



**Department of Energy**  
 Carlsbad Field Office  
 P. O. Box 3090  
 Carlsbad, New Mexico 88221  
 July 18, 2013

 **ENTERED**

**RECEIVED**

**JUL 19 2013**

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

**NMED**  
**Hazardous Waste Bureau**

Subject: Transmittal of Audit Plan and Notification of Assigned Auditors for CBFO Audit A-13-24 of the ANL/CCP

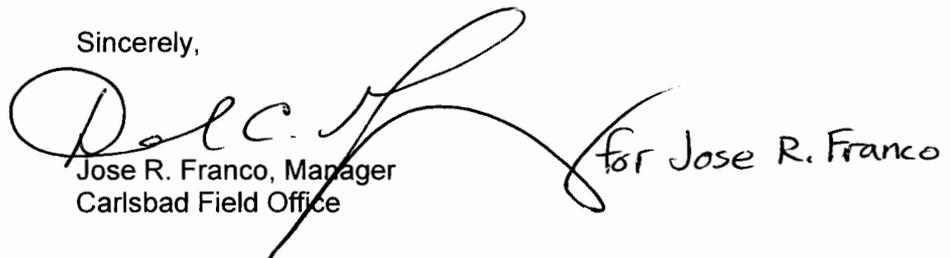
Dear Mr. Kieling:

This letter transmits the audit plan for Carlsbad Field Office (CBFO) Recertification Audit A-13-24, Argonne National Laboratory Central Characterization Program (ANL/CCP) Transuranic Waste Characterization Activities for Remote-Handled Waste. The audit will be conducted as required by the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP), and will be held at the Skeen-Whitlock Building in Carlsbad, New Mexico, and the Argonne facilities in Argonne, Illinois, on August 27-29, 2013. The audit plan identifies the audit team members, as required by the WIPP HWFP.

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 concerning this notification, please contact Mr. Martin P. Navarrete, Acting Director, CBFO Office of Quality Assurance, at (575) 234-7483.

Sincerely,

  
 Jose R. Franco, Manager  
 Carlsbad Field Office

Enclosure

cc: w/enclosure

M. Navarrete, CBFO \*ED  
 D. Miehl, CBFO ED  
 J. R. Stroble, CBFO ED  
 G. Basabilvazo, CBFO ED  
 M. Pinzel, CBFO ED  
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 D. Harvill, 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-13-24

**Organization to be Audited:** Argonne National Laboratory (ANL), Nuclear Waste Partnership, LLC (NWP)  
Central Characterization Program (CCP)

**Organizations to be Notified:** ANL  
NWP CCP  
New Mexico Environment Department  
Defense Nuclear Facilities Safety Board  
U.S. Environmental Protection Agency

**Date and Location:** August 27 – 29, 2013  
Argonne, Illinois, and Carlsbad, New Mexico

**Audit Team:**

Martin Navarrete	Management Representative, Carlsbad Field Office (CBFO) Office of Quality Assurance
Greg Knox	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Katie Martin*	Auditor, CTAC (QA)
Tammy Bowden	Auditor, CTAC (DTC)
Cindi Castillo	Auditor, CTAC (AK)
Prissy Martinez	Auditor, CTAC (VE)
Porf Martinez	Auditor, CTAC (Trans.)
Rhett Bradford	Technical Specialist, CTAC (VE)
Dick Blauvelt	Technical Specialist, CTAC (AK)
Paul Gomez	Technical Specialist, CTAC (V&V)
Jim Oliver	Technical Specialist, CTAC (DTC)
B.J. Verret	Technical Specialist, CTAC (Trans./HSG)
Joe Willis	Technical Specialist, NWP (Trans.)

\*To be performed in Carlsbad, NM

### Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of ANL/CCP technical and quality assurance activities for characterization and certification of remote-handled, Summary Category Group S5000 debris waste. The audit team will evaluate these activities for compliance to requirements in the Waste Isolation Pilot Plant Hazardous Waste Facility Permit *Waste Analysis Plan (WAP)*, the *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC)*, the *Remote-Handled TRU Waste Characterization Program Implementation Plan*, and the *CBFO Quality Assurance Program Document (QAPD)*. Elements of the WAP will be evaluated using the pertinent March 13, 2013, version of the WAP Table C6 Checklists. Due to recent changes to the Waste Isolation Pilot Plant Hazardous Waste Facility Permit, evaluation of headspace gas sampling activities will be documented on the May 8, 2012, version of the WAP Table C6 Checklists. Non-WAP-related activities will be evaluated for compliance to the requirements in the CBFO QAPD using auditor-generated checklists. See Attachment 1, Processes and Equipment to Be Reviewed During Audit A-13-24 of the ANL/CCP, for additional details.

