

United States Government

Department of Energy

memorandumCarlsbad Area Office
Carlsbad, New Mexico 88221

DATE: June 23, 1997

REPLY TO: CAO:NTP:JFS 97-1059 (UFC 2300.00)
ATTN OF:

SUBJECT: CAO Audit (A-97-14) of the Performance Demonstration Program

TO: Don Watkins, National TRU, Team Leader

Please be advised that the Carlsbad Area Office (CAO) has scheduled an audit of the Performance Demonstration Program (PDP) to be performed between July 17 and August 19, 1997. The following schedule has been coordinated with the affected parties:

July 17	DOE/CAO Contact: Scope: Headspace Gas	Carlsbad, NM John F. Suermann (CAO) Program Overview and Control RCRA Constituent Analysis, Nondestructive Assay
July 22-23	CTAC Contact: Scope:	Carlsbad, NM Dr. John L. Warren and Tom Bearden Headspace Gas
August 12-13	ANL-E Contact: Scope:	Argonne, IL Amrit S. Boparai Headspace Gas, RCRA Constituent Analysis
August 18-19	INEEL Contact: Scope:	Idaho Falls, ID Joan M. Connolly and Thomas L. Clements, Jr., LMITCO, and Charles J. Marcinkiewicz, Contech RCRA Constituent Analysis, Nondestructive Assay

The audit will be conducted in accordance with the attached Audit Plan. CAO requests that the affected personnel and organizations provide the audit team with the necessary support to gain access to their facilities, space to conduct meetings, personnel to support the audit, and access to documentation and records that support the PDP. Also each affected organization is requested to provide the audit team with telephone access and access to a computer with WordPerfect and a printer.



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AUDIT PLAN

Audit Number: A-97-14

Organization:

Program Overview at DOE/CAO in Carlsbad, NM
John F. Suermann, Manager-Waste Characterization

Performance Demonstration Program at the following locations:

Headspace Gas at Carlsbad, NM
John L. Warren, Ph.D., CTAC, Program Coordinator, Denver, CO
Thomas E. Bearden, CTAC, records maintenance and control, Carlsbad,
NM
Amrit S. Boparai, ANL-E, preparation of samples from bulk gas

RCRA Constituent Analysis at INEEL and ANL-E
Joan M. Connolly, Program Coordinator, INEEL, Idaho Falls
Amrit S. Boparai, ANL-E, preparation of samples.

Nondestructive Assay at INEEL
Thomas L. Clements Jr., INEEL, Program Coordinator
Charles J. Marcinkiewicz, INEEL/Contech, Assistant Program
Coordinator/Technical Liaison, Frederick, MD

Scheduled Date and Location of Audit:

July 17-18	DOE/CAO Contact: Scope: Headspace Gas	Carlsbad, NM John F. Suermann (CAO) Program Overview and Control RCRA Constituent Analysis, Nondestructive Assay
July 22-23	CTAC Contact: Scope:	Carlsbad, NM Dr. John L. Warren and Tom Bearden Headspace Gas
August 12-13	ANL-E Contact: Scope:	Argonne, IL Amrit S. Boparai Headspace Gas, RCRA Constituent Analysis NOTE: Security requirements apply.
August 18-19	INEEL Contact: Scope:	Idaho Falls, ID Joan M. Connolly and Thomas L Clements, Jr., LMITCO and Charles J. Marcinkiewicz, Contech RCRA Constituent Analysis, Nondestructive Assay NOTE: Security requirements apply.

Audit Team:

Program Overview: CAO

Norman Frank, Audit Team Leader

Headspace Gases: ANL-E and CTAC

Norman Frank, Audit Team Leader

RCRA Constituent Analysis: INEEL and ANL-E

Norman Frank, Audit Team Leader

Dr. David Hobart, Technical Specialist

Nondestructive Assay: INEEL

Norman Frank, Audit Team Leader

Dr. David Hobart, Technical Specialist

Audit Scope:

The audit will evaluate the adequacy, implementation, and effectiveness of the CAO QA Program as related to the control of the Performance Demonstration Program (PDP). The PDP is implemented through Performance Demonstration Program Plans, which are required by the CAO Quality Assurance Program Plan (QAPP), Paragraph 2.3. This audit will cover the work done by the Program Coordinators and support organizations in developing the samples and analyzing test results from participating laboratories. Included is sample/standard preparation, but not fabrication of NDA sources, which are funded under the Mixed Waste Focus Area (MWFA).

