



Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
September 26, 2008



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

Subject: Notification of Audit A-09-02, WTS Quality Assurance Program

Dear Mr. Hoff:

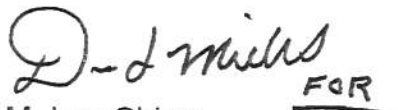
The Carlsbad Field Office (CBFO) will conduct Audit A-09-02 of the Washington TRU Solutions (WTS) quality assurance program October 7 through 9, 2008. The audit will be conducted in accordance with the enclosed audit plan.

You are requested to coordinate with the audit team to provide the team access to the WTS facilities, appropriate space to conduct meetings, cognizant personnel to support the audit, and access to the appropriate documentation and records.

Representatives from the U.S. Environmental Protection Agency (EPA) may be present during the audit.

If you have any questions or comments concerning the audit, please contact me at (575) 234-7442.

Sincerely,


FOR

M. Lea Chism
Quality Assurance Specialist

Enclosure



Mr. Jon E. Hoff

-2-

September 26, 2008

cc: w/enclosure

M. Navarrete, CBFO

*ED

D. Miehs, 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. Ghose, EPA

ED

S. Zappe, NMED

ED

S. Holmes, NMED

ED

T. Kesterson, DOE OB WIPP NMED

ED

D. Winters, DNFSB

ED

T. Bowden, CTAC

ED

WIPP Operating Record, MS: 452-09

CBFO QA File

CBFO M&RC

*ED denotes electronic distribution

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-09-02

Organization to be Audited: Washington TRU Solutions LLC (WTS)

Organizations to be Notified: WTS
New Mexico Environment Department (NMED)
U. S. Environmental Protection Agency (EPA)
Defense Nuclear Facilities Safety Board (DNFSB)

Date and Location: October 7 – 9, 2008
Carlsbad, New Mexico (WIPP site)

Audit Team:

Tamara D. Bowden	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Lea Chism	CBFO Quality Assurance (QA) Representative
Wayne Ledford	Auditor, CTAC
Harley Kirschenmann	Auditor, CTAC
Nick Wade	Auditor, CTAC

Audit Scope:

The audit will evaluate the adequacy, implementation, and effectiveness of the WTS QA Program related to criteria 10 through 18 of the *Quality Assurance Program Requirements for Nuclear Facilities* (ASME NQA-1-1989 Edition).

Activities/Tasks/Areas to be Included in the Audit:

Implementation of the following quality elements will be evaluated:

- Inspection
- Test Control
- Control of Measuring and Test Equipment
- Handling, Storage, and Shipping
- Inspection, Test, and Operating Status
- Control of Nonconforming Items
- Corrective Action
- Quality Assurance Records
- Audits

Governing Documents/Requirements:

Adequacy, implementation, and effectiveness of the WTS QA Program will be based on the following documents:

- CBFO *Quality Assurance Program Document (QAPD)*, DOE/CBFO-94-1012, Revision 9
- Washington TRU Solutions LLC *Quality Assurance Program Description*, WP 13-1, Current Revision.

Checklists will be developed from procedures implementing NQA-1 elements 10 through 18.

Schedule of Audit Activities:

A preaudit conference will be held Tuesday, October 7, 2008, at 8:00 a.m., at the WIPP site, in the Support Building Large Conference Room (second floor).

Audit team caucus meetings will be held Tuesday, October 7, 2008, and Wednesday, October 8, 2008, at 3:30 p.m., and Thursday, October 9, 2008, at 2:00 p.m., in the Support Building Small Conference Room (second floor).

Daily management briefings will be held Wednesday, October 8, 2008, and Thursday, October 9, 2008, at 9:00 a.m. with the appropriate WTS management personnel, in the Support Building Small Conference Room (second floor).

A post audit conference is scheduled for Thursday, October 9, 2008, at 3:00 p.m., in the Support Building Large Conference Room (second floor).

Prepared by: Tamara D. Bowden
Tamara D. Bowden
Audit Team Leader

Date: 09/23/08

Concurrence: Ava L. Holland
Ava L. Holland, CBFO
Quality Assurance Manager

Date: 9-25-08