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



JAN 23 2018

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

Subject: Notification and Plan for CBFO Audit A-18-05, Nuclear Waste Partnership LLC
WIPP Industrial Safety Air Quality Monitoring Program

Dear Ms. McDaniel:

Please be advised that the Carlsbad Field Office (CBFO) will conduct Audit A-18-05 to evaluate the Waste Isolation Pilot Plant (WIPP) Industrial Safety Air Quality Monitoring Program. The audit is scheduled for February 20 – 22, 2018, at the WIPP Safety Building near Carlsbad, New Mexico. The audit will be conducted in accordance with the enclosed audit plan.

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

If you have any questions concerning the audit, 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	H. Tellez, NMED	ED
E. Garza, CBFO	ED	T. Runyon, CTAC	ED
R. Elmore, CBFO	ED	P. Martinez, CTAC	ED
H. Chiou, CBFO	ED	C. Castillo, CTAC	ED
J. Britain, NWP	ED	M. Leroy, CTAC	ED
V. Ballew, NWP	ED	P. Gomez, CTAC	ED
S. Saiz, NWP	ED	G. White, CTAC	ED
A. Boyea, NWP	ED	D. Harvill, CTAC	ED
J. Willis, NWP	ED	CBFO QA File	
J. Walsh, EPA	ED	CBFO M&RC	
J. Ellis, EPA	ED	*ED denotes electronic distribution	



CARLSBAD FIELD OFFICE AUDIT PLAN

Audit Number: A-18-05

Organization to be Assessed: Nuclear Waste Partnership LLC (NWP)

Date: February 20 – 22, 2018

Location: Waste Isolation Pilot Plant (WIPP)

Audit Team:

Martin Navarrete	Carlsbad Field Office (CBFO) Management Representative
Paul Gomez	Team Leader, CBFO Carlsbad Technical Assistance Contractor (CTAC)
Kirk Kirkes	Team Member, CTAC
Bobby Hunt	Team Member, CTAC
B. J. Verret	Team Member, CTAC
Dustin Stegman	Team Member, CTAC
Prissy Yanez	Team Member, CTAC
Charlie Riggs	Team Member, CTAC
Jim Schuetz	Team Member, CTAC

Audit Scope:

The audit will be performed to evaluate the adequacy, implementation, and effectiveness of the NWP WIPP Industrial Safety Air Quality Monitoring Program in accordance with the requirements of the CBFO Quality Assurance Program Document. This audit will also include the methods for monitoring and testing air in the WIPP underground in accordance to Mine Safety and Health Administration / National Institutes for Occupational Safety and Health (MSHA/NIOSH) requirements.

The following specific areas will be evaluated:

- Industrial Hygiene
- MSHA Air Quality Monitoring
- Airborne Contaminate Sampling
- VOC Monitoring
- Industrial Safety
- Indoor Air Quality
- Calibration
- Software
- Documents and Records
- Qualification and Training

Governing Documents/Requirements:

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

- DOE/CBFO-94-1012, *Quality Assurance Program Document (QAPD)*

- WP 13-1, *Nuclear Waste Partnership LLC Quality Assurance Program Description*
- WP 16-2, *Software Screening and Control*
- WP 12-IH.02, *WIPP Industrial Hygiene Program Manual*
- WP 12-IH.02-18, *Industrial Hygiene Program-Indoor Air Quality*
- WP 12-IH.04, *Air Quality Program Description*

Procedure Processes:

- WP 12-IH1006, *Airborne Contaminate Sampling*
- WP 12-IH1007, *Personal Sampling Pump Calibration*
- WP 12-IH1008, *Indoor Air Quality Evaluations and Response*
- WP 12-IH1022, *Sampling for Waste Generated VOCs*
- WP 12-IH1828, *MSHA Air Quality Monitoring*
- WP 04-AU0534, *Underground Access Initiation/Termination*

Activities/Tasks/Areas to be Included in the audit:

The audit team will evaluate the continued effectiveness of corrective actions implemented to address deficiencies identified during previous assessments.

Schedule of Audit Activities:


A pre-audit conference is scheduled for 8:30 a.m. on Tuesday, February 20, 2018, in the Safety Building conference room (2nd floor). Interviews with NWP personnel will be conducted Tuesday through Thursday, February 22, 2018.

Daily management briefings will be held at 8:30 a.m. on Wednesday and Thursday in the Safety Building conference room. Management briefings will be waived if no deficiencies or other issues are identified.

Audit team caucus meetings will be held at 3:00 p.m. on Tuesday, February 20, 2018, and Wednesday, February 21, 2018, and at 2:00 p.m. on Thursday, February 22, 2018, in the Safety Building conference room.

A post-audit conference is scheduled for 3:00 p.m. on Thursday, February 22, 2018, in the Safety Building conference room.

Prepared by:

Paul C. Gomez, CTAC
Audit Team Leader**Date:** 1-18-2018**Concurrence:**

Michael R. Brown, Director
CBFO Office of Quality Assurance**Date:** 1/23/2018