



United States Government

Department of Energy

# memorandum

 Carlsbad Field Office  
 Carlsbad, New Mexico 88221


DATE: OCT 25 2011

REPLY TO  
ATTN OF: CBFO:OQA:RU:MAG:11-0659:UFC 2300.00

SUBJECT: CBFO Semi-Annual Trend Analysis Report for Waste Generator Site Activity from January 1 Through June 30, 2011

TO: Distribution

The Carlsbad Field Office (CBFO) Semi-Annual Trend Analysis Report is attached for the period of January 1 through June 30, 2011 (1<sup>st</sup> and 2<sup>nd</sup> Quarters of Calendar Year 2011).

Deficiencies included in this report were identified under CBFO Management Procedure (MP) 3.2, Revision 1, *Deficiency Trending and Reporting*.

The report summarizes trend and site information of Corrective Action Reports (CARs) and items corrected during an oversight activity, usually either an audit or surveillance. Items appearing in the report are those that were issued or closed during the reporting period. The report includes data for waste generator sites and excludes data for repository administration and support organizations such as Sandia National Laboratories, Washington TRU Solutions, etc. Reporting only waste generator site data allows the report to be tailored to waste characterization activities and removes any confusion that might be introduced by management and repository administrative issues.

All deficiencies identified during the reporting period have been assigned trend codes per CBFO MP 3.2. These codes allow separation of deficiencies into two categories: activity and deficiency. The activity category identifies functional areas of waste characterization and project activities such as acceptable knowledge (AK), data validation, definition of work processes, and software. The deficiency category addresses areas within an activity such as training, performance, and documentation of work.

A complete listing of activity and deficiency codes is included in CBFO MP 3.2. The activity codes were derived from and are meant to parallel the elements of the CBFO *Quality Assurance Program Document (QAPD)*.

Please review the attached report for possible lessons learned that might be applicable to your work activities. If you have any questions, please contact Martin P. Navarrete, CBFO Senior Quality Assurance Specialist, at (575) 234-7483.

  
 Col Randy Unger  
 Director, Office of Quality Assurance

Attachment

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**Carlsbad Field Office  
Corrective Action Trend Report Activity Trend Analysis  
Core Participants**

1. Report Period:	01/01/2011 through 06/30/2011	Prepared by:	<i>[Signature]</i> N. Frank
2. Sites Included:	CBFO, WTS	Approved by:	<i>[Signature]</i> CBFO QA Director
3. Total CARs Issued During Report Period:	14		
4. Total CDAs/CDSs Issued During Report Period:	3		

**Descriptive Statistics for those CARs Closed During the Report Period**

5. Number of CARs Closed:	21		
6. Average Days to Closure:	242	8. Maximum Days to Closure:	1,232
7. Standard Deviation:	309	9. Minimum Days to Closure:	62
10. Average Time to CAR Closure:			

11. Evaluation: The 21 CARs are distributed over 2 participants; CBFO closed 8 CARs, WTS closed 13 CARs

**Activity Trend Analysis – Issued Deficiencies**

12. CARs/CDAs/CDSs By Activity Code for Reporting Period

13. Evaluation: The 9 individual codes were distributed over 2 participants. The RM – Records Management code was with 1 participant associated under 5 CARs and 1 CDA.

**Deficiency Trend Analysis – Issued Deficiencies**

14. CARs/CDAs/CDSs By Deficiency Code for Reporting Period	15. CARs/CDAs/CDSs Over Time

16. Evaluation: The 4 individual codes are distributed over 2 sites. The 05 – Performance of Work code is distributed among 2 participants under 8 CARs and 2 CDAs. The CARs/CDAs/CDSs Over Time graph is directly tied to the number of assessments performed in the time period and the depth of each assessment.

NOTE: Refer to CBFO Management Procedure MP 3.2, *Deficiency Trending and Reporting*, for a complete description of trend codes.