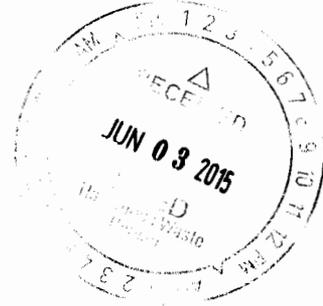




**Department of Energy**  
 Carlsbad Field Office  
 P. O. Box 3090  
 Carlsbad, New Mexico 88221  
**JUN 03 2015**

 **ENTERED**



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

Subject: Carlsbad Field Office Audit A-15-32

Dear Mr. Cannon:

Please be advised that the Carlsbad Field Office will conduct Audit A-15-32 of the Nuclear Waste Partnership LLC WIPP Engineering and Configuration Management Programs. The audit will be conducted July 6 – 17, 2015, at the Waste Isolation Pilot Plant.

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) 234-7476.

Sincerely,



Michael R. Brown, Director  
 Office of Quality Assurance

Enclosure

cc: w/enclosure

W. Mouser, CBFO	*ED
M. Brown, CBFO	ED
D. Miehl, CBFO	ED
M. Navarrete, CBFO	ED
P. Breidenbach, 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
T. Peake, EPA	ED
L. Bender, EPA	ED

J. Kieling, NMED	ED
R. Maestas, NMED	ED
S. Holmes, NMED	ED
C. Smith, NMED	ED
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CBFO QA File	
CBFO M&RC	
*ED denotes electronic distribution	



## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** A-15-32

**Organization to be Audited:** Nuclear Waste Partnership LLC (NWP)

**Organization:** Waste Isolation Pilot Plant (WIPP) Engineering and Configuration Management Programs

**Date and Location:** July 6 – 17, 2015  
WIPP

**Audit Team:**

Michael R. Brown	Director, Carlsbad Field Office (CBFO) Office of Quality Assurance
Greg Knox	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC)
Jon Carlberg	Technical Specialist, CTAC
Lawrence Bornstein	Technical Specialist, CTAC
Fred Reedy	Technical Specialist, CTAC

### **Audit Scope:**

The audit team will evaluate the adequacy, implementation, and effectiveness of the WIPP Engineering and Configuration Management Programs with regard to WP 09-11, Rev. 7, *NWP WIPP Configuration Management Plan*.

The audit team will use the Conduct of Engineering Criteria Review and Approach Document 31-13 as the lines-of-inquiry (LOI) document. The following CBFO quality assurance elements will also be evaluated as related to the LOI:

- Engineering Conduct of Operations
- Training
- Document Control
- Records

### **Governing Documents:**

Overall adequacy of the WIPP Engineering and Configuration Management Programs will be evaluated based on the following documents:

- 10CFR830 Subpart A, *Quality Assurance Program*
- DOE Order 420.1 C, Attachment 3, *Facility Safety*
- DOE STD 1189-2008, *Integration of Safety into the Design Process*

### **Implementing Documents:**

Effective implementation of the documents governing the NWP Engineering and Configuration Management Programs will be evaluated based on the applicable portions of the current revisions of the following documents:

- WP 09 Conduct of Engineering
- WP 09-8 WIPP Specification Preparation
- WP 09-10 WIPP Preparation Guide for System Design Description Documents
- WP 09-11 NWP Configuration Management Plan
- WP 09-12 Evaluation of Technical Operability Adequacy of Facility Systems, Structures, and Components
- WP 09-CN.04 Backfit Analysis Process
- WP 09-CN.05 Human Factors Engineering Plan
- WP 09-CN3003 As-Built Drawings: Process and Control
- WP 09-CN3005 Graded Approach to Application of QA Controls
- WP 09-CN3007 Engineering Change Order Preparation and Design Document Change Control
- WP 09-CN3018 Design Verification
- WP 09-CN3021 Component Indices
- WP 09-CN3022 Engineering File Room Operations
- WP 09-CN3023 Functional Classification Determination for Design
- WP 09-CN3024 Configuration Management Board/Engineering Change Proposal
- WP 09-CN3025 Annual System Health/Walkdown/Requalification
- WP 09-CN3031 Engineering Calculations
- WP 09-CN3034 Configuration Management Determination
- WP 09-CN3035 CMS Software Configuration
- WP 09-CN3040 Commercial Grade Item Dedication
- WP 09-DC.01 Construction Management Program
- WP 09-SU.01 WIPP Start-Up Test Program
- WIPP Cognizant Engineer/Alternate Cognizant Engineer System Assignment List, January 19, 2015
- DOE/CBFO 94-1012 Quality Assurance Program Document

Additional implementing documents may be identified and evaluated during the audit.

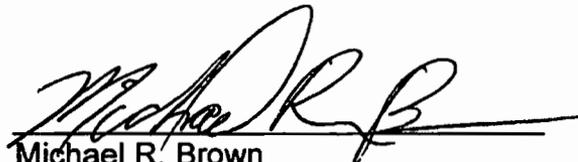
### **Schedule of Audit Activities:**

A pre-audit conference is scheduled for Monday, July 6, 2015, at 8:30 a.m., in the WIPP Support Building, at a location to be determined.

Management briefings will be held daily or as necessary, July 6 – 17, at 8:30 a.m., in the WIPP Support Building, at a location to be determined.

A post-audit conference is scheduled for July 17, 2015, at 2:30 p.m., in the WIPP Support Building at a location to be determined.

Prepared by:  Date: 29 MAY 2015  
Greg Knox  
Audit Team Leader

Concurrence:  Date: 6/3/2015  
Michael R. Brown  
Director, CBFO Office of Quality Assurance