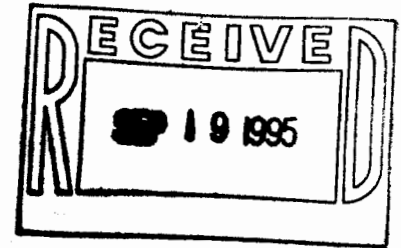


United States Government

Department of Energy

memorandumCarlsbad Area Office
Carlsbad, New Mexico 88221

DATE: SEP 15 1995
 REPLY TO
 ATTN OF: CAO:AT:RDB: 95-2605
 SUBJECT: Audit Notification



 A handwritten signature in blue ink, possibly reading "ENTER", is written over a rectangular stamp.


to: Jeff Kerridge, Environmental Restoration, T117A, RFFO

The Carlsbad Area Office (CAO) will be performing an audit of the TRU Waste Characterization activities at the Rocky Flats Environmental Technology Site (RFETS) during the period October 2, 1995 through October 6, 1995. The Audit Team Leader will be Robert Paedon of the Department of Energy Carlsbad Area Office (DOE-CAO) WIPP Technical Assistance Contractor (WTAC). Also in attendance as Observers will be representatives of the Environmental Evaluation Group (EEG) and the Environmental Protection Agency (EPA). Additionally, members of the CAO management will attend.

The audit team will review activities and objective evidence to determine implementation of an effective system that meets the requirements imposed by the CAO TRU Waste Characterization Quality Assurance Program Plan (QAPP). The RFETS Waste Isolation Pilot Plant Experimental Waste Characterization Program Quality Assurance Project Plan (QAPjP), and associated implementing procedures will be used as the basis for evaluation.

Attached is the audit plan to be followed during the conduct of the audit. If you have any questions or comments concerning this audit, please contact me at (505) 234-7484.

for 
 R. Dennis Brown, Manager
 Quality Assurance

Attachment

cc/attachment:
 K. Hunter, CAO
 M. Matthews, CAO
 D. Watkins, CAO



printed on recycled paper



950915

Jeff Kerridge

- 2 -

SEP 15 1995

R. Bisping, CAO
J. Suermann, CAO
J. Mewhinney, CAO
P. Kilgore, CAO
D. Chapman, DOE-CAO/WTAC
R. Paedon, DOE-CAO/WTAC
R. Schassburgr, RFFO/T117A
L. Cindel, RFFO/T117A
M. Strum, RFFO/T117A
F. Grady, RFETS/T130C
J. O'Leary, RFETS/T130C
C. Kennedy, KH/T130A
J. Benetti, EPA-ORIA/NV
R. Rosnick, EPA-OSW/HQ
J. Kenney, EEG/Carlsbad
B. Walker, EEG/Carlsbad
S. Zappe, NMED

CARLSBAD AREA OFFICE AUDIT PLAN A-95-06

1.0 SCOPE

The audit team, will evaluate the Rocky Flats Environmental Technology Site Waste Characterization Program to determine whether the requirements imposed by the Department of Energy CAO TRU Waste Characterization Quality Assurance Program Plan are adequately and effectively implemented.

2.0 AUDIT SCHEDULE

Pre-audit Team/Observer Meeting	8:00 a.m., October 2, 1995 RFETS Conference Room
Pre-audit Conference	9:00 a.m., October 2, 1995 RFETS Conference Room
Audit Activities	9:30 a.m. to 4:00 p.m., October 2, 1995 Characterization Facilities
	8:00 a.m. to 4:00 p.m., October 3 - 5, 1995 Characterization Facilities
	8:00 a.m. to 11:30 a.m., October 6, 1995 Characterization Facilities
Post Audit Conference	9:00 a.m., October 2, 1995 RFETS Conference Room

There will be daily meetings between the Audit Team Leader, Observers, and RFETS management representatives at 8:15 a.m. to discuss the previous days audit activities and results. There will also be a daily Audit Team and Observer Meetings at 4:00 p.m. to discuss preliminary results and establish needed liaison for continuing audit activities. Both daily meetings will be held at locations (conference rooms) provided by RFETS.

3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

- 1-10000-EWQA, 1.2.1, Quality Assurance Project Plan, Waste Isolation Pilot Plant Experimental Waste Characterization Program, dated January 15, 1992

- 3-21000-ALQAP, Revision A, Analytical Laboratories, Quality Assurance Plan, dated April 16, 1993
- Implementing procedures and instruction covering characterization activities

4.0 ACTIVITIES TO BE AUDITED

The audit team will review and evaluate the quality assurance controls including software quality assurance, applied to the processes used for waste characterization. These processes include:

- Headspace Gas Sampling
- Nondestructive Assay
- Segmented Gamma Scan
- Passive Active Drum Counter
- Real Time Radiography
- Gas Analysis
- Measurement and Data Acquisition
- Sample Process Design
- Sample Handling and Custody
- Data Validation and Reduction

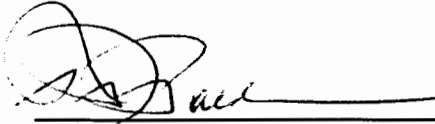
Additional program elements and technical areas may be identified during the audit and will be added to the audit scope and verified as necessary.

5.0 AUDIT TEAM MEMBERS

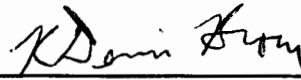
Bob Paedon	Audit Team Leader	DOE CAO/WTAC
Steve Davis	Auditor, Characterization	DOE CAO/WTAC
Sandy Wander	Auditor, Quality Assurance	DOE CAO/WTAC
Paul Bryant	Auditor, Quality Assurance	DOE CAO/WTAC
Fred Dunhour	Auditor, Records and Document Control	DOE CAO/WTAC
Sid Ailes	Technical Specialist, Software Quality Assurance	DOE CAO/WTAC
James Lloyd	Technical Specialist, M&TE	WID
Eng Tan	Technical Specialist, Non-Destructive Assay	DOE CAO/WTAC

6.0 AUDIT OBSERVERS

John Hauschild	EPA	Las Vegas, NV
Patrick Kelly	EPA	St. Louis, MO
Howard Finkel	EPA	Fairfax, VA
Ben Walker	EEG	Carlsbad, MN
Bob Stoneking	DOE	Washington, DC



Bob Paedon
Audit Team Leader



R. Dennis Brown
CAO QA Manager