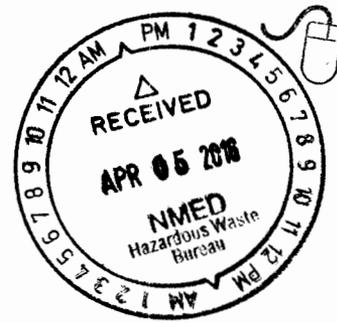




**Department of Energy**  
 Carlsbad Field Office  
 P. O. Box 3090  
 Carlsbad, New Mexico 88221

MAR 28 2016



ENTERED

Mr. John E. Kieling, Chief  
 Hazardous Waste Bureau  
 New Mexico Environment Department  
 2905 Rodeo Park Drive East, Building 1  
 Santa Fe, New Mexico 87505-6303

Subject: Carlsbad Field Office Procedure Change Report for February 2016

Dear Mr. Kieling:

This letter is to transmit the Carlsbad Field Office (CBFO) monthly summary of changes to documents and procedures. The enclosed report lists the documents/procedures changes that could affect performance criteria or data quality, testing procedures, quality assurance objectives, calibration requirements, or Quality Control (QC) sample acceptance criteria that were submitted to the CBFO for review and approval during the period of February 1, 2016 through February 29, 2016. This notification is transmitted pursuant to the requirements contained in the Waste Isolation Pilot Plant (WIPP) Hazardous Waste Facility Permit (HWFP), Section C3-9, *Changes to WAP-Related Plans or Procedures*.

We certify under penalty of law that this document and all attachments were prepared under our direction or supervision according to a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on our inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of our knowledge and belief, true, accurate, and complete. We are aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

If you have any questions, please contact Mr. J.R. Stroble, Director of the CBFO TRU Sites and Transportation Division, at (575) 234-7313.

Sincerely,

Todd Shradner, Manager  
 Carlsbad Field Office

Philip J. Breidenbach  
 President and Project Manager  
 Nuclear Waste Partnership LLC

Enclosure

cc:w/enclosure  
 K. Roberts, NMED \*ED  
 R. Maestas, NMED ED  
 C. Smith, NMED ED  
 CBFO M&RC  
 \*ED denotes electronic distribution

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# Data Quality Affecting Procedures and Documents - February 2016

Site	CBFO letter #	CBFO Approval Date	Document	Title
AMWTP	16-1849	2/16/2016	INST-FOI-17, Revision 31	Facility Visual Examination Operations ( Document was revised to change the VE process, removed ID-005, RF-005, and RF-745 from table in Appendix B. )
AMWTP	16-1856	2/17/2016	INST-OI-12, Revision 58	RTR Examinations (Certification Scans) ( Document was revised to clarify the RTR certification scans, the clarification of impenetrable requirements based on WIPP audit. )
AMWTP	16-1858	2/18/2016	INST-TRUW-8.13.4, Revision 1	Visual Examination Activities at RWMC ( Document was revised to add two waste items to the Exhibit 4. Waste Item Historical Weights and Weighing Codes Table. Document was also revised to clarify entering the fill factor to Step 4.3.4. )
CCP	16-1862	2/25/2016	CCP-PO-005, Revision 27	CCP Conduct of Operations ( Document was revised to add more detail in entering late logbook entries, and revised controls for Standing orders and operator aids. )
CCP	16-1864	2/29/2016	CCP-TP-005, Revision 28	CCP Acceptable Knowledge Documentation ( Document was revised to enhance the documentation of the characterization activities. Revised to clarify responsibilities of AKE and SPM; expand procedural steps and guidance in new section on chemical compatibility evaluation; add bulleted list for the recommended content of the AKA Memorandum; Added Attachment 16- Example Form and Content Guide for the Chemical Compatibility Evaluation Memorandum. )
ORNL-CCP	16-1844	2/17/2016	CCP-AK-ORNL-004, Revision 3	Central Characterization Program Acceptable Knowledge Summary Report For Oak Ridge National Laboratory Reactor Fuels Research & Development Contact-Handled Transuranic Waste, Waste Stream: OR-RF-CH-HET ( Document was revised to add information about Building 3121, updated waste stream volume; clarified salts are fluoride salts; better description of ignitables, corrosives, and reactives; added new PCB management. )