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Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
MAR 26 2012



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

Subject: Surveillance S-12-17, Washington TRU Solutions Mine Ventilation

Dear Mr. Hoff:

Please be advised that the Carlsbad Field Office will conduct the subject surveillance April 17 – 19, 2012, at the Waste Isolation Pilot Plant. The surveillance will be conducted in accordance with the enclosed surveillance plan.

You are requested to provide the resources necessary to coordinate with the surveillance team, provide knowledgeable personnel to support the surveillance, arrange for appropriate space to conduct meetings, and provide the surveillance team with access to appropriate documentation and records.

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

Richard Farrell
Quality Assurance Specialist

Enclosure



Mr. Jon E. Hoff

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MAR 26 2012

cc: w/enclosure

R. Unger, CBFO	*ED
A. Holland, CBFO	ED
E. Preciado, CBFO	ED
F. Sharif, WTS	ED
M. A. Mullins, WTS	ED
T. Peake, EPA	ED
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S. Ghose, EPA	ED
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J. Kieling, NMED	ED
T. Kliphuis, NMED	ED
T. Hall, NMED	ED
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R. Maestas, NMED	ED
T. Kesterson, NMED/DOE OB	ED
J. Marple, NMED/DOE OB	ED
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WIPP Operating Record	ED
CBFO QA File	
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*ED denotes electronic distribution

CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

Surveillance Number: S-12-17

Organization to Be Surveilled: Washington TRU Solutions, LLC (WTS)

Date and Location: April 17 – 19, 2012
Waste Isolation Pilot Plant (WIPP)

Surveillance Team:

Richard Farrell	Carlsbad Field Office (CBFO) Quality Assurance Management Representative
Greg Knox	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Tammy Bowden	Surveillance Team Member, CTAC
Richard Kalinski	Surveillance Team Member, CTAC
Miles Littlefield	Auditor-in-training, CTAC

Surveillance Scope:

The surveillance will evaluate the implementation and effectiveness of the policies, plans and procedures related to the operation, inspection, and maintenance of the WTS mine ventilation system.

Activities/Tasks to be Assessed:

The following programmatic quality assurance (QA) elements will be evaluated:

- Personnel Qualification and Training
- Quality Improvement
- Documents
- Records
- Work Processes
- Inspection and Testing

Governing Documents/Requirements:

- WIPP Mine Ventilation Rate Monitoring Plan, January 31, 2012, WIPP Hazardous Waste Facility Permit, Attachment O
- 00CD-0001, *WIPP Mine Ventilation Plan*
- WP 04-VU1612, *WIPP Mine Ventilation Rate Monitoring*
- WP 04-AD3005, *Administrative Control of System Lineups*
- WP 04-AD3001, *Facility Mode Compliance*
- WP 04-VU1002, *Operability Testing of Underground Filtration System*
- WP 04-VU1001, *Surface Underground Ventilation and Filtration System Operations*
- WP 04-VU1608, *Underground Ventilation and Filtration System Operation*

Checklists will be developed (as necessary) from current revisions of these documents.

Schedule of Surveillance Activities:

A pre-surveillance conference is scheduled for 8:30 a.m. on Tuesday, April 17, 2012, in the WIPP Support Building second floor large conference room.

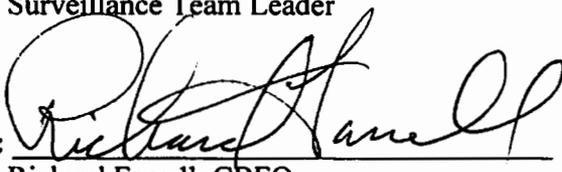
Daily management briefings, if necessary, will be held at 8:30 a.m. on Wednesday and Thursday, April 18 and 19, 2012, in the WIPP Support Building, location TBD.

Surveillance team caucus meetings will be held at 3:00 p.m. on Tuesday and Wednesday, April 17 and 18, 2012, and at 1:00 p.m. on Thursday, April 19, 2012, in the WIPP Support Building second floor small conference room.

A post-surveillance conference is scheduled for 3:00 p.m. on Thursday, April 19, 2012, in the WIPP Support Building second floor large conference room.

Prepared by: 
Greg Knox, CTAC
Surveillance Team Leader

Date: 23 MAR 2012

Approved by: 
Richard Farrell, CBFO
Quality Assurance Specialist

Date: 3/24/2012