

# memorandum

Carlsbad Field Office  
Carlsbad, New Mexico 88221

DATE: JUN 24 2016  
REPLY TO  
ATTN OF: CBFO:OQA:DSM:BA:16-1408:UFC 2300.00  
SUBJECT: Notification and Plan for SNL/CCP Recertification Audit A-16-05  
TO: Mr. Jim Todd, DOE-SNL



Please be advised that an audit team from the Carlsbad Field Office (CBFO) will conduct Recertification Audit A-16-05, Sandia National Laboratories Central Characterization Program (SNL/CCP) Transuranic Waste Characterization Activities for Remote-Handled Waste, July 26 – 28, 2016.

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 (NMED) 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
- S. Ross, EM-43 \*ED
- M. Brown, CBFO ED
- J.R. Stroble, CBFO ED
- M. Navarrete, CBFO ED
- N. Castaneda, CBFO ED
- T. Carver, CBFO ED
- H. Cruickshank, CBFO ED
- M. Spoerner, SNL ED
- P. Briedenbach, NWP ED
- J. Blankenhorn, NWP ED
- J. Britain, NWP ED
- F. Sharif, NWP ED
- D.E. Gulbransen, NWP ED
- R. Reeves, NWP ED
- A.J. Fisher, NWP ED
- I. Joo, NWP ED
- J. Carter, NWP ED
- V. Cannon, NWP ED
- B. Allen, NWP ED
- S. Punchios, NWP ED
- A. Boyea, NWP ED
- T. Peake, EPA ED
- E. Feltcorn, EPA ED
- R. Joglekar, EPA ED
- J. Kieling, NMED ED
- R. Maestas, NMED ED
- C. Smith, NMED ED
- V. Daub, CTAC ED
- P. Martinez, CTAC ED
- C. Castillo, CTAC ED
- R. Boyko, CTAC ED
- P. Gomez, CTAC ED
- D. Harvill, CTAC ED
- G. White, CTAC ED
- Site Documents ED
- WIPP Operating Record ED
- CBFO QA File
- CBFO M&RC

\*ED denotes electronic distribution



## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** A-16-05

**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:** July 26 – 28, 2016  
Carlsbad, New Mexico

**Audit Team:**

Dennis S. Miehls	Management Representative, Carlsbad Field Office (CBFO) Office of Quality Assurance
Paul Gomez	Audit Team Leader, CBFO Technical Assistance Contractor (CTAC) (PL V&V)
Jack Walsh	Auditor, CTAC (QA, WDS)
Charlie Riggs	Auditor, CTAC (AK)
Rick Castillo	Auditor, CTAC (VE)
Porf Martinez	Technical Specialist, CTAC (VE)
Dick Blauvelt	Technical Specialist, CTAC (AK)
Jim Oliver	Technical Specialist, CTAC (DTC)

### 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-16-05 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 (PL V&V)
- Waste Certification (e.g., Waste Stream Profile Forms)
- WIPP Waste Information System (WWIS)/Waste Data System (WDS)

**Governing Documents/Requirements**

Evaluation of the overall program adequacy and effectiveness of the SNL/CCP waste characterization processes will be based on the current revisions of the following documents:

- Waste Isolation Pilot Plant Hazardous Waste Facility Permit NM4890139088-TSDF
- DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*
- 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*

Programmatic and technical checklists will be developed from the current revisions of the following documents:

- CCP-PO-001, *CCP Transuranic Waste Characterization Quality Assurance Project Plan*
- CCP-PO-002, *CCP Transuranic Waste Certification Plan*
- CCP-PO-510, *CCP/SNL Interface Document*
- Related CCP QA and technical implementing procedures

**Schedule of Audit Activities:**

Times shown are Mountain Time (MT).

A pre-audit conference will be held Tuesday, July 26, 2016, at 8:00 a.m., in the Skeen-Whitlock Building, room 224.

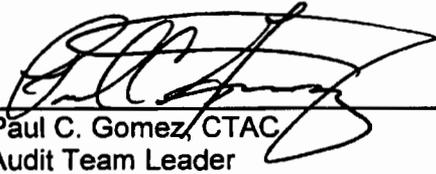
Management briefings will be held Wednesday, July 27, and Thursday, July 28, 2016, at 8:30 a.m., in the Skeen-Whitlock Building, room 224.

Audit team caucus meetings will be held Tuesday, July 26, and Wednesday, July 27, 2016, at 3:00 p.m.

An audit team caucus meeting will be held Thursday, July 28, 2016, at 1:00 p.m.

A post-audit conference will be held Thursday, July 28, 2016, 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: 6/20/2016

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

Date: 6/21/2016

**Processes and Equipment to Be Reviewed During Audit A-16-05 of the SNL/CCP**

<b>WIPP #</b>	<b>Process/Equipment Description</b>	<b>Applicable to the Following Summary Category Groups</b>	<b>Currently Approved by NMED</b>	<b>Currently Approved by EPA</b>
<b>The following will be evaluated during CBFO Audit A-16-05</b>				
20RHVE1	Visual Examination CCP-TP-500, CCP Remote-Handled Waste Visual Examination	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