NC'A WIN KULDAAD 4/14/93

Civilian Radiaoctive Waste Management System Management & Operating Contractor

M&O Quality Assurance Program Transition Plan

Revision 1

Date: March 31, 1993

APPROVED BY:

R.L. Robertson M&O General Manager

3-32-93

R.J. Brackett M&O QA Manager

102.7

7304150141 730414 7DR WASTE MM-11 PDR

M&O IMPACT ANALYSIS ON TRANSITION OF M&O QA PROGRAM TO REV. 0 OF DOE/RW-0333P QARD

Summary Statement:

A review of the existing M&O QA implementing procedures against Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P) has resulted in an estimated date for full M&O compliance of June 18, 1993.

Analysis Discussion:

The M&O presently has 39 Quality Administrative Procedures (QAPs) and 7 Implementing Line Procedures (ILPs) issued to control work subject to OCRWM QARD (DOE/RW-0214) requirements. As a result of the M&O decision to reissue new QAP/ILP manuals in order to implement the revised procedures at the same time, all 39 QAPs and all 7 ILPs are going to be revised. The identification of QARD requirements that necessitate procedure revisions are documented in the draft QARD Implementation Matrix. A new procedure is also required on organization since section 1 of the M&O QAPD will no longer exist. A new ILP to control the disposition of nonconformances assigned to M&O is also required. The M&O Computer Software Quality Assurance Plan (CSQAP) is also to be evaluated for retention and update with Supplement I or a new procedure shall be written to address the portions of the CSQAP that are to be retained. Other program documents will not require changing at this time as the only conflict is with references to the DOE/RW-0214 OARD. These references shall be revised when the applicable documents are next revised. Many revisions to the QAPs and ILPs appear at this time to be minor vet some will require considerable work to incorporate process guidance that is presently in the M&O QAPD and/or to clarify procedural direction so that obvious procedure compliance with the new QARD is evident. Staffing these revisions through comment resolution, concurrence and approval; completing the -final OARD Implementation Matrix; updating applicable lessons plans; completing document distribution; completing and documenting the required training; and obtaining OQA acceptance of submitted documents necessitates the estimated completion date of June 18, 1993.

M&O Quality Assurance Program Transition Plan

1. PURPOSE

The purpose of this plan is to effect an orderly transition from the Civilian Radioactive Waste Management System (CRWMS) Management and Operating (M&O) Quality Assurance Program presently prescribed by Revision 4 (including ICN's 4.1 and 4.2) of the OCRWM Quality Assurance Requirements Document (DOE/RW-0214) and Revision 3 of the M&O Quality Assurance Program Description (QAPD) to the Quality Assurance Program required by the newly approved Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P). This plan is written and provided to the Civilian Radioactive Waste Management Office of Quality Assurance (OQA) as required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P OARD.

2. SCOPE

This transition plan applies to the entire M&O Quality Assurance Program as presently detailed in Revision 3 of the M&O QAPD and its applicable implementing policies, documents, and Quality Administrative Procedures (QAPs) and Implementing Line Procedures (ILPs).

3. DISCUSSION

On December 11, 1992, Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P) was approved by OCRWM as the base document for all CRWMS participant QA programs. The new QARD was made effective upon issuance on December 18, 1992 with a phased transition as delineated in Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P OARD which was presented to participant Quality Assurance ~ Managers in Las Vegas on November 30, 1992. Revision 0 of the new QARD details the quality assurance requirements to be implemented for all program elements of the Civilian Radioactive Waste Management System, e.g., Transportation, MRS, and MGDS. Although this document reflects few major changes from previously committed requirements, a careful review and appropriate revisions to existing implementing documents are required to assure that the M&O QA Program is in compliance with the new QARD for the scope of work assigned to the M&O. This plan details how that transition is to be effected.

4. **RESPONSIBILITIES**

The development and implementation of this plan are the responsibility of the M&O QA Manager. Technical direction in support of this plan and the transition implementation are provided by the M&O General Manager. The M&O QA Manager is further supported in transition implementation and applicable document revision development by the responsible M&O managers for the affected documents.