**Activities to be Audited:**

**General**

- Results of Previous Audits
- Changes in Programs or Operations
- New Programs or Activities Being Implemented
- Changes in Key Personnel

**Quality Assurance Activities – Carlsbad**

- Personnel Qualification and Training
- Records
- Nonconformances

**Technical Activities – ANL and Carlsbad**

- Acceptable Knowledge (AK)
- Visual Examination (VE)
- Dose-to-Curie (DTC)
- Headspace Gas (HSG) Sampling prior to April 2013
- Project-Level Data Validation and Verification
- Dimensional Measurement
- Transportation
- Waste Certification (e.g., Waste Stream Profile Form)
- WIPP Waste Information System (WWIS)/Waste Data System (WDS)

**Governing Documents/Requirements**

Overall program adequacy and effectiveness of the ANL/CCP waste characterization processes will be based on the current revisions of the following documents:

- DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*
- Waste Isolation Pilot Plant Hazardous Waste Facility Permit NM4890139088-TSDF
- DOE/WIPP-02-3122, *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant*
- *Remote-Handled TRU Waste Characterization Program Implementation Plan*, DOE/WIPP-02-3214
- CCP implementing procedures

**Schedule of Audit Activities:**

All times shown are Central Daylight Time (CDT).

A pre-audit conference will be held Tuesday, August 27, 2013, at 9:00 a.m.

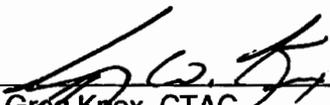
Management briefings will be held Wednesday, August 28, and Thursday, August 29, 2013, at 8:30 a.m.

Audit team caucus meetings will be held Tuesday, August 27, and Wednesday, August 28, 2013, at 4:00 p.m.

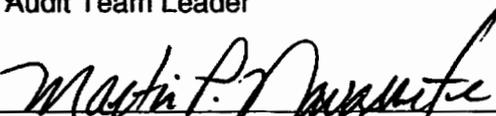
An audit team caucus meeting will be held Thursday, August 29, 2013, at 2:00 p.m.

A post-audit conference will be held Thursday, August 29, 2013, at 4:00 p.m.

All meetings will take place at the designated ANL/CCP and CBFO Skeen-Whitlock Building locations.

Prepared by:   
Greg Knox, CTAC  
Audit Team Leader

Date: 16 JUL 2013

Concurrence:   
CBFO Acting Quality Assurance Director

Date: 7-17-13

### Processes and Equipment to Be Reviewed During Audit A-13-24 of the ANL/CCP

WIPP #	Process/Equipment Description	Applicable to the Following Summary Category Groups	Currently Approved by NMED	Currently Approved by EPA
<b>PREVIOUSLY APPROVED PROCESSES OR EQUIPMENT</b>				
The following will be reevaluated during CBFO Audit A-13-24				
N/A	Headspace Gas Sampling (pre April 2013) CCP-TP-093, CCP Sampling of TRU Waste Containers	Debris (S5000)	YES	N/A
8RHVE1	Visual Examination CCP-TP-500, CCP Remote-Handled Waste Visual Examination CCP-TP-163, CCP Evaluation of Waste Packaging Records for Visual Examination of Records	Debris (S5000)	YES	YES (Records only)
8RHVE2	Visual Examination of Newly Packaged RH Waste Drums CCP-TP-500, CCP Remote-Handled Waste Visual Examination	Debris (S5000)	YES	YES
N/A	Acceptable Knowledge CCP-TP-005, CCP Acceptable Knowledge Documentation	Debris (S5000)	YES	YES
N/A	Data Verification and Validation CCP-TP-001, CCP Project Level Data Validation and Verification CCP-TP-500, CCP Remote-Handled Waste Visual Examination CCP-TP-504, CCP Dose-to-Curie Survey Procedure for Remote-Handled Transuranic Waste	Debris (S5000)	YES	YES
8DTC1	Dose-to-Curie CCP-TP-504, CCP Dose-to-Curie Survey Procedure for Remote-Handled Transuranic Waste	Debris (S5000)	N/A	YES
8RHGM1	Dimensional Measurement CCP-TP-513, CCP Procedure for Dimensional or Gravimetric Measurements for Radiological Characterization of Remote-Handled Transuranic Waste	Debris (S5000)	N/A	YES
N/A	Quality Assurance	N/A	N/A	YES
N/A	WIPP Waste Information System (WWIS)/Waste Data System (WDS)	NA	YES	YES