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

DEC 6 2011

CERTIFIED MAIL –RETURN RECEIPT

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

RECEIVED DEC 2011 Hazardous Waste Bureau

Subject: Carlsbad Field Office Monthly Assessment Schedule, December 2011

Dear Mr. Kieling:

Enclosed is the Carlsbad Field Office (CBFO) Assessment Schedule for the month of December 2011. The schedule is transmitted per the requirement contained in the Waste Isolation Pilot Plant Hazardous Waste Permit, Part 2, *General Facility Conditions*, Section 2.3.2.2, *Observation of Audit.*

An electronic version of this documentation is included as a courtesy for use by the New Mexico Environment Department, but is not to be regarded as the formal submittal.

I certify under penalty of law that this document and all enclosures were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

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

Sincerely,

Edward Ziemianski
Interim Manager

Enclosure

cc: w/enclosure

S. Holmes, NMED	*ED
T. Hall, NMED	ED
T. Kliphuis, NMED	ED
WIPP Operating Record	ED
CBFO QA File	
CBFO M&RC	

*ED denotes electronic distribution

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CBFO:OQA:RU:MAG:11-1979:UFC 2300.00

CARLSBAD FIELD OFFICE
ASSESSMENT SCHEDULE
December 2011

	ORGANIZATION/SCOPE	FY11	OCT 10	NOV 10	DEC 10	JAN 11	FEB 11	MAR 11	APR 11	MAY 11	JUN 11	JUL 11	AUG 11	SEP 11	FY12	OCT 11	NOV 11	DEC 11	JAN 12	FEB 12	MAR 12	APR 12	MAY 12	JUN 12	JUL 12	AUG 12	SEP 12	FY13	OCT 12	NOV 12	DEC 12	JAN 13	FEB 13	MAR 13	APR 13	MAY 13	JUN 13	JUL 13	AUG 13	SEP 13	REMARKS & COMMENTS
AMWTP	AMWTP S3000 VE Surveillance												C																												
	AMWTP Recertification Audit (annual)																C							P																	A-12-03, P. Martinez November 1 - 3, 2011
ANL	ANL/CCP Recertification Audit (annual)												C													P															August 2012 (TBD)
	ANL/CCP Gravimetric and Dimensional Measurement Process Surveillance							C																																	
BAPL	BAPL/CCP Certification Audit								C																																
	BAPL/CCP HSG/DTC Surveillance				C																																				
CBFO	Compliance to DOE O 226.1 - Implementation DOE Oversight Policy CBFO - Audit (3yr.)																																		P					May 2013 (TBD)
	CBFO PDP Program Management Audit (3yr)													C																										
	CBFO QAPD Implementation Audit NQA (1 - 18) (annual)									C													P																	May 2012 (TBD)
	CBFO Records Inventory Disposition Schedule Review Follow-up Surveillance (CAR 08-027)																						P																	May 2012 (TBD)
CBFO MANAGEMENT ASSESSMENTS	CBFO Self Assessment of Fire Protection Program (3yr)																	P																						MA-12-01, J. Ford October 20 - December 15, 2011
	CBFO and WTS External Communications																C																							*MA-12-02, D. Gill* *November 1 - 30, 2011*
	Office of Business CBFO Risk Management Plan									C																														
	Office of Business Records Management							C																																
	Office of Business Communication between Budget and Contracting Teams								C																															
	Office of NTP Review of the WTS/RES Waste Confirmation Process													C																										
	Office of Quality Assurance CBFO QA Self-Assessment										C																													
	Office of Environmental Safety and Health Organizational Structure, Objectives and Interfaces for the Office of Environmental Safety and Health												C																											
	Initial Work Control Review												C																											
	Office of Safety & Health Radiation Safety Program at WIPP		C																																					
	Office of Site Operations Verification of Closure of Contractor's Pre-Start Findings for TRUPACT-III Readiness											C																												
	Office of Site Operations Verification of Closure of Contractor's Post-Start Findings for TRUPACT-III Readiness Assessment																	P																						MA-11-09, *J. Waters* *November 1 - December 16, 2011*
	Office of Science & International Programs Management Assessment - Adequacy and Effectiveness of Office Processes and Identification of Process Improvements											C																												