5. IMPLEMENTATION ACTIONS TO DATE

5.1 DOCUMENT REVIEW AND PERSONNEL ASSIGNMENTS

The M&O QA Manager has assigned M&O QA personnel to review Revision 0 of the new QARD for familiarity with requirements. Personnel have also been assigned to take Requirements Traceability Network (RTN) training in order to develop the draft QARD Implementation Matrix and to complete and maintain the final QARD Implementation Matrix. Assignments have also been made across the entire M&O QA organization to compare the applicable existing M&O QA Program documents and procedures against the new QARD sections listed in section 5.2 below for needed changes and to formulate the draft QARD Implementation Matrix.

5.2 OARD APPLICABILITY

As required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P QARD, M&O QA management has reviewed the new QARD and has determined from the existing M&O scope of work that the following QARD sections are applicable to the M&O:

- Organization
 Quality Assurance Program
 Design Control
 Procurement Document Control
 Implementing Documents
 - 6.0 Document Control
 - 7.0 Control of Purchased Items and Services
 - 10.0 Inspection
 - 15.0 Nonconformances
 - 16.0 Corrective Action
 - 17.0 Quality Assurance Records

18.0 Audits

Supplement I Software

Supplement III Scientific Investigation (III.2.6 only)

5.3 DRAFT QARD IMPLEMENTATION MATRIX

As applicable documents and procedures were reviewed against the sections of the new QARD for the M&O scope of work, the assigned individuals noted, in table form or on copies of the applicable section of the new QARD, where each line item is covered in M&O implementing documents. This work has been done in this manner to assure detailed review of the actual wording of the new QARD to identify needed changes and to capture input for the draft QARD Implementation Matrix. The draft matrix is submitted with this transition plan as required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P QARD.

5.4 STAFFING OF QAPS/ILPS

5.4.1 A preliminary review of the 39 QAPs and 7 ILPs indicates that 15 of the procedures will require only minor changes. In the 31 procedures that require additional rework, most are due to the addition of "process" directions that are presently in the M&O QAPD and are needed to be added to many of the procedures since the QAPD will no longer exist after the transition is made. There are some new requirements that need to be addressed and there are also many changes needed to better clarify procedural direction so that obvious procedure compliance with the QARD is The draft QARD Implementation Matrix indicates those evident. procedures that need changes. Additionally, a new ILP is needed to control the disposition of nonconformances for the M&O Nevada Site activities and a QAP is needed to replace section 1 of the M&O QAPD. The collective review of the QAP-3 series (Design Control) may also result in a new procedure outlining the design process. The decision to process such a procedure shall be made after the revisions to the QAP-3 series procedures are in draft form and ready for formal review.

5.4.2 Based on the results of the above review, the following groupings and priorities have been assigned to the revision of these procedures:

(NOTE: The target date for the draft procedure revision ready for the review cycle is designated as "Draft target -Month/Day/Year.")

High Priority

QAP-5-1, Preparation of M&O Quality Administrative and Implementing Line Procedures - Minor changes are needed; however, this procedure is needed to control the entire process of revising M&O QA procedures in compliance with the new QARD.(Draft target - 3/1/93)

- QAP-1-0, Organization This is a new procedure as required by the new QARD Implementation Plan since the M&O QAPD will no longer exist. Time is needed to get through the review, concurrence, and approval cycle. This procedure has been drafted. (Draft target - 2/15/93)
- QAP-3-1, Technical Document Review Sufficient time is needed to staff this revision with all three M&O locations for incorporating some changes to accommodate work being performed for OCRWM under the M&O QA Program procedures and to clarify procedural steps for more evident compliance with the new QARD. (Draft target - 3/1/93)
- QAP-3-5, Development of Technical Documents Sufficient time is needed to staff this revision with all three M&O locations for incorporating some changes to accommodate work being performed for OCRWM under the M&O QA Program procedures and to clarify procedural steps for more evident compliance with the new QARD. (Draft Target -3/1/93)
- QAP-19-1, Computer Software Verification and Validation -Sufficient time is needed to incorporate changes due to QARD Supplement I and selected portions of the M&O Computer Software QA Plan if the plan is also withdrawn. (Draft target - 3/15/93)
- QAP-19-2, Software Configuration Management Same reason as for QAP-19-1. (Draft target - 3/15/93)
- **QLP-15-1**, Disposition of Nonconformances Needed to provide procedural control of disposition of nonconformances assigned to the M&O to disposition as a result of nonconformances reported under the OCRWM YMP nonconformance procedure. (Draft target - 3/15/93)

