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
Mr. John E. Kieling

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<table>
<thead>
<tr>
<th>Site</th>
<th>CBFO letter #</th>
<th>CBFO Approval Date</th>
<th>Document</th>
<th>Title and Description of the Change(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMWTP</td>
<td>16-1898</td>
<td>3/24/2016</td>
<td>INST-FOI-17, Revision 32</td>
<td>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).)</td>
</tr>
<tr>
<td>AMWTP</td>
<td>16-1869</td>
<td>3/3/2016</td>
<td>INST-OI-11, Revision 63</td>
<td>Waste Container Handling (This document includes a Data Quality Objective (DQO) affecting change (container labeling).)</td>
</tr>
<tr>
<td>AMWTP</td>
<td>16-1882</td>
<td>3/15/2016</td>
<td>MP-PHPL-22.1, Revision 40</td>
<td>Product Planning (This document includes procedures for segregation of waste containers with nonconformance reports (NCRs).)</td>
</tr>
<tr>
<td>AMWTP</td>
<td>16-1904</td>
<td>3/30/2016</td>
<td>MP-RTQP-14.19, Revision 11</td>
<td>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.)</td>
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</tbody>
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