



United States Government

Department of Energy

memorandum

 Carlsbad Field Office
 Carlsbad, New Mexico 88221

DATE: JUL 2 2014

 REPLY TO
 ATTN OF: CBFO:OQA:DSM:MAG:14-1209:UFC 2300.00

 SUBJECT: Transmittal of the Audit Plan for Recertification Audit A-14-26, SNL/CCP Transuranic Waste
 Characterization Activities for Remote-Handled Waste

TO: Jim Todd, DOE-SNL

Please be advised that an audit team from the Carlsbad Field Office (CBFO) will conduct the subject audit at the Central Characterization Program facilities in the Skeen-Whitlock Building in Carlsbad, New Mexico on August 5-7, 2014. The audit will be conducted in accordance with the attached audit plan. Representatives from the New Mexico Environment Department (NMED) will be present to observe the audit.

If you have any questions regarding Audit A-14-26, please contact me at (575) 234-7491.

Dennis S. Miehl
 Senior Quality Assurance Specialist

Attachment

M. Brown, CBFO	*ED	R. Joglekar, EPA	ED
J.R. Stroble, CBFO	ED	S. Ghose, EPA	ED
M. Navarrete, CBFO	ED	R. Lee, EPA	ED
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M. Pinzel, CBFO	ED	T. Kliphuis, NMED	ED
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J. Blankenhorn, NWP	ED	R. Maestas, NMED	ED
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F. Sharif, NWP/CCP	ED	V. Daub, CTAC	ED
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V. Cannon, NWP/CCP	ED	P. Martinez, CTAC	ED
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A.J. Fisher, NWP/CCP	ED	P. Gomez, CTAC	ED
I. Joo, NWP/CCP	ED	D. Harvill, CTAC	ED
M. Walker, NWP/CCP	ED	G. White, CTAC	ED
J. Carter, NWP/CCP	ED	Site Documents	ED
T. Peake, EPA	ED	CBFO QA File	
L. Bender, EPA	ED	CBFO M&RC	
E. Feltcorn, EPA	ED	*ED denotes electronic distribution	

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CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-14-26

Organization to be Audited: Sandia National Laboratories (SNL), Nuclear Waste Partnership LLC (NWP)
Central Characterization Program (CCP)

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

Date and Location: August 5 – 7, 2014
Carlsbad, New Mexico

Audit Team:

Dennis S. Miehl	Management Representative, Carlsbad Field Office (CBFO) Office of Quality Assurance
Paul Gomez	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC) (V&V)
Tammy Ackman	Auditor, CTAC (QA)
Greg Knox	Auditor, CTAC (AK)
Joe Harvill	Auditor, CTAC (DTC)
Porf Martinez	Technical Specialist, CTAC (VE)
Dick Blauvelt	Technical Specialist, CTAC (AK)
Jim Oliver	Technical Specialist, CTAC (DTC)
James Schuetz	Technical Specialist, CTAC (SQA)

Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of SNL/CCP technical and quality assurance activities for characterization and certification of remote-handled Summary Category Group S5000 debris waste. The team will evaluate selected 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 (WCPIP)*, and the *CBFO Quality Assurance Program Document (QAPD)*.

Elements of the WAP will be evaluated using the pertinent February 2014 version of the WAP Table C6 Checklists. Non-WAP-related activities will be evaluated for compliance to the requirements of the CBFO QAPD using auditor-generated checklists. Both dose-to-curie and visual examination processes evaluated during CBFO Surveillance S-14-33 (June 16 – 17, 2014) will be referenced in the checklists as appropriate. See Attachment 1, Processes and Equipment to Be Reviewed During Audit A-14-26 of the SNL/CCP, for additional details.

Activities to be Audited:

General

- Results of Previous Assessments (S-14-33)
- Changes in Programs or Operations
- New Programs or Activities Being Implemented
- Changes in Key Personnel

Quality Assurance Activities

- Personnel Qualification and Training
- Records
- Nonconformances

Technical Activities

- Acceptable Knowledge (AK)
- Visual Examination (VE)
- Dose-to-Curie (DTC)
- Project-Level Data Validation and Verification (V&V)
- Waste Certification (e.g., Waste Stream Profile Forms)
- WIPP Waste Information System (WWIS)/Waste Data System (WDS)

Governing Documents/Requirements

Overall program adequacy and effectiveness of the SNL/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 Mountain Daylight Time (MDT).

A pre-audit conference will be held Tuesday, August 5, 2014, at 8:00 a.m.

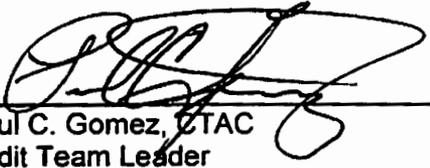
Management briefings will be held Wednesday, August 6, and Thursday, August 7, 2014, at 8:30 a.m.

Audit team caucus meetings will be held Tuesday, August 5, and Wednesday, August 6, 2014, at 4:00 p.m.

An audit team caucus meeting will be held Thursday, August 7, 2014, at 2:00 p.m.

A post-audit conference will be held Thursday, August 7, 2014, at 4:00 p.m.

All meetings and audit activities will take place in Carlsbad, New Mexico, at the designated Skeen-Whitlock Building locations.

Prepared by: 
Paul C. Gomez, CTAC
Audit Team Leader

Date: 7/1/2014

Concurrence: 
Michael R. Brown, Director
Office of Quality Assurance

Date: 7/1/2014

Processes and Equipment to Be Reviewed During Audit A-14-26 of the SNL/CCP

WIPP #	Process/Equipment Description	Applicable to the Following Summary Category Groups	Currently Approved by NMED	Currently Approved by EPA
The following will be evaluated during CBFO Audit A-14-26				
20RHVE1	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)	No	No
N/A	Acceptable Knowledge CCP-TP-005, CCP Acceptable Knowledge Documentation	Debris (S5000)	No	No
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)	No	No
20DTC1	Dose-to-Curie CCP-TP-504, CCP Dose-to-Curie Survey Procedure for Remote-Handled Transuranic Waste	Debris (S5000)	N/A	No
N/A	Quality Assurance	N/A	N/A	Yes
N/A	WIPP Waste Information System (WWIS)/Waste Data System (WDS)	NA	No	No