P - Planned, C - Complete
Red - Changes since last approved schedule

	ORGANIZATION/SCOPE	FY11	OCT10	NOV10	DEC10	JAN11	FEB11	MAR11	APR11	MAY11	JUN11	JUL11	AUG11	SEP11	FY12	OCT11	NOV11	DEC11	JAN12	FEB12	MAR12	APR12	MAY12	JUN12	JUL12	AUG12	SEP12	FY13	OCT12	NOV12	DEC12	JAN13	FEB13	MAR13	APR13	MAY13	JUN13	JUL13	AUG13	SEP13	REMARKS & COMMENTS
CCP	CCP/Intersite Shipment Transportation Audit												C											P																	June 2012 (TBD)
	CCP Acceptable Knowledge Records Surveillance													C																											
	CCP QA Audit (ALL SITES) (annual)							C													P																				March 2012 (TBD)
	CCP Transportation Audit - (ALL SITES) (annual)													C													P														
HANFORD/CCP	Hanford/CCP Recertification (Annual)								C													P																			April 2012 (TBD)
INL/CCP	INL/CCP Recertification (annual)										C													P																	June 2012 (TBD)
	INL/CCP Labs Recertification (annual)										C													P																	June 2012 (TBD)
	INC/CCP ACL Surveillance																C																								S-12-10, P.Y. Martinez November 2, 2011
	INL/CCP ECL Surveillance													C																											
LANL/CCP	LANL Super HENC Surveillance												C																												
	LANL/CCP Recertification Audit (annual)									C													P																		May 2012 (TBD)
LANL/CO	LANL/CO QAPD Implementation Audit (annual)								C											P																					*A-12-07, M. Martinez* February 2012 (TBD)
ORNL/CCP	ORNL/CCP NDA Surveillance							C																																	
	ORNL/CCP Radiochemistry Sampling for Dose-to-Curie Surveillance (one-time)						C																																		
	ORNL/CCP *Closeout* Audit						C													P																					*A-12-08, P. Martinez February 7 - 9, 2012*

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SECURITY WALLS	Security Walls Audit (3yr)																								P																July 2012 (TBD)
SNL/CCP	SNL/CCP Visual Examination and Radiological Sampling Surveillance							C																																	
	SNL/CCP RH Dose-to-Curie Surveillance																C																								S-12-04, P. Gomez November 9, 2011
	SNL/CCP Certification Audit											C																													
SNL/CO	SNL/CO QAPD Implementation Audit (annual)			C														P																							A-12-05, G. Knox December 6 - 9, 2011
SRS/CCP	SRS/CCP TRUPACT-III Shipment Surveillance												C																												
	SRS/CCP BCL RH Drum Surveillance								C																																
	SRS/CCP Large Container NDE (LCNDE) Standard Large Box (SLB2) Surveillance											C																													
	SRS/CCP Large Container NDE Follow-Up Surveillance			C																																					
	SRS/CCP CH Recertification Audit (annual)		C														C																								A-12-02, P.Y. Martinez November 14 - 17, 2011
	SRS/CCP RH Initial Audit (annual)																C																								A-12-04, P.Y. Martinez November 14 - 17, 2011
TRANSPORTATION	TRUPACT III QA Surveillance at WIPP Site																																								S-12-07, B.J. Verret (TBD)
	TRUPACT-III Mobile Loading Compliance Verification Audit									C																															
	Visionary Solutions Transportation Surveillance (annual)							C													P																				March 2012 (TBD)
	Cast Transportation Surveillance (annual)				C															P																					S-12-06, T. Putnam *February 2012 (TBD)*
TRANSCOM	Transcom Surveillance (annual)																																								(TBD)

