Subject: Transmittal of Audit Plan and Notification of Assigned Auditors for CBFO Audit A-11-12 of the Bettis Atomic Power Laboratory Central Characterization Project

Dear Mr. Zappe:

This letter transmits the audit plan for Carlsbad Field Office (CBFO) Certification Audit A-11-12 of the Bettis Atomic Power Laboratory Central Characterization Project for activities pertaining to the characterization of remote-handled transuranic waste. The audit will be conducted as required by the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP), and will be held at the Skeen-Whitlock Building in Carlsbad, New Mexico, April 19-21, 2011. The audit plan identifies the audit team members as required by the HWFP.

Should you have any questions concerning this notification, please contact Martin P. Navarrete, Acting Director of the Office of Quality Assurance, at (575) 234-7483.

Sincerely,

Edward Ziemianski
Acting Manager

Enclosure

cc: w/enclosure
O. Vincent, CBFO
G. Basabilvazo, CBFO
M. Navarrete, CBFO
D. Miehls, CBFO
J. R. Stroble, CBFO
S. McCauslin, CBFO
S. Holmes, NMED
P. Gomez, CTAC
K. D. Martin, CTAC
WIPP Operating Record
CBFO QA File
CBFO M&RC
*ED denotes electronic distribution
CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-11-12

Organization to be Audited: Bettis Atomic Power Laboratory (BAPL)/Central Characterization Project (CCP)

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

Date and Location: April 19 – 21, 2011
Carlsbad, New Mexico

Audit Team: Dennis S. Miehls Audit Team Management Representative, Carlsbad Field Office (CBFO)
Paul C. Gomez Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Porf Martinez Auditor, CTAC
Priscilla Martinez Auditor, CTAC
Greg Knox Auditor, CTAC
Randall Allen Auditor, CTAC
K. D. Martin Auditor, CTAC
B.J. Verret Technical Specialist, CTAC
Dick Blauvelt Technical Specialist, CTAC
R. Bradford Technical Specialist, CTAC
James Oliver Technical Specialist, CTAC

Audit Observers: Connie Walker, NMED
Steve Holmes, NMED

Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of CCP programs for controlling quality assurance (QA) and technical activities performed at BAPL. This audit encompasses the activities related to the characterization and certification of remote-handled (RH) Summary Category Group (SCG) S5000 debris waste consisting of a single waste stream designated as BT-T001. This certification audit includes evaluation of the characterization processes completed during CBFO Surveillances S-10-37 for visual examination and S-11-08 for headspace gas sampling and dose to curie.
Governing Documents/Requirements

The overall program adequacy and effectiveness of the BAPL/CCP program will be based on the current revisions of the following documents:

- DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*
- Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088-TSDF, the New Mexico Environment Department

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

- CCP-PO-002, *CCP Transuranic Waste Certification Plan*
- CCP-PO-511, *CCP/BAPL Interface Document*
- Related CCP QA and technical implementing procedures

Activities to be Audited:

**Quality Elements**

- Nonconformances
- Personnel Qualification and Training
- Records

**Technical**

- Acceptable Knowledge
- Generation and Project-Level Data Validation and Verification
- Visual Examination
- Dose to Curie
- Performance Demonstration Program
- Headspace Gas Sampling
- Waste Certification (e.g., Waste Stream Profile Form)
Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, April 19, 2011, at 8:00 a.m.

Audit team caucus meetings will be conducted Tuesday and Wednesday, April 19 and 20, 2011, at 3:00 p.m. & Thursday at 2:00 p.m.

Management briefing meetings will be conducted Wednesday and Thursday, April 20 and 21, 2011, at 8:00 a.m.

A post-audit conference is scheduled for Thursday, April 21, 2011, at 3:00 p.m.

All meetings will take place at the CBFO QA conference room in the Skeen-Whitlock Building, Carlsbad, NM.

Prepared by: Paul C. Gomez, CITAC
Audit Team Leader

Date: 3/14/11

Concurrence: Martin Navarrete, CBFO
Acting Quality Assurance Director

Date: 3/14/11
attachment 1

Process and Equipment to be Audited During Audit A-11-12 of BAPL/CCP

<table>
<thead>
<tr>
<th>WIPP #</th>
<th>Process/Equipment Description</th>
<th>Applicable to the Following Waste Streams/Groups of Waste Streams</th>
<th>Currently Approved by NMED</th>
<th>Currently Approved by EPA</th>
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<tr>
<td>N/A</td>
<td>Acceptable Knowledge Procedure – CCP-TP-002 and CCP-TP-005</td>
<td>Debris (S5000)</td>
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<td>19RHVE1</td>
<td>Visual Examination Procedure – CCP-TP-500</td>
<td>Debris (S5000)</td>
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<td>19DTC1</td>
<td>Radiological Characterization (DTC) Procedure – CCP-TP-504</td>
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<td>Headspace Gas Sampling Procedure – CCP-TP-093</td>
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<td>N/A</td>
<td>Data Generation and Project Level Validation and Verification (V&amp;V) Procedure – CCP-TP-001</td>
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<td>WIPP Waste Information System (WWIS/WDS) Procedure – CCP-TP-530 and CCP-TP-507</td>
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<td>N/A</td>
<td>Quality Assurance</td>
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