

United States Government



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Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: November 7, 2008

REPLY TO
ATTN OF: CBFO:QA:DSM:KBS:08-1522:UFC 2300.00

SUBJECT: Audit A-09-08 of the Idaho National Laboratory Central Characterization Project Visual Examination Activities

TO: Jerry Wells, DOE-ID



A team of auditors and technical specialists from the Carlsbad Field Office (CBFO) will conduct an audit at the CBFO Skeen-Whitlock Building in Carlsbad, New Mexico, December 9 - 11, 2008. The audit will be conducted in accordance with the attached audit plan. Representatives from CBFO and the New Mexico Environment Department may be present to observe the audit process.

If you have any questions or comments concerning this audit, please contact me at (575) 234-7491.

Dennis S. Miehls
Acting Quality Assurance Manager

Attachment


081107



Jerry Wells

-2-

November 7, 2008



cc: w/attachment
A. Holland, CBFO *ED
M. Navarrete, CBFO ED
D. Gadbury, CBFO ED
N. Castaneda, CBFO ED
C. Fesmire, CBFO ED
D Haar, WTS/CCP ED
D. Ploetz, WTS/CCP ED
V. Cannon, WTS/CCP ED
A. Fisher, WTS/CCP ED
M. Walker, WTS/CCP ED
W. Lattin, DOE-ID ED
S. Zappe, NMED ED
S. Holmes, NMED ED
T. Kesterson, DOE OB WIPP NMED ED
M. Eagle, EPA ED
S. Ghose, EPA ED
E. Feltcorn, EPA ED
R. Joglekar, EPA ED
D. Winters, DNFSB ED
P. Gilbert, LANL-CO ED
G. Lyshik, LANL-CO ED
D. Kimbro, CTAC ED
RCRA Operating Record, MS: 452-09
CBFO QA File
CBFO M&RC
*ED denotes electronic distribution

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-09-08

Organization to be audited: Idaho National Laboratory (INL), Central Characterization Project (CCP)

Organizations to be notified: INL/CCP
Washington TRU Solutions LLC (WTS)
New Mexico Environment Department (NMED)
Defense Nuclear Facilities Safety Board (DNFSB)

Date and Location: December 9 - 11, 2008
Carlsbad, NM

Audit Team: L. David Kimbro Audit Team Leader, Carlsbad Technical Assistance Contractor (CTAC)
Rhett Bradford Auditor, CTAC

Audit Scope:

This audit will verify the adequacy, implementation, and effectiveness of the processes described in procedure CCP-TP-113, *CCP Standard Contact-Handled Waste Visual Examination* and CCP-TP-163, *CCP Standard Visual Examination of Records* as applied to waste characterized by INL/CCP.

Activities to be audited include the following.

The following technical elements will be evaluated:

- Visual Examination
- Project and data generation level data verification and validation

See the table, Process and Equipment to be Reviewed During Audit A-09-08 of INL/CCP, for additional details.

Governing Documents/Requirements

Adequacy of INL/CCP documents will be based on the current revisions of the following documents:

NM4890139088-TSDF, *Waste Isolation Pilot Plant Hazardous Waste Facility Permit*

DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*

DOE/WIPP-02-3122, *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC)*

Programmatic and technical checklists will be developed from the active revisions of the following documents:

CCP-PO-001, *CCP Transuranic Waste Characterization Quality Assurance Project Plan QAPjP)*

CCP-PO-002, *CCP Transuranic Waste Certification Plan*

CCP-PO-024, *CCP/INL Interface Document*

Related INL/CCP QA and technical implementing procedures

Related WTS CCP QA and technical implementing procedures

Schedule of Audit Activities:

A pre-audit conference will be held Tuesday December 9, 2008, at 8:00 a.m.


Audit team caucus meetings will be held Tuesday and Wednesday at 4:00 p.m.

Management briefings will be held Wednesday and Thursday at 8:30 a.m.

A post-audit conference is scheduled for Thursday, December 11, 2008, at 3:00 p.m.

Prepared by: 
E. David Kimbro, CTAC
Audit Team Leader

Date: 11/7/2008

Concurrence: 
Dennis Miehl, CBFO
Acting Quality Assurance Manager

Date: 11-7-08

Processes and Equipment to be Reviewed During Audit A-09-08 of the INL/CCP

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED
N/A	Visual Examination (VE) Procedure – CCP-TP-113, CCP-TP-163 Description –Visual Examination	Debris (S5000)	No