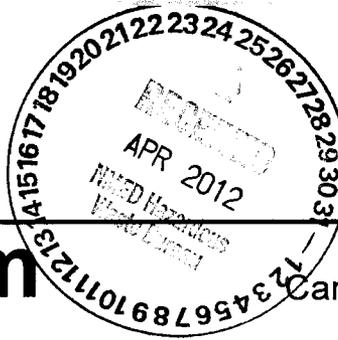




United States Government

Department of Energy

---

**memorandum**Carlsbad Field Office  
Carlsbad, New Mexico 88221

DATE: April 25, 2012

REPLY TO  
ATTN OF: CBFO:OQA:CGF:CC:12-1376:UFC 2300.00

SUBJECT: Notification of Recertification Audit A-12-14 of the INL Central Characterization Project Analytical Laboratories

TO: Jerry Wells, DOE-ID

Please be advised that a team of auditors and technical specialists from the Carlsbad Field Office (CBFO) will conduct an audit of the located Analytical Solids and Headspace Gas Laboratories at the Idaho National Laboratory (INL) facilities near Idaho Falls, Idaho, on June 11-14, 2012. The audit will be conducted in accordance with the attached audit plan. Representatives from CBFO and the New Mexico Environment Department (NMED) may be present to observe the audit process.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for the audit team to access the INL Central Characterization Project (CCP) facilities and conduct the audit, and to have access to necessary documentation and records. Please provide meeting rooms for the entrance and exit meetings, as well as working space for the audit team and NMED observers. In addition, please provide a full set of documentation applicable to INL/CCP work for the Waste Isolation Pilot Plant, including applicable procedures.

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

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

Attachment



Jerry Wells, DOE-ID

-2-

cc: w/attachment  
R. Unger, CBFO \*ED  
J.R. Stroble, CBFO ED  
R. Farrell, CBFO ED  
E. Preciado, CBFO ED  
T. Morgan, CBFO ED  
N. Castaneda, CBFO ED  
M. Pinzel, CBFO ED  
S. Peterman, AMWTP ED  
D. Haar, AMWTP ED  
W. Lattin, DOE-ID ED  
D. Ploetz, WTS/CCP ED  
M. Sensibaugh, WTS/CCP ED  
V. Cannon, WTS/CCP ED  
C. Turner, WTS/CCP ED  
I. Quintana, WTS/CCP ED  
A. J. Fisher, WTS/CCP ED  
M. Walker, WTS/CCP ED  
Y. Salmon, WTS/CCP ED  
J. Carter, WTS/CCP ED  
M. Eagle, EPA ED  
J. Kieling, NMED ED  
T. Kliphuis, NMED ED  
T. Hall, NMED ED  
S. Holmes, NMED ED  
R. Maestas, NMED ED  
T. Kesterson, NMED/DOE OB ED  
J. Marple, NMED/DOE OB ED  
D. Winters, DNFSB ED  
P. Gilbert, LANL-CO ED  
G. Lyshik, LANL-CO ED  
P. Y. Martinez, CTAC ED  
M. Mager, CTAC ED  
WIPP Operating Record ED  
CBFO QA File  
CBFO M&RC  
\*ED denotes electronic distribution

## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** A-12-14

**Organization to be Audited:** Analytical Solids and Headspace Gas Laboratories located at Idaho National Laboratory

**Organizations to be Notified:** Department of Energy – Idaho Falls (DOE-ID)  
New Mexico Environment Department (NMED)  
Defense Nuclear Facilities Safety Board (DNFSB)  
Washington TRU Solutions, LLC (WTS)

**Date and Location:** June 11 – 14, 2012  
Idaho Falls, Idaho

**Audit Team:**

Courtland G. Fesmire	Audit Team Management Representative, Carlsbad Field Office (CBFO)
Priscilla Y. Martinez	Audit Team Leader, Carlsbad Field Office Technical Assistance Contractor (CTAC)
Earl Bradford	Auditor, CTAC
Sheila Hailey	Auditor-in-Training, CTAC
Mavis Lin	Technical Specialist, CTAC

### Audit Scope:

The audit will evaluate the continued adequacy, implementation, and effectiveness of the INL-CCP Quality Assurance (QA) Program activities and technical activities related to headspace gas (HSG) analysis of Summary Category Group (SCG) S5000 debris waste; solids analysis of SCG S3000 homogeneous solids and S4000 soils/gravel waste; generation-level data validation and verification; and SUMMA<sup>®</sup> canister preparation and certification for use by other generator sites. The specific items to be evaluated are listed under Activities to be Audited.

### Activities to be Audited:

#### Quality Assurance Activities:

- Nonconformances
- Personnel Qualification and Training
- QA Records
- Sample Control

**Technical Elements:**

- Generation-Level Data Validation and Verification
- Headspace Gas Analysis
- Solids Analysis
- SUMMA<sup>®</sup> Sample Canister Preparation

The following areas from section C6-3 of the Hazardous Waste Facility Permit will be audited:

- Results of the previous audit
- Changes in programs or operations
- New programs or activities being implemented (if necessary)
- Changes in key personnel

See the attachment, Processes and Equipment to be Reviewed During Audit A-12-14 of INL-CCP Analytical Solids and Headspace Gas Laboratories.

**Governing Documents/Requirements:**

Adequacy of INL-CCP QA activities to be reviewed will be based on the current revisions of the following documents:

Waste Isolation Pilot Plant Hazardous Waste Facility Permit  
NM4890139088-TSDF

DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*

DOE/WIPP-02-3122, *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC)*

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

CCP-PO-001, *CCP Transuranic Waste Characterization Quality Assurance Project Plan*

CCP-PO-002, *CCP Transuranic Waste Certification Plan*

Related QA and technical implementing procedures

**Schedule of Audit Activities:**

A pre-audit conference will be held Monday, June 11, 2012, at 8:00 a.m.

