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# memorandum

 Carlsbad Field Office  
 Carlsbad, New Mexico 88221


DATE: MAR 29 2012

REPLY TO  
ATTN OF: CBFO:OQA:RU:CC:12-1350:UFC 2300.00SUBJECT: Audit Plan and Notification for Recertification Audit A-12-11 of the Hanford Site  
Characterization Project

TO: Al Farabee, DOE-RL

Please be advised that an audit team from the Carlsbad Field Office (CBFO) will conduct Hazardous Waste Facility Permit Attachment C6 Audit A-12-11 of the Hanford Site and the contracted services of the Washington TRU Solutions Central Characterization Project for the recertification of contact-handled waste characterization activities. The audit plan is attached to this memo. The audit is scheduled to take place May 15 – 17, 2012, and will be conducted at the Skeen-Whitlock Building in Carlsbad, New Mexico. 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 provide the team cognizant personnel to support the audit, as well as access to the appropriate documentation and records.

If you have any questions, please contact me at (575) 234-7065.



Randy Unger  
 Director, Office of Quality Assurance

Attachment

120329



Mr. Al Farabee

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MAR 29 2012

cc: w/attachment

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WIPP Operating Record	ED
CBFO QA File	
CBFO M&RC	

\*ED denotes electronic distribution

## CARLSBAD FIELD OFFICE (CBFO) AUDIT PLAN

**Audit Number:** A-12-11

**Organization to be Audited:** Hanford Site, Washington TRU Solutions LLC (WTS)  
Central Characterization Project (CCP)

**Organizations to be Notified:** Hanford Site  
WTS  
New Mexico Environment Department (NMED)  
Defense Nuclear Facilities Safety Board (DNFSB)  
Environmental Protection Agency (EPA)

**Date and Location:** May 15 – 17, 2012  
Carlsbad, New Mexico

**Audit Team:**

Courtland Fesmire	CBFO Quality Assurance Representative
Earl Bradford	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Charlie Riggs	Auditor, CTAC
Tammy Bowden	Auditor, CTAC
Jack Walsh	Auditor, CTAC
Greg Knox	Auditor, CTAC
Rick Castillo	Auditor, CTAC
Katie Martin	Auditor, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Paul Gomez	Technical Specialist, CTAC
Mavis Lin	Technical Specialist, CTAC
James Oliver	Technical Specialist, CTAC
Rhett Bradford	Technical Specialist, CTAC

### Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of the Hanford/CCP technical and quality assurance (QA) activities performed at the Hanford Site for characterization and certification of contact-handled (CH) Summary Category Groups (SCG) S3000 solids waste and S5000 debris waste. The audit will evaluate documentation in support of transuranic (TRU) waste activities performed from the date of the previous recertification audit (A-11-10) through the end of September 2011.

Hanford/CCP has not characterized any waste after September 2011, and no TRU waste characterization activities will be performed or evaluated at the Hanford Site during the audit. CCP operations at the Hanford Site have been discontinued. When Hanford/CCP field activities resume at Hanford, an audit will

be performed to evaluate waste characterization activities before Hanford/CCP will be authorized to characterize and certify containers for shipment to the Waste Isolation Pilot Plant (WIPP).

The audit will be performed in the Skeen-Whitlock Building in Carlsbad, New Mexico.

See the attached "Processes and Equipment to be Audited During Audit A-12-11 of Hanford/CCP" for additional details.

### **Governing Documents/Requirements**

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

- *CBFO Quality Assurance Program Document (QAPD)*, DOE/CBFO-94-1012
- *Hazardous Waste Facility Permit (HWFP)*, Waste Isolation Pilot Plant, EPA No. NM4890139088-TSDF, the New Mexico Environment Department
- *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC)*, DOE/WIPP-02-3122

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

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

### **Activities to be Audited:**

A list of processes and equipment to be audited is included as Attachment 1.

