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Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221
MAY 22 2019



Mr. Dennis Ivey, Manager
Quality and Contractor Assurance
Nuclear Waste Partnership LLC
P.O. Box 2078
Carlsbad, NM 88221-2078

Subject: Surveillance S-19-08 of the Nuclear Waste Partnership LLC Shipment Monitoring Program

Dear Mr. Ivey:

Please be advised that the Carlsbad Field Office will conduct Surveillance S-19-08 of the Nuclear Waste Partnership LLC Shipment Monitoring Program, June 4 – 6, 2019, 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

K. Lachman, CBFO	*ED	J. Kieling, NMED	ED
D. C. Gadbury, CBFO	ED	R. Maestas, NMED	ED
D. Miehl, CBFO	ED	D. Biswell, NMED	ED
M. Stapleton, CBFO	ED	M. McLean, NMED	ED
E. Garza, CBFO	ED	T. Runyon, CTAC	ED
D. Standiford, CBFO	ED	P. Martinez, CTAC	ED
A. Walker, CBFO	ED	C. Castillo, CTAC	ED
S. Strong, NWP	ED	H. Tellez, CTAC	ED
V. Ballew, NWP	ED	B. J. Verret, CTAC	ED
S. Saiz, 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	
T. Peake, EPA	ED	*ED denotes electronic distribution	



**CARLSBAD FIELD OFFICE
SURVEILLANCE PLAN**

Surveillance Number: S-19-08

Organization: Nuclear Waste Partnership LLC (NWP) Shipment Monitoring Program

Date and Location of Surveillance: June 4 – 6, 2019
Waste Isolation Pilot Plant (WIPP) Central Monitoring Room (CMR)

Surveillance Team:

Martin Navarrete	Carlsbad Field Office (CBFO) Quality Assurance (QA) Management Representative
B.J. Verret	Surveillance Team Leader, CBFO Technical Assistance Contractor (CTAC)
Katie Gentry	Team Member, CTAC

Surveillance Scope:

The surveillance will evaluate the implementation and effectiveness of the NWP program requirements for CMR Shipment Monitoring operations at the WIPP.

Activities/Tasks to be Assessed:

The following shipment monitoring technical activities will be evaluated:

- Maintenance
- Inspections
- Tests
- Surveillances
- Exercises
- Notifications

The following shipment monitoring QA activities will be evaluated:

- Training and Qualifications
- Nonconformances and Corrective Actions
- Document Control
- Records
- Work Processes
- Management and Independent Assessments

Governing Documents/Requirements:

The surveillance will be based on the current revisions of the following documents:

- DOE/CBFO-94-1012, *Quality Assurance Program Document*
- WP 04-CM1002, *Shipment Monitoring: Routine Operations for the TRANSCOM Operator*
- WP 04-CM1003, *Shipment Monitoring: Intersite Shipments for the TRANSCOM Operator*
- WP 04-CM1004, *Shipment Monitoring: Empty Shipments for the TRANSCOM Operator*
- WP 04-CM2002, *TRANSCOM Operator's Actions for Transportation Irregularities*
- WP 04-CM3001, *Transportation 24-hour Emergency Response*
- WP 08-NT3020, *TRU Waste Receipt*

Schedule of Surveillance Activities:

A pre-surveillance conference is scheduled for 8:00 a.m. on Tuesday, June 4, 2019, at the WIPP site, in the Support Building Operations large conference room.

Management briefings will be held as needed with appropriate NWP management at 8:00 a.m. on Wednesday, June 5, and Thursday June 6, 2019, at the WIPP site, in the Support Building Operations small conference room.

The surveillance will be conducted starting after the pre-surveillance conference on Tuesday, June 4, 2019, and at 8:00 a.m. on June 5 – 6, 2019. Surveillance activities will cease on Tuesday and Wednesday at 3:00 p.m., and at 2:00 p.m. on Thursday.

A post-surveillance conference is scheduled for 3:00 p.m. on Thursday, June 6, 2019, at the WIPP site, in the Support Building Operations small conference room.

Prepared by: B. J. Verret
B.J. Verret, CTAC
Surveillance Team Leader

Date: 5/20/19

Concurrence by: Martin P. Navarrete
Martin P. Navarrete, CBFO
Management Representative

Date: 5-22-19