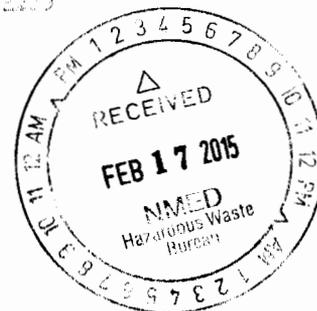




Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221

ENTERED

FEB 17 2015



Mr. Val Cannon, Manager
Quality Assurance
Nuclear Waste Partnership LLC
P.O. Box 2078
Carlsbad, NM 88221-2078

Subject: Surveillance S-15-17, NWP Emergency Management Exercise (Drill) Reporting

Dear Mr. Cannon:

Please be advised that the Carlsbad Field Office will conduct Surveillance S-15-17, Nuclear Waste Partnership LLC Emergency Management Exercise (Drill) Reporting, February 17-18, 2015, 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 with access to appropriate documentation and records.

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

Sincerely,

Martin P. Navarrete
Senior Quality Assurance Specialist

Enclosure



Val Cannon

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FEB 17 2015

cc: w/enclosure
D. Gadbury, CBFO * ED
M. Brown, CBFO ED
D. Miehl, CBFO ED
R. McQuinn, NWP ED
J. Blankenhorn, NWP ED
J. Harris, NWP ED
S. Kennedy, NWP ED
W. Ledford, NWP ED
B. Allen, NWP ED
S. Punchios, NWP ED
S. Escareno-Soto, NWP ED
E. Harkness, NWP ED
J. Vasquez, NWP ED
D. Rodriguez, NWP ED
T. Peake, EPA ED
L. Bender, EPA ED
S. Ghose, EPA ED
R. Lee, EPA ED
J. Kieling, NMED ED
S. Holmes, NMED ED
R. Maestas, NMED ED
C. Smith, NMED ED
V. Daub, CTAC ED
R. Allen, CTAC ED
P. Martinez, CTAC ED
B. Pace, CTAC ED
P. Gomez, CTAC ED
D. Harvill, CTAC ED
G. White, CTAC ED
CBFO QA File
CBFO M&RC

*ED denotes electronic distribution

**CARLSBAD FIELD OFFICE
SURVEILLANCE PLAN**

Surveillance Number: S-15-17

Organization: Nuclear Waste Partnership LLC (NWP) Emergency Management

Dates and February 17 – 18, 2015

Location of Surveillance: Waste Isolation Pilot Plant (WIPP)

Surveillance Team:

Martin Navarrete	Carlsbad Field Office (CBFO) Management Representative
Paul Gomez	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Jack Walsh	Team Member, CTAC

Surveillance Scope:

The surveillance will evaluate and verify the adequacy and implementation of the NWP Emergency Management Program with respect to processes for reporting findings and observations. The surveillance will evaluate and verify the implementation and effectiveness of NWP implementing procedures and verification of follow-up from inspections performed since the February 2014 events at the WIPP. The surveillance will focus on WIPP Form and Commitment Tracking System activities since the fire event and their effectiveness.

Activities/Tasks to be Assessed:

In addition to the NWP work processes associated with Emergency Management, the following areas will be evaluated, as applicable:

- Documentation
- Records
- WIPP Form/Nonconformance Report Process

Governing Documents/Requirements:

Overall program adequacy will be evaluated on the implementation of the following documents:

- DOE/CBFO-94-1012, *Quality Assurance Program Document*
- WP 13-1, *NWP Quality Assurance Program Description*

Schedule of Surveillance Activities:

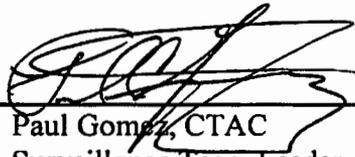
A pre-surveillance conference is scheduled for 10:00 a.m. on Tuesday, February 17, 2015, in the WIPP Support Building second floor large conference room.

Management meetings, if necessary, will be held at 8:00 a.m. on Wednesday, February 18, 2015, in the WIPP Support Building second floor large conference room.

Team caucuses will be held at 3:00 p.m. on Tuesday, February 17, 2015, and at 1 p.m. Wednesday, February 18, 2015, at a location in the WIPP Support Building, to be determined.

A post-surveillance conference will be held at 2:00 p.m. on Wednesday, February 18, 2015, at a location in the WIPP Support Building, to be determined.

Surveillance team work space will be the Turn Around Offices for CTAC in the WIPP Support Building.

Prepared by: 
Paul Gomez, CTAC
Surveillance Team Leader

Date: 2/5/2015

Concurrence by:  FOR
Martin P. Navarrete, CBFO
Senior Quality Assurance Specialist

Date: 2-17-15