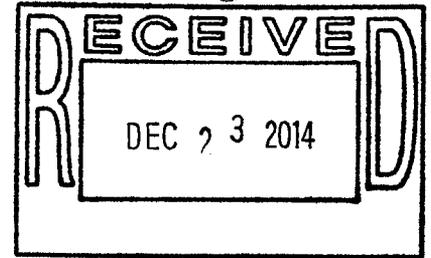




Department of Energy
 Carlsbad Field Office
 P. O. Box 3090
 Carlsbad, New Mexico 88221

DEC 23 2014



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

Subject: Notification of CBFO Audit A-15-05 of the NWP/Regulatory Environmental Services Waste Confirmation Program

Dear Mr. Hoff:

Please be advised that the Carlsbad Field Office (CBFO) will conduct Audit A-15-05 of the Nuclear Waste Partnership LLC (NWP)/Regulatory Environmental Services Waste Confirmation Program January 27- 29, 2015, at the Cascades Building, 400-2 Cascades Avenue, Suite 203, in Carlsbad, New Mexico. The audit will be conducted in accordance with the enclosed audit plan.

You are requested to provide the resources necessary to coordinate with the audit team, provide knowledgeable personnel to support the audit, arrange for appropriate space to conduct meetings, and provide the audit team with access to appropriate documentation and records.

If you have any questions concerning the audit, please contact me at (575) 234-7483.

Sincerely,

D. J. Navarrete FOR

Martin P. Navarrete
 Senior Quality Assurance Specialist

Enclosure

cc: w/enclosure

D. Gadbury, CBFO	*ED	S. Ghose, EPA	ED
M. Brown, CBFO	ED	R. Lee, EPA	ED
G. Basabilvazo, CBFO	Ed	S. Holmes, NMED	ED
D. Miehl, CBFO	ED	R. Maestas, NMED	ED
R. McQuinn, NWP	ED	C. Smith, NMED	ED
J. Blankenhorn, NWP	ED	V. Daub, CTAC	ED
J. Harris, NWP	ED	R. Allen, CTAC	ED
V. Cannon, NWP	ED	P. Martinez, CTAC	ED
W. Ledford, NWP	ED	B. Pace, CTAC	ED
B. Allen, NWP	ED	P. Y. Martinez, CTAC	ED
S. Punchios, NWP	ED	D. Harvill, CTAC	ED
S. Escareno-Soto, NWP	ED	G. White, CTAC	ED
R. Chavez, RES	ED	CBFO QA File	
J. Haschets, RES	ED	CBFO M&RC	
L. Bender, EPA	ED	*ED denotes electronic distribution	



CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-15-05

Organization to be Audited: Nuclear Waste Partnership LLC (NWP)/Regulatory Environmental Services (RES)

Organization: Waste Confirmation & Regulatory Compliance Support

Date and Location: January 27 – 29, 2015
Cascades Building, 400-2 Cascades Avenue, Suite 203,
Carlsbad, New Mexico

Audit Team:

Martin Navarrete	Carlsbad Field Office (CBFO) Management Representative
Priscilla Y. Martinez	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Tammy Ackman	Auditor, CTAC
Cindi Castillo	Auditor, CTAC
Greg Knox	Auditor, CTAC
Rhett Bradford	Technical Specialist, CTAC
Porf Martinez	Technical Specialist, CTAC
James Schuetz	Technical Specialist, CTAC

Audit Scope:

The audit will evaluate the adequacy, implementation, and effectiveness of the NWP/RES Waste Confirmation Program. The audit will also evaluate and verify the effectiveness of the NWP implementing procedures.

The following elements will be evaluated:

- Waste confirmation through
 - review of visual examination records
 - review of radiography records
- CBFO Quality Assurance (QA) elements
 - Training
 - Records
- Computer programs used for waste confirmation
 - Waste Data System (WDS)

Governing Documents:

The overall program adequacy of the Permittee waste confirmation process will be assessed based on the following documents:

- WIPP Hazardous Waste Facility Permit NM 4890139088-TSDF
 - Attachment C7, Permittee Level TRU Waste Confirmation Processes
 - Attachment F1, RCRA Hazardous Waste Management Job Titles and Descriptions

Effective implementation of the NWP QA Program will be evaluated based on the applicable portions of the current versions of the following documents:

- WP 13-1, *Nuclear Waste Partnership LLC Quality Assurance Program Description*
- WP 02-RC.11, *Qualification and Certification of NDE Personnel Performing Radiography for TRU Waste Confirmation*
- WP 02-RC.12, *Qualification of Personnel Performing Visual Examination for TRU Waste Confirmation*
- WP 02-RC.13, *Conduct of Operations for TRU Waste Confirmation*
- WP 02-RC1101, *Visual Examination for TRU Waste Confirmation*
- WP 02-RC1102, *Review of Radiography Media for TRU Waste Confirmation*
- WP 02-RC1103, *Radiography Inspection Operating Procedure for TRU Waste Confirmation*
- WP 02-RC1105, *Electronic Notification, Container Selection, and Data Entry for TRU Waste Confirmation*
- WP 02-RC1107, *Management of Nonconforming Waste Identified During TRU Waste Confirmation*
- WP 02-RC1108, *Review of Visual Examination Records for TRU Waste Confirmation*
- WP 09-CN3031, *Engineering Calculations*
- WP 16-2, *Software Screening and Control*
- NWP applicable implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, January 27, 2015, at 9:00 a.m., in the RES Conference Room, 400-2 Cascades Ave., Suite 203, Carlsbad, NM.

Management briefings will be held Wednesday and Thursday, January 28 and 29, 2015, at 8:30 a.m. in the RES Conference Room, 400-2 Cascades Ave., Suite 203, Carlsbad, NM.

A post-audit conference is scheduled for Thursday, January 29, 2015, at 2:30 p.m. in the RES Conference Room, 400-2 Cascades Ave., Suite 203, Carlsbad, NM.

Prepared by: Priscilla Y. Martinez
Priscilla Y. Martinez, CTAC
Audit Team Leader

Date: 12-23-14

Concurrence: Michael R. Brown
Michael R. Brown, Director
Quality Assurance Division

Date: 12/23/2014