May 4, 1998  
CAO:ORCA:RAS 98-0907 UFC 2300

SUBJECT: Notification of Date Change for Audit A-98-25 of Nevada Test Site (NTS)

TO: Cathy Karney, NV

This letter and the attached Audit Plan provide notification that the NTS audit has been rescheduled from May 4-8, 1998, to May 18-22, 1998, as agreed to in our conference call. The new date will allow NTS to develop additional evidence of program implementation for the audit.

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

Michael H. McFadden  
Assistant Manager  
Office of Regulatory Compliance and Assurance

Attachment
Cathy Karney

cc w/attachment:
D. Brown, CAO
L. Chism, CAO
B. Stroud, CAO
T. Sweeney, CAO
S. Vega, CAO
C. Zvonar, CAO
B. Foster, Bechtel-NV
M. Griffin, Bechtel-NV
S. Nolan, Bechtel-NV
D. Winters, DNFSB
B. Walker, EEG
M. Eagle, EPA
K. Rogers, EPA
S. Zappe, NMED
W. Weston, WID
T. Bowden, CTAC
M. Horseman, CTAC
CAO QA File

May 4, 1998
CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-98-25

Organization: Nevada Test Site (NTS)

Date and Location: May 18-22, 1998, Las Vegas, Nevada

Audit Team: Sam Vega Audit Team Leader, CAO
Butch Stroud CAO Management Representative
Marlin Horsemann Auditor, CTAC
Steve Hans Auditor, CTAC
Jeff May Auditor, CTAC
Steve Calvert Auditor, CTAC
Vann Bynum Technical Specialist, CTAC
Mark Doherty Technical Specialist, CTAC
William Weston Technical Specialist, WID

Audit Scope: The audit scope includes the evaluation of the adequacy, implementation, and effectiveness of technical and quality assurance processes related to the NTS TRU Waste characterization and certification activities, including the NTS Acceptable Knowledge process and the interface arrangements with the mobile services contractor(s).

Governing Documents/Requirements:

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

Quality Assurance Program Document, CAO-94-1012

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

Waste Acceptance Criteria for the Waste Isolation Pilot Plant, DOE/WIPP-069

Transuranic Waste Characterization Quality Assurance Project Plan (QAPjP), Bechtel Nevada, L-E10.301.LWC
Activities to be Audited:

The following CAO Quality Assurance (QAPD) activities will be evaluated:

- Organization
- QA Program Implementation
- Personnel Qualification and Training
- Nonconformances and Corrective Action
- Documents and Records
- Work Processes
- Procurement
- Measuring and Test Equipment
- Assessments

The following Characterization technical activities will be evaluated:

- Waste Drum Repackaging
- Payload Container Inspection and Control
- Visual Examination
- Acceptable Knowledge

Technical and Quality Assurance checklists will be developed from the active revision of the following documents:

- Bechtel Nevada QAPjP, L-E10.301.LWC
- NTS Transuranic Waste Certification and Quality Assurance Plan, B-A20/97.03
- Bechtel Nevada Performance Assurance Management Plan, B-A20/96.01
- Related NTS technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, May 18, at 3:00 p.m., at the designated NTS location in Las Vegas, Nevada.

An Audit team caucus will be held at 4:00 p.m. Tuesday and Wednesday.

The audit team will meet with the appropriate NTS management at 8:30 a.m. each morning (Tuesday through Thursday).

A post-audit conference is scheduled for Thursday, May 21, 1998, at 4:00 p.m. at the designated NTS location in Las Vegas, Nevada.
Prepared By: **Sam Vega**  
Sam Vega, Audit Team Leader  
Date: **5/1/98**

Approved By: **Butch Stroud**  
Butch Stroud, CAO Waste Certification Manager  
Date: **5/4/98**

Approved By: **R. Dennis Brown**  
R. Dennis Brown, CAO QA Manager  
Date: **5/4/98**