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

Dear Mr. Kieling:

This letter transmits the audit plan for the CAO audit to be conducted at the Hanford Site on January 17 – 21, 2000, as required by the WIPP Hazardous Waste Facility Permit, Section B4-3f. The audit plan also 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 attachments 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 concerning this notification.

Sincerely,

[Signatures]

Dr. Inés Triay, Manager
U.S. Department of Energy

Joe Epstein, Manager
Westinghouse Waste Isolation Division

Attachment
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
B. Kehrman, WID
CARLSBAD AREA OFFICE AUDIT PLAN

Audit Number: A-00-05

Organization to be Audited: Hanford Site

Organizations to be Notified:
- Hanford Site
- New Mexico Environment Department
- Environmental Protection Agency
- Environmental Evaluation Group
- Defense Nuclear Facilities Safety Board

Date and Location:
- January 17-21, 2000
- Richland, Washington

Audit Team:
- Steve Calvert: Audit Team Leader/CTAC
- Lea Chism: Auditor/CAO
- John Ptacek: Auditor/CTAC
- Chet Wright: Auditor/CTAC
- Dave Kimbro: Auditor/CTAC
- Mario Chavez: Auditor/CTAC
- Pete Rodriguez: Auditor/CTAC
- Dee Scott: Auditor/CTAC
- Kerry Watson: Technical Specialist/CTAC
- Karen Gaydosh: Technical Specialist/CTAC
- BJ Verret: Technical Specialist/CTAC
- Ken Coop: Technical Specialist/CTAC
- Al Williams: Technical Specialist/CTAC
- Tom Ward: Technical Specialist/WID

Audit Scope: The audit will evaluate the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford Transuranic Waste Characterization, Certification, and Transportation Programs.

Activities/Tasks to be Audited:

The following CAO quality assurance elements will be evaluated:

- Organization/QA Program Implementation
- Personnel Qualification and Training
- QA Grading
- Documents and Records
The following CAO Characterization technical elements will be evaluated:

- Sample Design
- Headspace Gas Sampling
- Nondestructive Assay (NDA)
- Real Time Radioscopy (RTR)
- Visual Examination
- Gas Analysis
- Data Verification & Validation
- Acceptable Knowledge
- Waste Analysis Plan

The following CAO Transportation technical elements will be evaluated:

- Inspection of Packaging
- Payload Certification
- Preparation and Loading
- Shipping
- Packaging Maintenance

The following CAO Certification technical elements will be evaluated:

- Waste Stream Profile Forms
- WIPP Waste Information System (WWIS)

**Governing Documents/Requirements:**

Adequacy evaluations of Hanford TWCP documents will be based on the following documents:

- CAO Quality Assurance Program Document (QAPD), CAO-94-1012, Revision 3
- Waste Analysis Plan (WAP), Attachment B6, of the RCRA Part B Permit
- Waste Acceptance Criteria (WAC) for the Waste Isolation Pilot Plant, DOE/WIPP-069, Revision 7
Safety Analysis Report for TRUPACT-II Shipping Package, Appendix 1.3.7, Revision 17, TRAMPAC, Revision 17, and the TRUPACT-II Certification of Compliance, NRC 71-9281, Revision 9

Programmatic and technical checklists will be developed from the active revision of the following documents:

- Hanford Quality Assurance Project Plan (QAPjP) for the Transuranic Waste Certification Program, Revision 2
- Hanford Site Transuranic Waste Certification Plan (includes TRAMPAC), HNF-2600, Revision 2
- Related Hanford technical and quality assurance implementing procedures

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, January 17, at 8:30 a.m. in a Hanford 200 Area conference room.

Audit team caucuses will be held at 4:30 p.m. Monday through Thursday in a Hanford 200 Area conference room.

The audit team will meet with the appropriate Hanford management at 8:30 a.m. Tuesday, Wednesday, and Thursday in the 2704-HV conference room.

A post-audit conference is scheduled for Friday, January 21, at 9:00 a.m. in the 2420 Stevens Building conference room.

Prepared By: ____________________________ Date: 12/14/99

Steven D. Calvert, Audit Team Leader

Approved By: ____________________________ Date: 12/15/99

Samuel A. Vega, CAO QA Manager