

United States Government

 ENTERED
Department of Energy

memorandum



Carlsbad Field Office
Carlsbad, New Mexico 88221

SEP 09 2011

DATE:

REPLY TO
ATTN OF:

CBFO:QA:MPN:ANC:11-0699:UFC 2300.00

SUBJECT:

Surveillance S-11-31 of the Idaho National Laboratory Central Characterization Project
Environmental Chemistry Laboratory

TO: Jerry Wells, DOE-ID

Please be advised that a surveillance team from the Carlsbad Field Office will conduct the subject surveillance at the ECL Building in Idaho Falls, Idaho, September 21, 2011. The surveillance will be conducted in accordance with the attached surveillance plan.

Your representatives are requested to coordinate with the surveillance team to provide cognizant personnel to support the surveillance, and access to the appropriate documentation and records.

If you have any questions or comments concerning the surveillance, please contact me at (575) 234-7483.

Martin P. Navarrete
Senior Quality Assurance Specialist

Attachment

110909



Mr. Jerry Wells

-2-

SEP 09 2011

cc: w/attachment

R. Unger, CBFO	*ED
J. R. Stroble, CBFO	ED
N. Castaneda, CBFO	ED
H. Budweg, CBFO	ED
C.Fesmire, CBFO	ED
D. Ploetz, WTS/CCP	ED
M. Sensibaugh, WTS/CCP	ED
V. Cannon, WTS/CCP	ED
I. Quintana, WTS/CCP	ED
A. J. Fisher, WTS/CCP	ED
C.Turner, WTS/CCP	ED
M. Walker, WTS/CCP	ED
Y. Salmon, WTS/CCP	ED
J. Carter, WTS/CCP	ED
W. Lattin, DOE-ID	ED
T. Peake, EPA	ED
M. Eagle, EPA	ED
E.Feltcorn, EPA	ED
S. Ghose, EPA	ED
R. Lee, EPA	ED
J. Kieling, NMED	ED
T. Hall, NMED	ED
S. Holmes, NMED	ED
T.Kesterson, DOE OB WIPP NMED	ED
D. Winters, DNFSB	ED
P. Gilbert, LANL-CO	ED
G. Lyshik, LANL-CO	ED
P. Y. Martinez, CTAC	ED
M. Mager, CTAC	ED
WIPP Operating Record	ED
CBFO QA File	
CBFO M&RC	

*ED denotes electronic distribution

CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

Surveillance

Number: S-11-31

Organization to be Surveilled: Idaho National Laboratory
Central Characterization Project (INL/CCP)

Date: September 21, 2011

Location: Environmental Chemistry Laboratory (ECL), Idaho Falls, ID

Surveillance Team:

Priscilla Y. Martinez	Surveillance Team Leader, Carlsbad Field Office Technical Assistance Contractor (CTAC)
Paul Gomez	Technical Specialist, CTAC

Surveillance Scope:

The surveillance team will verify the operability, implementation, and effectiveness of two new instruments for ECL, gas chromatography/mass spectrometry instruments I and J (GC/MS-I and GC/MS-J), and the associated procedure to confirm adequacy, implementation, and effectiveness of this characterization process for Summary Category Group S5000 debris waste relative to the requirements of the Waste Isolation Pilot Plant Hazardous Waste Facility Permit.

Activities/Tasks to be Observed:

Implemented or planned changes related to INL/CCP Analytical Laboratory quality assurance and technical activities that could impact the following processes will be evaluated:

- Operability of GC/MS-I and GC/MS-J
- Minimum detection limit performance
- Initial calibration performance
- Precision and accuracy performance
- Instrument installation and operability
- Analysis of Performance Demonstration Program
- Analysis of samples as documented in a batch data report
- Maintenance and analysis of samples as documented in a logbook

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**Organization to
be Surveilled:**

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Central Characterization Project (INL/CCP)

Date:

September 21, 2011

Location:

Environmental Chemistry Laboratory (ECL), Idaho Falls, ID

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Governing Documents/Requirements:

- *CBFO Quality Assurance Program Document (QAPD), DOE/CBFO-94-1012*
- *Waste Isolation Pilot Plant Hazardous Waste Facility Permit No. NM4890139088-TSDF*
- *CCP Laboratory Logbooks, CCP-QP-011*
- *CCP Analysis of Gas Samples for VOCs by GC/MS, CCP-TP-175*

Schedule of Surveillance Activities:

A pre-surveillance conference will be held Wednesday, September 21, 2011, at 8:30 a.m.

A post-surveillance conference will be held Wednesday September 21, 2011, at a time to be determined.

All meetings will take place at the ECL in Idaho Falls, ID.

Prepared By: Priscilla Y. Martinez
Priscilla Y. Martinez, Surveillance Team Leader

Date: 9-8-11

Approved By: Martin P. Navarrete
Martin P. Navarrete, Senior Quality Assurance Specialist

Date: 9-8-11