

United States Government



Department of Energy

memorandum

Carlsbad Area Office
Carlsbad, New Mexico 88221

DATE: April 26, 1999

REPLY TO
ATTN OF: CAO:QA:MAI:99-0807:UFC 2300.00

SUBJECT: Audit (A-99-08) 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 Idaho National Engineering and Environmental Laboratory (INEEL) in Idaho Falls, Idaho, May 17-21, 1999. The audit will be conducted in accordance with the enclosed audit plan. Please note that EPA will be performing an inspection during this period. Also, other observers may be present 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 me at (505) 234-7484.

Marc A. Italiano
Quality Assurance Manager

Attachment

990422



Lori Fritz

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cc: w/attachment

S. Vega, CAO

L. Chism, CAO

J. Wells, DOE-ID

G. Hayes, INEEL-LMITCO

T. Clements, INEEL-LMITCO

M. Eagle, EPA

S. Monroe, EPA

S. Zappe, NMED

B. Walker, EEG

S. Calvert, CTAC

T. Bowden, CTAC

J. Stroble, WID

D. Winter, DNFSB



CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-99-08

Organization: Idaho National Engineering and Environmental Laboratory (INEEL)

Date and Location: May 17-21, 1999
Idaho Falls, Idaho

Audit Team:

Sam Vega	CAO TRU Waste Certification Manager
Steve Calvert	Audit Team Leader/CTAC
Lea Chism	Auditor/CAO
Chet Wright	Auditor/CTAC
Steve Davis	Auditor/CTAC
Jeff May	Auditor/CTAC
Pete Rodriguez	Auditor/CTAC
Jack Walsh	Auditor/CTAC
Amy Arceo	Auditor/CTAC
Mario Chavez	Auditor/CTAC
Jim Bresson	Technical Specialist/CTAC
Mark Doherty	Technical Specialist/CTAC
Bill Verrett	Technical Specialist/CTAC
Kerry Watson	Technical Specialist/CTAC
Trey Greenwood	Technical Specialist/CTAC
Ava Holland	Technical Specialist/CTAC
Tom Ward	Technical Specialist/WID

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

Activities/Tasks to be Audited:

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

- Organization/QA Program Implementation
- Personnel Qualification and Training
- QA Grading
- Documents and Records
- Work Processes
- Procurement
- Control of Measuring and Test Equipment
- Control of Nonconforming Items
- Corrective Action
- Assessments/Audits
- Sample Control
- Software Requirements

The following CAO Characterization (QAPP) technical elements will be evaluated:

- Sampling Process Design
- Sampling - Headspace Gas, Solids
- Nondestructive Assay (NDA)
- Real Time Radioscopy (RTR)
- Visual Examination
- Analysis - On Line, Headspace Gas, Solids
- Data Validation, Usability, and Reporting
- Performance Demonstration Program (PDP)

The following CAO Transportation technical elements will be evaluated:

- Inspection of Packaging
- Payload Certification
- Preparation and Loading
- Shipping
- Packaging Maintenance

The following CAO Waste Acceptance Criteria (WAC) technical elements will be evaluated:

- Waste Stream Profile Forms
- WIPP Waste Information System (WWIS)

Governing Documents/Requirements:

Adequacy evaluations of INEEL TWCP 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

Safety Analysis Report for TRUPACT-II Shipping Package, Appendix 1.3.7,
TRAMPAC and the TRUPACT-II Certification of Compliance, NRC 71-9281

Programmatic and technical checklists will be developed from the active revision of the following 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

RWMC Compliance Plan for TRUPACT-II Authorized Methods for Payload Control (TRAMPAC), WM-PD-88-012.

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

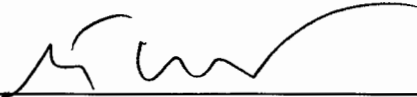
Schedule of Audit Activities:

A preaudit conference is scheduled for Monday, May 17, at 8:30 a.m. at the INEEL RWMC location.

Audit team caucuses will be held at 5:00 p.m. Monday through Wednesday at the RWMC location

The audit team will meet with the appropriate INEEL management at 8:30 a.m. Tuesday, Wednesday, Thursday, and Friday at the RWMC location.

A postaudit conference is scheduled for Friday, May 21, at 4:00 p.m. at the RWMC location.

Approved By: 
Steven D. Calvert, Audit Team Leader

Date: 4/26/99

Approved By: 
for Marc Italiano, CAO QA Manager

Date: 4/26/99