

United States Government

Department of Energy

memorandum

Carlsbad Area Office
Carlsbad, New Mexico 88221

 ENTERED

DATE: August 8, 1997

REPLY TO
ATTN OF: CAO:NTP:DEW:97-1821 UFC 2300

SUBJECT: Audit (A-97-07) of Los Alamos National Laboratory (LANL) Characterization, Certification and Transportation Programs

TO: Bruce Le Brun, 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 August 18-22, 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 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.

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

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



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

Attachment

Post-It® Fax Note	7671	Date	8/8/97	# of pages	2
To	STEVE ZAPPE	From	KENT HUNTER		
Co./Dept.	NMED	Co.	DOE/CAO		
Phone #		Phone #	505-234-7456		
Fax #	505-827-1544	Fax #	505-887-0707		



printed on recycled paper

970810



Bruce LeBrun

- 2 -

August 8, 1997

cc w/attachment:

G. Dials, CAO

D. Watkins, CAO

B. Stroud, CAO

D. Brown, CAO

D. Winters, DNFSB

B. Walker, EFG

M. Eagle, EPA

J. Oliver, EPA

K. Rodgers, EPA

M. Gavett, LANL

P. Rogers, LANL

I. Triay, LANL

S. Zappe, NMED

C. Wentz, NMEM&NR

B. Paedon, CTAC

M. Simpson, CTAC

CAO QA File

CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-97-07

Organization: Los Alamos National Laboratory

Date: August 18-22, 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
Steve Calvert	Auditor, CTAC
Pete Rodriguez	Auditor, CTAC
Ava Holland	Auditor, CTAC
Sid Ailes	Auditor/Technical Specialist, CTAC
Jim Bresson	Technical Specialist, CTAC
Clint Kelly	Technical Specialist, WID
Vann Bynum	Technical Specialist, SAIC

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

Activities/Tasks to be Audited:

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

- QA Program Implementation
- Personnel Qualification and Training
- Quality Improvement
- Documents and Records
- Work Processes
- Procurement
- Testing
- 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

**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

The following CAO Transportation (TRAMPAC) technical elements will be evaluated:

Inspection of Packaging
Preparation and Loading
Shipping
Package Maintenance
Documentation and Records

Corrective actions and status of the following corrective action reports (CARs) from CAO Audit A-97-01 will be evaluated:

CARs 97-049 through 97-058

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

Safety Analysis Report for TRUPACT-II Shipping Package Appendix 1.3.7, TRAMPAC and the TRUPACT-II Certification of Compliance, NRC 71-9218, Revision 7.

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) 97-049 through 97-058 from
Audit A-97-01

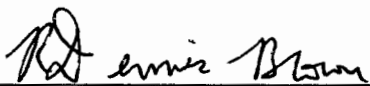
Schedule of Audit Activities:

The pre-audit conference is scheduled for Monday, August 18, at 08:30 a.m. at the LANL conference room.

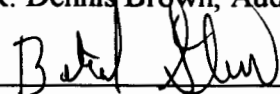
Audit team debriefings will be held at 4:00 p.m. Monday through Thursday at the LANL conference room.

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, August 22, at 2:00 p.m. at the LANL conference room.

Prepared By: 
R. Dennis Brown, Audit Team Leader

Date: 8/6/97

Approved By: 
Butch Stroud, CAO Certification Manager

Date: 8/7/97