

United States Government

Department of Energy

memorandumCarlsbad Area Office
Carlsbad, New Mexico 88221

DATE: June 23, 1997

REPLY TO
ATTN OF: CAO:QA:RDB 97-1057 (UFC 2300.00)

SUBJECT: Audit (A-97-10) of Westinghouse Waste Isolation Division

TO: J.L. Epstein, General Manager, Westinghouse Waste Isolation Division (WID)

Please be advised that a team of auditors from the Carlsbad Area Office will conduct the subject audit at the WIPP site on July 21 through 25, 1997. The audit will be conducted in accordance with the enclosed audit plan. Inspector/Observers from the Environmental Protection Agency (EPA), New Mexico Environment Department (NMED) and other interested parties may also accompany the audit team. A checklist for the audit will be transmitted to you prior to the audit.

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

If you have any questions or comments concerning the audit, please contact me at (505) 234-7484 or Bruce Langsteiner, Audit Team Leader-CTAC, at (505) 234-3207.

Samuel Vega for R. D. Brown
R. Dennis Brown, Manager
Quality Assurance

cc:

K. Hunter, CAO
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T. Ferguson, WID
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CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: CAO A-97-10

Organization: Westinghouse - Waste Isolation Division (WID)

Date and Location of Audit: July 21 - July 25, 1997
Waste Isolation Pilot Plant, Carlsbad, NM

Audit Team: Bruce Langsteiner - Audit Team Leader, CTAC
Steve Davis - QA Auditor, CTAC
John Ptacek - QA Auditor, CTAC

Audit Observers: Carlsbad Area Office Representatives
(Potential) ~~Sandia National Laboratories Representatives~~
Environmental Protection Agency Representatives
Environmental Evaluation Group Representatives

Audit Scope:

The audit will verify WID's implementation of quality assurance requirements that are defined in the WID Quality Assurance Program Description (QAPD) Rev. 16 and applicable implementing procedures. The audit will also evaluate the adequacy of WID QA implementing procedures and the implementation effectiveness.

Activities/Tasks to be Audited:

Implementation of the WID QAPD, supporting plans, procedures, and instructions, which include the following elements and activities/tasks will be audited:

Quality Assurance Elements:

- Quality Assurance Program and Organization
- Personnel Qualification and Training
- Quality Improvement
- Documents
- Work Processes
- Design Control
- Procurement
- Inspection and Testing
- Management Assessment
- Independent Assessment
- Sample Control
- Software Requirements

Governing Documents/Requirements:

Checklists will be developed from the WID QAPD and the latest available revisions of the applicable implementing procedures.

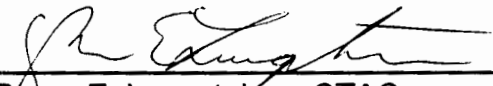
The audit team will conduct the audit in accordance with the CAO Management Procedure MP 10.3 - Audits

Pre-audit conference:

Monday, July 21, 1997 8:30 a.m. at the Large Conference Room in the WIPP Support Building at the WIPP site.

Post-audit Conference:

Friday, July 25, 1997 2:00 p.m. at the Large Conference Room in the WIPP Support Building at the WIPP site.

Prepared by: 
Bruce E. Langsteiner, CTAC
Audit Team Leader

Date: 6/6/97

Concurrence: Samuel Vega for R.D. Brown
R. Dennis Brown, Manager
Quality Assurance

Date: 6/23/97