



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

AUG 14 2012



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

Subject: Surveillance S-12-25 of the Washington TRU Solutions Graded Approach Program

Dear Mr. Hoff:

Please be advised that the Carlsbad Field Office will conduct the subject surveillance at the Waste Isolation Pilot Plant near Carlsbad, New Mexico, September 18-20, 2012. 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 the 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.

Sincerely,

Richard Farrell
 Quality Assurance Specialist

Enclosure

cc: w/ enclosure

R. Unger, CBFO * ED
 C. Fesmire, CBFO ED
 E. Preciado, CBFO ED
 T. Reynolds, WTS ED
 W. Bryan, WTS ED
 M. A. Mullins, WTS ED
 M. Eagle, EPA ED
 T. Kliphuis, NMED ED
 R. Maestas, NMED ED
 D. Winters, DNFSB ED
 B. Pace, CTAC ED

G. White, CTAC ED
 M. Mager, CTAC ED
 WIPP Operating Record ED
 CBFO QA File
 CBFO M&RC
 *ED denotes electronic distribution



CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

Surveillance Number: S-12-25

Organizations to Be Surveilled Washington TRU Solutions, LLC (WTS)

Date and Location: September 18 - 20, 2012
Waste Isolation Pilot Plant (WIPP)

Surveillance Team:

Richard Farrell	Management Representative, Carlsbad Field Office (CBFO), Office of Quality Assurance
Berry Pace	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Greg Knox	Surveillance Team Member, CTAC
Norman Frank	Surveillance Team Member, CTAC

Surveillance Scope:

This surveillance will evaluate the effectiveness of requirements associated with the WTS Graded Approach program. Additionally, the surveillance will evaluate the effectiveness of corrective actions taken to address and correct the condition adverse to quality identified during the last surveillance of the WTS Graded Approach program (Surveillance No. S-09-27).

Organizations/Areas to be Assessed:

- Engineering
- Operations
- Quality Assurance
- Business Management/Procurement

Applicable elements of the WTS quality assurance program, i.e., personnel qualification and training, work processes, documents/records control, etc.

Governing Documents/Requirements:

Checklists may be developed (as necessary) from current versions of the following implementing program and procedure documents.

- DOE-CBFO-94-1012, *CBFO Quality Assurance Program Document*
- WP 13-1, *WTS Quality Assurance Program Description*
- WP 09-CN3005, *Graded Approach to Application of QA Controls*

- DOE/WIPP-06-3335, *Waste Isolation Pilot Plant Nuclear Maintenance Management Program*
- WP 09-8, *WIPP Specification Preparation*
- WP 09-CN3025, *Annual System Health/Walkdown/Requalification*
- WP 15-PC3042, *Credit Card Purchases*
- WP 15-PC3044, *Quality Credit Card Purchases*
- WP 15-PC3609, *Preparation of Purchase Requisitions*

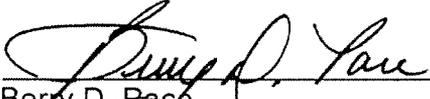
Schedule/Logistics of Surveillance Activities:

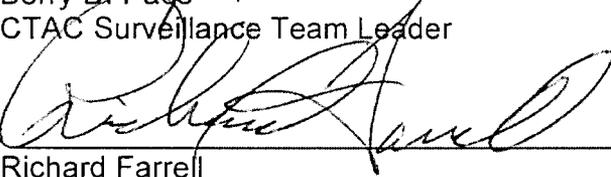
A pre-surveillance conference is scheduled for 8:30 a.m. on Tuesday, September 18, 2012, at the WIPP Site Support Building large conference room.

Surveillance team caucus meetings will be held at 3:00 p.m. on Tuesday and Wednesday, September 18 and 19, 2012, at the WIPP Site Support Building small conference room.

If necessary, surveillance status briefings will be held with appropriate management at 8:30 a.m. on Wednesday and Thursday, September 19 and 20, 2012, at a location to be determined.

A post-surveillance conference is scheduled for 3:30 p.m., Thursday, September 20, 2012, at the WIPP Site Support Building large conference room.

Prepared by:  Date: 8/6/12
Berry D. Pace
CTAC Surveillance Team Leader

Approved by:  Date: 8/14/12
Richard Farrell
CBFO Quality Assurance Specialist