



Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
JUL 12 2012

ENTERED



Mr. John E. Kieling, Chief
Hazardous Waste Bureau
New Mexico Environment Department
2905 Rodeo Park Drive East, Building 1
Santa Fe, NM 87505-6303

Subject: Transmittal of the Audit Plan and Notification of Assigned Auditors for CBFO
Closeout Audit A-12-15, SNL/CCP Remote-Handled Transuranic Waste
Characterization Activities

Dear Mr. Kieling:

This letter transmits the audit plan for Carlsbad Field Office (CBFO) Closeout Audit A-12-15 of the Sandia National Laboratories Central Characterization Project (SNL/CCP) remote-handled transuranic waste characterization activities. The audit will be conducted as required by the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit, and will be held at the Skeen-Whitlock Building in Carlsbad, New Mexico, August 14-16, 2012. The audit plan identifies the audit team members as required by the Permit.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision according to a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

If you have any questions, please contact Mr. Courtland Fesmire, Quality Assurance Engineer, at (575) 234-7548.

Sincerely,

Jose R. Franco, Manager
Carlsbad Field Office

Enclosure



Mr. John E. Kieling

-2-

JUL 12 2012

cc: w/enclosure

E. Ziemianski, CBFO	* ED
R. Unger, CBFO	ED
J. R. Stroble, CBFO	ED
G. Basabilvazo, CBFO	ED
C. Fesmire, CBFO	ED
M. Pinzel, CBFO	ED
N. Castaneda, CBFO	ED
S. McCauslin, CBFO	ED
T. Kliphuis, NMED	ED
S. Holmes, NMED	ED
R. Maestas, NMED	ED
P. Gomez, CTAC	ED
M. Mager, CTAC	ED
G. White, CTAC	ED
WIPP Operating Record	ED

CBFO QA File

CBFO M&RC

*ED denotes electronic distribution

CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-12-15

Organization to be Audited: Sandia National Laboratories/Central Characterization Project

Organizations to be Notified: U.S. Department of Energy – Albuquerque, NM
New Mexico Environment Department (NMED)
Defense Nuclear Facilities Safety Board (DNFSB)
Washington TRU Solutions, LLC (WTS)

Date and Location: August 14 – 16, 2012
Carlsbad, New Mexico

Audit Team:

Courtland G. Fesmire	Audit Team Management Representative, Carlsbad Field Office (CBFO)
Paul C. Gomez	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Jim Oliver	Technical Specialist, CTAC
Rhett Bradford	Technical Specialist, CTAC
B. J. Verret	Technical Specialist, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Tammy Bowden	Auditor, CTAC
Cindi Castillo	Auditor, CTAC
Porf Martinez	Auditor, CTAC

Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of Central Characterization Project (CCP) programs controlling quality assurance (QA) and technical activities performed at Sandia National Laboratories (SNL). This audit encompasses the closeout of activities related to the characterization and certification of remote-handled transuranic Summary Category Group S5000 debris waste consisting of a single waste stream designated as SNL-HCF-S5400-RH. This closeout audit includes evaluation and transference of the characterization process records completed since CBFO Certification Audit A-11-23 for visual examination, headspace gas sampling, and dose-to-curie activities, including all technical and QA records generated since April 21, 2011. The audit team will evaluate completed batch data reports through all phases of data validation and verification, the completion of Acceptable Knowledge Summary Sheets, transportation documentation, and the Waste Isolation Pilot Plant (WIPP) Waste Information System/Waste Data System (WWIS/WDS). The last waste shipments from SNL were received at the WIPP on May 2, 2012.

Activities to be Audited:

Quality Elements

- Nonconformances
- Personnel Qualification and Training
- Records

Technical Elements

- Acceptable Knowledge
- Data Validation and Verification
- Visual Examination
- Dose-to-Curie
- Headspace Gas Sampling
- Transportation Activities
- Waste Certification (e.g., Waste Stream Profile Form)
- WWIS/WDS

Governing Documents/Requirements

The overall program adequacy and effectiveness of the SNL/CCP program will be reviewed based on the current revisions of the following documents:

- DOE/CBFO-94-1012, *CBFO Quality Assurance Program Document (QAPD)*
- Hazardous Waste Facility Permit, Waste Isolation Pilot Plant EPA No. NM4890139088-TSDF, the New Mexico Environment Department
- 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 will be developed from the current revisions of the following documents:

- CCP-PO-001, *CCP Transuranic Waste Characterization Quality Assurance Project Plan (QAPjP)*
- CCP-PO-002, *CCP Transuranic Waste Certification Plan*
- CCP-PO-505, *CCP Remote-Handled Transuranic Waste Authorized Methods for Payload Control (CCP RH-TRAMPAC)*
- CCP-PO-510, *CCP/SNL Interface Document*
- Related CCP QA and technical implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, August 14, 2012, at 8:00 a.m.

Audit team caucus meetings will be conducted Tuesday and Wednesday, August 14 and 15, 2012, at 3:00 p.m. and Thursday, August 16, at 2:00 p.m.

Management briefing meetings will be conducted Wednesday and Thursday, August 15 and 16, 2012, at 8:30 a.m., if needed.

A post-audit conference is scheduled for Thursday, August 16, 2012, at 3:00 p.m.

All meetings will take place at the CBFO Office of Quality Assurance conference room in the Skeen-Whitlock Building, Carlsbad, NM.

Prepared by: _____


Paul C. Gomez, CTAG
Audit Team Leader

Date: 7/5/2012

Concurrence by: _____


Randy Unger, CBFO
Director, Office of Quality Assurance

Date: 11 July 12