NOTE: Excluded from this audit are the actual analyses performed at each separate generator site and the work of the Sample Preparation Teams for the nondestructive assay plan. These portions of the PDP plans will be evaluated during the site-specific certification audits.

Activities/Contracts/Tasks to be Audited:

This audit will cover all work done by the DOE/CAO and the Program Coordinators including development of the Headspace and RCRA constituent samples, distribution to the various participants, and receipt and analysis of the results.

The applicable portions of the PDP Plans for each PDP will form the basis of the audit.

Governing Documents/Requirements/Criteria to Audit and Checklist Identification:

The audit checklists will be developed from the requirements contained in the latest available revisions of the following documents:

CAO contract documents with each Program Coordinating organization.

CAO 94-1010, *Transuranic Waste Characterization Quality Assurance Program Plan*,
Revision 0 and Interim Change dated 11/16/96

DOE/CAO-95-1076, *Performance Demonstration Program Plan for Analysis of
Simulated Headspace Gas*, Revision 0

CAO-94-1045, *Performance Demonstration Program Plan for Nondestructive Assay for
the TRU Waste Characterization Program*, Revision 0

DOE/CAO-95-1077, *Performance Demonstration Program Plan for RCRA Constituent
Analysis of Solidified Wastes*, Revision 1

Laboratory implementing procedures and test methods including:

DOE/WIPP-91-043, *Transuranic Waste Characterization Sampling and
Analysis Methods Manual*, Current Revision

Referenced methods and measurements standards (e.g., ASTM)

Tentative Preaudit and Postaudit Conference Dates, Times, and Locations:

	<u>Preaudit</u>	<u>Postaudit</u>
Carlsbad, NM DOE/CAO: Program Overview and Control	July 17, 1997, 8:30 am	July 17, 1997, 4:00 pm
Carlsbad, NM CTAC: Headspace Gas	July 22, 1997, 8:30 am	July 22, 1997, 4:00 pm
Idaho Falls, ID INEEL/LMITCO: RCRA Constituent Analysis and Nondestructive Assay	August 18, 1997, 8:30 am	August 19, 1997, 4:00 pm
Argonne, IL ANL-E: Headspace Gas and RCRA Constituent Analysis	August 12, 1997, 8:30 am	August 14, 1997, 10:00 am

Prepared by: *Thomas C. Frawley* Date: 6/19/97
Audit Team Leader

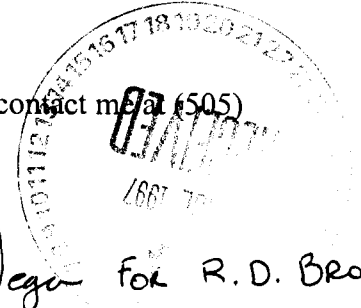
Concurrence: *RDennis Brown* Date: 6/20/97
Responsible Team Leader

Concurrence: *RDennis Brown* Date: 6/20/97
Assurance Team Leader

Don Watkins

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If you have any questions or comments concerning the audit, please contact me at (505) 234-7484 or Norman Frank, Audit Team Leader at (505) 234-3214.



Samuel Vega For R. D. BROWN

R. Dennis Brown, Manager
Quality Assurance

Attachment

cc: w/attachment

J. Suermann, CAO

J. Warren, NFT Inc.

T. Bearden, CTAC

A. Boparai, ANL-E

J. Connolly, INEEL

T. Clements, INEEL

C. Marcinkiewicz, Contech

D. K. Rogers, EPA-ORIA

E. J. Oliver, EPA-ORIA

M. Eagle, EPA-ORIA

B. Walker, EEG/Carlsbad

✓ S. Zappe, NMED

N. Frank, CTAC