

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT YMP-94-02

OF

REYNOLDS ELECTRICAL AND ENGINEERING COMPANY, INC.

LAS VEGAS AND THE YUCCA MOUNTAIN SITE, NEVADA

DECEMBER 6 THROUGH 10, 1993

Prepared by: Donald J. Harris Date: 11-1-93
Donald J. Harris
Audit Team Leader
Yucca Mountain Quality Assurance Division

Approved by: Donald G. Horton Date: 11/2/93
Donald G. Horton
Director
Office of Quality Assurance



1.0 SCOPE

This performance based audit of Reynolds Electrical and Engineering Company, Inc. (REECo) will be a limited scope audit, performed by a team of auditors from the Yucca Mountain Quality Assurance Division (YMQAD). The audit team will evaluate the effectiveness of selected processes and the quality of the resultant end products identified in Section 4.0 of this plan associated with REECo activities performed under Quality Assurance (QA) Program Elements 4.0, "Procurement" and 7.0, "Control of Purchased Items and Services".

2.0 AUDIT SCHEDULE

Preaudit Team/Observer Meeting	8:00 a.m., December 6, 1993 Las Vegas, Nevada
Preaudit Conference	9:00 a.m., December 6, 1993 Las Vegas, Nevada
Audit Activities	10:00 a.m. to 4:00 p.m. December 6, 1993 Las Vegas, Nevada
	8:00 a.m. to 4:00 p.m. December 7 through 9, 1993
	8:00 a.m. to 11:30 a.m. December 10, 1993
Daily Team Debriefing	4:00 p.m., December 6 through 9, 1993
Postaudit Conference	2:00 p.m., December 10, 1993 Las Vegas, Nevada

3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

The requirements to be audited will be contained in performance based checklists. These checklists will be developed from the latest revision of REECo's approved and issued QA program procedures applicable to selected procurement processes and performance objectives established and agreed upon with REECo management.

The conduct of the audit will be guided by the documents listed below:

Quality Assurance Administrative Procedure (QAAP) 18.2, Revision 5, ICN 1,
"Audit Program"
QAAP 16.1, Revision 4, "Corrective Action"

4.0 ACTIVITIES TO BE AUDITED

The audit team will evaluate the effectiveness of the following processes in meeting program requirements and management commitments and expectations:

- 1) Procurement and processing of commercial grade items; and
- 2) Contract preparation and award

The end products resulting from the above processes that have been selected for evaluation are:

- 1) Rock bolts; and
- 2) Contract for Kiewit/PB

The evaluation of process effectiveness and product acceptability will be based upon:

- 1) Proper implementation of the critical process steps;
- 2) Use of trained and qualified personnel working effectively;
- 3) Safety, quality and cost conscious attitudes during performance;
- 4) Documentation that substantiates quality of the products; and
- 5) Acceptable results and quality of the end products.

5.0 AUDIT TEAM MEMBERS

Donald J. Harris, YMQAD/Quality Assurance Technical Support Services (QATSS), Las Vegas, Nevada, Audit Team Leader

John S. Martin, YMQAD/QATSS, Las Vegas, Nevada, Auditor

Cynthia Humphries Prater, YMQAD/QATSS, Las Vegas, Nevada, Auditor

Charles C. Warren, YMQAD/QATSS, Las Vegas, Nevada, Auditor

6.0 AUDIT CHECKLISTS

YMP-94-02-01, Performance Based Checklist, will be used during this audit.