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United States Government

Department of Energy

Carlsbad Area Office  
Carlsbad, New Mexico 88221

# memorandum



DATE: May 18, 1999  
REPLY TO  
ATTN OF: CAO:QA:MAI:99-0834:UFC 2300.00  
SUBJECT: Audit (A-99-20) of Nevada Test Site (NTS)

TO: Angela Colarusso, NVO

Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office will conduct an audit at the Nevada Test Site (NTS) 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.

NTS 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 or me at (505) 234-7484.

*m. Lea Chism*

*for* Marc A. Italiano  
Quality Assurance Manager

### Attachment

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

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**CARLSBAD AREA OFFICE AUDIT PLAN****Audit Number:** A-99-20**Organization:** Nevada Test Site (NTS)**Date and** June 7-11, 1999**Location:** Las Vegas, Nevada**Audit Team:**

Beth Bennington	Waste Certification Manager, CAO
Steve Calvert	Audit Team Leader, CTAC
Jeff May	Auditor, CTAC
Mario Chavez	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. Corrective actions associated with issues identified during audit A-99-01 will be evaluated for implementation and effectiveness.**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 activities will be evaluated:

Quality Assurance Activities:

Personnel Qualification and Training  
Documents and Records  
Work Processes  
Software Quality Assurance

Work Processes  
Software Quality Assurance  
Mobile Vendor Interface Control

**Characterization technical activities:**

Level II Data Validation  
Acceptable Knowledge  
Reconciliation of Confirmatory Data  
WWIS

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, June 7, at 9:00 a.m. at the designated NTS 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 with appropriate NTS management at 8:30 a.m. Tuesday through Friday at the designated NTS location in Mercury, Nevada.

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

Prepared By:   
Steven D. Calvert, Audit Team Leader

Date: 5/12/99

Approved By:   
Marc A. Italiano, CAO QA Manager

Date: 5/18/99