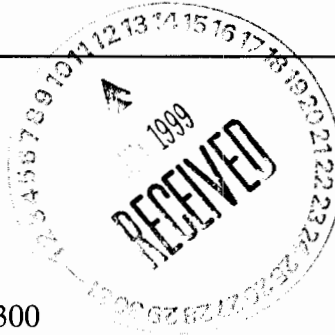


United States Government

Department of Energy  
Carlsbad Area Office**memorandum**

ENTERED

DATE: **JUNE 8, 1999**

REPLY TO  
ATTN OF: **CAO:QA:MEB 99-0937 / UFC 2300**

SUBJECT: **Audit (A-99-21) of Rocky Flats Environmental Technology Site (RFETS) TRU Waste Characterization and Certification Activities**

TO: **Joseph A. Legare, Assistant Manager for Environment and Compliance**

Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office will conduct an audit at Rocky Flats Environmental Technology Site (RFETS) on June 15-18, 1999. 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 team to gain access to RFETS facilities, conduct the audit, and provide access to appropriate documentation and records. Required resources include a room for audit entrance and exit meetings that can accommodate up to 20 people (with overhead projector), separate working rooms for the CAO and EPA teams, a full set of RFETS documentation applicable to WIPP, two flip charts and marking pens for the audit team working rooms, and miscellaneous office supplies (e.g., pens, paper, copy machine, Post-It-Notes, stapler, "scotch" tape, etc.) for each working room.

If you have any questions or comments concerning this audit, please contact Beth Bennington, Waste Certification Manager, (505) 234-7482.

Robert A. Stroud, Team Leader  
National TRU Waste Program

## Attachment

cc w/attachment:  
 L. Chism, CAO  
 S. Vega, CAO  
 B. Bennington, CAO  
 K. Hunter, CAO  
 S. Zappe, NMED  
 M. Eagle, EPA  
 S. Monroe, EPA  
 J. O'Leary, RMRS, RFETS  
 B. Walker, EEG  
 T. Bowden, CTAC  
 C. Riggs, CTAC

990606



## CARLSBAD AREA OFFICE AUDIT PLAN

**Audit Number:** CAO A-99-21  
**Organization:** Rocky Flats Environmental Technology Site (RFETS)

**Date and Location:** June 15-18, 1999  
Golden, Colorado

**Audit Team:**

Beth Bennington	Management Representative, CAO
Charlie Riggs	Audit Team Leader, CTAC
Jack Walsh	Auditor, CTAC
William Weston	Technical Specialist, WID
Kerry Watson	Technical Specialist, CTAC
Mark Doherty	Technical Specialist, CTAC

**Observers:**

Willie Most	Observer, WID
Ben Walker	Observer, EEG

**Audit Scope:** The audit will evaluate the adequacy and implementation of RFETS TRU Waste activities as they relate to the Hazardous Waste Facility Draft Permit (see below). The audit will be performed by completing Permit Attachment B6, Tables B6-1 through B6-6 for those areas that have not been verified during a previous CAO Audit.

### Governing Documents/Requirements:

Adequacy evaluations of new and revised RFETS site and TWCP specific 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, Revision 0, and interim changes dated February 1996 and November 15, 1996*

*Waste Acceptance Criteria for the Waste Isolation Pilot Plant, DOE/WIPP-069*

*Hazardous Waste Facility Draft Permit Waste Isolation Pilot Plant EPA No. NM4890139088 by the New Mexico Environment Department November 13, 1998*

**Activities to be Audited:**

The following activities will be evaluated:

- Waste Analysis Plan (WAP)
- Solids and Soils/Gravel Sampling
- Acceptable Knowledge
- Headspace Gas
- Radiography
- Visual Examination

Corrective actions and status of the following corrective action reports (CARs) from CAO Audits A-99-07 and A-99-09 and CAO CAR 99-040 will be evaluated:

CARs 99-034, 99-035, 99-036, 99-037, 99-038, 99-039, 99-041, and 99-042.

**Schedule of Audit Activities:**

A preaudit conference is scheduled for Tuesday, June 15, 1999, at 8:30 a.m.

An Audit team caucus will be held at 4:30 p.m. Tuesday through Thursday.

The audit team will meet with the appropriate RFETS management at 8:30 a.m. Wednesday and Thursday morning.

A postaudit conference is scheduled for Friday, June 18, 1999, at 9:00 a.m. at the designated RFETS location in Golden, Colorado.

Prepared By: Charles L. Riggs Date: 6/4/99  
Charles L. Riggs, Audit Team Leader

Approved By: Mary E. Bennington Date: 6/4/99  
Mary E. Bennington,  
CAO Waste Certification Manager

Approved By: Robert A. Stroud Date: 6/4/99  
Robert A. Stroud, Team Leader  
National TRU Waste Program

Approved By: Marc Italiano Date: 6/4/99  
Marc Italiano, CAO Quality Assurance Manager