

United States Government

Department of Energy

memorandum**Carlsbad Area Office
Carlsbad, New Mexico 88221**

DATE: April 28, 1997

**REPLY TO
ATTN OF:** CAO:ONTWO:EKH 97-0798 [UFC 2300]

SUBJECT: Audit (A-97-01) of Los Alamos National Laboratory (LANL) Characterization and Certification Programs

TO: Bruce LeBrun, Radioactive Waste Manager, LAAO

Please be advised that a team of auditors from the Carlsbad Area Office will conduct an audit at Los Alamos National Laboratory (LANL) in Los Alamos, New Mexico, on May 12-16, 1997. The audit will be conducted in accordance with the attached audit plan.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for the audit team to gain access to LANL facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the audit, and provide the audit team with access to appropriate current documentation and records.

If you have any questions or comments concerning the audit, please contact Butch Stroud, NTP Certification Manager, at (505)234-7483, or Dennis Brown, QA Manager, at (505)234-7484.



E. Kent Hunter, Assistant Manager
Office of National TRU Waste Operations

Attachment

cc w/attachment:
G. Dials, CAO
D. Watkins, CAO
B. Stroud, CAO
D. Brown, CAO
CAO QA File
M. Gavett, LANL
P. Rogers, LANL
S. Zappe, NMED
B. Walker, EEG
M. Eagle, EPA
J. Ziemba, CTAC
B. Paedon, CTAC
C. Wentz, NMEM&NR



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CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-97-01

Organization: Los Alamos National Laboratory

Date: May 12 - 16, 1997

Location: Los Alamos, New Mexico

Audit Team:

R. Dennis Brown	CAO QA Manager, Audit Team Leader
Butch Stroud	CAO Certification Manager, Technical Specialist
Robert Paedon	Audit Coordinator, Auditor, CTAC
Sam Vega	Auditor, CAO
Rich Hicks	Auditor, CTAC
John Ptacek	Auditor, CTAC
Jeff May	Auditor, CTAC
John Pelletier	Auditor/Technical Specialist, CTAC
Jim Bresson	Technical Specialist, CTAC
Bill Weston	Technical Specialist, WID
Van Bynum	Technical Specialist, SAIC

Audit Scope: The audit will evaluate the adequacy and implementation of the technical and quality assurance activities as related to the LANL Transuranic (TRU) Waste Characterization and Certification Programs.

Activities/Tasks to be Audited:

The following CAO quality assurance (QAPD) elements will be evaluated:

- Organization
- QA Program Implementation
- Personnel Qualification and Training
- Quality Improvement
- Documents and Records
- Work Processes
- Procurement
- Inspection and Testing
- Measuring and Test Equipment
- Assessments
- Sample Control
- Data Documentation, Control, and Validation
- Software Requirements

The following CAO Characterization (QAPP) technical elements will be evaluated:

- Acceptable Knowledge
- Sampling Process Design

Sampling - Head space Gas
Testing - NDA, RTR
Visual Examination
Analysis - Head Space Gas
Data Validation, Usability, and Reporting
Performance Demonstration Program (PDP)

The following CAO Certification (WAC) technical elements will be evaluated:
Waste Stream Profile Data
WIPP Waste Information System Data

Governing Documents/Requirements:

The adequacy evaluations of LANL implementing procedures will be based on the current revisions of the following documents:

CAO Quality Assurance Program Document, CAO-94-1012

CAO Transuranic Waste Characterization Quality Assurance Program Plan, CAO-97-1010

Waste Acceptance Criteria for the Waste Isolation Pilot Plant, DOE/WIPP-069

The programmatic and technical checklists will be developed from the current revisions of the following documents:

LANL Transuranic Waste Quality Assurance Project Plan, CSTDO-PLAN-002

Related LANL technical and quality assurance implementing procedures

CAO Corrective Action Reports (CARs) 96-081 and 96-082 from Surveillance S-96-48 .

Schedule of Audit Activities:

The pre-audit conference is scheduled for Monday, May 12, at 08:30 a.m. at the LANL conference room.

Audit team debriefings will be held at 4:00 p.m. Monday through Thursday at the LANL meeting room.

The audit team will meet with LANL management 8:30 a. m. Tuesday through Friday at the LANL conference room.

The post-audit conference is scheduled for Friday, May 16, at 2:00 p.m. at the LANL conference room.

Prepared By: *R. Dennis Brown*
R. Dennis Brown, Audit Team Leader

Date: *4/28/97*

Approved By: *Butch Stroud*
Butch Stroud, CAO Certification Manager

Date: *4/29/97*