



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



DEC 17 2012

Mr. Jon E. Hoff, Manager
Quality Assurance
Nuclear Waste Partnership, LLC
P.O. Box 2078
Carlsbad, NM 88221-2078

Subject: Carlsbad Field Office Surveillance S-13-16

Dear Mr. Hoff:

Please be advised that the Carlsbad Field Office will conduct Surveillance S-13-16, WIPP Security, at the Waste Isolation Pilot Plant (WIPP) on January 15 – 17, 2013. 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 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



Mr. Jon E. Hoff

-2-

DEC 17 2012

cc: w/enclosure
J. Franco, CBFO *ED
R. Unger, CBFO ED
D. Gadbury, CBFO ED
L. Pacheco, CBFO ED
F. Sharif, NWP ED
M. A. Mullins, NWP ED
T. Peake, EPA ED
E. Feltcorn, EPA ED
L. Bender, 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
R. Maestas, NMED ED
T. Kesterson, NMED/DOE OB ED
J. Marple, NMED/DOE OB ED
D. Winters, DNFSB ED
R. Castillo, CTAC ED
M. Mager, CTAC ED
G. White, CTAC ED
WWIS Database Administrators ED
WIPP Operating Record ED
CBFO QA File
CBFO M&RC

*ED denotes electronic distribution

CARLSBAD FIELD OFFICE SURVEILLANCE PLAN

Surveillance Number: S-13-16

Organization: Nuclear Waste Partnership (NWP), Security Walls

Date and Location of Surveillance: January 15 – January 17, 2013
Waste Isolation Pilot Plant (WIPP)

Surveillance Team:

Richard Farrell	CBFO Management Representative
Rick L. Castillo	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Berry Pace	Team Member, CTAC
Prissy Martinez	Team Member, CTAC

Surveillance Purpose/Scope:

This surveillance will evaluate the effective implementation of selected portions of the WIPP security program established for compliance with security related upper-tier requirements and the CBFO Quality Assurance Program Document, as applicable.

Furthermore, the surveillance will include evaluations to determine the degree of sustained effectiveness of corrective actions taken to address and resolve the deficiencies identified in the last surveillance (S-09-24), which was conducted in July, 2009.

Activities/Tasks to be Assessed:

The following security-related activities will be evaluated:

- Administration (Documents and Records)
- Training/Qualification
- Access Controls/Operations (Site Gatehouse)
- Drug Detection
- Self-Assessment
- Vehicle/Pedestrian Patrols
- Badge Issuance/Control

Governing Documents/Requirements:

- DOE/CBFO-94-1012, *Quality Assurance Program Document*
- DOE Order 470.3B, *Graded Security Protection (GSP) Policy*
- DOE Order 470.4B, *Safeguards and Security Program*
- DOE Order 473.3, *Protection Program Operations*

- WP 17-2, *WIPP Site Security Plan (SSP)*
- WP 17-SS1001, *Safeguards and Security Programs*
- WP 17-SS1006, *Safeguards and Security Security Evaluation Program*
- WP 17-SS1007, *Safeguards and Security Surveys*
- WP 17-SS1010, *Safeguards and Security Physical Protection Requirements*
- WP 17-SS1011, *Safeguards and Security Access Control and Escort Requirements*
- WP 17-SS1012, *Safeguards and Security Lock and Key Control*
- WP 17-SS1013, *Safeguards and Security Protective Force Operations*
- WP 17-SS1017, *Safeguards and Security Badges*

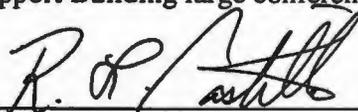
Schedule of Surveillance Activities:

A pre-surveillance meeting is scheduled for 8:30 a.m. on Tuesday, January 15, 2013, in the Support Building large conference room.

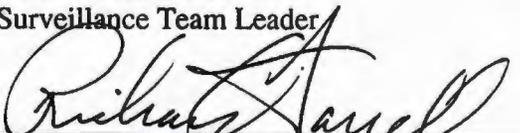
Surveillance team caucus meetings will be held at 3:00 p.m. on Tuesday and Wednesday, January 15 and 16, 2013, in a location to be determined.

Daily management briefing meetings will be held at 8:30 a.m. (if necessary) on Wednesday and Thursday, January 16 and 17, 2013, in a location to be determined.

A post-surveillance conference is scheduled for 2:00 p.m. on Thursday, January 17, 2013, in the Support Building large conference room.

Prepared by: 
Rick L. Castillo, CTAC
Surveillance Team Leader

Date: 12/13/12

Approved by: 
Richard Farrell, CBFO
Quality Assurance Specialist

Date: 12/17/2012