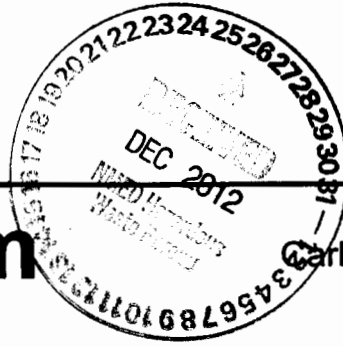


United States Government

 **ENTERED**  
Department of Energy

# memorandum

Carlsbad Field Office  
Carlsbad, New Mexico 88221



DATE: DEC 26 2012

REPLY TO  
ATTN OF: CBFO:OQA:CF:CC:12-2404:UFC 2300.00

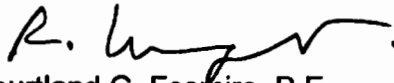
SUBJECT: Surveillance S-13-17 of the Idaho National Laboratory Central Characterization Project  
Analytical Chemistry Laboratory

TO: Jerry Wells, DOE-ID

Please be advised that a surveillance team from the Carlsbad Field Office will conduct the subject surveillance in Carlsbad, New Mexico, and Idaho Falls, Idaho, on January 9 - 10, 2013. The surveillance will be conducted in accordance with the attached surveillance plan.

Your representatives are requested to coordinate with the surveillance team to provide cognizant personnel to support the surveillance and access to the appropriate documentation and records.

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

*FOR*   
Courtland G. Feshire, P.E.  
Quality Assurance Engineer  
**R. UNGER**

Attachment



Mr. Jerry Wells

-2-

DEC 26 2012

cc: w/attachment

J. Franco, CBFO	*ED
R. Unger, CBFO	ED
R. Farrell, CBFO	ED
J.R. Stroble, CBFO	ED
T. Morgan, CBFO	ED
N. Castaneda, CBFO	ED
D. Miehl, CBFO	ED
M. Pinzel, CBFO	ED
W. Lattin, DOE-ID	ED
F. Sharif, NWP	ED
T. Reynolds, NWP/CCP	ED
D.K. Ploetz, NWP/CCP	ED
E. Gulbransen, NWP/CCP	ED
M. Sensibaugh, NWP/CCP	ED
C. Chester, NWP/CCP	ED
A. Johnson, NWP/CCP	ED
M. Percy, NWP/CCP	ED
R. Reeves, NWP/CCP	ED
T. Sellmer, NWP/CCP	ED
J. Walker, NWP/CCP	ED
V. Cannon, NWP/CCP	ED
C. Turner, NWP/CCP	ED
I. Quintana, NWP/CCP	ED
A. J. Fisher, NWP/CCP	ED
M. Walker, NWP/CCP	ED
J. Carter, NWP/CCP	ED
L. Bender, 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
P. Gilbert, LANL-CO	ED
G. Lyshik, LANL-CO	ED
P. Y. Martinez, 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-13-17

**Organization to be Surveilled:** Idaho National Laboratory  
Central Characterization Project (INL/CCP)

**Date:** January 9 – 10, 2013

**Location:** Skeen-Whitlock Building, Carlsbad, New Mexico, and  
Analytical Chemistry Laboratory (ACL), Idaho Falls, Idaho

**Surveillance Team:**

Priscilla Y. Martinez	Surveillance Team Leader, Carlsbad Field Office Technical Assistance Contractor (CTAC)
Roger Vawter	Auditor, CTAC
Paul Gomez	Technical Specialist, CTAC

**Surveillance Scope:**

The surveillance team will verify the operability, implementation, and effectiveness of the Gas Chromatography Unit 7 (GC-7) instrument used for the dual column gas chromatographic separation and detection of nonhalogenated volatile organic compounds in extracts of solid samples at the ACL, and examine the associated procedure to confirm the adequacy, implementation, and effectiveness of this process for Summary Category Groups S3000 solids and S4000 soils/gravel waste relative to the requirements of the Waste Isolation Pilot Plant Hazardous Waste Facility Permit.

**Activities/Tasks to be Observed:**

Implemented or planned changes related to INL/CCP ACL quality assurance and technical activities that could impact the following processes will be evaluated:

- Operability of GC-7
- Minimum detection limit performance
- Initial calibration performance
- Precision and accuracy performance
- Performance Demonstration Program
- Standard certifications
- Instrument installation and operability
- Analysis of samples as documented in a batch data report
- Maintenance and analysis of samples as documented in logbooks
- Operator qualification and training

**Governing Documents/Requirements:**

- *Quality Assurance Program Document (QAPD), DOE/CBFO-94-1012*
- *Waste Isolation Pilot Plant Hazardous Waste Facility Permit No. NM4890139088-TSDF*
- *CCP Laboratory Logbooks, CCP-QP-011*
- *CCP Determination of Nonhalogenated Volatile Organics by Gas Chromatography, CCP-TP-186*
- *CCP Training and Qualification Plan, CCP-QP-002*

**Schedule of Surveillance Activities:**

All meetings will take place in conference room T-224 of the Skeen-Whitlock Building, Carlsbad, New Mexico.

A pre-surveillance conference will be held Wednesday, January 9, 2013, at 9:30 a.m.

A post-surveillance conference will be held Thursday, January 10, 2013, at 3:00 p.m., if necessary.

Prepared By: Priscilla Y. Martinez  
Priscilla Y. Martinez, CTAC  
Surveillance Team Leader

Date: 12-20-12

Approved By: R. Unger  
Courtland G. Fesmire, P.E.  
CBFO Quality Assurance Engineer  
R. UNGER

Date: 26 Dec 12.