

United States Government

Department of Energy

memorandum

Carlsbad Area Office
Carlsbad, New Mexico 88221

DATE: August 11, 1998

**REPLY TO
ATTN OF:** CAO:QA:SAV 98-0996 UFC 2300

SUBJECT: Audit (A-98-29) 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 on August 31 through September 2, 1998. The audit will be conducted in accordance with the attached audit plan. Observers from the Environmental Protection Agency 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, Certification Manager, at (505) 234-7483, or Dennis Brown, QA Manager, at (505) 234-7484.



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

Attachment



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Keith Klein

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August 11, 1998

cc w/attachment:

D. Brown, CAO

L. Chism, CAO

B. Stroud, CAO

S. Vega, CAO

T. Bowden, CTAC

M. Horseman, CTAC

D. Winters, DNFSB

B. Walker, EEG

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✓ S. Zappe, NMED

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CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: CAO A-98-29

Organization: Rocky Flats Environmental Technology Site (RFETS)

Date and Location of Audit: August 31-September 2, 1998
Golden, Colorado

Audit Team:

Sam Vega	Audit Team Leader, CAO
Butch Stroud	CAO Audit Manager
Marlin Horseman	Auditor, CTAC
Amy Arceo	Auditor, CTAC
Charlie Riggs	Auditor, CTAC
Mark Doherty	Technical Specialist, CTAC
Vann Bynum	Technical Specialist, LANL
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 RFETS TRU Waste characterization and certification activities associated with Salt Residue Stabilization and LECO Crucibles Repackaging processes.

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) activities specific to the Salt Residue Stabilization LECO Crucibles Repackaging process will be evaluated:

Organization	Control of Nonconforming Items
Personnel Qualification and Training	Corrective Action
Documents and Records	Measuring and Test Equipment
QA Grading	Assessments
Procurement	Sample Control
Control of Processes	Software

The following technical activities will be evaluated:

Sampling Analysis Plan
Calorimetry
Waste Treatment
Pipe Overpacks
Testing - NDA
Visual Examination
Acceptable Knowledge

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, 3-MAN-008-WM-001

Related RFETS technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, August 31, 1998, at 8:00 a.m.

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

The audit team will meet with the appropriate RFETS management at 8:30 a.m. each morning (Tuesday and Wednesday).

A post-audit conference is scheduled for Wednesday, September 2, at 2:00 p.m. at the designated RFETS location in Golden, Colorado.

Prepared by: *M. Ottalano*
for Sam Vega, CAO Audit Team Leader

Date: 8/10/98

Approved by: *Butch Stroud*
Butch Stroud, CAO Waste Certification Manager

Date: 8/10/98

Approved by: *M. Ottalano*
for R. Dennis Brown, CAO QA Manager

Date: 8/10/98