The following procedures also have high priority since they are needed early so that there is adequate time to revise the lesson plans for the required QAPs for orientation training prior to the effective date of the procedures:

- QAP-1-1, Escalation of Quality Disputes (Draft target 3/1/93)
- QAP-2-1, Indoctrination and Training (Draft target 3/1/93)
- QAP-2-3, Classification of Items and Determination of Quality Affecting Activities (Draft target - 3/1/93)
- QAP-6-1, Document Control (Draft target 3/1/93)

OAP-16-1, Corrective Action Report (Draft target - 3/1/93)

QAP-17-1, Program Records Management: Record Source Responsibilities (Draft target - 3/1/93)

Moderate Priority

The following procedures require revision: to incorporate "process" directions being taken from the M&O QAPD; for streamlining and from lessons learned during implementation of the procedures; and/or to clarify existing procedure steps for more evident compliance with the new QARD requirements:

- QAP-2-2, Verification of Personnel Qualifications (Draft target 3/8/93)
- QAP-2-4, Quality Assurance Program Status and Trend Reporting (Draft target - 3/8/93)
- OAP-2-5, QA Surveillance (Draft target 3/8/93)
- OAP-2-6, Readiness Reviews (Draft target 3/8/93)
- OAP-3-3, Peer Review (Draft target 3/15/93)
- OAP-3-4, Baseline Control (Draft target 3/15/93)
- QAP-3-7, Interface Control (Draft target 3/15/93)
- QAP-3-8, Procurement Specifications (Draft target 3/15/93)
- QAP-3-9, Engineering Calculations and Analyses (Draft target 3/15/93)
- QAP-3-10, Engineering Drawings (Draft target 3/15/93)
- QAP-3-11, Design Specifications (Draft target 3/15/93)
- QAP-3-13, Assignment of Document Identifiers (Draft target 3/15/93)
- QAP-4-1, Procurement Document Control (Draft target 3/22/93)
- QAP-7-1, Control of Purchased Items and Services (Draft target 3/22/93)
- QAP-16-2, Stop Work (Draft target 3/22/93)

Rev. 1 - 03/31/93

- QAP-17-2, Program Records Management: Receipt and Handling of Program Records and Records Packages (Draft target -3/29/93)
- QAP-18-1, Certification of Audit Personnel (Draft target 3/29/93)

OAP-18-2, Audits (**Draft target - 3/29/93**)

OLP-2-1, Certification of QC Inspectors (Draft target - 3/15/93)

Low Priority

The following procedures mainly require only editorial changes to delete references to the M&O QAPD, change reference to the new OARD, and/or other very minor editorial changes:

- QAP-2-9, Development and Conduct of Training (Draft target 4/5/93)
- QAP-3-2, System Conformance Reviews (Draft target 4/5/93)
- QAP-3-6, Configuration Item Identifiers (Draft target 4/5/93)
- QAP-3-12, External Transmission of Design Input Data (Draft target 4/5/93)
- QAP-3-14, Project Milestone Reviews (Draft target 4/5/93)
 - QAP-17-3, Program Records Management: Capture System Prototype (Draft target - 4/5/93)
 - QAP-17-4, Program Records Management: Microfilming Program Records (Draft target - 4/5/93)
- -QAP-17-5, Program Records Management: Indexing Program Records (Draft target - 4/5/93)
 - QAP-17-6, Program Records Management: Storage Retrieval and Disposition of Program Records (Draft target - 4/5/93)
 - OAP-19-3, Model Validation (Draft target 4/5/93)
 - NSP-6-1, Yucca Mountain Site Office:Document & Records Center: Document Control Operations (Draft target - 3/15/93)
 - NSP-6-2, Nevada Site Document Review Tracking (Draft target 3/15/93)

Rev. 1 - 03/31/93

- NSP-17-1, Yucca Mountain Site Office: Document & Records Center: Records Services Operations (Draft target -3/15/93)
- QLP-10-1, M&O Overview Inspection Procedure (Draft target 3/15/93)
- QLP-10-2, Soils Inspection Procedure (Draft target 3/15/93)

QLP-10-3, Inspection of Concrete (Draft target - 3/15/93)

5.4.3 Each of the above QAPs and ILPs has been assigned to a member of the M&O QA organization to staff with the procedure authors in accordance with QAP-5-1.

