

United States Government

Department of Energy

# memorandum

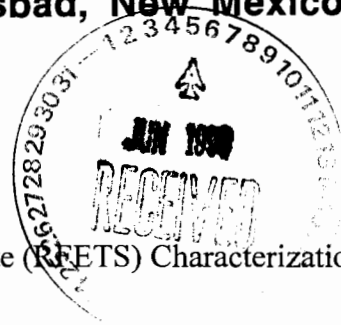
Carlsbad Area Office  
Carlsbad, New Mexico 88221

**DATE:** June 2, 1998

**REPLY TO  
ATTN OF:** CAO:QA:RAS 98-0931 UFC 2300

**SUBJECT:** Audit (A-98-26) of Rocky Flats Environmental Technology Site (RFETS) Characterization and Certification Programs

**TO:** Keith Klein, RFFO



Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office (CAO) will conduct an audit at RFETS June 24-26, 1998. The audit will be conducted in accordance with the attached audit plan. Observers from the Environmental Protection Agency (EPA) and other interested parties may also accompany the audit team.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to RFETS 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 at (505) 234-7483, or Dennis Brown at (505) 234-7484.

*George T. Basabilvazo*  
George T. Basabilvazo, Acting Assistant Manager  
Office of Regulatory Compliance and Assurance

Attachment



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Keith Klein

-2-

June 2, 1998

cc w/attachment:

D. Brown, CAO

L. Chism, CAO

B. Stroud, CAO

T. Bowden, CTAC

M. Horseman, CTAC

D. Winters, DNFSB

B. Walker, EEG

M. Eagle, EPA

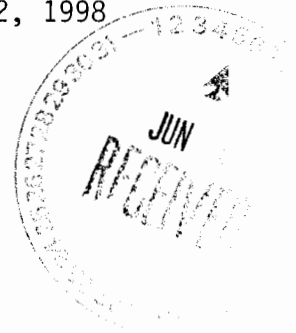
K. Rogers, EPA

✓ S. Zappe, NMED

A. Flewelling, RFETS

G. O'Leary, RFETS

J. Stroble, WID



## CAO COLLSBAD AREA OFFICE AUDIT PLAN

**Audit Number:** A-98-26

**Organization:** Rocky Flats Environmental Technology Site (RFETS)

**Date and** June 24-26, 1998

**Location:** Golden, Colorado

<b>Audit Team:</b>	Sam Vega	CAO Audit Team Leader
	Dennis Brown	CAO QA Manager
	Butch Stroud	CAO Waste Certification Manager
	Marlin Horseman	Auditor, CTAC
	Amy Arceo	Auditor, CTAC
	Norm Frank	Auditor, CTAC
	Ava Holland	Auditor, CTAC
	Pete Rodriguez	Auditor, CTAC
	Jack Walsh	Auditor, CTAC
	Ken Coop	Technical Specialist, CTAC
	Mark Doherty	Technical Specialist, CTAC
	Vann Bynum	Technical Specialist, SAIC

**Audit Scope:** The audit will evaluate the adequacy, implementation, and effectiveness of technical and quality assurance processes related to the RFETS TRU Waste Characterization and Certification activities.

### **Governing Documents/Requirements:**

Adequacy evaluations of new and revised RFETS 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  
Waste Acceptance Criteria for the Waste Isolation Pilot Plant, DOE/WIPP-069

### **Activities to be Audited:**

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

- Organization
- QA Program Implementation
- Personnel Qualification and Training
- Corrective Action
- Documents and Records
- Procurement
- Measuring and Test Equipment
- Assessments
- Sample Control

Data Documentation, Control, and Validation  
Software

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

Acceptable Knowledge  
Nondestructive Assay  
Real Time Radiography  
Visual Examination  
Data Validation, Usability, and Reporting  
Performance Demonstration Program

The following CAO Certification (WAC) technical activities will be evaluated:

Software (WIPP Waste Information System and Waste and Environmental  
Management System)

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

RFETS Quality Assurance Project Plan (QAPjP) for the Transuranic Waste  
Characterization Program, 95-QAPjP-0050

RFETS Transuranic Waste Management Manual, 1-MAN-008-WM-001

Related RFETS technical and quality assurance implementing procedures

**Schedule of Audit Activities:**

A pre-audit conference is scheduled for Wednesday, June 24, at 8:00 a.m.

An Audit team caucus will be held at 4:00 p.m. Wednesday and Thursday, June 24 and 25.

The audit team will meet with the appropriate RFETS management at 8:30 a.m. Thursday and Friday morning.

A post-audit conference is scheduled for Friday, June 26, at 10:00 a.m. at the designated RFETS location in Golden, Colorado.

Prepared By: Samuel Vega  
Sam Vega, CAO Audit Team Leader

Date: 6/2/98

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

Date: 6/2/98

Approved By: for R. Dennis Brown  
R. Dennis Brown, CAO QA Manager

Date: 6/2/98