

# memorandum



DATE: June 17, 1998

REPLY TO  
ATTN OF: CAO:ORCA:MAI 98-1219 (UFC 2300.00)

SUBJECT: Audit A-98-09 of MCS's Characterization and Certification Program

TO: Eric Pennala, MCS Project Manager

Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office will conduct an audit of MCS at the Nevada Test Site (NTS) on July 13-17, 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 the 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, at (505) 234-7483, or Marc Italiano, QA Engineer, at (505) 234-7491.

R. Dennis Brown  
Quality Assurance Manager  
Carlsbad Area Office

## Attachment

cc w/attachment:  
CAO QA File  
S. Nielson, CAO  
D. Brown, CAO  
B. Stroud, CAO  
M. Italiano, CAO  
L. Chism, CAO  
K. Karney, NVO  
M. Eagle, EPA  
B. Walker, EEG  
D. Winters, DNFSB  
S. Zappe, NMED  
J. Stroble, WID  
J. Ptacek, CTAC



## CARLSBAD AREA OFFICE AUDIT PLAN

**Audit Number:** A-98-09

**Organization:** Mobile Characterization Services (MCS)

**Date and** July 13-17, 1998

**Location:** Nevada Test Site, Las Vegas, Nevada

**Audit Team:**

Marc Italiano	Audit Team Leader, CAO
Butch Stroud	Certification Manager, CAO
Sue Nielson	Technology Development Manager, CAO
John Ptacek	Auditor, CTAC
Steve Calvert	Auditor, CTAC
Wayne Ledford	Auditor, CTAC
Larry Dell	Auditor, CTAC
Chet Wright	Auditor, CTAC
Ken Coop	Technical Specialist, CTAC
Bill 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 MCS TRU Waste characterization and certification activities, including the interface arrangements with the site generator.

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

Adequacy evaluations of MCS 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

MCS Transuranic Waste Characterization Quality Assurance Project Plan (QAPjP), MCS-102

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

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

Organization  
Personnel Qualification and Training

Nonconformances and Corrective Action  
Documents and Records  
Work Processes  
Procedure Development  
Procurement  
Measuring and Test Equipment  
Assessments/Audits  
Grading  
Software Control  
Data Validation

The following Characterization and technical activities will be evaluated:

Nondestructive Assay  
Real-Time Radiography  
Head Space Gas Sampling and Analysis  
Level I and II Data Review  
WIPP Waste Information System (WWIS)  
Sample Control

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

MCS QAPjP, MCS-102, Revision A

MCS Waste Certification QA Plan, MCS-101, Revision A

Related MCS technical and quality assurance implementing procedures

**Schedule of Audit Activities:**

A pre-audit conference is scheduled for Monday, July 13, at 3:00 p.m. at the DOE-Losee Road Complex, Nevada Support Facility, Room C-211, in Las Vegas.

A post-audit conference is scheduled for Friday, July 17, 1998, at 10:00 a.m. at the DOE-Losee Road Complex, Nevada Support Facility, Room A-107, in Las Vegas.

Prepared By: Marc Italiano  
Marc Italiano, Audit Team Leader

Date: 6/16/98

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

Date: 6/17/98

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

Date: 6/17/98