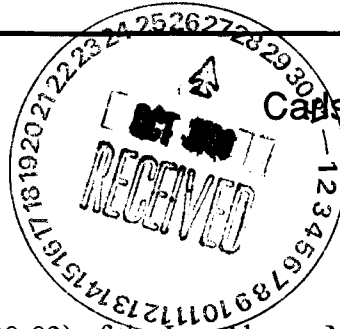


ENTERED

United States Government

Department of Energy

memorandumCarlsbad Area Office
Carlsbad, New Mexico 88221

DATE: October 22, 1999

REPLY TO
ATTN OF: CAO:QA:SAV 99-1177 UFC 2300


SUBJECT: Notification and Audit Plan for Audit (A-00-03) of the Los Alamos National Laboratory (LANL) QA Program Supporting TRU Waste Characterization and Certification

TO: Christopher P. Murnane, LAAO

Please be advised that a team of auditors from the Carlsbad Area Office (CAO) will conduct an audit at LANL during the period November 9 and 10, 1999. The scope of the audit is to evaluate the continuing adequacy, implementation, and effectiveness of critical elements of the LANL QA program for the characterization and certification of TRU waste. Since LANL's TRU waste characterization and certification activities are in the process of being realigned to meet the requirements of the WIPP Hazardous Waste Facility Permit, the technical activities will be evaluated after the LANL realignment is completed and no TRU waste will be shipped from LANL to WIPP until both the QA and technical activities are recertified. The audit will be conducted in accordance with the attached audit plan. Observers from the Environmental Protection Agency (EPA) will participate in the audit. Other interested parties may also accompany the audit team as Observers.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to LANL 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 the audit, please contact me at (505) 234-7423.

for 
Samuel A. Vega
Acting Quality Assurance Manager

Attachment



printed on recycled paper

991016



Christopher P. Murnane

- 2 -

October 22, 1999

cc w/original attachment:

L. Chism, CAO

cc w/attachment:

B. Bennington, CAO

B. Stroud, CAO

S. Vega, CAO

T. Bowden, CTAC

J. Ptacek, CTAC

D. Winters, DNFSB

B. Walker, EEG

M. Eagle, EPA

S. Monroe, EPA

M. Gavett, LANL

P. Rogers, LANL

✓ S. Zappe, NMED

J. Stroble, WID

CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: CAO A-00-03

Organization: Los Alamos National Laboratory (LANL)

Date and November 9-10, 1999

Location: Los Alamos, New Mexico

Audit Team: Sam Vega Quality Assurance Manager, CAO
John Ptacek Audit Team Leader, CTAC
Mario Chavez Auditor, CTAC

Audit Scope: The audit will evaluate the continuing adequacy, implementation, and effectiveness of critical elements of the LANL QA program for the characterization and certification of TRU waste. LANL's technical waste characterization and certification activities are in the process of being realigned to meet the requirements of the WIPP Hazardous Waste Facility Permit and will be evaluated after their technical programs are finalized. No TRU waste will be shipped from LANL to WIPP until both the QA and technical activities are recertified.

Governing Documents/Requirements:

Adequacy evaluations of the LANL QA program will be based on the current revision of the *CAO Quality Assurance Program Document (QAPD)*, CAO-94-1012

Activities to be Audited:

The following QA programmatic elements will be evaluated:

- Organization
- Document Control
- Records
- Training
- Corrective Action

The status of the following corrective action reports (CARs) from CAO Audits A-99-04 and A-99-22 will be evaluated:

- CAR 99-080
- CAR 99-081
- CAR 99-089
- CAR 99-090
- CAR 99-091
- CAR 99-098

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

LANL Transuranic Waste Quality Assurance Project Plan (QAPjP), TWCP-PLAN-0.2.3-001

Related LANL quality assurance implementing procedures

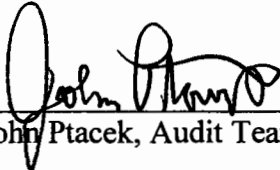
Schedule of Audit Activities:

A preaudit conference will be held Tuesday, November 9, 1999, at 3:00 p.m. in the designated location.

Auditing activities will commence on Wednesday, November 10, 1999 at 7:30 a.m.

A postaudit conference is scheduled for Wednesday, November 10, 1999, at 4:30 p.m.

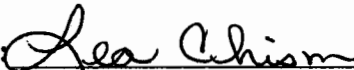
Prepared By: _____


John Ptacek, Audit Team Leader

Date: _____

10/9/99

Approved By: _____


for Samuel A. Vega, CAO Quality Assurance Manager

Date: _____

10/22/99