

memorandum

Carlsbad Area Office
Carlsbad, New Mexico 88221

ENTERED

DATE: October 15, 1999


REPLY TO
ATTN OF: CAO:QA:SAV 99-1169 UFC 300SUBJECT: Audit (A-00-02) of Rocky Flats Environmental Technology Site (RFETS)
TRU Waste Characterization of Salt, Dry, Ash, and Wet Combustible Residue Repackaging
TO: Activities

Joseph A. Legare, RFFO

Please be advised that a team of auditors and technical specialists from the Carlsbad Area Office (CAO) will conduct an audit at RFETS on November 16-18, 1999. The audit will be conducted in accordance with the attached audit plan. The purpose of the audit is to determine whether the subject processes should be certified by DOE/CAO for the WIPP project. The EPA will concurrently perform their 40CFR194.8 inspection during this audit.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for the audit team to gain access to RFETS facilities, conduct the audit, and have appropriate access to appropriate documentation and records. RFFO is expected to provide meeting rooms (with overhead projector) to hold approximately 50 people for the entrance and exit meetings, working rooms for the audit team and the EPA inspectors, a full set of documentation applicable to RFFO work for the WIPP including the applicable procedures, two flip charts and marking pens for the audit team working room, 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 me at (505) 234-7423.



for Samuel A. Vega
Acting Quality Assurance Manager

Attachment



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Joseph A. Legare

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October 15, 1999

cc w/original attachment:

L. Chism, CAO

cc w/attachment:

B. Bennington, CAO

B. Stroud, CAO

S. Vega, CAO

T. Bowden, CTAC

C. Riggs, CTAC

D. Winters, DNFSB

B. Walker, EEG

M. Eagle, EPA

S. Monroe, EPA

✓ S. Zappe, NMED

M. Castagneri, RFETS

G. O'Leary, RFETS



CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: CAO A-00-02

Organization: Rocky Flats Environmental Technology Site (RFETS)

Date and Location: November 16-18, 1999
Golden, Colorado

Audit Team:

Sam Vega	Quality Assurance Manager, CAO
Charlie Riggs	Audit Team Leader, CTAC
Wayne Ledford	Auditor, CTAC
Dee Scott	Auditor, CTAC
Dave Kimbro	Auditor, CTAC
Steve Hans	Auditor, CTAC
Jim Bresson	Technical Specialist, CTAC
Ken Coop	Technical Specialist, CTAC
Richard Blauvelt	Technical Specialist, CTAC
Trey Greenwood	Technical Specialist, CTAC

Waste Certification Manager: Beth Bennington Waste Certification Manager, CAO

Audit Scope: The audit will evaluate the adequacy, implementation, and effectiveness of technical processes related to RFETS TRU Waste characterization and certification activities associated with Salt Residue Repack Buildings 371 and 707, Dry Residue Repacking, Ash Residue Repack Projects Building 707, and Combustible Residue Repackaging Building 371. The Building 371 Segmented Gamma Scanner (SGS) Drum Counter and mobile Tomographic Gamma Scanner (TGS) will also be evaluated.

The EPA will be conducting their 40CFR194.8 inspection concurrent with this audit.

Governing Documents/Requirements:

Adequacy evaluations of new and revised RFETS site and TRU Waste Characterization Program (TWCP) specific documents will be based on the current revisions of the following documents:

CAO Quality Assurance Program Document (QAPD), CAO-94-1012

Transuranic Waste Characterization Quality Assurance Program Plan (QAPP), CAO-94-1010, Revision 0, and interim changes dated February 1996 and November 15, 1996

Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC), DOE/WIPP-069

Activities to be Audited:

The following technical activities will be evaluated:

Testing – Non Destructive Assay (NDA)

- SGS Drum Counter
- SGS Can Counters
- TGS Mobile (from LANL)

Repackaging/Visual Examination

Acceptable Knowledge

Field Sample QC Data Collections

The status of the following corrective action reports (CARs) from CAO Audit A-99-17 will be evaluated:

CAR 99-112

CAR 99-113

CAR 99-114

CAR 99-115

Checklists will be developed from the active revisions of the following documents and associated implementing procedures:

RFETS Quality Assurance Project Plan (QAPjP) for the Transuranic Waste Characterization Program, 95-QAPjP-0050

RFETS Salt Residue Repack Building 371 and Building 707 Process Control Plan, RS-020-021

RFETS Dry Residue Repacking Process Control Plan, RS-020-013

RFETS Ash Residue Repack Projects Building 707 Process Control Plan, RS-020-012

RFETS Combustible Residue Repackaging Building 371 Process Control Plan, RS-020-018

RFETS Transuranic Waste Management Manual, 3-MAN-008-WM-001

Related RFETS technical and quality assurance implementing procedures

Schedule of Audit Activities:

A preaudit conference will be held Tuesday, November 16, 1999, at 8:30 a.m.

An audit team caucus will be held Tuesday and Wednesday at 4:00 p.m.

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

A postaudit conference is scheduled for Thursday, November 18, 1999, at 4:30 p.m. All meetings will take place at the designated RFETS location in Golden, Colorado.

Prepared By: *Charles L. Riggs*
Charles L. Riggs, Audit Team Leader

Date: 10/12/99

Approved By: *Samuel A. Vega*
for Samuel A. Vega, CAO Quality Assurance Manager

Date: 10/14/99