5.5 OTHER M&O DOCUMENTS

Other M&O documents have references to the old QARD and the M&O QAPD. Since implementation of QARD requirements is accomplished through QAPs and ILPs these documents do not need to be changed at this time. The references to the old QARD and the QAPD shall be corrected at the next revision to these documents. Since work subject to QARD controls can only be performed to QAPs and ILPs, there is no danger of missing a QARD requirement as long as the applicable procedures adequately control the work to meet the requirements. A statement regarding the above references in these other M&O documents shall be added to the M&O General Manager's QA Policy Statement, which shall be issued in the M&O Quality Administrative Procedures Manual.

The M&O Computer Software Quality Assurance Plan (CSQAP) will also need to be revised if it is decided to keep this document. The alternative is to incorporate into the QAP-19 series or write a new QAP to address those features that the M&O wishes to retain from the CSQAP. This decision shall be made by February 26th with either the revised CSQAP or new QAP-19 series procedure ready for the start of the review cycle by April 1, 1993.

6. REQUIRED TRANSITION ACTIONS

- 6.1 The following are to be submitted to OQA by January 29, 1993:
 - 6.1.1 Summary statement of the impact analysis with an estimated date for readiness to implement the DOE/RW-0333P QARD.
 - 6.1.2 Transition Plan Summary

- 6.1.3 M&O Quality Assurance Program Transition Plan
- 6.1.4 Draft QARD Implementation Matrix
- 6.1.5 Controlled copies of M&O QA Procedures (OQA is already on controlled distribution).
- 6.2 Any objections by OQA on any of the M&O submitted documents in 6.1 above shall be resolved and this plan revised accordingly and the necessary corrections shall be made to the applicable documents prior to completion of the transition.
- 6.3 Assigned QA personnel are to staff the needed revisions as prioritized in 5.4 above with the procedure authors in accordance with QAP-5-1.
- 6.4 Highest priority procedures are to be staffed first; however, all of the procedures are to be worked to support a completion date of May 14, 1993 for issuance of the new procedures manual with an effective date of June 18, 1993 pending OQA approval of all submitted documentation.
- 6.5 Upon completion of each revision to the procedures, the QARD Implementation Matrix shall be updated to reflect where QARD requirements are addressed in the implementing procedures. Updating of this matrix shall be on the Requirements Traceability Network (RTN).
- 6.6 Completed approved QAPs and ILPs are to be consolidated into new manuals by Document Control for issuance when all procedures are completed.
- 6.7 New procedures manuals are to be issued to present manual holders by May 14, 1993 in order for all required training to be completed to support an effective date of June 18, 1993. A controlled copy of the new procedures shall be issued to OQA.
- 6.8 Upon issuance of the new procedures manuals, all procedure holders shall be notified to continue to work to the procedures contained in the old manual (i.e., preceding revisions to those issued on May 14, 1993) until all required training is completed and they are notified by the M&O QA Manager through the document control acknowledgement system that they are to return or destroy the old procedure manuals and start working to the new procedures.

- 6.9 The M&O cannot put the new procedures into effect until the following OQA actions have been completed:
 - 6.9.1 Acceptance of this transition plan
 - 6.9.2 Acceptance of QAP-1-0, Organization
 - 6.9.3 Acceptance of the M&O Transition Plan Summary
 - 6.9.4 Acceptance of the M&O Final QARD Implementation Matrix
 - 6.9.5 Authorization in writing from OQA for the M&O to proceed with the implementation of the DOE/RW-0333P QARD and decontrol/withdrawal of the M&O QAPD.
- 6.10 Once all actions in 6.9 are completed the M&O QA Manager shall notify M&O Document Control to withdraw the M&O QAPD in accordance with QAP-6-1, Document Control, as it is no longer needed. Revision 4 of DOE/RW-0214 QARD shall be returned or destroyed as instructed by OCRWM Document Control.
- 6.11 The M&O Final QARD Implementation Matrix is a controlled document which shall be maintained by the M&O and submitted to OQA using the Requirements Traceability Network (RTN) for approval of all subsequent changes.

