



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

NOV 2 2011

ENTERED



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

Subject: Surveillance Report S-11-24, WTS Commercial Grade Item Dedication Program

Dear Mr. Hoff:

The Carlsbad Field Office conducted Surveillance S-11-24 of the Washington TRU Solutions (WTS) Commercial Grade Item Dedication Program on August 23-24, 2011. The surveillance report is enclosed.

Two Corrective Action Reports were issued as a result of the surveillance, as described in the report. The surveillance team concluded that, with the exceptions noted, the activities evaluated were adequate, satisfactorily implemented, and effective.

If you have any questions concerning this report, please contact me at (575) 234-7459.

Sincerely,

Richard Farrell
 Quality Assurance Specialist

Enclosure

cc: w/enclosure
 R. Unger, CBFO
 A. Holland, CBFO
 M. Navarrete, CBFO
 E. Preciado, CBFO
 F. Sharif, WTS
 M. A. Mullins, WTS
 T. Peake, EPA
 M. Eagle, EPA
 E. Feltcorn, EPA
 R. Joglekar, EPA
 S. Ghose, EPA

*ED	R. Lee, EPA	ED
ED	J. Kieling, NMED	ED
ED	T. Hall, NMED	ED
ED	S. Holmes, NMED	ED
ED	T. Kesterson, DOE OB WIPP NMED	ED
ED	D. Winters, DNFSB	ED
ED	M. Mager, CTAC	ED
ED	N. Frank, CTAC	ED
ED	WIPP Operating Record	ED
ED	CBFO QA File	
ED	CBFO M&RC	

*ED denotes electronic distribution



CBFO SURVEILLANCE REPORT

Surveillance Number: S-11-24 **Date of Surveillance:** August 23 – 24, 2011

Surveillance Title: WTS Commercial Grade Item Dedication Program

Organization: Washington TRU Solutions, LLC (WTS)

Surveillance Team:

Martin Navarrete	Carlsbad Field Office (CBFO) Management Representative
Norman Frank	Team Leader, CBFO Technical Assistance Contractor (CTAC)
Harley Kirschenmann	Team Member, CTAC

Surveillance Scope:

The surveillance evaluated the adequacy, implementation, and effectiveness of the WTS Commercial Grade Item (CGI) Dedication Program.

Surveillance Results:

The surveillance team determined that the WTS CGI Dedication Program, with the exceptions noted below, was adequately documented, satisfactorily implemented, and effective.

Activities Evaluated:

The following activities were evaluated:

Document Number	Document Title
WP 09-CN3040	Commercial Grade Item Dedication

Additional procedures included as referenced by WP 09-CB3040:

Document Number	Document Title
WP 09-CN3005	Graded Approach
WP 15-PC3609	Purchase Requests
WP 15-PM3518	Material Receiving

Corrective Actions:

As a result of this surveillance, Corrective Action Reports (CARs) 11-048 and 11-049 were issued under separate cover to WTS. The CARs are summarized below.

CAR 11-048

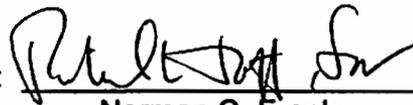
The critical characteristics verification methods identified in Form EA09CN3040-1-0, section 2, Commercial Grade Dedication Plan, lack detail sufficient to specify the activities needed to verify the critical characteristics. See CGI 10-003, TRUPACT III Forklift and ISO Container Fixture; CGI 11-001, Bulkhead Steel; and CGI 10-004a and b, SLB2 Handler Forklift and Puller.

CAR 11-049

There was no evidence to demonstrate that two suppliers (CGI 11-001 and 10-003) could provide adequate and accurate certificates of conformance (C of C) for materials and items supplied. Review of one C of C (CGI 10-003) showed that the WTS form was not properly completed by the supplier, i.e., specifications and requirements were marked as N/A, yet the C of C was accepted.

Observations

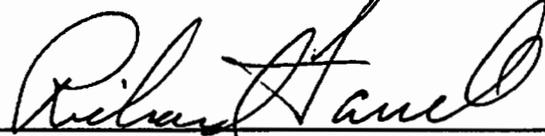
1. The phrase "Commercial Grade Item Dedication," or the acronym "CGID," was not entered into the Purchase Requisition (PR) Line Item Comments of PRs written for purchase of applicable CGIs. For example: PR 413700, TRUPACT III Handler Forklift and ISO Container Fixture; PR 415061, Bulkhead Steel; and PR 413836, SLB2 Handler.
NOTE: PRs 413700 and 413836 did contain this information in another part of the PR.
2. The survey team noted inconsistencies in the controlling procedure, WP 09-CN3040, Rev. 0. These need to be addressed to prevent future concerns. For example, Sampling is in section 1 of form EA09CN3040-1-0, but is discussed in step 3.1[E] for section 2; the PR Number and the Source/Receiving Inspection Verification Sheet (SRIVS) Number used for acceptance need to be identified in section 3 of form EA09CN3040-1-0; there is insufficient clarity to identify the verification methods by number and the activities that support these methods.

Surveillance Team Leader: 
Norman C. Frank

Date: 11/1/11

Assistant Manager/Office Director: N/A

Date: _____

CBFO QA Director: 
for Randy Unger

Date: 11-2-2011