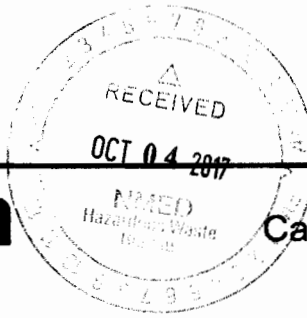


United States Government

memorandum**ENTERED****Department of Energy**Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: OCT 04 2017
REPLY TO
ATTN OF: CBFO:OQA:DSM:BA:17-2208:UFC 2300.00

SUBJECT: CBFO Surveillance S-18-18 of the NWP/CCP Management Assessment of the Remediation of Nitrate Salts Waste at the LANL Waste Characterization, Reduction, and Repackaging Facility

TO: Mr. Douglas E. Hintze, EM-LA

Please be advised that the Carlsbad Field Office (CBFO) will conduct Surveillance S-18-18 of the Nuclear Waste Partnership Central Characterization Program (NWP/CCP) Management Assessment of the Remediation of Nitrate Salts Waste at the Los Alamos National Laboratory (LANL) Waste Characterization, Reduction, and Repackaging Facility on October 11 – 12, 2017. 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) 234-7491.

Dennis S. Miehl
Senior Quality Assurance Specialist

Attachment



Mr. Douglas E. Hintze

-2-

OCT 04 2017

cc: w/attachment

R. Murray, EM-3.113	* ED
T. Shrader, CBFO	ED
J. Carswell, CBFO	ED
J.R. Stroble, CBFO	ED
M. Brown, CBFO	ED
M. Navarrete, CBFO	ED
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D. Nickless, EM-LA	ED
B. Covert, NWP	ED
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A.J. Fisher, NWP	ED
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T. Groover, NWP	ED
J. Carter, NWP	ED
M. McDaniel, NWP	ED
V. Ballew, NWP	ED
S. Saiz, NWP	ED
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J. Kieling, NMED	ED
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C. Castillo, CTAC	ED
M. Leroch, CTAC	ED
R. Castillo, CTAC	ED
D. Harvill, CTAC	ED
G. White, CTAC	ED
Site Documents	ED
CBFO QA File	
CBFO M&RC	

*ED denotes electronic distribution

**CARLSBAD FIELD OFFICE
SURVEILLANCE PLAN**

Surveillance Number: S-18-18

Organization: Carlsbad Field Office (CBFO)

Date and Location of Surveillance: October 11 – 12, 2017
Los Alamos, New Mexico

Surveillance Team: Dennis Miehls CBFO Quality Assurance Representative
Rick Castillo Surveillance Team Leader, CBFO Technical
 Assistance Contractor (CTAC)

Surveillance Purpose/Scope:

Surveillance S-18-18 will be conducted to verify the implementation and effectiveness of the Nuclear Waste Partnership (NWP) Central Characterization Program (CCP) management assessment of the remediation of nitrate salts (RNS) at the Los Alamos National Laboratory (LANL) Waste Characterization, Reduction, and Repackaging Facility (WCRRF), with respect to the requirements of the current CBFO Quality Assurance Program Document.

Activities to be Assessed:

The surveillance will evaluate the management assessment process conducted internally by NWP, including documentation of issues and resolution identified during the management assessment, to ensure that effective measures are implemented to manage identified issues and to promote continuous improvement within NWP.

Processes to be evaluated include, but are not limited to:

- Corrective action process resulting from issues identified during the management assessment
- Records generated, completed, and maintained as a result of the management assessment process.
- Training documentation

Governing Requirements Documents:

The overall program effectiveness of CBFO documents will be based on the current revisions of the following documents, but not limited to:

- DOE/CBFO 94-1012, *Quality Assurance Program Document*
- CCP-QP-018, *CCP Management Assessments*

Checklists may be developed using criteria and section topics found in the *CBFO Quality Assurance Program Document* and implementing procedures.


Schedule of Surveillance Activities:

A pre-surveillance meeting is not scheduled for this assessment.

The surveillance team will communicate with management daily of any issues that may arise as a result of the surveillance.

Surveillance team caucus meetings are not scheduled for this assessment.

A post-surveillance meeting is not scheduled for this assessment.

Prepared by: 
Rick Castillo, CTAC
Surveillance Team Leader

Date: 10/4/17

Concurrence by: 
Dennis S. Miehl, CBFO
Senior Quality Assurance Specialist

Date: 10-4-17