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

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Hazardous Waste Bureau

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

Subject: Transmittal of the Audit Plan and Notification of Assigned Auditors for CBFO Audit A-14-03 of the ORNL/CCP

Dear Mr. Kieling:

This letter transmits the audit plan for Carlsbad Field Office (CBFO) Recertification Audit A-14-03 of the Oak Ridge National Laboratory (ORNL) Central Characterization Program (CCP) for transuranic waste characterization activities. The audit will be conducted as required by the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP) at the ORNL and the Skeen-Whitlock Building in Carlsbad, New Mexico, on January 14-16, 2014. The audit plan identifies the audit team members, as required by the Permit.

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 Navarrete, Senior Quality Assurance Specialist, at (575) 234-7483.

Sincerely,

Jose R. Franco, Manager  
Carlsbad Field Office

Enclosure

cc: w/enclosure

D. Bryson, CBFO	*ED	S. Holmes, NMED	ED
O. Vincent, CBFO	ED	R. Maestas, NMED	ED
M. Brown, CBFO	ED	C. Smith, NMED	ED
J. R. Stroble, CBFO	ED	J. Harvill, CTAC	ED
G. Basabilvazo, CBFO	ED	R. Allen, CTAC	ED
M. Navarrete, CBFO	ED	B. Pace, CTAC	ED
D. Miehl, CBFO	ED	D. Harvill, CTAC	ED
T. Morgan, CBFO	ED	G. White, CTAC	ED
M. Pinzel, CBFO	ED	CBFO QA File	
N. Castaneda, CBFO	ED	CBFO M&RC	
T. Kliphuis, NMED	ED	*ED denotes electronic distribution	



**CARLSBAD FIELD OFFICE  
AUDIT PLAN**

**Audit Number:** A-14-03

**Organization to be Audited:** Oak Ridge National Laboratory (ORNL), Nuclear Waste Partnership LLC  
Central Characterization Program (NWP/CCP)

**Organizations to be Notified:** ORNL  
NWP  
New Mexico Environment Department (NMED)  
Defense Nuclear Facilities Safety Board  
U.S. Environmental Protection Agency

**Date and Location:** January 14 – 16, 2014  
Oak Ridge, TN, and Carlsbad, NM

**Audit Team:**

Martin Navarrete	Management Representative, Carlsbad Field Office (CBFO), Office of Quality Assurance
Dennis Miehls	QA Representative, CBFO
Berry Pace	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Rick Castillo	Audit Team Co-Leader, CTAC
Cindi Castillo (AK)*	Auditor, CTAC
Greg Knox (NDA/DTC)	Auditor, CTAC
Katie Martin (RTR)	Auditor, CTAC
Prissy Martinez (VE)	Auditor, CTAC
Jim Schuetz (C6 QA)*	Auditor, CTAC
Dick Blauvelt (AK)*	Technical Specialist, CTAC
Rhett Bradford (VE)	Technical Specialist, CTAC
Kirk Kirkes(PL/V&V)*	Technical Specialist, CTAC
Porf Martinez (RTR)	Technical Specialist, CTAC
James Oliver (NDA/DTC)	Technical Specialist, CTAC
Charlene Roberts (AK)*	Technical Specialist, CTAC
B.J. Verret (FG/CM)	Technical Specialist, CTAC

\* Indicates team members working at the Skeen-Whitlock Building in Carlsbad, NM.

**Audit Scope:**

The audit team will evaluate the adequacy, implementation, and effectiveness of the technical and quality assurance (QA) activities performed by NWP/CCP at ORNL for characterization and recertification of contact-handled (CH) Summary Category Groups (SCGs) S4000 soils/gravel, S5000 debris, and remote-handled (RH) S5000 debris wastes. The audit team will also evaluate technical and QA activities performed by NWP/CCP at ORNL for characterization and the initial certification of CH SCG S3000 solids waste.

The audit will be performed at the ORNL site in Oak Ridge, TN, and in the Skeen-Whitlock Building in Carlsbad, NM. A list of the equipment and processes to be evaluated is attached.

