

United States Government


Department of Energy


memorandum

Carlsbad Area Office
Carlsbad, New Mexico 88221**DATE:** November 18, 1999**REPLY TO
ATTN OF:** CAO:QA:SAV 99-1192 UFC 2300**SUBJECT:** Audit (A-00-08) of Rocky Flats Environmental Technology Site (RFETS)
TRU Waste Characterization of Debris Waste**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 Rocky Flats Environmental Technology Site on December 13-17, 1999. The audit will be conducted in accordance with the attached audit plan. The purpose of the audit is to determine whether debris waste should be certified by DOE/CAO for the WIPP project. Representatives from DOE/CAO, the Environmental Protection Agency (EPA), the New Mexico Environment Department (NMED), the Environmental Evaluation Group (EEG), and the Westinghouse Waste Isolation Division (WID) may be present to observe the audit process.

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 necessary documentation and records. Please 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 RFETS 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
Quality Assurance Manager

Attachment



Joseph Legare

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November 18, 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

J. O'Leary, RFETS





Department of Energy

Carlsbad Area Office
P. O. Box 3090
Carlsbad, New Mexico 88221

November 18, 1999

Mr. John Kieling, Manager
Hazardous Waste Permits Program
Hazardous and Radioactive Materials Bureau
New Mexico Environment Department
P. O. Box 26110
Santa Fe, NM 87502-6110

Dear Mr. Kieling:

This letter transmits the audit plan for the CAO audit to be conducted at the Rocky Flats Environmental Technology Site on December 13 - 17, 1999, as required by the WIPP Hazardous Waste Facility Permit, Section B4-3f. The audit plan identifies the audit team members as required by Section B6-3 of the Permit.

I certify under penalty of law that this document and all enclosures were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Please contact the CAO Quality Assurance Manager, Sam Vega, at (505) 234-7423, should you have any questions about this notification.

Sincerely,

A handwritten signature in cursive script, reading "Inés R. Triay".

Dr. Inés R. Triay, Manager
Carlsbad Area Office
U. S. Department of Energy

A handwritten signature in cursive script, reading "John Lee for".

Joseph Epstein, General Manager
Westinghouse Waste Isolation Division

Enclosure



Mr. John Kieling

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November 18, 1999

cc:

I. Triay, CAO
B. Bennington, CAO
L. Chism, CAO
C. Holman, CAO
M. Italiano, CAO
B. Stroud, CAO
S. Vega, CAO
J. Bearzi, NMED
G. Lewis, NMED
J. Epstein, WID

CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: CAO A-00-08

Organization to Be Audited: Rocky Flats Environmental Technology Site (RFETS)

Organizations to Be Notified: Rocky Flats Environmental Technology Site
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board

Date and Location: December 13-17, 1999
Golden, Colorado

Audit Team:

Sam Vega	Quality Assurance Manager, CAO
Charlie Riggs	Audit Team Leader, CTAC
Jack Walsh	Auditor, CTAC
Steve Hans	Auditor, CTAC
Wayne Ledford	Auditor, CTAC
Steve Davis	Auditor, CTAC
Dee Scott	Auditor, CTAC
BJ Verrett	Technical Specialist, CTAC
Mark Doherty	Technical Specialist, CTAC
Dick Blauvelt	Technical Specialist, CTAC
Karen Gaydosh	Technical Specialist, CTAC
Trey Greenwood	Technical Specialist, CTAC

Waste Certification Manager: Beth Bennington Acting Team Leader, National TRU Waste Program, CAO

Audit Scope: The audit will evaluate the adequacy, implementation, and effectiveness of RFETS TRU Waste activities as they relate to the WIPP Hazardous Waste Facility Permit for debris waste. Supporting quality assurance elements will also be reviewed.

Governing Documents/Requirements:

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

CAO Quality Assurance Program Document, CAO-94-1012

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

Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088 by the New Mexico Environment Department October 27, 1999

Activities to be Audited:

The following quality assurance activities specific to debris waste will be evaluated:

Nonconformance/Corrective Action
Personnel Qualification and Training
Documents and Records
Sample Control

The following technical activities will be evaluated:

Acceptable Knowledge
Headspace Gas Sampling and Analysis
Real-time Radiography
Visual Examination
Data Generation Level Verification and Validation
Project Level Verification and Validation

Schedule of Audit Activities:

A preaudit conference is scheduled for Monday, December 13, 1999, at 8:30 a.m.

An audit team caucus will be held at 4:15 p.m. Monday through Thursday.

The audit team will meet with appropriate RFETS management at 8:30 a.m. Tuesday through Thursday.

A postaudit conference is scheduled for Friday, December 17, 1999, at 2:00 p.m. All meetings will take place at the designated RFETS location in Golden, Colorado.

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

Date: 11/17/99

Approved By: Sam Vega
for Sam Vega, CAO Quality Assurance Manager

Date: 11/17/99