



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



MAY 05 2015

Mr. Jose R. Franco, Manager  
Carlsbad Field Office  
P.O. Box 3090  
Carlsbad, NM 88221-3090

Subject: Notification and Plan for CBFO Surveillance S-15-51, Evaluation of Procedure Revisions Associated with Judgments of Need

Dear Mr. Franco:

Please be advised that the Carlsbad Field Office will conduct Surveillance S-15-51 to evaluate the status of procedure revisions associated with the Judgments of Need documented in the February 6, 2015, *Corrective Action Plan Addressing the Accident Investigation Reports of: the Underground Salt Haul Truck Fire at the Waste Isolation Pilot Plant, February 5, 2014 and the Phase 1, Radiological Release Event at the Waste Isolation Pilot Plant, on February 24, 2014*. The surveillance will be conducted in accordance with the enclosed surveillance plan, and is scheduled for May 19 – 21, 2015, at the Skeen-Whitlock Building in Carlsbad, NM.

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



cc:w/enclosure

D. Gadbury, CBFO	*ED
W. Mouser, CBFO	ED
M. Brown, CBFO	ED
D. Miehl, CBFO	ED
R. Elmore, CBFO	ED
G. Gamlin, CBFO	ED
R. McQuinn, NWP	ED
P. Breidenbach, NWP	ED
J. Blankenhorn, NWP	ED
J. Harris, NWP	ED
S. Kennedy, NWP	ED
B. Allen, NWP	ED
J. Willis, NWP	ED
S. Escareno-Soto, NWP/QA	ED
W. Ledford, NWP	ED
T. Peake, EPA	ED
L. Bender, EPA	ED
J. Kieling, NMED	ED
S. Holmes, NMED	ED
R. Maestas, NMED	ED
C. Smith, NMED	ED
R. Allen, CTAC	ED
P. Martinez, CTAC	ED
B.J. Verret, CTAC	ED
B. Prentiss, CTAC	ED
G. White, CTAC	ED
D. Harvill, CTAC	ED

CBFO QA File

CBFO M&RC

\*ED denotes electronic distribution

**CARLSBAD FIELD OFFICE  
SURVEILLANCE PLAN**

**Surveillance Number:** S-15-51

**Organization:** Carlsbad Field Office (CBFO)

**Date and Location of Surveillance:** May 19 – 21, 2015  
Skeen-Whitlock Building, Carlsbad, NM

**Surveillance Team:**

Martin P. Navarrete	CBFO Management Representative
B.J. Verret	Team Leader, CBFO Technical Assistance Contractor (CTAC)
B. Prentiss	Team Member, CTAC

**Surveillance Scope:**

The surveillance team will evaluate the CBFO response to Judgments of Need (JONs) that require procedure revisions, as documented in the February 6, 2015, *Corrective Action Plan Addressing the Accident Investigation Reports of: the Underground Salt Haul Truck Fire at the Waste Isolation Pilot Plant, February 5, 2014 and the Phase 1, Radiological Release Event at the Waste Isolation Pilot Plant, on February 24, 2014*. The surveillance will determine the status of the revisions and evaluate the implementation and adequacy of new and revised procedures.

**Governing Documents/Requirements/Implementing Procedures:**

The following actions related to JONs associated with the underground salt haul truck fire will be evaluated:

**Emergency Response**

- JON 4, Action 2, Develop and implement new procedure for *External Review, Surveillances and Audit Response*. Responsible Individual: CBFO QA Director, Due Date: 04/01/15.
- JON 5, Action 2, Oversee the development of NWP administered WIPP Emergency Response and Operations procedure. Responsible Individual: CBFO Assistant Manager, Office of Operations Oversight, Due Date: 05/30/15.
- JON 5, Action 3, Implement NWP administered procedure for WIPP Emergency Response and Operations procedure. Responsible Individual: CBFO Assistant Manager, Office of Operations Oversight, Due Date: 06/15/15.

**Maintenance Program**

- JON 14, Action 5, Develop CBFO procedure MP 10.9, *Operational Awareness and Issues Management*, and DOE/CBFO 14-3533, *Issues*

*Collection and Evaluation User's Manual*. Responsible Individual: CBFO QA Director, Due Date: 10/02/14.

### DOE Programs and Oversight

- JON 24, Action 8, Revise and Implement CBFO Procedure MP 4.2, *Document Review*. Responsible Individual: CBFO Assistant Manager, Office of Program Management and National TRU Program, Due Date: 01/30/15.
- JON 25, Action 1, Develop CBFO procedure MP 10.9, Operational Awareness and Issues Management, and DOE/CBFO 14-3533, *Issues Collection and Evaluation User's Manual*. Responsible Individual: CBFO QA Director, Due Date: 10/09/14.

The following action related to JONs associated with the radiological release event will be evaluated.

### Nuclear Safety Program

- JON 10, Action 3, Revise CBFO MP-4.11, *Safety Basis Review Procedure*. Responsible Individual: CBFO Assistant Manager, Office of Operations Oversight, Due Date: 04/30/2015.

### Schedule of Surveillance Activities:

The surveillance is scheduled for Tuesday, May 19 – 21, 2015, at the Skeen-Whitlock Building in Carlsbad, NM.

A pre-surveillance conference will be conducted at 8:00 a.m. on Tuesday, May 19, 2015, in room 224 of the Skeen-Whitlock Building.

The surveillance will be conducted from 8:00 a.m. to 3:00 p.m., Tuesday and Wednesday, May 19 – 20, 2015, and from 8:00 a.m. until 1:00 p.m. on Thursday, May 21, 2015. Daily team caucus meetings will be conducted immediately following the end of surveillance activities. Management briefings, if needed, will be conducted at 8:00 a.m. on Wednesday and Thursday, May 20 and 21, 2015, in room 224 of the Skeen-Whitlock Building. Management will be notified of any issues arising from the surveillance, as they are identified.

A post-surveillance conference will be conducted at 3:00 p.m. on Thursday, May 21, in room 224 of the Skeen-Whitlock Building.

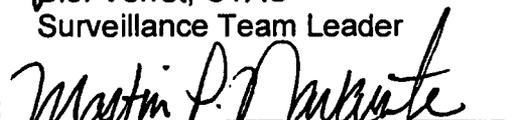
Prepared by:

  
B.J. Verret, CTAC  
Surveillance Team Leader

Date:

5/1/2015

Concurrence by:

  
Martin P. Navarrete, CBFO  
Senior Quality Assurance Specialist

Date:

5-5-15