Civilian Radiaoctive Waste Management System Management & Operating Contractor

M&O Quality Assurance Program Transition Plan

Revision 1

Date: March 31, 1993

APPROVED BY:

R.L. Robertson M&O General Manager

3-31-93

R.J. Brackett M&O QA Manager

M&O IMPACT ANALYSIS ON TRANSITION OF M&O QA PROGRAM TO REV. 0 OF DOE/RW-0333P QARD

Summary Statement:

A review of the existing M&O QA implementing procedures against Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P) has resulted in an estimated date for full M&O compliance of June 18, 1993.

Analysis Discussion:

The M&O presently has 39 Quality Administrative Procedures (QAPs) and 7 Implementing Line Procedures (ILPs) issued to control work subject to OCRWM QARD (DOE/RW-0214) requirements. As a result of the M&O decision to reissue new QAP/ILP manuals in order to implement the revised procedures at the same time, all 39 QAPs and all 7 ILPs are going to be revised. The identification of OARD requirements that necessitate procedure revisions are documented in the draft QARD Implementation Matrix. A new procedure is also required on organization since section 1 of the M&O QAPD will no longer exist. A new ILP to control the disposition of nonconformances assigned to M&O is also required. The M&O Computer Software Quality Assurance Plan (CSQAP) is also to be evaluated for retention and update with Supplement I or a new procedure shall be written to address the portions of the CSOAP that are to be retained. Other program documents will not require changing at this time as the only conflict is with references to the DOE/RW-0214 QARD. These references shall be revised when the applicable documents are next revised. Many revisions to the QAPs and ILPs appear at this time to be minor vet some will require considerable work to incorporate process guidance that is presently in the M&O QAPD and/or to clarify procedural direction so that obvious procedure compliance with the new QARD is evident. Staffing these revisions through comment resolution, concurrence and approval; completing the -final OARD Implementation Matrix; updating applicable lessons plans; completing document distribution; completing and documenting the required training; and obtaining OQA acceptance of submitted documents necessitates the estimated completion date of June 18, 1993.

M&O Quality Assurance Program Transition Plan

1. PURPOSE

The purpose of this plan is to effect an orderly transition from the Civilian Radioactive Waste Management System (CRWMS) Management and Operating (M&O) Quality Assurance Program presently prescribed by Revision 4 (including ICN's 4.1 and 4.2) of the OCRWM Quality Assurance Requirements Document (DOE/RW-0214) and Revision 3 of the M&O Quality Assurance Program Description (QAPD) to the Quality Assurance Program required by the newly approved Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P). This plan is written and provided to the Civilian Radioactive Waste Management Office of Quality Assurance (OQA) as required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P OARD.

2. SCOPE

This transition plan applies to the entire M&O Quality Assurance Program as presently detailed in Revision 3 of the M&O QAPD and its applicable implementing policies, documents, and Quality Administrative Procedures (QAPs) and Implementing Line Procedures (ILPs).

3. DISCUSSION

On December 11, 1992, Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P) was approved by OCRWM as the base document for all CRWMS participant QA programs. The new QARD was made effective upon issuance on December 18, 1992 with a phased transition as delineated in Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P QARD which was presented to participant Quality Assurance -Managers in Las Vegas on November 30, 1992. Revision 0 of the new QARD details the quality assurance requirements to be implemented for all program elements of the Civilian Radioactive Waste Management System, e.g., Transportation, MRS, and MGDS. Although this document reflects few major changes from previously committed requirements, a careful review and appropriate revisions to existing implementing documents are required to assure that the M&O QA Program is in compliance with the new QARD for the scope of work assigned to the M&O. This plan details how that transition is to be effected.

4. **RESPONSIBILITIES**

The development and implementation of this plan are the responsibility of the M&O QA Manager. Technical direction in support of this plan and the transition implementation are provided by the M&O General Manager. The M&O QA Manager is further supported in transition implementation and applicable document revision development by the responsible M&O managers for the affected documents.

5. IMPLEMENTATION ACTIONS TO DATE

5.1 DOCUMENT REVIEW AND PERSONNEL ASSIGNMENTS

The M&O QA Manager has assigned M&O QA personnel to review Revision 0 of the new QARD for familiarity with requirements. Personnel have also been assigned to take Requirements Traceability Network (RTN) training in order to develop the draft QARD Implementation Matrix and to complete and maintain the final QARD Implementation Matrix. Assignments have also been made across the entire M&O QA organization to compare the applicable existing M&O QA Program documents and procedures against the new QARD sections listed in section 5.2 below for needed changes and to formulate the draft QARD Implementation Matrix.

