

June 30, 2000

MEMORANDUM TO: John A. Grobe, Director, Division of Reactor Safety
FROM: Cynthia D. Pederson, Director, DNMS */RA by Roy Caniano for/*
SUBJECT: AUDIT OF REGION III LABORATORY

This is in regards to your agreement to assist us in conducting an internal audit of the Region III Laboratory. We are very appreciative of your support in this area, and we understand that Steve Orth has been selected to perform the audit. Attached is a description of the scope and expectations of the audit. The audit materials listed in the attachment have already been provided to Mr. Orth. If you have any questions, please contact me or William Snell (x9871).

cc w/att: J. Dyer, RIII
J. Caldwell, RIII
G. Shear, RIII
S. Orth, RIII
E. Bonano, RIII

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NAME	Snell:js		Jorgensen		Pederson			
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Audit of Region III Laboratory

Purpose

To conduct a periodic audit of laboratory activities as specified in Region III Laboratory Procedure 790, *Audits of Region III Laboratory and Field Performance*, Rev. 1, Effective 12/02/98.

Auditor

Steve Orth
Senior Radiation Specialist
Plant Support Branch
Division of Reactor Safety
Region III

Date of Audit

July 2000

Location of Audit

NRC Region III Laboratory
Lisle, Illinois

Scope of Audit

The audit will address the following areas:

- 1) Review the procedures and practices regarding liquid scintillation counting in the Region III laboratory. Specifically, review the adequacy and implementation of the following procedures and protocol:
 - a) Procedure 430, *General Operating Procedure for the Packard 2500TR Liquid Scintillation Counter*, Rev. 1, Effective 10/29/98.
 - b) Procedure 432, *Calibration of the Packard 2500TR Liquid Scintillation Counter*, Rev. 0, Effective 10/29/98.
 - c) Procedure 435, *QC Performance Checks of the Packard 2500TR*, Rev. 0, Effective 10/29/98.
 - d) Draft Protocol, *Liquid Scintillation Analysis Criteria and Conditions for Reporting Results in DPM/Swipe with +/- Error (Uncertainty)*, dated July xx, 2000.

- 2) Review followup actions on the Finding and Recommendations the from June 10-11, 1999, Laboratory Assessment performed by J. Blair Nicholas, NRC Region IV, and documented in memorandum to Jorgensen from Nicholas dated October 14, 1999.

Documentation

The auditor shall provide the following documentation:

- 1) Per Procedure 790, Section 4.3, the auditor shall develop a plan of action for use as a checklist in the conduct of the audit.
- 2) Per Procedure 790, Section 4.4, a written report of the audit results will be prepared.

Effort

The expected effort for this audit, including time devoted to preparation and documentation, is three days.

Audit Materials

The following materials will be provided to the auditor prior to the audit:

- 1) Procedure 430, *General Operating Procedure for the Packard 2500TR Liquid Scintillation Counter*, Rev. 1, Effective 10/29/98.
- 2) Procedure 432, *Calibration of the Packard 2500TR Liquid Scintillation Counter*, Rev. 0, Effective 10/29/98.
- 3) Procedure 435, *QC Performance Checks of the Packard 2500TR*, Rev. 0, Effective 10/29/98.
- 4) Draft Protocol, *Liquid Scintillation Analysis Criteria and Conditions for Reporting Results in DPM/Swipe with +/- Error (Uncertainty)*, dated July xx, 2000.
- 5) Memorandum to Jorgensen from Nicholas, Subject: *Region III Radiochemistry Laboratory Assessment*, dated October 14, 1999.
- 6) Letter to John Buckley, U. S. NRC, from R. Carlson, Radiological and Environmental Sciences Laboratory, Subject: *Transmittal of Audit Report for the NRC Region III DNMS Laboratory (OARM-RESL-99-171)*, dated September 29, 1999.
- 7) Procedure 790, *Audits of Region III Laboratory and Field Performance*, Rev. 1, Effective 12/02/98.