### **General**

- Results of previous audits
- Changes in programs or operations
- New programs or activities being implemented
- Changes in key personnel

- Nonconformances
- Personnel Qualification and Training
- Records

**Technical Activities**

- Generation and Project Level Data Validation & Verification (V&V)
- Acceptable Knowledge (AK)
- Real-time Radiography (RTR)
- Visual Examination (VE)
- Headspace Gas (HSG) Sampling
- Nondestructive Assay (NDA)
- Waste Certification (e.g., Waste Stream Profile Form)
- WIPP Waste Information System (WWIS)/Waste Data System (WDS)

**Schedule of Audit Activities:**

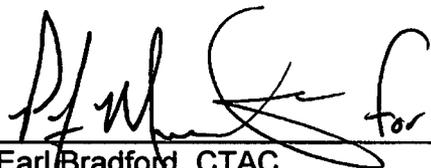
A pre-audit conference is scheduled for Tuesday, May 15, 2012, at 8:00 a.m.

Audit team caucus meetings will be held Tuesday, May 15, and Wednesday, May 16, 2012, at 4:00 p.m., and Thursday, May 17, 2012, at 2:00 p.m.

The audit team leader will conduct management briefings with appropriate Hanford/CCP management personnel Wednesday, May 16, and Thursday, May 17, 2012, at 8:30 a.m.

A post-audit conference is scheduled for Thursday, May 17, 2012, at 4:00 p.m.

All meetings will take place at the designated locations at the Skeen-Whitlock Building in Carlsbad, New Mexico.

Prepared by:   
Earl Bradford, CTAC  
Audit Team Leader

Date: 3/20/2012

Concurrence:   
Randy Unger, CBFO  
Quality Assurance Director

Date: 27 MAR 12

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
<b>PREVIOUSLY APPROVED PROCESSES OR EQUIPMENT</b>				
18GEAA	Radiological Characterization by NDA – Hanford Gamma Energy Assay System Unit A – 55-gallon drums Procedure – CCP-TP-071	Debris (S5000) Solids (S3000)	N/A	YES
18GEAB	Radiological Characterization by NDA – Hanford Gamma Energy Assay System Unit B – 55-gallon drums Procedure – CCP-TP-071	Debris (S5000) Solids (S3000)	N/A	YES
18SHENC	Super High Efficiency Neutron Counter "A" Platform (SHENC) Procedure – CCP-TP-137	Debris (S5000) Solids (S3000)	N/A	YES
18RTRA	Real-Time Radiography System – 55-gallon drums Procedure – CCP-TP-053	Debris (S5000) Solids (S3000)	YES	YES
18RTRB	Real-Time Radiography System – 55-gallon drums Procedure – CCP-TP-053	Debris (S5000) Solids (S3000)	YES	YES
18HERTR	High-Energy Real-Time Radiography System – 55-/85-gallon drums and SWBs Procedure – CCP-TP-053	Debris (S5000) Solids (S3000)	YES	YES

## Attachment 1

<b>WIPP #</b>	<b>Process/Equipment Description</b>	<b>Applicable to the Following Waste Streams/Groups of Waste Streams</b>	<b>Currently Approved by NMED</b>	<b>Currently Approved by EPA</b>
18RLVE	Visual Examination Process – SWB and 55-gallon drums Procedure – CCP-TP-113	Debris (S5000)	YES	YES
N/A	Solids Sampling and Analysis <sup>1</sup>	Solids (S3000)	YES	YES
N/A	Headspace Gas Sampling <sup>2</sup> Procedure – CCP-TP-093	Debris (S5000)	YES	YES
N/A	Acceptable Knowledge Procedure – CCP-TP-002 and CCP-TP-005	Debris (S5000) Solids (S3000)	YES	YES
N/A	Data Generation and Project Level Validation & Verification (V&V) Procedure – CCP-TP-001	Debris (S5000) Solids (S3000)	YES	YES
N/A	WIPP Waste Information System (WWIS)/Waste Data System (WDS) Procedure – CCP-TP-030	Debris (S5000) Solids (S3000)	YES	YES
N/A	Quality Assurance	Debris (S5000) Solids (S3000)	N/A	YES

<sup>1</sup> Solids Sampling and Analysis - Coring is performed by AMWTP, core samples are analyzed by INL/CCP Labs

<sup>2</sup> Headspace Gas Sample Analysis is performed by INL/CCP Labs