5.2 OARD APPLICABILITY

As required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P QARD, M&O QA management has reviewed the new QARD and has determined from the existing M&O scope of work that the following QARD sections are applicable to the M&O:

- 1.0 Organization
- 2.0 Quality Assurance Program
- 3.0 Design Control
- -4.0 Procurement Document Control
 - 5.0 Implementing Documents
 - 6.0 Document Control
 - 7.0 Control of Purchased Items and Services
 - 10.0 Inspection
 - 15.0 Nonconformances
 - 16.0 Corrective Action
 - 17.0 Quality Assurance Records

18.0 Audits

```
Supplement I Software
```

```
Supplement III Scientific Investigation (III.2.6 only)
```

5.3 DRAFT GARD IMPLEMENTATION MATRIX

As applicable documents and procedures were reviewed against the sections of the new QARD for the M&O scope of work, the assigned individuals noted, in table form or on copies of the applicable section of the new QARD, where each line item is covered in M&O implementing documents. This work has been done in this manner to assure detailed review of the actual wording of the new QARD to identify needed changes and to capture input for the draft QARD Implementation Matrix. The draft matrix is submitted with this transition plan as required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P QARD.

5.4 STAFFING OF QAPS/ILPS

5.4.1 A preliminary review of the 39 QAPs and 7 ILPs indicates that 15 of the procedures will require only minor changes. In the 31 procedures that require additional rework, most are due to the addition of "process" directions that are presently in the M&O QAPD and are needed to be added to many of the procedures since the QAPD will no longer exist after the transition is made. There are some new requirements that need to be addressed and there are also many changes needed to better clarify procedural direction so that obvious procedure compliance with the QARD is evident. The draft QARD Implementation Matrix indicates those procedures that need changes. Additionally, a new ILP is needed to control the disposition of nonconformances for the M&O Nevada Site activities and a QAP is needed to replace section 1 of the M&O QAPD. The collective review of the QAP-3 series (Design Control) may also result in a new procedure outlining the design process. The decision to process such a procedure shall be made after the revisions to the QAP-3 series procedures are in draft form and ready for formal review.

5.4.2 Based on the results of the above review, the following `groupings and priorities have been assigned to the revision of these procedures:

(NOTE: The target date for the draft procedure revision ready for the review cycle is designated as "Draft target -Month/Day/Year.")

High Priority

QAP-5-1, Preparation of M&O Quality Administrative and Implementing Line Procedures - Minor changes are needed; however, this procedure is needed to control the entire process of revising M&O QA procedures in compliance with the new QARD.(Draft target - 3/1/93)

- QAP-1-0, Organization This is a new procedure as required by the new QARD Implementation Plan since the M&O QAPD will no longer exist. Time is needed to get through the review, concurrence, and approval cycle. This procedure has been drafted. (Draft target - 2/15/93)
- QAP-3-1, Technical Document Review Sufficient time is needed to staff this revision with all three M&O locations for incorporating some changes to accommodate work being performed for OCRWM under the M&O QA Program procedures and to clarify procedural steps for more evident compliance with the new QARD. (Draft target - 3/1/93)
- QAP-3-5, Development of Technical Documents Sufficient time is needed to staff this revision with all three M&O locations for incorporating some changes to accommodate work being performed for OCRWM under the M&O QA Program procedures and to clarify procedural steps for more evident compliance with the new QARD. (Draft Target -3/1/93)
- QAP-19-1, Computer Software Verification and Validation -Sufficient time is needed to incorporate changes due to QARD Supplement I and selected portions of the M&O Computer Software QA Plan if the plan is also withdrawn. (Draft target - 3/15/93)
- QAP-19-2, Software Configuration Management Same reason as for QAP-19-1. (Draft target - 3/15/93)
- **QLP-15-1**, Disposition of Nonconformances Needed to provide procedural control of disposition of nonconformances assigned to the M&O to disposition as a result of nonconformances reported under the OCRWM YMP nonconformance procedure. (Draft target - 3/15/93)

The following procedures also have high priority since they are needed early so that there is adequate time to revise the lesson plans for the required QAPs for orientation training prior to the effective date of the procedures:

