



**Department of Energy**  
Carlsbad Field Office  
P. O. Box 3090  
Carlsbad, New Mexico 88221  
October 7, 2016

 **ENTERED**



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

Subject: Audit Plan and Notification of Assigned Auditors for CBFO Audit A-17-10 of the SNL/CCP

Dear Mr. Kieling:

This letter transmits the audit plan for Carlsbad Field Office (CBFO) Recertification Audit A-17-10, Sandia National Laboratories Central Characterization Program (SNL/CCP) Transuranic Waste Characterization Activities for Remote-Handled Waste. The audit will be conducted as required by the Waste Isolation Pilot Plant Hazardous Waste Facility Permit, and will be held at the Skeen-Whitlock Building in Carlsbad, NM, November 15 – 17, 2016. The audit plan identifies the audit team members, as required by the Permit. This audit was originally scheduled to be conducted July 26-28, 2016, prior to a postponement issued July 28, 2016, by my office.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision according to a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my 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 my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Should you have any questions concerning this notification, please contact Dennis S. Miehl, CBFO Senior Quality Assurance Specialist, at (575) 234-7491.

Sincerely,

Todd Shrader Manager,  
Carlsbad Field Office

Enclosure

161011



Mr. J. Kieling

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October 7, 2016

cc: w/enclosure

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CBFO QA File	
CBFO M&RC	

\*ED denotes electronic distribution

## CARLSBAD FIELD OFFICE AUDIT PLAN

**Audit Number:** A-17-10

**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:** November 15-17, 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)
Jim Schuetz	Auditor, CTAC (QA, WDS)
Charlie Riggs	Auditor, CTAC (AK)
Rick Castillo	Technical Specialist, CTAC (VE)
Greg Knox	Auditor, CTAC (QA, VE)
Dick Blauvelt	Technical Specialist, CTAC (AK)
Jim Oliver	Technical Specialist, CTAC (DTC)
Jim Vernon	Auditor, CTAC (Interface)

### 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-17-10 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*
- 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, November 15, 2016, at 8:00 a.m., in the Skeen-Whitlock Building, room 224.

Management briefings will be held Wednesday, November 16, and Thursday, November 17, 2016, at 8:30 a.m., in the Skeen-Whitlock Building, room 224.

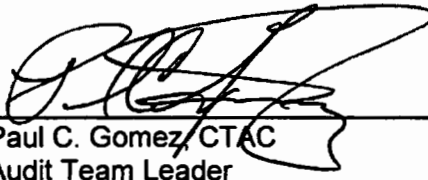
Audit team caucus meetings will be held Tuesday, November 15, and Wednesday, November 16, 2016, at 3:00 p.m.

An audit team caucus meeting will be held Thursday, November 17, 2016, at 1:00 p.m.

A post-audit conference will be held Thursday, November 17, 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: 10-4-2016

Concurrence:

  
Michael R. Brown, Director  
CBFO Office of Quality Assurance

Date: 10-6-16

**Processes and Equipment to Be Reviewed During Audit A-17-10 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-17-10				
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