



United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221



DATE: MAR 16 2012
REPLY TO
ATTN OF: CBFO:OQA:CF:CC:12-1344:UFC 2300.00
SUBJECT: Notification of Closeout Audit A-12-10
TO: Christopher Labee, DOE-NRLFO

Please be advised that an audit team from the Department of Energy - Carlsbad Field Office will conduct Audit A-12-10 of the Bettis Atomic Power Laboratory utilizing the subcontracted services of the Washington TRU Solutions, LLC, Central Characterization Project for the completion of characterization records of remote-handled transuranic waste.

The closeout audit will be conducted April 24 – 26, 2012, at the Skeen-Whitlock Building in Carlsbad, NM, in accordance with the attached audit plan. Representatives from the New Mexico Environment Department may be present to observe the audit.

Your representatives are requested to coordinate with the audit team to support the audit and provide access to the appropriate documentation and records.

If you have any questions, please contact me at (575) 234-7548.

Courtland G. Fesmire, P.E.
Quality Assurance Engineer

Attachment



Mr. Christopher Labee

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MAR 16 2012

cc: w/attachment

R. Unger, CBFO	*ED
R. Farrell, CBFO	ED
T. Morgan, CBFO	ED
J. R. Stroble, CBFO	ED
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G. Lyshik, LANL-CO	ED
M. Mager, CTAC	ED
P. Gomez, CTAC	ED
WIPP Operating Record	ED
CBFO QA File	
CBFO M&RC	

*ED denotes electronic distribution

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-12-10

Organization to be Audited: Bettis Atomic Power Laboratory (BAPL) Central Characterization Project (CCP)

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

Date and Location: April 24 – 26, 2012
Carlsbad, New Mexico

Audit Team:

Courtland Fesmire	Audit Team Management Representative, Carlsbad Field Office (CBFO)
Paul C. Gomez	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
K. D. Martin	Auditor, CTAC
Cindi Castillo	Auditor, CTAC
Melisa Mager	Auditor in Training, CTAC
Rick Castillo	Auditor, CTAC

Audit Observers: Steve Holmes, NMED

Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of CCP programs for controlling quality assurance (QA) and technical activities performed for BAPL. This audit encompasses the closeout of activities related to the characterization and certification of remote-handled Summary Category Group S5000 debris waste consisting of a single waste stream designated as BT-T001. This closeout audit includes evaluation and turn-over of the characterization process records completed for CBFO certification Audit A-11-12 for visual examination, headspace gas sampling, and dose to curie, including any nonconformance reports generated. The audit team will evaluate completed batch data reports through all phases of data validation and verification, and will review the completion of Acceptable Knowledge Summary Sheets. An evaluation of the WIPP Waste Information System for this closeout will be performed.

Governing Documents/Requirements

Evaluation of overall program adequacy and effectiveness of the BAPL/CCP program will be based on the current revisions of the following documents:

- DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*
- Waste Isolation Pilot Plant Hazardous Waste Facility Permit NM4890139088-TSDF
- DOE/WIPP-02-3122, *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC)*
- DOE/WIPP-02-3214, *Remote-Handled Transuranic Waste Characterization Program Implementation Plan (WCPIP)*

Programmatic and technical checklists were developed from the current revisions of the following documents:

- CCP-PO-001, *CCP Transuranic Waste Quality Assurance Characterization Project Plan (QAPjP)*
- CCP-PO-002, *CCP Transuranic Waste Certification Plan*
- CCP-PO-511, *CCP/BAPL Interface Document*
- Related CCP QA and technical implementing procedures

Activities to be Audited:

Quality Elements

- Nonconformances
- Personnel Qualification and Training
- Records

Technical

- Acceptable Knowledge (AK spreadsheet)
- Generation and Project-Level Data Validation and Verification
- Visual Examination
- Dose to Curie
- Headspace Gas Sampling
- Waste Certification (e.g., Waste Stream Profile Form)

Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, April 24, 2012, at 8:00 a.m.

Audit team caucus meetings will be conducted Tuesday and Wednesday, April 24 and 25, 2012, at 3:00 p.m., and Thursday, April 26, 2012, at 2:00 p.m.

Management briefing meetings will be conducted Wednesday and Thursday, April 25 and 26, 2012, at 8:00 a.m.

A post-audit conference is scheduled for Thursday, April 26, 2012, at 3:00 p.m.

All meetings will take place in the Skeen-Whitlock Building, conference room 224, in Carlsbad, NM.

Prepared by: 
Paul C. Gomez
Audit Team Leader

Date: 3/14/2012

Concurrence: 
Randy Unger, CBFO
Quality Assurance Director

Date: 15 Mar 12

Attachment 1

Process and Equipment to be Audited During Audit A-12-10 of BAPL/CCP

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
PROCESSES OR EQUIPMENT				
This audit will evaluate Remote-Handled (RH) S5000 debris waste				
N/A	Acceptable Knowledge Procedure – CCP-TP-002 and CCP-TP-005	Debris (S5000)	YES	YES
19RHVE1	Visual Examination Procedure – CCP-TP-500	Debris (S5000)	YES	YES
19DTC1	Radiological Characterization (DTC) Procedure – CCP-TP-504	Debris (S5000)	N/A	YES
N/A	Headspace Gas Sampling Procedure – CCP-TP-093	Debris (S5000)	YES	N/A
N/A	Data Generation and Project-Level Validation and Verification (V&V) Procedure – CCP-TP-001	Debris (S5000)	YES	YES
N/A	WIPP Waste Information System (WWIS/WDS) Procedure – CCP-TP-530 and CCP-TP-507	Debris (S5000)	YES	YES
N/A	Quality Assurance	N/A	YES	YES