- QAP-1-1, Escalation of Quality Disputes (Draft target 3/1/93)
- QAP-2-1, Indoctrination and Training (Draft target 3/1/93)
- QAP-2-3, Classification of Items and Determination of Quality Affecting Activities (Draft target - 3/1/93)
- QAP-6-1, Document Control (Draft target 3/1/93)

4

QAP-16-1, Corrective Action Report (Draft target - 3/1/93)

QAP-17-1, Program Records Management: Record Source Responsibilities (Draft target - 3/1/93)

Moderate Priority

The following procedures require revision: to incorporate "process" directions being taken from the M&O QAPD; for streamlining and from lessons learned during implementation of the procedures; and/or to clarify existing procedure steps for more evident compliance with the new QARD requirements:

- QAP-2-2, Verification of Personnel Qualifications (Draft target 3/8/93)
- QAP-2-4, Quality Assurance Program Status and Trend Reporting (Draft target - 3/8/93)
- **OAP-2-5**, QA Surveillance (**Draft target 3/8/93**)
- QAP-2-6, Readiness Reviews (Draft target 3/8/93)
- QAP-3-3, Peer Review (Draft target 3/15/93)
- QAP-3-4, Baseline Control (Draft target 3/15/93)
- OAP-3-7, Interface Control (Draft target 3/15/93)
- QAP-3-8, Procurement Specifications (Draft target 3/15/93)
- QAP-3-9, Engineering Calculations and Analyses (Draft target 3/15/93)
- OAP-3-10, Engineering Drawings (Draft target 3/15/93)
- QAP-3-11, Design Specifications (Draft target 3/15/93)
- QAP-3-13, Assignment of Document Identifiers (Draft target 3/15/93)
- OAP-4-1, Procurement Document Control (Draft target 3/22/93)
- QAP-7-1, Control of Purchased Items and Services (Draft target 3/22/93)
- QAP-16-2, Stop Work (Draft target 3/22/93)

Rev. 1 - 03/31/93

- QAP-17-2, Frogram Records Management: Receipt and Handling of Program Records and Records Packages (Draft target -3/29/93)
- QAP-18-1, Certification of Audit Personnel (Draft target 3/29/93)

QAP-18-2, Audits (Draft target - 3/29/93)

QLP-2-1, Certification of QC Inspectors (Draft target - 3/15/93)

Low Priority

The following procedures mainly require only editorial changes to delete references to the M&O QAPD, change reference to the new QARD, and/or other very minor editorial changes:

- QAP-2-9, Development and Conduct of Training (Draft target 4/5/93)
- OAP-3-2, System Conformance Reviews (Draft target 4/5/93)
- QAP-3-6, Configuration Item Identifiers (Draft target 4/5/93)
- QAP-3-12, External Transmission of Design Input Data (Draft target 4/5/93)
- **OAP-3-14**, Project Milestone Reviews (Draft target 4/5/93)
 - QAP-17-3, Program Records Management: Capture System Prototype (Draft target - 4/5/93)
 - QAP-17-4, Program Records Management: Microfilming Program Records (Draft target - 4/5/93)
 - -QAP-17-5, Program Records Management: Indexing Program Records (Draft target - 4/5/93)
 - QAP-17-6, Program Records Management: Storage Retrieval and Disposition of Program Records (Draft target - 4/5/93)
 - OAP-19-3, Model Validation (Draft target 4/5/93)
 - NSP-6-1, Yucca Mountain Site Office:Document & Records Center: Document Control Operations (Draft target - 3/15/93)
 - NSP-6-2, Nevada Site Document Review Tracking (Draft target 3/15/93)

Rev. 1 - 03/31/93

- NSP-17-1, Yucca Mountain Site Office: Document & Records Center: Records Services Operations (Draft target -3/15/93)
- QLP-10-1, M&O Overview Inspection Procedure (Draft target 3/15/93)
- QLP-10-2, Soils Inspection Procedure (Draft target 3/15/93)

QLP-10-3, Inspection of Concrete (Draft target - 3/15/93)

5.4.3 Each of the above QAPs and ILPs has been assigned to a member of the M&O QA organization to staff with the procedure authors in accordance with QAP-5-1.

