



United States Government

Department of Energy

# memorandum

Carlsbad Field Office  
Carlsbad, New Mexico 88221



DATE: JUL 09 2015

REPLY TO  
ATTN OF: CBFO:OQA:DSM:SG:15-0801:UFC 2300.00

SUBJECT: Notification and Audit Plan for SNL/CCP Certification Audit A-15-25

TO: Jim Todd, DOE-SNL

Please be advised that an audit team from the Carlsbad Field Office will conduct Audit A-15-25, Sandia National Laboratories Central Characterization Program Transuranic Waste Characterization Activities for Remote-Handled Waste, August 18 – 20, 2015.

The audit will be conducted at the Skeen-Whitlock Building in Carlsbad, NM, in accordance with the attached audit plan. Representatives from the New Mexico Environment Department may be present to observe the audit.

If you have any questions or comments concerning this audit, please contact me at (575) 234-7491.

Dennis S. Miehl  
Senior Quality Assurance Specialist

### Attachment

- |                        |     |                                     |    |
|------------------------|-----|-------------------------------------|----|
| cc: w/attachment       |     |                                     |    |
| D. Bryson, CBFO        | *ED | E. Feltcorn, EPA                    | ED |
| M. Brown, CBFO         | ED  | R. Joglekar, EPA                    | ED |
| J. R. Stroble, CBFO    | ED  | J. Kieling, NMED                    | ED |
| M. Navarrete, CBFO     | ED  | S. Holmes, NMED                     | ED |
| N. Castaneda, CBFO     | ED  | R. Maestas, NMED                    | ED |
| G. Birge, CBFO         | ED  | C. Smith, NMED                      | ED |
| M. Spoerner, SNL       | ED  | Site Documents                      | ED |
| P. Breidenbach, NWP    | ED  | V. Daub, CTAC                       | ED |
| J. Blankenhorn, NWP    | ED  | P. Martinez, CTAC                   | ED |
| J. Britain, NWP        | ED  | P. Gomez, CTAC                      | ED |
| F. Sharif, NWP/CCP     | ED  | D. Harvill, CTAC                    | ED |
| E. Gulbransen, NWP/CCP | ED  | G. White, CTAC                      | ED |
| V. Cannon, NWP/CCP     | ED  | WIPP Operating Record               | ED |
| A. J. Fisher, NWP/CCP  | ED  | CBFO QA File                        |    |
| I. Joo, NWP/CCP        | ED  | CBFO M&RC                           |    |
| M. Walker, NWP/CCP     | ED  | *ED denotes electronic distribution |    |
| J. Carter, NWP/CCP     | ED  |                                     |    |
| T. Peake, EPA          | ED  |                                     |    |
| L. Bender, EPA         | ED  |                                     |    |



**CARLSBAD FIELD OFFICE AUDIT PLAN**

**Audit Number:** A-15-25

**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 18 – 20, 2015  
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)
Rick Castillo	Auditor, CTAC (QA)
Judith Stewart	Auditor, CTAC (AK)
Cindi Castillo	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 with 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)*.

See Attachment 1, Processes and Equipment to be Reviewed During Audit A-15-25 of the SNL/CCP, for additional details.

**Activities to be Audited:****General**

- Results of Previous Audits
- 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*
- DOE/WIPP-02-3214, *Remote-Handled TRU Waste Characterization Program Implementation Plan,*
- CCP implementing procedures

**Schedule of Audit Activities:**

All times shown are Mountain Standard Time (MST).

A pre-audit conference will be held Tuesday, August 18, 2015, at 8:00 a.m., in the Skeen-Whitlock Building, room 224.

Management briefings will be held Wednesday, August 19, and Thursday, August 20, 2015, at 8:30 a.m., in the Skeen-Whitlock Building, room 224

Audit team caucus meetings will be held Tuesday, August 18, and Wednesday, August 19, 2015, at 4:00 p.m.

An audit team caucus meeting will be held Thursday, August 20, 2014, at 1:00 p.m.

A post-audit conference will be held Thursday, August 20, 2015, at 2:30 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: 7-8-2015

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

Date: 7/9/2015

**Processes and Equipment to Be Reviewed During Audit A-15-25 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-15-25				
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-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)	N/A	No	No