

United States Government

Department of Energy

memorandum

Carlsbad Area Office
Carlsbad, New Mexico 88221

DATE: July 15, 1998


REPLY TO
ATTN OF: CAO:QA:RDB 98-0966 UFC 2300SUBJECT: Audit (A-98-31) of Idaho National Engineering and Environmental Laboratory (INEEL) TRU
Waste Characterization and Certification Programs

TO: Lori Fritz, ID

Please be advised that a team of auditors from the Carlsbad Area Office (CAO) will conduct an audit at INEEL on July 29 to 30, 1998. The audit will be conducted in accordance with the attached audit plan. EPA-ORIA will also conduct an inspection during our audit.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to INEEL 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 the audit, please contact Butch Stroud at (505) 234-7483 or me at (505) 234-7484.


R. Dennis Brown
Quality Assurance Manager

Attachment



Printed on recycled paper

980713



Steve Zappe

Lori Fritz

-2-

July 15, 1998

cc: w/attachment
M. McFadden, CAO
K. Hunter, CAO
M. Italiano, CAO
B. Stroud, CAO
J. Wells, ID
T. Bowden, CTAC
S. Calvert, CTAC
D. Winters, DNFSB
B. Walker, EEG
M. Eagle, EPA
K. Rogers, EPA
T. Clements, INEEL-LMITCO
G. Hayes, INEEL-LMITCO
✓ S. Zappe, NMED
J. Stroble, WID



ARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-98-31

Organization: Idaho National Engineering and Environmental Laboratory (INEEL)

Date and Location: July 29 to 30, 1998
Idaho Falls, Idaho

Audit Team:

Marc Italiano	Audit Team Leader/CAO
Steve Calvert	Auditor/CTAC
Steve Davis	Auditor/CTAC
Larry Dell	Auditor/CTAC
Pete Rodriguez	Auditor/CTAC
Jeff May	Auditor/CTAC
Fred Dunhour	Auditor/CTAC
Mark Doherty	Technical Specialist/CTAC
Ken Coop	Technical Specialist/CTAC
Vann Bynum	Technical Specialist/SAIC

Audit Scope: The audit will evaluate the continued adequacy and effective implementation of technical and quality assurance activities related to INEEL Transuranic Waste Characterization and Certification.

Activities/Tasks to be Audited:

The following CAO Quality Assurance Program Document (QAPD) elements will be evaluated:

- Training
- Procurement
- Document Control
- Audits
- Software Quality Assurance

The following TRU Waste Characterization Quality Assurance Program Plan (QAPP) technical elements will be evaluated:

- Nondestructive Assay (NDA)
- Real Time Radioscopy (RTR)
- Visual Examination (VE)
- Acceptable Knowledge (AK)
- WIPP Waste Information System (WWIS)

Governing Documents/Requirements:

Adequacy evaluations of INEEL TWCP documents will be based on the current revisions of the following CAO 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 INEEL and related documents:

INEEL Site Project Office Quality Assurance Project Plan (QAPjP) for the Transuranic Characterization Program, PLN-190, including the subtier Facility Implementation Plans

INEEL TRU Waste Characterization, Transportation, and Certification Quality Program Plan (QPP), PLN-182

Program Plan for Certification of INEL Contact-Handled Stored Transuranic Waste, INEL-96/0345

Related INEEL and ANL-W technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Wednesday, July 29, at 8:00 a.m. at the INEEL RWMC location.

The audit team will meet with appropriate INEEL management personnel at 8:30 a.m. Thursday at the RWMC location.

A post-audit conference is scheduled for Thursday, July 30, at 4:00 p.m. at the Technical Support Building in Idaho Falls.

Prepared By: *R. Dennis Brown for MARC Italiano*
Marc Italiano, Audit Team Leader

Date: *7/10/98*

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

Date: *7/10/98*

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

Date: *7/10/98*