Audit team caucus meetings will be held Monday, Tuesday, and Wednesday, June 11, 12, and 13, 2012, at 4:00 p.m.

An audit team caucus meeting will be held Thursday, June 14, 2012, at 2:00 p.m.

Daily management briefings will be held Tuesday, Wednesday, and Thursday, June 12, 13, and 14, 2012, at 8:30 a.m. (as needed).

A post-audit conference is scheduled for Thursday, June 14, 2012, at 3:00 p.m.

All meetings will take place at a location to be determined.

Prepared by: Priscilla Y. Martinez  
Priscilla Y. Martinez, CTAC  
Audit Team Leader

Date: 4-18-12

Concurrence by: Randy Unger / COURTARD FESMINE Date: 19 April 2012  
Randy Unger, CBFO  
Director, Office of Quality Assurance

**Processes and Equipment to Be Reviewed During Audit A-12-14 of the INL-CCP  
Analytical Solids and Headspace Gas Laboratories**

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
<b>NEW PROCESSES OR EQUIPMENT</b>				
	NONE			
<b>PREVIOUSLY APPROVED PROCESSES OR EQUIPMENT</b>				
<b>Headspace Gas</b>				
12HE4	Environmental Chemistry Lab (ECL) – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 Equipment = GC/MS-H	DEBRIS (\$5000)	Yes	N/A
12HE6	Environmental Chemistry Lab (ECL) – Headspace gas volatile organic compounds specified in Procedure CCP-TP-173 Equipment = GC-2	DEBRIS (\$5000)	Yes	N/A
12HE10	Environmental Chemistry Lab (ECL) – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 Equipment = GC/MS-I	DEBRIS (\$5000)	Yes	N/A
12HE11	Environmental Chemistry Lab (ECL) – Headspace gas volatile organic compounds specified in Procedure CCP-TP-175 Equipment = GC/MS-J	DEBRIS (\$5000)	Yes	N/A
<b>Solids</b>				
12HA3	Analytical Chemistry Laboratory (ACL) – Total non-halogenated volatile organic compounds specified in Procedure CCP-TP-186 Equipment = GC-1	SOILS/GRAVEL (\$4000) HOMOGENEOUS SOLIDS (\$3000)	Yes	N/A

**Processes and Equipment to Be Reviewed During Audit A-12-14 of the INL-CCP  
Analytical Solids and Headspace Gas Laboratories**

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
12HA8	Analytical Chemistry Laboratory (ACL) – Total purgable volatile organic compound analysis specified in Procedure CCP-TP-184 Equipment = VOA-4	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HA10	Analytical Chemistry Laboratory (ACL) – Total semi-volatile organic compounds specified in Procedure CCP-TP-185 Equipment = SV-6	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HA12	Analytical Chemistry Laboratory (ACL) – Total semi-volatile organic compounds specified in Procedure CCP-TP-185 Equipment = SV-8	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HA13	Analytical Chemistry Laboratory (ACL) – Total purgable volatile organic compounds specified in Procedure CCP-TP-184 Equipment = VOA-5	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HA14	Analytical Chemistry Laboratory (ACL) – Total non-halogenated volatile organic compounds specified in Procedure CCP-TP-186 Equipment = GC-6	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HM8	Analytical Chemistry Laboratory (ACL) – Total metals (Hg) analysis specified in Procedure CCP-TP-181 Equipment = CVHG-2	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HM9	Analytical Chemistry Laboratory (ACL) – Total metals digestion specified in Procedure CCP-TP-183 Equipment = MW-3	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A

**Processes and Equipment to Be Reviewed During Audit A-12-14 of the INL-CCP  
Analytical Solids and Headspace Gas Laboratories**

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
12HM10	Analytical Chemistry Laboratory (ACL) – Total metals digestion specified in Procedure CCP-TP-183 Equipment = MW-4	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HM11	Analytical Chemistry Laboratory (ACL) – Total metals analysis specified in Procedure CCP-TP-182 Equipment = ICP-7	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HM12	Analytical Chemistry Laboratory (ACL) – Total metals (Hg) analysis specified in Procedure CCP-TP-181 Equipment = CVHG-3	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HM13	Analytical Chemistry Laboratory (ACL) – Total metals analysis specified in Procedure CCP-TP-182 Equipment = ICP-8	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
12HP1	Analytical Chemistry Laboratory (ACL) – Determination of Formaldehyde and Hydrazine by High-Performance Liquid Chromatography (HPLC) specified in Procedure CCP-TP-196 and CCP-TP-197 Equipment = HPLC-1	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A

**Processes and Equipment to Be Reviewed During Audit A-12-14 of the INL-CCP  
Analytical Solids and Headspace Gas Laboratories**

WIPP #	Process/Equipment Description	Applicable to the Following Waste Streams/Groups of Waste Streams	Currently Approved by NMED	Currently Approved by EPA
<b>Processes</b>				
N/A	Data Validation and Verification	DEBRIS (S5000) SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	Yes
N/A	Sample Management as described in Procedure CCP-TP-180	SOILS/GRAVEL (S4000) HOMOGENEOUS SOLIDS (S3000)	Yes	N/A
N/A	SUMMA Canister Cleaning for generator/storage sites HSG sample collection, as described in Procedure CCP-TP-178	DEBRIS (S5000)	Yes	N/A