



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

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MAY 5 2016

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**NMED  
 Hazardous Waste Bureau**

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 March 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 March 1, 2016 through March 31, 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 Shrader, Manager  
 Carlsbad Field Office

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

Enclosure

cc:w/enclosure  
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 \*ED denotes electronic distribution



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Mr. John E. Kieling

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# Data Quality Affecting Procedures and Documents - March 2016

Site	CBFO letter #	CBFO Approval Date	Document	Title and Description of the Change(s)
<b>AMWTP</b>	16-1898	3/24/2016	INST-FOI-17, Revision 32	Facility VE Operations ( The document was revised to update for approved absorbents; it is a change in how waste is treated during VE (mercury absorption). )
<b>AMWTP</b>	16-1869	3/3/2016	INST-OI-11, Revision 63	Waste Container Handling ( This document includes a Data Quality Objective (DQO) affecting change (container labeling). )
<b>AMWTP</b>	16-1882	3/15/2016	MP-PRPL-22.1, Revision 40	Product Planning ( This document includes procedures for segregation of waste containers with nonconformance reports (NCRs). )
<b>AMWTP</b>	16-1904	3/30/2016	MP-RTQP-14.19, Revision 11	Training Records Administration ( The document was revised and changes were made to incorporate updated records requirements. This document is a rewrite of the training records retention program which included On the Job Training (OJT) for DQO-affecting positions. )