



ENTERED

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

MAY 24 2012



Mr. Mike Sensibaugh, Manager  
Central Characterization Project  
Retrieval, Characterization, and Transportation  
Washington TRU Solutions, LLC  
P.O. Box 2078  
Carlsbad, NM 88221-2078

Subject: Notification of Audit A-12-22, CCP/Intersite Shipment Transportation Program

Dear Mr. Sensibaugh:

The Carlsbad Field Office (CBFO) will conduct Audit A-12-22 of the Central Characterization Project (CCP) Intersite Shipment Transportation Program, June 26-28, 2012, at the Skeen-Whitlock Building in Carlsbad, New Mexico. The audit will be conducted in accordance with the enclosed audit plan.

Your representatives are requested to coordinate with the audit team to provide appropriate space to conduct meetings and to provide access to the CCP facilities. Also, please provide appropriate documentation and records.

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

Sincerely,

  
for Randy Unger  
Director, Quality Assurance

Enclosure



Mr. Mike Sensibaugh

-2-

MAY 24 2012

cc: w/ enclosure  
J.R. Stroble, CBFO \* ED  
C. Fesmire, CBFO ED  
E. Preciado, CBFO ED  
R. Farrell, CBFO ED  
F. Sharif, WTS ED  
D. K. Ploetz, WTS/CCP ED  
V. Cannon, WTS/CCP ED  
A.J. Fisher, WTS/CCP ED  
M. Walker, WTS/CCP ED  
Y. Salmon, WTS/CCP ED  
J. Carter, WTS/CCP ED  
T. Peake, EPA ED  
M. Eagle, EPA ED  
E. Feltcorn, EPA ED  
R. Joglekar, EPA ED  
S. Ghose, EPA ED  
R. Lee, EPA ED  
J. Kieling, NMED ED  
T. Kliphuis, NMED ED  
S. Holmes, NMED ED  
T. Hall, NMED ED  
R. Maestas, NMED ED  
T. Kesterson, NMED/DOE OB ED  
J. Marple, NMED/DOE OB ED  
D. Winters, DNFSB ED  
T. Putnam, 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-12-22

**Organization to be Audited:** Central Characterization Project (CCP)

**Organizations to be Notified:** CCP  
U.S. Environmental Protection Agency (EPA)  
Defense Nuclear Facilities Safety Board (DNFSB)

**Date and Location:** June 26 – 28, 2012  
Carlsbad, New Mexico

**Audit Team:**

Richard Farrell	Carlsbad Field Office (CBFO) Quality Assurance Management Representative
Thomas Putnam	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Porf Martinez	Auditor, CTAC
Katie Martin	Auditor, CTAC
B.J. Verret	Auditor, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Rhett Bradford	Technical Specialist, CTAC

### Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of the CCP in conducting U.S. Department of Energy (DOE) intersite shipments of contact-handled transuranic waste in accordance with the *CCP Contact-Handled Transuranic Authorized Methods for Payload Control (CCP CH-TRAMPAC) for Intersite Shipments*. The audit will include review of the q CCP implementing procedures, evaluation of supporting documentation, and personnel interviews.

### Governing Documents/Requirements:

The overall program adequacy and effectiveness of the CCP intersite shipment program will be based on the current revisions of the following documents:

- DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*
- CCP-PO-401, *CCP Contact-Handled Transuranic Authorized Methods for Payload Control (CCP CH-TRAMPAC) for Intersite Shipments*

Programmatic and technical checklists will be developed from the current revisions of related CCP quality assurance and technical implementing procedures.

**Activities to be Audited:**

- Transportation (Shipping Papers)
- Process Knowledge
- Nondestructive Examination
- Waste Certification/Shipping Module Data Entry
- Training and Qualification

**Schedule of Audit Activities:**

A pre-audit conference is scheduled for Tuesday, June 26, 2012, at 8:00 a.m., in the Skeen-Whitlock Building conference room T224.

Audit team caucus meetings will be conducted Tuesday and Wednesday, June 26 and 27, 2012, at 3:30 p.m. in the Skeen-Whitlock Building conference room T224.

Management briefing meetings will be conducted Wednesday and Thursday, June 27 and 28, 2012, at 8:00 a.m. in the Skeen-Whitlock Building conference room T224.

A post-audit conference is scheduled for Thursday, June 28, 2012, at 3:00 p.m., in the Skeen-Whitlock Building conference room T224.

All meetings will take place at the designated locations in Carlsbad, New Mexico.

Prepared by: Thomas Putnam  
Thomas Putnam, CTAC  
Audit Team Leader

Date: 5-23-12

Concurrence: Randy Unger / Carlsbad  
Randy Unger, CBFO FSMIRP  
Director of Quality Assurance

Date: 24 MAY 2012