

United States Government

Department of Energy

**memorandum**Carlsbad Area Office  
Carlsbad, New Mexico 88221

**DATE:** February 4, 1998  
**REPLY TO ATTN OF:** CAO:NTP:BS 98-0610 [UFC 2300]  
**SUBJECT:** Audit (A-98-21) of Nevada Test Site (NTS) Acceptable Knowledge Program  
**TO:** 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.

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

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



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C. Karney

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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** March 2-5, 1998

**Location:** 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

### Governing 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: Samuel Vega  
Sam Vega, Audit Team Leader

Date: 1/28/97

Approved By: Butch Stroud  
Butch Stroud, CAO Waste Certification Manager

Date: 2/3/97

Approved By: RD emmie Brown  
R. Dennis Brown, CAO QA Manager

Date: 2/3/98