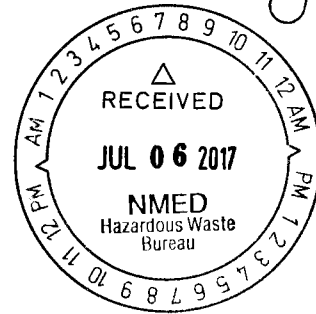


Department of Energy
 Carlsbad Field Office
 P. O. Box 3090
 Carlsbad, New Mexico 88221
 JUL 06 2017



ENTERED

Ms. Mary McDaniel, Manager
 Quality and Contractor Assurance
 Nuclear Waste Partnership LLC
 P.O. Box 2078
 Carlsbad, NM 88221-2078

Subject: Surveillance S-17-15 of the Nuclear Waste Partnership LLC Maintenance/Work Control Processes

Dear Ms. McDaniel:

Please be advised that the Carlsbad Field Office (CBFO) will conduct the subject surveillance on July 18 – 20, 2017 at the Waste Isolation Pilot Plant near Carlsbad, NM. The surveillance will be conducted in accordance with the enclosed surveillance plan.

You are requested to provide the resources necessary to coordinate with the surveillance team, provide knowledgeable personnel to support the surveillance, arrange for appropriate space to conduct meetings, and provide the surveillance team with access to appropriate documentation and records.

If you have any questions concerning the surveillance, please contact me at (575) 234-7483.

Sincerely,

Martin P. Navarrete
 Senior Quality Assurance Specialist

Enclosure

cc: w/enclosure

J. Carswell, CBFO	*ED	T. Peake, EPA	ED
M. Brown, CBFO	ED	J. Kieling, NMED	ED
D. Miehl, CBFO	ED	R. Maestas, NMED	ED
M. Stapleton, CBFO	ED	D. Biswell, NMED	ED
M. Fineran, CBFO	ED	T. Runyon, CTAC	ED
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S. Punchios, NWP	ED	D. Harvill, CTAC	ED
A. Boyea, NWP	ED	G. White, CTAC	ED
J. Walsh, EPA	ED	CBFO QA File	
J. Ellis, EPA	ED	CBFO M&RC	

*ED denotes electronic distribution



**CARLSBAD FIELD OFFICE
SURVEILLANCE PLAN**

Surveillance Number: S-17-15

Organization to Be Surveilled: Nuclear Waste Partnership LLC (NWP)
Maintenance/Work Control Processes

Date and Location of Surveillance: July 18 – 20, 2017
Waste Isolation Pilot Plant (WIPP)

Surveillance Team:

Martin Navarrete	Carlsbad Field Office (CBFO) Management Representative
Priscilla Yanez	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Katie Chester	Surveillance Team Member, CTAC
Charlie Riggs	Surveillance Team Member, CTAC
Jim Schuetz	Surveillance Team Member, CTAC
Jack Walsh	Surveillance Team Member, CTAC

Surveillance Scope:

Surveillance S-17-15 will be conducted to verify the adequacy and implementation of the NWP WIPP Maintenance/Work Control Processes with respect to the requirements of the CBFO Quality Assurance (QA) Program. The surveillance team will also evaluate and verify the implementation and effectiveness of applicable NWP implementing procedures.

Activities/Tasks to be Assessed:

The surveillance will focus on the changes made in implementing documentation (procedures and forms) and in performance of WIPP Maintenance/Work Control Processes activities since the last surveillance. The following areas will be assessed:

- Planning, Scheduling, and Coordination of Maintenance
- Facility Inspections
- Maintenance Tool and Equipment Control
- Use and Control of Rigging Components
- Periodic Maintenance
- Post-Maintenance Testing

For work observed during the surveillance, the following will also be evaluated:

- Software control
- Work control practices
- Training and Qualifications
- Documents and records

Governing Documents/Requirements:

The following documents will serve as references during the surveillance:

- DOE Order 433.1B, *Maintenance Management Program for DOE Nuclear Facilities*
- DOE/WIPP-06-3335, *Waste Isolation Pilot Plant Nuclear Maintenance Management Plan*
- DOE/WIPP-07-3372, *Waste Isolation Pilot Plant Documented Safety Analysis*
- DOE/CBFO-94-1012, *Quality Assurance Program Document*
- WP 13-1, *NWP Quality Assurance Program Description*

Assessment of program adequacy, implementation, and effectiveness will be based on current revisions of the following documents:

- WP 10-AD.01, *Metrology Program*
- WP 10-AD3007, *Use and Control of Rigging Components*
- WP 10-AD3015, *Tool Crib Administration*
- WP 10-AD3028, *Calibration and Control of Measurement and Test Equipment*
- WP 10-WC.03, *NWP Equipment Calibration Program*
- WP 10-WC3008, *Condition Assessment Survey (CAS)*
- WP 10-WC3010, *Periodic Maintenance Administration and Controlled Document Processing*
- WP 10-WC3011, *Work Control Process*
- WP 10-WC3014, *Periodic Maintenance Activity Screening Process*
- WP 10-WC3015, *Scheduling and Work Authorization*
- WP 10-WC3017, *Post-Maintenance Testing*
- WP 14-TR.01, *WIPP Training Program*
- WP 15-RM, *WIPP Records Management Program*
- WP 15-RM3002, *Records Filing, Inventorying, Scheduling, and Dispositioning*
- WP 16-2, *Software Screening and Control*

Schedule of Surveillance Activities:

A pre-surveillance conference is scheduled for 8:30 a.m. on Tuesday, July 18, 2017, in the Support Building Small Conference Room at the WIPP site.

Team caucuses will be held at 3:00 p.m. on Tuesday, July 18, and Wednesday, July 19, 2017, and at 1:30 p.m. on Thursday, July 20, 2017, in the Support Building Small Conference Room at the WIPP site.

Management briefings, if needed, will be held at 8:30 a.m. on Wednesday, July 19, and Thursday, July 20, 2017, in the Support Building Small Conference Room at the WIPP site.

A post-surveillance conference will be held at 2:00 p.m. on Thursday, July 20, 2017, in the Support Building Small Conference Room at the WIPP site.

Prepared by: Priscilla Yanez
Priscilla Yanez, CTAC
Surveillance Team Leader

Date: 7-5-17

Approved by: Martin P. Navarrete
Martin P. Navarrete
CBFO Senior Quality Assurance Specialist

Date: 7-6-17