



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



SEP 12 2011

Mr. Jon E. Hoff, Manager
Quality Assurance
Washington TRU Solutions, LLC
P.O. Box 2078
Carlsbad, NM 88221-2078

Subject: Notification of Audit A-12-01, WTS Quality Assurance Program Related
to Nuclear Quality Assurance Criteria 10 – 18

Dear Mr. Hoff:

The Carlsbad Field Office will conduct the subject audit October 4 through 6, 2011, at the Waste Isolation Pilot Plant near Carlsbad, New Mexico. The audit will be conducted in accordance with the enclosed audit plan.

Your representatives are requested to coordinate with the audit team to provide the team access to Washington TRU Solutions (WTS) facilities, appropriate space to conduct meetings, cognizant personnel to support the audit, and access to the appropriate documentation and records. Representatives from the United States Environmental Protection Agency may be present during the audit.

If you have any questions or comments concerning the audit, please contact me at (575) 234-7442.

Sincerely,

M. Lea Chism
Quality Assurance Specialist

Enclosure



SEP 12 2011

Mr. Jon E. Hoff

-2-

cc: w/enclosure

R. Unger, CBFO	*ED
A. Holland, CBFO	ED
C. Fesmire, CBFO	ED
R. Farrell, CBFO	ED
F. Sharif, WTS	ED
M. A. Mullins, WTS	ED
T. Peake, EPA	ED
M. Eagle, EPA	ED
E. Feltcorn, EPA	ED
R. Joglekar, EPA	ED
S. Ghose, EPA	ED
R. Lee, EPA	ED
J. Kieling, NMED	ED
S. Holmes, NMED	ED
T. Hall, NMED	ED
T. Kesterson, DOE OB WIPP NMED	ED
D. Winters, DNFSB	ED
T. Bowden, CTAC	ED
M. Mager, CTAC	ED
WIPP Operating Record	ED
CBFO QA File	
CBFO M&RC	

*ED denotes electronic distribution

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-12-01

Organization to be Audited: Washington TRU Solutions LLC (WTS)

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

Date and Location: October 4 – 6, 2011
Waste Isolation Pilot Plant (WIPP) near Carlsbad, New Mexico

Audit Team:

Tamara D. Bowden	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Lea Chism	CBFO Management Representative
Greg Knox	Auditor, CTAC
Paul Gomez	Auditor, CTAC
Earl Bradford	Auditor, CTAC

Audit Scope:

The audit will evaluate the adequacy, implementation, and effectiveness of the WTS Quality Assurance (QA) Program related to Criteria 10 through 18 of the American Society of Mechanical Engineers *Quality Assurance Program Requirements for Nuclear Facilities* (ASME NQA-1-1989 Edition).

Activities/Tasks/Areas to be Included in the Audit:

Implementation of the following quality elements will be evaluated:

- Inspection
- Test Control
- Control of Measuring and Test Equipment
- Handling, Storage, and Shipping
- Inspection, Test, and Operating Status
- Control of Nonconforming Items
- Corrective Action
- Quality Assurance Records
- Audits

Governing Documents/Requirements:

Adequacy, implementation, and effectiveness of the WTS QA Program will be based on current versions of the following documents:

- DOE/CBFO-94-1012, *CBFO Quality Assurance Program Document (QAPD)*
- WP 13-1, *Washington TRU Solutions LLC Quality Assurance Program Description*

Checklists will be developed from selected procedures implementing NQA-1 Criteria 10 through 18.

Schedule of Audit Activities:

A pre-audit conference is scheduled for 8:30 a.m. on Tuesday, October 4, 2011, in the Building 451 large conference room at the WIPP site.

Audit team caucus meetings will be held at 3:30 p.m. on Tuesday and Wednesday, October 4 – 5, 2011, and at 2:00 p.m. on Thursday, October 6, 2011, in the Building 451 small conference room at the WIPP site.

Daily management briefings will be held at 8:30 a.m. on Wednesday and Thursday, October 5 – 6, 2011, with appropriate WTS management personnel, in the Building 451 small conference room at the WIPP site.

A post-audit conference is scheduled for 3:00 p.m. on Thursday, October 6, 2011, in the Building 451 large conference room at the WIPP site.

Prepared by: Tamara D. Bowden
Tamara D. Bowden, CTAC
Audit Team Leader

Date: 09/01/11

Concurrence: R. Unger
Randy Unger, CBFO
Quality Assurance Director

Date: 8 Sep 11