memorandum

DATE: October 22, 1999

REPLY TO: CAO:QA:SAV 99-1178 UFC 2300

ATTN OF: Audit (A-00-02) of Rocky Flats Environmental Technology Site (RFETS)

SUBJECT: TRU Waste Characterization of Salt, Dry, Ash, and Wet Combustible Residue Repackaging

TO: 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 revised 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.

Received: 991015

Attachment
Joseph A. Legare

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

October 22, 1999
CARLSBAD AREA OFFICE REVISED 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
- 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

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 the Segmented Gamma Scanner (SGS) Drum Counter, SGS Can Counters, and mobile Tomographic Gamma Scanner (TGS). Acceptable Knowledge and Field Sample QC Data Collections 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)

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, Audit Team Leader

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