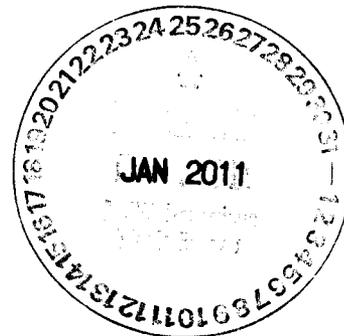


Department of Energy
 Carlsbad Field Office
 P. O. Box 3090
 Carlsbad, New Mexico 88221

JAN 25 2011



Mr. D. K. Ploetz, Manager
 Central Characterization Project
 Washington TRU Solutions, LLC
 P.O. Box 2078
 Carlsbad, NM 88221 - 2078

Subject: Verification and Acceptance of Corrective Actions for CAR 11-007 from Audit A-11-01, SRS/CCP Recertification Audit

Dear Mr. Ploetz:

Enclosed are the results of the Carlsbad Field Office (CBFO) review and verification of completion of the corrective actions associated with CBFO CAR 11-007, which resulted from Audit A-11-01 of the Savannah River Site Central Characterization Project (SRS/CCP). The results of the verification are documented on the enclosed CAR Continuation Sheet, which indicates that the documentation of completion of corrective actions is acceptable.

The verification concluded that the associated corrective actions have been fulfilled and are satisfactorily implemented. The CAR is considered closed.

If you have any questions, please contact me at (575) 234-7491.

Sincerely,

Dennis S. Miehls
 Senior Quality Assurance Specialist

Enclosure

cc: w/enclosure

M. Navarrete, CBFO	* ED	S. Ghose, EPA	ED
J. R. Stroble, CBFO	ED	R. Lee, EPA	ED
T. Morgan, CBFO	ED	S. Zappe, NMED	ED
N. Castaneda, CBFO	ED	S. Holmes, NMED	ED
D. Haar, WTS/CCP	ED	T. Kesterson, DOE OB WIPP NMED	ED
V. Cannon, WTS/CCP	ED	D. Winters, DNFSB	ED
A. J. Fisher, WTS/CCP	ED	P. Gilbert, LANL-CO	ED
M. Walker, WTS/CCP	ED	G. Lyshik, LANL-CO	ED
Y. Salmon, WTS/CCP	ED	C. Castillo, CTAC	ED
J. Hoff, WTS	ED	P. Hinojos, CTAC	ED
M. A. Mullins, WTS	ED	G. White, CTAC	ED
H. Crapse, DOE-SR	ED	P. Y. Martinez, CTAC	ED
T. Peake, EPA	ED	WIPP Operating Record	ED
M. Eagle, EPA	ED	CBFO QA File	
E. Felcorn, EPA	ED	CBFO M&RC	
R. Joglekar, EPA	ED	*ED denotes electronic distribution	



CBFO Form 3.1-2

CAR CONTINUATION SHEET

1. CAR No: 11-007

2. Activity No: A-11-01

3. Page 1 of 2

Block # 17 Acceptance of Corrective Action Completion:

An evaluation was performed of the completion of corrective actions related to CBFO Corrective Action Report (CAR) 11-007. The notification of completion of corrective actions was submitted via letter CP:11:01044 dated January 14, 2011, from D. K. Ploetz, CCP Retrieval, Characterization, and Transportation Manager to Mr. Dennis S. Miehl, Senior Quality Assurance Specialist, Carlsbad Field Office. The methods used in verifying completion of each corrective action, as detailed in the approved corrective action plan (CAP) and the additional remedial corrective action (received via email on December 3, 2010, from Mr. AJ Fisher to Dennis Miehl) are described below.

REMEDIAL ACTIONS

Verification:

(1. Records corrected as a result of CAR 11-007)

The audit team confirmed that the incomplete training records which were identified during the SRS recertification audit were, in fact corrected. Supporting documentation included corrections made to qualification cards for Site Project Managers, Operators; and Acceptable Knowledge Experts. The following corrections were made:

- Blank spaces were filled in;
- Blank Boxes intended to be checked were filled in;
- Missing headers were added to the top of the qualification cards
- Page numbers were added and superseded;
- Page numbers were corrected and;
- "N/A" was added to several appropriate blank spaces.

Verification:

(2. Qualification Cards processed the last six months)

The audit team verified through review of the supporting documentation that the CCP Training personnel reviewed a total of 120 qualification packages processed over the past six months with a total of 10 issues identified. The audit team verified the corrections through a review of the corrected records where printed names and missing e-mail addresses were added; inconsistent badge numbers were corrected; and missing & incorrect dates were corrected.

Verification:

(3. Additional review of Qualification Cards which are active & do not require requalification)

The audit team verified that CCP Training personnel performed an **additional** review of qualification cards that do not require a requalification. Supporting documentation included corrections made to qualification cards for CCP Quality Engineers; Waste Certification Assistants; Site Project Managers; and Vendor Project Managers.

The audit team determined that the above remedial actions performed are an adequate representation of completion of all corrections to the qualification records (current, past 6-months, and those that do not require a requalification. These actions are adequate to address and resolve the CAR condition.

INVESTIGATIVE ACTIONS

Verification: (See No. 3 above)

The additional review of all qualification cards that do not require a requalification satisfies the investigative

CBFO Form 3.1-2

CAR CONTINUATION SHEET

1. CAR No: 11-007

2. Activity No: A-11-01

3. Page 2 of 2

actions.

ROOT CAUSE DETERMINATION

A root cause determination was not required for this CAR.

ACTIONS TO PRECLUDE RECURRENCE

Verification: (Briefing materials and attendance sheet)

The actions to preclude recurrence included a briefing/training given by the CCP Training Manager on November 18, 2010, to the CCP training personnel regarding the importance of processing complete records. Supporting documentation included an attendance sheet and a summarized "topics sheet" showing what materials were covered during the training. The briefing included a discussion on training department records responsibilities, the importance of routine record checks, and processing of faxed or scanned documents.

The audit team determined that the actions to preclude recurrence are adequate to address and resolve future occurrences related to the CAR condition.

CONCLUSION

Based on the review of the completion documentation submitted, it has been determined that the remedial, investigative, and corrective actions to prevent recurrence of the CAR condition have been satisfactorily implemented. Therefore, it is recommended that CAR 11-007 be considered closed.

VERIFICATION PERFORMED BY:

Cindi Castillo

Cindi Castillo, Quality Assurance Auditor
Carlsbad Field Office
Technical Assistance Contractor

1/24/11

Date