DATE: October 20, 1998

REPLY TO ATTN OF: CAO:QA:SAV 98-1558 UFC 2300

SUBJECT: Audit A-99-02 of TRUtech's Characterization and Certification Program

TO: Karen Knudtsen, TRUtech Project Manager

Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office will conduct an audit of TRUtech at the Nevada Test Site (NTS) on November 9-12, 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, you may contact Marc Italiano at (505) 234-7491 or Butch Stroud at (505) 234-7483.

Michael H. McFadden
Acting Manager

Attachment
Karen Knudtsen

cc w/original attachment:
L. Chism, CAO

cc w/attachment:
S. Countiss, CAO
M. Italiano, CAO
B. Stroud, CAO
S. Vega, CAO
T. Bowden, CTAC
D. Winters, DNFSB
B. Walker, EEG
M. Eagle, EPA
M. Giblin, NVO
C. Karney, NVO
S. Zappe, NMED
J. Streier, TRUtech

October 20, 1998
CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-99-02
Organization: TRUtech, Inc.
Date and Location: November 9-12, 1998, Las Vegas, Nevada

Audit Team:
- Marc Italiano: Audit Team Leader, CAO
- Butch Stroud: CAO Management Representative
- John Ptacek: Auditor, CTAC
- Chet Wright: Auditor, CTAC
- Larry Dell: Auditor, CTAC
- Steve Hans: Auditor, CTAC
- Jim Bresson: Technical Specialist, CTAC
- Mark Doherty: Technical Specialist, CTAC

Audit Scope: The audit includes evaluation of the adequacy, implementation, and effectiveness of technical and quality assurance processes related to the TRUtech TRU Waste characterization and certification activities, including interface arrangements with the site generator.

The audit team will evaluate activities that were determined to be indeterminate or unacceptable during the previous CAO audit (A-99-20), and new activities that have been implemented since the last audit.

Governing Documents/Requirements:
Adequacy evaluations of TRUtech-specific documents will be based on the current revisions of the following documents:

- Quality Assurance Program Document (QAPD), CAO-94-1012
- Transuranic Waste Characterization Quality Assurance Program Plan (QAPP), CAO-94-1010
- Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC), DOE/WIPP-069
- TRUtech Transuranic Waste Characterization Quality Assurance Project Plan (QAPjP), TT-DOC-001
Activities to be Audited:

The following quality assurance and technical activities, concluded to be indeterminate or unacceptable during the last audit (A-98-20), will be evaluated.

Quality Assurance Activities:

- Organization
- QA Program Implementation
- Interface Control
- Procurement
- Measuring and Test Equipment
- Audits and Assessments
- Software Control

Technical Activities:

- Nondestructive Assay (NDA)
- Nondestructive Examination (NDE)
- Level I and II Data Validation
- Headspace Gas Sampling and Analysis
- Sample Control
- Waste Container Management

Technical and quality assurance checklists will be developed from the active revision of the following documents:

- TRUtech Quality Assurance Project Plan, TT-DOC-001
- TRUtech Team Mobile Systems Program Transuranic Waste Certification Plan, TT-DOC-002
- Related TRUtech technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, November 9, at 8:00 a.m. at the designated location in Las Vegas, Nevada.

A daily audit team caucus meeting will be held at 4:00 p.m. Monday through Thursday in the designated team working room at the NTS site.
The audit team will meet daily with the appropriate TRUtech management at 9:00 a.m. Tuesday through Thursday at the NTS site location.

A post-audit conference is scheduled for Thursday, November 12, 1998 at 2:00 p.m. at the designated location in Las Vegas, Nevada.

Prepared By: Marc Italiano, Audit Team Leader

Approved By: Butch Stroud, CAO Waste Certification Manager

Approved By: Michael H. McFadden, Acting Manager