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Department of Energy

memorandum

Carlsbad Area Office
Carlsbad, New Mexico 88221

DATE: October 20, 1998

REPLY TO
ATTN OF: CAO:QA:SAV 98-1559 UFC 2300

SUBJECT: Audit (A-99-01) of Nevada Test Site

TO: Michael Giblin, NVO



Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office will conduct a follow-up audit at the Nevada Test Site (NTS) on November 2-10, 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 NTS 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.

A handwritten signature in black ink, appearing to read "Michael H. McFadden".

Michael H. McFadden
Acting Manager

Attachment



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Michael Giblin

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October 20, 1998

cc w/original attachment:

L. Chism, CAO

cc w/attachment:

M. Italiano, CAO

B. Stroud, CAO

S. Vega, CAO

B. Foster, Bechtel-NV

M. Griffin, Bechtel-NV

S. Nolan, Bechtel-NV

T. Bowden, CTAC

D. Winters, DNFSB

B. Walker, EEG

M. Eagle, EPA

✓S. Zappe, NMED

CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-99-01

Organization: Nevada Test Site (NTS)

Date and Location: November 2-10, 1998
Las Vegas, Nevada

Audit Team:

Sam Vega	Audit Team Leader, CAO
Butch Stroud	CAO Management Representative
Steve Calvert	Auditor, CTAC
Jeff May	Auditor, CTAC
Larry Dell	Auditor, CTAC
Mark Doherty	Technical Specialist, CTAC
Vann Bynum	Technical Specialist, LANL

Audit Scope: The audit includes evaluation of the adequacy, implementation, and effectiveness of technical and quality assurance processes related to the NTS TRU Waste characterization and certification activities, including the NTS Acceptable Knowledge process and interface arrangements with the mobile services contractors.

The audit team will evaluate activities that were determined to be indeterminate or unacceptable during the previous CAO audit (A-98-25); new activities that have been implemented since the last audit; and the status of activities not yet implemented (e.g., software, Level 2 data validation, and WWIS).

Governing Documents/Requirements:

Adequacy evaluations of NTS-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

Transuranic Waste Characterization Quality Assurance Project Plan (QAPjP), Bechtel Nevada, L-E10.301.LWC

Activities to be Audited:

The following quality assurance and technical activities, concluded to be indeterminate or unacceptable during the last audit (A-98-25), will be evaluated.

Quality Assurance Activities:

- Organization
- QA Program Implementation
- Personnel Qualification and Training
- Nonconformances and Corrective Action
- Records
- Work Processes
- QA Grading
- Assessments

Technical Activities:

- Payload Container Inspection and Tracking
- Acceptable Knowledge

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

Bechtel Nevada QAPjP, L-E10.301.LWC

NTS Transuranic Waste Certification and Quality Assurance Plan, B-A20/97.03

Bechtel Nevada Performance Assurance Management Plan, B-A20/96.01

Related NTS technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, November 2, at 2:00 p.m. at the designated NTS location in Las Vegas, Nevada.

An audit team caucus will be held at 4:00 p.m. Tuesday through Friday (November 3-6) and Monday (November 9).

The audit team will meet with appropriate NTS management at 8:30 a.m. each work day (November 4-10) at the designated NTS location in Mercury, Nevada.

A post-audit conference is scheduled for Tuesday, November 10, 1998, at 4:00 p.m. at the designated NTS location in Las Vegas, Nevada.

Prepared By: Mark Italiano Date: 10/20/98
for Sam Vega, Audit Team Leader

Approved By: Butch Stroud Date: 10/20/98
Butch Stroud, CAO Waste Certification Manager

Approved By: Michael H. McFadden Date: 10/20/98
Michael H. McFadden, Acting Manager