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WTS	Compliance to DOE O 226.1 - Implementation DOE Oversight Policy WTS - Audit (3yr.)																										P														September 2012 (TBD)
	Washington TRU Solutions CBFO Records Holding Facility Program																																								(TBD)
	WTS Action Request/Work Control Process Surveillance		C																																						(TBD)
	WTS Centralized Procurement Surveillance (3yr)																				P																				March 2012 (TBD)
	WTS Conduct of Operations (3yr)																													P											November 2012 (TBD)
	WTS (CFR Part 71) Subpart H Surveillance (3yr)																				P																				March 2012 (TBD)
	WTS CMR Surveillance (3yr)																										P														September 2012 (TBD)
	WTS Commercial Grade Dedication Surveillance (3yr)												C																												August 2014 (TBD)
	WTS Confined Space/Hearing and Fall Protection Surveillance (3yr)																										P														September 2012 (TBD)
	WTS Dosimetry Program Surveillance (3yr)																															P									January 2013 (TBD)
	WTS Fire/Emergency Response Surveillance (3yr)																															P									January 2013 (TBD)
	WTS Engineering Surveillance (DSA/Nuclear Safety) (3yr)																									P															August 2012 (TBD)
	WTS Engineering Fire Protection Surveillance (3yr)																		*P*																						S-12-08, *T. Bowden* *January 10 - 13, 2012*
	WTS Environmental Surveillance (DP 831)					C																																			
	WTS Graded Approach Surveillance (3yr)																										P														September 2012 (TBD)
	WTS Environmental Surveillance (biota/land management) (3yr)																																		P						May 2013 (TBD)
	WTS Environmental Surveillance (NESHAP) (3yr)												C																												August 2014 (TBD)
	WTS RCRA/Hazardous Material Transporter Surveillance																																								
	WTS Environmental Surveillance (RCRA) (3yr)																																		P						May 2013 (TBD)
	WTS Environmental Surveillance (meteorology) (3yr)																							P																	June 2012 (TBD)

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WTS	WTS Environmental Surveillance (SDW) (3yr)																							P																	June 2012 (TBD)
	WTS Ground Control Surveillance (annual)			C														*P*																							S-12-05, R. Castillo *Dec. 13 - 15,* 2011
	WTS Hazardous Transportation Vendors Surveillance (3yr)																																		P						May 2013 (TBD)
	WTS ISH Program Surveillance											C													P															July 2012 (TBD)
	WTS Maintenance Surveillance (annual)																																								S-12-03 N. Frank TBD
	WTS Mine Ventilation Surveillance (3yr)																					P																			April 2012 (TBD)
	WTS Monitoring Programs Audit (biota/land management/Delaware Basin (including DP831)/Groundwater/VOC H2 CH4)									C													P																	A-12-XX, P.Y. Martinez May 2012 (TBD)
	WTS Monitoring Programs Surveillance (Delaware Basin Drilling) (3yr)																																		P						May 2013 (TBD)
	WTS Monitoring Programs Surveillance (Ground Water) (annual)																																								In scope of Monitoring Program Audit
	WTS Monitoring Programs Surveillance (Seismic) (3yr)																																								June 2014 (TBD)
	WTS Monitoring Programs Surveillance (Subsidence) (3yr)																	P																							S-12-09, *R. Castillo* December 13 - 15, 2011
	WTS Monitoring Programs Surveillance (Volatile Organic Compounds/H2/Methane)(3yr)																																		P						May 2013 (TBD)
	WTS QAPD Implementation Audit, Criteria (NQA-1) 1 thru 9 (annual)								C													P																			April 2012 (TBD)
	WTS QAPD Implementation Audit, Criteria (NQA-1) 10 thru 18 (annual)		C													C																									
	WTS RADCON Program Surveillance (3yr)																								P																July 2012 (TBD)
	WTS Records Processes Audit (annual)							C													P																				March 2012 (TBD)
	WTS Records Processes Follow-Up Surveillance															C																									
	WTS Safety Surveillance (Electrical Safety) (3yr)				C																																				December 2013 (TBD)
	WTS Safety Surveillance (HAZCOM) (3yr)																		P																						*S-12-11, T. Bowden January 10 - 13, 2012*
	WTS Safety Surveillance (Job Hazard Analysis) (3yr)				C																																				December 2013 (TBD)
	WTS Safety Surveillance (Mining) (3yr)															C																									
	WTS Standard Waste Box Surveillance							C																																	

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WTS	WTS Type B Packaging Surveillance (Maintenance & Fabrication) (3yr)																													P											November 2012 (TBD)
	WTS Waste Handling (annual)												C												P																
	WTS Work Control Processes Surveillance													C																											
	WTS WRES Permittee Waste Confirmation Surveillance (3yr)																			P																					*S-12-12, P.Y. Martinez February 14 - 16, 2012*
	WTS Waste Data System Surveillance (3yr)		C																																						October 2013 (TBD)

Prepared by: Courtland Fesmire / Courtland Fesmire
for CBFO QA Office Director Randy Unger

Date: 1 Dec 2011

Approved by: for
CBFO Interim Manager

Date: 12/6/11