



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

JUN 2011

JUN 9 2011

Mr. John Kieling, Acting Bureau Chief
 Hazardous Materials Bureau
 New Mexico Environment Department
 2905 Rodeo Park Drive East, Building 1
 Santa Fe, New Mexico 87505-6303

Subject: Transmittal of Audit Plan and Notification of Assigned Auditors for CBFO Certification Audit A-11-23 of the SNL/CCP

Dear Mr. Kieling:

This letter transmits the audit plan for the Carlsbad Field Office (CBFO) Certification Audit A-11-23 of the Sandia National Laboratories (SNL) utilizing the subcontracted services of the Washington TRU Solutions Central Characterization Project (CCP) for 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, and will be held at the Skeen-Whitlock Building, 4021 National Parks Hwy., in Carlsbad, New Mexico, July 13-15, 2011. The enclosed audit plan identifies the audit team members as required by the Permit.

If you have any questions concerning this notification, please contact Mr. Randy W. Unger, Director, Office of Quality Assurance, at (575) 234-7065.

Sincerely,

Edward Ziemianski
 Acting Manager

Enclosure

cc: w/enclosure

O. Vincent, CBFO	* ED	M. Eagle, EPA	ED
R. Unger, CBFO	ED	E. Feltcorn, EPA	ED
G. Basabilvazo, CBFO	ED	R. Joglekar, EPA	ED
J. R. Stroble, CBFO	ED	S. Ghose, EPA	ED
D. Miehl, CBFO	ED	R. Lee, EPA	ED
M. Navarrete, CBFO	ED	P. Gomez, CTAC	ED
C. Fesmire, CBFO	ED	K. D. Martin, CTAC	ED
S. McCauslin, CBFO	ED	WIPP Operating Record	ED
S. Holmes, NMED	ED	CBFO QA File	
T. Hall, NMED	ED	CBFO M&RC	
T. Peake, EPA	ED	*ED denotes electronic distribution	

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-11-23

Organization to be Audited: Sandia National Laboratories (SNL)/Central Characterization Project (CCP)

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

Date and Location: July 13 – 15 , 2011
Carlsbad, New Mexico

Audit Team:

Dennis S. Miehls	Audit Team Management Representative, Carlsbad Field Office (CBFO)
Lea Chism	Auditor, CBFO
Paul C. Gomez	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Porf Martinez	Auditor, CTAC
Priscilla Martinez	Auditor, CTAC
Greg Knox	Auditor, CTAC
Laurie Smith	Auditor, CTAC
Katie Martin	Auditor, CTAC
Rick Castillo	Auditor, CTAC
Norm Frank	Auditor, CTAC
Tammy Bowden	Auditor, CTAC
Cindi Castillo	Auditor, CTAC
B.J. Verret	Technical Specialist, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Rhett Bradford	Technical Specialist, CTAC
James Oliver	Technical Specialist, CTAC

Audit Observers: Connie Walker, NMED
Steve Holmes, NMED

Audit Scope:

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 SNL-HCF-S5400-RH. The audit team will evaluate the adequacy, implementation, and effectiveness of CCP programs for controlling quality assurance (QA) and technical activities performed at SNL. This certification audit includes evaluation of the characterization processes observed during CBFO Surveillances S-11-15

for radiochemistry sampling and Surveillance S-11-20 for visual examination, headspace gas sampling and dose-to-curie survey.

Governing Documents/Requirements

Evaluation of overall adequacy and effectiveness of the SNL/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
- DOE/WIPP-02-3122, *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC)*
- DOE/WIPP-02-3214, *Remote-Handled Transuranic Waste Characterization Program Implementation Plan (WCPIP)*

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

- CCP-PO-001, *CCP Transuranic Waste Quality Assurance Characterization Project Plan (QAPjP)*
- CCP-PO-002, *CCP Transuranic Waste Certification Plan*
- CCP-PO-510, *CCP/SNL Interface Document*
- Related CCP QA and technical implementing procedures

Activities to be Audited:

Quality Assurance

- 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:

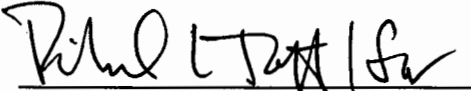
A pre-audit conference is scheduled for Wednesday, July 13, 2011, at 8:00 a.m.

Audit team caucus meetings will be conducted Wednesday and Thursday, July 13 and 14, 2011, at 3:00 p.m.


A management briefing meeting will be conducted Thursday, July 14, 2011, at 8:30 a.m.

A post-audit conference is scheduled for Friday, July 15, 2011, at 10:00 a.m.

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

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

Date: 6/6/11

Concurrence: 
Randy Unger, CBFO
Quality Assurance Director

Date: 8 Jun 11

Attachment 1

Processes and Equipment to be Audited During Audit A-11-23 of SNL/CCP

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
NEW PROCESSES OR EQUIPMENT				
This audit will evaluate Remote-Handled (RH) S5000 debris waste				
N/A	Acceptable Knowledge Procedure – CCP-TP-002 and CCP-TP-005	Debris (S5000)	NO	NO
20RHVE1	Visual Examination Procedure – CCP-TP-500	Debris (S5000)	NO	NO
20DTC1	Radiological Characterization (DTC) Procedure – CCP-TP-504	Debris (S5000)	N/A	NO
N/A	Headspace Gas Sampling Procedure – CCP-TP-093	Debris (S5000)	NO	N/A
N/A	Data Generation and Project Level Validation and Verification (V&V) Procedure – CCP-TP-001	Debris (S5000)	NO	NO
N/A	WIPP Waste Information System (WWIS/WDS) Procedure – CCP-TP-530 and CCP-TP-507	Debris (S5000)	NO	NO
N/A	Quality Assurance	N/A	NO	YES



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Dear Mr. Kieling:

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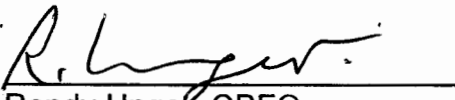
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Audit Team Leader

Date: 6/6/11

Concurrence: 
Randy Unger, CBFO
Quality Assurance Director

Date: 8 Jun 11

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