DATE: September 2, 1997
REPLY TO ATTN OF: CAO:ONTWO:EKH 97-1788 [UFC 2300]
SUBJECT: Audit (A-97-16) of Los Alamos National Laboratory (LANL) Characterization and Certification Programs
TO: Bruce Le Brun, Radioactive Waste Manager, LAOO

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 September 10-12, 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.

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

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

Attachment

cc w/attachment:
D. Watkins, CAO
B. Stroud, CAO
D. Brown, CAO
CAO QA File
I. Triay, LANL
M. Gavett, LANL
P. Rogers, LANL
S. Zappe, NMED
C. Wentz, NMEM&NR
B. Walker, EEG
M. Eagle, EPA
K. Rogers, EPA
D. Winters, DNFSB
B. Paedon, CTAC
CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-97-16

Organization: Los Alamos National Laboratory

Date: September 10-12, 1997

Location: Los Alamos, New Mexico

Audit Team:
- R. Dennis Brown: CAO QA Manager, Audit Team Leader
- Robert Paedon: Audit Coordinator, Auditor, CTAC
- Steve Calvert: Auditor, CTAC
- Sid Ailes: Auditor/Technical Specialist, CTAC
- Mike Brown: Technical Specialist, CAO
- Butch Stroud: Technical Specialist, CAO
- Jim Bresson: Technical Specialist, CTAC
- Vann Bynum: Technical Specialist, CTAC
- Bill Weston: Observer, WID

Audit Scope: The audit will evaluate the adequacy and implementation of 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 Program Document (QAPD) elements will be evaluated:

- QA Program Implementation
- Documents and Records
- Work Processes
- Testing
- Data Documentation, Control, and Validation
- Software Requirements

The following CAO Quality Assurance Program Plan (QAPP) characterization elements will be evaluated:

- Acceptable Knowledge
- Testing - NDA
- Data Validation, Usability, and Reporting
The following CAO Waste Acceptance Criteria (WAC) certification elements will be evaluated:

- Waste Stream Profile Data
- WIPP Waste Information System Data

Corrective actions and status of the following corrective action reports (CARs) from CAO Audits A-97-01 and A-97-07 will be evaluated:

- CAR 97-050
- CARs 97-113 through 97-117

**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) 97-050 and 97-113 through 97-117 from Audit A-97-07

**Schedule of Audit Activities:**

The pre-audit conference is scheduled for the afternoon of Wednesday, September 10, at LANL TA 50 Building 37, 1st floor conference room.
Prepared By:  R. Dennis Brown, Audit Team Leader  Date:  8/29/97

Approved By:  Butch Stroud, CAO Certification Manager  Date:  9/2/97

Approved By:  R. Dennis Brown, QA Manager  Date:  9/29/97