### **Governing Documents/Requirements:**

Evaluation of the overall program adequacy and effectiveness of ORNL/CCP documents will be based on the current revisions of the following documents:

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

Programmatic and technical checklists will be developed from the current revisions of the following documents:

- *CCP Transuranic Waste Characterization Quality Assurance Project Plan*, CCP-PO-001
- *CCP Transuranic Waste Certification Plan*, CCP-PO-002
- Related CCP QA and technical implementing procedures

### **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**

The following general areas from section C6-1 of the Hazardous Waste Facility Permit:

- Nonconformances
- Personnel Qualification and Training
- Records

**Technical Activities**

- Project-level Data Validation and Verification
- Acceptable Knowledge, including waste certification (i.e., Waste Stream Profile Forms)
- Real-time Radiography
- Visual Examination
- Nondestructive Assay
- Dose-to-Curie
- Flammable Gas Analysis
- WIPP Waste Information System/Waste Data System

**Schedule of Audit Activities:**

A pre-audit conference is scheduled for Tuesday, January 14, 2014, at 8:30 a.m.

If needed, the audit team leader will conduct a management briefing with appropriate ORNL and CCP management Wednesday, January 15, and Thursday, January 16, 2014, at 8:30 a.m.

A post-audit conference is scheduled for Thursday, January 16, 2014, at 3:30 p.m.

All meetings will take place at the designated locations at the ORNL in Oak Ridge, TN, and Skeen-Whitlock Building in Carlsbad, NM.

Prepared by:   
Berry Pace, CTAC  
Audit Team Leader

Date: 12/11/13

Concurrence:   
Oba Vincent, CBFO  
Acting Director, Office of Quality Assurance

Date: 12/11/13

<b>CENTRAL CHARACTERIZATION PROGRAM</b> <b>LIST OF CH AND RH EQUIPMENT AND PROCESSES REQUIRING EVALUATION AND CERTIFICATION</b> <b>AT OAK RIDGE NATIONAL LABORATORY</b>					
WIPP WWIS #	Site Equipment # or Title	Description	Components	Software	NDA Calibrated Range, Operating Range and TMU
<b>Nondestructive Assay (NDA)</b>					
16IQ1	IQ3	Canberra Mobile Qualitative and Quantitative Drum Counter with Isotopics (IQ3)  Procedure CCP-TP-046, CCP-TP-047, CCP-TP-048	<ul style="list-style-type: none"> <li>• High Sensitivity Gamma Waste Assay System</li> <li>• 3 HPGe Coaxial Detectors</li> <li>• 3 LEGe Detectors</li> </ul>	NDA-2000	The calibration of the IQ3 is documented in MCS-IQ3-CALIB-2009, "Calibration Report for the MCS IQ3," MCS-IQ3-TMU-2009. Total Measurement Uncertainty for the MCS IQ3 documents the estimate of total measurement uncertainty.
<b>Dose-to-Curie (DTC)</b>					
16DTC1	Dose-to-Curie	Radiological characterization process  Procedure CCP-TP-504	As identified in CCP-TP-504	As identified in CCP-TP-504	N/A
<b>Nondestructive Examination (NDE)</b>					
16RR1	MCS RTR #6	Real-time Radiography Mobile Characterization System RTR #6  Procedure CCP-TP-053, CCP-TP-165	<ul style="list-style-type: none"> <li>• Shielded x-ray enclosure with a hydraulic drum loading door and manually opened personnel door</li> <li>• Conveyer cart including drum manipulation equipment</li> <li>• X-ray imaging system including x-ray tube, image intensifier, and video camera</li> <li>• Video/audio recording equipment</li> <li>• Mobile platform</li> </ul>	N/A	N/A

CENTRAL CHARACTERIZATION PROGRAM LIST OF CH AND RH EQUIPMENT AND PROCESSES REQUIRING EVALUATION AND CERTIFICATION AT OAK RIDGE NATIONAL LABORATORY					
WIPP WWIS #	Site Equipment # or Title	Description	Components	Software	NDA Calibrated Range, Operating Range and TMU
16RR2	MCS RTR #7	Real-time Radiography Mobile Characterization System RTR #7  Procedure CCP-TP-053, CCP-TP-164	<ul style="list-style-type: none"> <li>• Shielded x-ray enclosure with a hydraulic drum loading door and manually opened personnel door</li> <li>• Conveyer cart including drum manipulation equipment</li> <li>• X-ray imaging system including x-ray tube, image intensifier, and video camera</li> <li>• Video/audio recording equipment</li> <li>• Mobile platform</li> </ul>	N/A	N/A
<b>Visual Examination (VE)</b>					
16RHVE1	Visual Examination	Visual Examination Procedure CCP-TP-500	N/A	N/A	N/A
16VE1	Visual Examination	Visual Examination Procedure CCP-TP-113	N/A	N/A	N/A