



Department of Energy

Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
September 5, 2008



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

Subject: Carlsbad Field Office Surveillance S-09-01 of WTS Mine Safety Operations

Dear Mr. Hoff:

The Carlsbad Field Office (CBFO) will conduct Surveillance S-09-01, *Washington TRU Solutions (WTS) Mine Safety*, at the WIPP site October 13 – 16, 2008. The surveillance will be conducted in accordance with the enclosed surveillance plan.

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 the surveillance, you may contact me at (575) 234-7442.

Sincerely,

M. Lea Chism
Quality Assurance Specialist

Enclosure



Mr. Jon E. Hoff

-2-

September 5, 2008

cc: w/ enclosure

A. Holland, CBFO	*ED
G. Basabilvazo, CBFO	ED
F. Sharif, WTS	ED
M. A. Mullins, WTS	ED
M. Eagle, EPA	ED
E. Feltcorn, EPA	ED
R. Joglekar, EPA	ED
S. Zappe, NMED	ED
S. Holmes, NMED	ED
T. Kesterson, DOE OB WIPP NMED	ED
C. Timm, Pecos Management Services	ED
D. Winters, DNFSB	ED
R. Garcia, CTAC	ED
B. Pace, CTAC	ED
A. Pangle, CTAC	ED

WIPP Operating Record, MS: 452-09

CBFO QA File

CBFO M&RC

*ED denotes electronic distribution

CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

**Surveillance
Number:** S-09-01

**Organization to
Be Surveilled** Washington TRU Solutions (WTS)

**Date and
Location:** October 13 – 17, 2008
Waste Isolation Pilot Plant (WIPP)

Surveillance Team:	Berry Pace	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
	M. Lea Chism	Quality Assurance Management Representative, CBFO
	Kirk Kirkes	Surveillance Team Member, CTAC
	Priscilla Martinez	Surveillance Team Member, CTAC
	Paul Gomez	Surveillance Team Member, CTAC

Surveillance Scope:

The scope of this surveillance will include evaluations to determine the degree to which selected WIPP procedures (those supporting safe mine operations) are adequate and effectively implemented.

Activities/Tasks to be Assessed:

The following programmatic QA elements will be evaluated:

- Personnel Qualification and Training
- Quality Improvement
- Documents
- Records
- Work Processes
- Inspection and Testing

Governing Documents/Requirements:

- DOE/CBFO-94-1012, *Quality Assurance Program Document*
- WP 13-1, *Washington TRU Solutions Quality Assurance Program Description*
- WTS implementing procedures established to support safe mine operations (reference Attachment 1)

Checklists will be developed (as necessary) from active revisions of these documents.

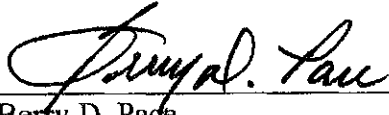
Schedule of Surveillance Activities:

A pre-surveillance conference is scheduled for 8:30 a.m. on Monday, October 13, 2008, in the Large Conference Room on the second floor of the WIPP Support Building.

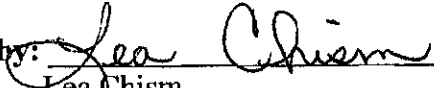
Surveillance team caucus meetings will be held at 3:00 p.m. on Monday, Tuesday, and Wednesday, October 13, 14, and 15, 2008, in the Small Conference Room on the second floor of the WIPP Support Building.

Briefings will be held with appropriate management at 8:30 a.m. on Tuesday, Wednesday, and Thursday, October 14, 15, and 16, 2008, in the Small Conference Room on the second floor of the WIPP Support Building.

A post-surveillance conference is scheduled for 2:30 p.m., Thursday, October 16, 2008, in the Large Conference Room on the second floor of the WIPP Support Building.

Prepared by: 
Berry D. Pace
CTAC Surveillance Team Leader

Date: 9/5/08

Approved by: 
Lea Chism
CBFO Quality Assurance Specialist

Date: 09-05-08

Attachment 1

WIPP Implementing Procedures to be Evaluated During S-09-07	
04-AD3013	Underground Access Control
04-AU1007	Underground Openings Inspections
04-AU1027	Underground Diesel Engine Emissions Test
04-VU1001	Surface Underground Ventilation and Filtration System Operation
04-VU1002	Operability Testing of Underground Filtration
04-VU1608	Underground Ventilation and Filtration System Operation
04-VU1612	WIPP Mine Ventilation Rage Monitoring
12-FP3003	Combustible Loading Controls for the WHB & U/G
12-IH1828	Permit Mandated Air Quality Monitoring and Sampling
PM041012	Underground Ventilation Exhaust Fan Motor
PM041026	Preventive Maintenance Underground Exhaust Fan 41-B-700 A&B
PM041027	Preventive Maintenance Underground Exhaust Fan 41-B-700 A&B
PM041042	Underground Exhaust Fans 41-B-860 A, B, & C
PM 041154	In-Place Testing of HEPA Filter Units
PM041166	Underground Exhaust Fan 41-B-700 C
PM041167	Underground Exhaust Fan 41-B-700 C
PM074027	Quarterly Diesel Emissions Test
PM074061	U/G Diesel Equipment, 100 Hour, Inspection and Maintenance
PM074063	Drain and Refill Coolant System on U/G Mobile Equipment
PM074084	Underground Rescue Vehicle
PM074088	Simon Aerial Work Platform
PM074117	Annual Maintenance and Inspection of U/G Ambulance, 74-Q-012