriate space to conduct meetings, and provide the surveillance team with access to appropriate documentation and records.

If you have any questions concerning this surveillance, please contact me at (575) 234-7483.

Sincerely,

Martin P. Navarrete
Senior Quality Assurance Specialist

Enclosure



Mr. Jon E. Hoff

-2-

August 28, 2008

cc: w/enclosure

A. Holland, CBFO

*ED

L. Chism, CBFO

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D. Miehl, CBFO

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M. Navarrete, CBFO

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G. Basabilvazo, CBFO

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F. Sharif, WTS

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S. Patchet, WTS

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J. VandeKraats

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S. Holmes, NMED

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T. Kesterson, DOE OB WIPP NMED

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A. Pangle, CTAC

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WIPP Operating Record, MS: 452-09

CBFO QA File

CBFO M&RC

*ED denotes electronic distribution

**CARLSBAD FIELD OFFICE
SURVEILLANCE PLAN**

Surveillance Number: S-08-18

Organization: Washington TRU Solutions (WTS) Ground Control and Geotechnical Engineering

Date and Location of Surveillance: September 22-25, 2008
Waste Isolation Pilot Plant (WIPP) Site Offices

Surveillance Team:

Norman Frank	Surveillance Team Leader, CTAC
Jon Ousley	Technical Specialist, CTAC
Cindi Castillo	Surveillance Team Member, CTAC
Mark von Weber	Surveillance Team Member, CTAC
Paul Gomez	Surveillance Team Member, CTAC

Surveillance Scope:

The surveillance will verify the adequacy and implementation of the WTS Quality Assurance Program with respect to Ground Control and Geotechnical Engineering. The surveillance will also evaluate and verify the implementation and effectiveness of WTS implementing procedures.

Activities to be Surveilled:

The following elements will be evaluated:

- Ground control maintenance and support
- Performance, documentation and implementation of Geotechnical Engineering inspection/observations

For work observed during the surveillance, the following will also be evaluated:

- Logbook entries
- Lockout-tag out
- Work control practices
- Training
- Documents and records

Governing Documents/Requirements:

The overall program adequacy of WTS documents will be assessed based on the following documents:

Ground Control:

- WP 10-2 Revision 26, *Maintenance Operation Instructions Manual*
- MWI 00034 Revision 4, *Ground Control Support*
- MWI 00065 Revision 1, *Ground Control Maintenance*

Geotechnical Engineering:

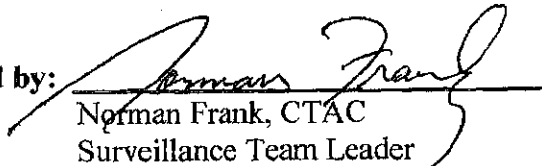
- WP 07-EU1001 Revision 2, *Geologic and Fracture Mapping of Facility Horizon Drifts*
- WP 07-EU1301 Revision 6, *Manually Acquired Geomechanical Instrument Data*
- WP 07-EU1303 Revision 3, *Geomechanical Instrument Data Processing*
- WP 07-EU1304 Revision 4, *Installing Convergence Reference Points*
- WP 07-EU1306 Revision 3, *Installing Rock Bolt Load Cells*
- WP 07-EU1308 Revision 1, *Installing Wire Extensometers*
- WP 07 EU 3504 Revision 3, *WIPP Core Storage Handling & Distribution*

Schedule of Surveillance Activities:


A pre-surveillance meeting is scheduled for Monday, September 22, 2008 at 3:00 p.m., in the large conference room on the second floor of the WIPP Support Building.

A post-surveillance meeting will be held Thursday, September 25, 2008 at 3:00 p.m., in the large conference room on the second floor of the WIPP Support Building.

Team working space will be the small conference room on the second floor of the WIPP Support Building.

Prepared by: 
Norman Frank, CTAC
Surveillance Team Leader

Date: 8/26/08

Concurrence by: 
Martin P. Navarrete
Senior Quality Assurance Specialist

Date: 8-29-08