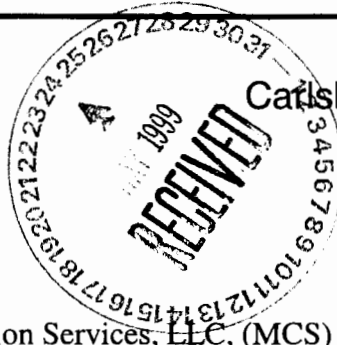


ENTERED

United States Government

Department of Energy

memorandumCarlsbad Area Office
Carlsbad, New Mexico 88221

DATE: May 17, 1999

REPLY TO
ATTN OF: CAO:QA:MAI:99-0833:UFC 2300.00

SUBJECT: Audit (A-99-18) of Mobile Characterization Services, LLC, (MCS)

TO: Eric Pennela, MCS Project Manager

Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office will conduct an audit at the Mobile Characterization Services, LLC (MCS) on June 7-11, 1999. 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.

MCS representatives are requested to coordinate with the audit team to develop the necessary documentation for the audit team to gain access to 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 Beth Bennington at (505) 234-7482.

Marc A. Italiano
Quality Assurance Manager

Attachment

cc w/ attachment:
 B. Bennington, CAO
 S. Vega, CAO
 L. Chism, CAO
 A. Colarusso, NVO
 D. Armstrong, NVO
 B. Foster, Bechtel-NV
 M. Griffin, Bechtel-NV
 S. Nolan, Bechtel-NV
 D. Davidson, MCS
 M. Eagle, EPA
 S. Monroe, EPA
 B. Walker, EEG
 D. Winters, DNFSB
 S. Zappe, NMED
 P. Rodriguez, CTAC

990508



CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-99-18

Organization: Mobile Characterization Services (MCS), LLC.

Date and Location: June 7-11, 1999
Las Vegas, Nevada

Audit Team:

Pete Rodriguez	Audit Team Leader, CTAC
Beth Bennington	CAO Management Representative
Sam Vega	CAO Management Representative
Amy Arceo	Auditor, CTAC
Dave Kimbro	Auditor, CTAC
Steve Hans	Auditor, CTAC
Jeff May	Auditor, CTAC
Jack Walsh	Auditor, CTAC
Chet Wright	Auditor, CTAC
Mark Doherty	Technical Specialist, CTAC
Howard Seeley	Technical Specialist, CTAC
Trey Greenwood	Technical Specialist, CTAC
BJ Verret	Technical Specialist, CTAC
Kerry Watson	Technical Specialist, CTAC

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

Governing Documents/Requirements:

Adequacy evaluations of MCS-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

MCS Transuranic Waste Characterization Quality Assurance Project Plan (QAPjP), MCS-102

Activities to be Audited:

The following quality assurance and technical activities will be evaluated:

Quality Assurance Activities:

- Organization
- QA Program Implementation
- Interface Control
- Personnel Qualification and Training
- Nonconformances and Corrective Action
- Documents and Records
- Procedure Development
- Procurement
- Measuring and Test Equipment
- Audits and Surveillances
- Software Control
- Data Validation

Technical Activities:

- Nondestructive Assay
- Real-Time Radiography
- Level I Data Validation

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

MCS Quality Assurance Project Plan, MCS-102

MCS Waste Certification QA Plan, MCS-101

Related MCS technical and quality assurance implementing procedures

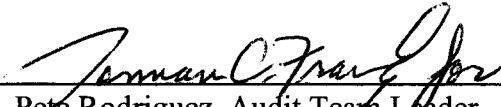
Schedule of Audit Activities:

A preaudit conference is scheduled for Monday, June 7, at 9:00 a.m. at the designated location in Las Vegas, Nevada.

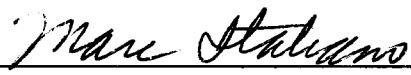
An audit team caucus will be held at 4:00 p.m. Monday through Thursday.

The audit team will meet daily with the appropriate MCS management at 8:30 a.m. Tuesday through Friday at the designated NTS location in Mercury, Nevada.

A postaudit conference is scheduled for Friday, June 11, 1999 at 1:00 p.m. at the designated location in Las Vegas, Nevada.

Prepared By: 
Pete Rodriguez, Audit Team Leader

Date: 5/18/99

Approved By: 
Marc Italiano, CAO QA Manager

Date: 5/18/99