



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



June 27, 2013

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

Subject: Surveillance S-13-09, NWP WIPP Confined Spaces, Hearing Conservation, and Fall Prevention Programs

Dear Mr. Hoff:

Please be advised that the Carlsbad Field Office will conduct the subject surveillance July 16-18, 2013 at the Waste Isolation Pilot Plant. 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 access to appropriate documentation and records.

If you have any questions concerning Surveillance S-13-09, please contact me at (575) 234-7483.

Sincerely,

Martin P. Navarrete
 Acting Director, Office of Quality Assurance

Enclosure

cc: w/enclosure

D. Gadbury, CBFO	*ED	C. Smith, NMED	ED
M. A. Mullins, NWP	ED	P. Gomez, CTAC	ED
W. Ledford, NWP	ED	D. Harvill, CTAC	ED
T. Peake, EPA	ED	G. White, CTAC	ED
E. Felcorn, EPA	ED	WWIS Database Administrators	ED
J. Kieling, NMED	ED	WIPP Operating Record	ED
T. Kliphuis, NMED	ED	CBFO QA File	
S. Holmes, NMED	ED	CBFO M&RC	
R. Maestas, NMED	ED	*ED denotes electronic distribution	



**CARLSBAD FIELD OFFICE
SURVEILLANCE PLAN**

Surveillance Number: S-13-09

Organization: Nuclear Waste Partnership LLC (NWP) Waste Isolation Pilot Plant (WIPP) Confined Spaces, Hearing Conservation, and Fall Prevention Programs

Date and Location of Surveillance: July 16 – 18, 2013
WIPP

Surveillance Team:

Martin Navarrete	Carlsbad Field Office (CBFO) Management Representative
Paul Gomez	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Katie Martin	Surveillance Team Member, CTAC
Prissy Martinez	Surveillance Team Member, CTAC
Richard Kalinski	Surveillance Team Member, CTAC
Jim Schuetz	Surveillance Team Member, CTAC
Kirk Kirkes	Surveillance Team Member, CTAC

Surveillance Scope:

Surveillance S-13-09 will evaluate the implementation of confined spaces, hearing conservation, and fall prevention activities in both surface and underground operations at the WIPP.

Activities/Tasks to be Assessed:

The following areas will be assessed as applicable to the NWP WIPP Confined Spaces, Hearing Conservation, and Fall Prevention Programs:

- NWP WIPP Structure and Management Program
- Hazards Identification and Evaluation
- Barricades and Signs in the Underground
- Barricades and Signs Above Ground
- Corrective actions maintained since previous surveillance concerns

For work observed during the surveillance, the following areas will also be evaluated:

- Training
- Documents and Records

Governing Documents/Requirements:

The overall adequacy of the NWP WIPP Confined Spaces, Hearing Conservation, and Fall Prevention Programs will be assessed based on the following documents:

- WP 10-AD3016, Revision 7, *Ladder Control*
- WP 10-AD3018, Revision 4, *Use and Control of Personal Fall Arrest Systems*
- WP 12-IS.01, Revision 15, *Industrial Safety Program Structure and Management*
- WP 12-IS.01-1, Revision 5, *Industrial Safety Program – Postings, Warnings, and Hazard Identification*
- WP 12-IS.01-5, Revision 10, *Industrial Safety Program – Hazardous Locations and Working Surfaces*
- WP 12-IH.02, Revision 12, *WIPP IH Program Manual*
- WP 12-IH.02-2, Revision 7, *WIPP IH Program – Confined Spaces*
- WP 12-IH.02-5, Revision 4, *WIPP IH Program – Hearing Conservation*

Schedule of Surveillance Activities:

A pre-surveillance meeting is scheduled for 8:00 a.m. on Tuesday, July 16, 2013, in the Support Building second floor large conference room.

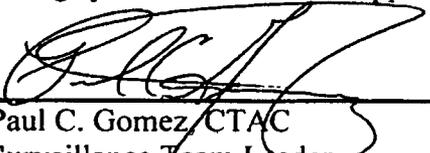
Management meetings will be held at 8:30 a.m. on Wednesday, July 17, and Thursday, July 18, 2013, at a location to be determined.

Team caucuses will be held at 3:30 p.m. on Tuesday, July 16, and Wednesday, July 17, 2013, and at 1:00 p.m. on Thursday, July 18, 2013, in the Support Building second floor small conference room.

A post-surveillance meeting will be held at 2:00 p.m. on Thursday, July 18, 2013, in the Support Building second floor large conference room.

Team working space will be in the Support Building second floor small conference room.

Prepared by:


Paul C. Gomez, CTAC
Surveillance Team Leader

Date: June 26, 2013

Concurrence by:


Martin P. Navarrete, CBFO
Acting Director, Office of Quality Assurance

Date: 6-27-13