February 4, 1998

CAO:NTP:BS 98-0610 [UFC 2300]

Audit (A-98-21) of Nevada Test Site (NTS) Acceptable Knowledge Program

Cathy Karney, Project Engineer, NVO

Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office will conduct an audit at the Nevada Test Site (NTS) on March 2-5, 1998. 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 NTS facilities, 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 this audit, please contact Butch Stroud, NTP Certification Manager, of (505) 234-7482, or Dennis Brown, QA Manager, at (505)234-7484.

Attachment

cc w/attachment:
CAO QA File
D. Watkins, CAO
C. Zvonar, CAO
B. Stroud, Cao
D. Brown, CAO
L. Chism, CAO
T. Sweeney, CAO
S. Vega, CAO
B. Foster, Bechtel-NV
M. Griffin, Bechtel-NV
S. Nolan, Bechtel-NV
M. Eagle, EPA
C. Karney

K. Rogers, EPA
B. Walker, EEG
D. Winters, DNFSB
S. Zappe, NMEd
B. Weston, WID
M. Horseman, CTAC
CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-98-21
Organization: Nevada Test Site (NTS)
Date and Location: March 2-5, 1998, Las Vegas, NV
Audit Team: Sam Vega - CAO QA Specialist, Audit Team Leader
Butch Stroud - CAO Management Representative
Marlin Horseman - Auditor, CTAC
Vann Bynum - Technical Specialist, SNL
Cindy Zvonar - Technical Specialist, CAO
William Weston - Technical Specialist, WID

Audit Scope: The audit will evaluate the adequacy, implementation, and effectiveness of technical and quality assurance processes related to the NTS Acceptable Knowledge activities supporting the Transuranic Waste Characterization and Certification Programs.

Activities/Tasks to be Audited:

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

Acceptable Knowledge

Governance Documents/Requirements:

Adequacy evaluations of NTS site and TWCP specific documents will be based on the current revisions of the following documents:

CAO Quality Assurance Program Document, CAO-94-1012
Transuranic Waste Characterization Quality Assurance Program Plan, CAO-94-1010

Programmatic and technical checklists will be developed from the active revision of the following documents:

L-E10.301.LWC, Revision 0, Transuranic Waste Quality Assurance Project Plan
L-E10.308, Revision 0, Assembly and Management of Acceptable Knowledge Documentation
Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, March 2, 1998 at 3:00 p.m. at the designated NTS location.

The audit team will caucus at 4:00 p.m. Tuesday and Wednesday.

The audit team will meet with the appropriate NTS management at 8:30 a.m. Wednesday and Thursday.

A post-audit conference is scheduled for Thursday, March 5, 1998 at 4:00 p.m. at the designated NTS location in Las Vegas, NV.

Prepared By:  
Signature:  
Sam Vega, Audit Team Leader  
Date: 1/28/97

Approved By:  
Signature:  
Butch Stroud, CAO Waste Certification Manager  
Date: 2/5/98

Approved By:  
Signature:  
R. Dennis Brown, CAO QA Manager  
Date: 2/3/98