5.5 OTHER M&O DOCUMENTS

Other M&O documents have references to the old QARD and the M&O QAPD. Since implementation of QARD requirements is accomplished through QAPs and ILPs these documents do not need to be changed at this time. The references to the old QARD and the QAPD shall be corrected at the next revision to these documents. Since work subject to QARD controls can only be performed to QAPs and ILPs, there is no danger of missing a QARD requirement as long as the applicable procedures adequately control the work to meet the requirements. A statement regarding the above references in these other M&O documents shall be added to the M&O General Manager's QA Policy Statement, which shall be issued in the M&O Quality Administrative Procedures Manual.

The M&O Computer Software Quality Assurance Plan (CSQAP) will also need to be revised if it is decided to keep this document. The alternative is to incorporate into the QAP-19 series or write a new QAP to address those features that the M&O wishes to retain from the CSQAP. This decision shall be made by February 26th with either the revised CSQAP or new QAP-19 series procedure ready for the start of the review cycle by April 1, 1993.

6. REQUIRED TRANSITION ACTIONS

- 6.1 The following are to be submitted to OQA by January 29, 1993:
 - 6.1.1 Summary statement of the impact analysis with an estimated date for readiness to implement the DOE/RW-0333P QARD.
 - 6.1.2 Transition Plan Summary

- 5.1.3 M&O Quality Assurance Program Transition Plan
- 6.1.4 Draft QARD Implementation Matrix
- 6.1.5 Controlled copies of M&O QA Procedures (OQA is already on controlled distribution).
- 6.2 Any objections by OQA on any of the M&O submitted documents in 6.1 above shall be resolved and this plan revised accordingly and the necessary corrections shall be made to the applicable documents prior to completion of the transition.
- 6.3 Assigned QA personnel are to staff the needed revisions as prioritized in 5.4 above with the procedure authors in accordance with QAP-5-1.
- 6.4 Highest priority procedures are to be staffed first; however, all of the procedures are to be worked to support a completion date of May 14, 1993 for issuance of the new procedures manual with an effective date of June 18, 1993 pending OQA approval of all submitted documentation.
- 6.5 Upon completion of each revision to the procedures, the QARD Implementation Matrix shall be updated to reflect where QARD requirements are addressed in the implementing procedures. Updating of this matrix shall be on the Requirements Traceability Network (RTN).
- 6.6 Completed approved QAPs and ILPs are to be consolidated into new manuals by Document Control for issuance when all procedures are completed.
- 6.7 New procedures manuals are to be issued to present manual holders by May 14, 1993 in order for all required training to be completed to support an effective date of June 18, 1993. A controlled copy of the new procedures shall be issued to OQA.
- 6.8 Upon issuance of the new procedures manuals, all procedure holders shall be notified to continue to work to the procedures contained in the old manual (i.e., preceding revisions to those issued on May 14, 1993) until all required training is completed and they are notified by the M&O QA Manager through the document control acknowledgement system that they are to return or destroy the old procedure manuals and start working to the new procedures.

- 6.9 The M&O cannot put the new procedures into effect until the following OQA actions have been completed:
 - 6.9.1 Acceptance of this transition plan
 - 6.9.2 Acceptance of QAP-1-0, Organization
 - 6.9.3 Acceptance of the M&O Transition Plan Summary
 - 6.9.4 Acceptance of the M&O Final QARD Implementation Matrix
 - 6.9.5 Authorization in writing from OQA for the M&O to proceed with the implementation of the DOE/RW-0333P QARD and decontrol/withdrawal of the M&O QAPD.
- 6.10 Once all actions in 6.9 are completed the M&O QA Manager shall notify M&O Document Control to withdraw the M&O QAPD in accordance with QAP-6-1, Document Control, as it is no longer needed. Revision 4 of DOE/RW-0214 QARD shall be returned or destroyed as instructed by OCRWM Document Control.
- 6.11 The M&O Final QARD Implementation Matrix is a controlled document which shall be maintained by the M&O and submitted to OQA using the Requirements Traceability Network (RTN) for approval of all subsequent changes.

Civilian Radiaoctive Waste Management System Management & Operating Contractor

M&O Quality Assurance Program Transition Plan

Revision 1

Date: March 31, 1993

APPROVED BY:

R.L. Robertson M&O General Manager

3-31-93

R.J. Brackett M&O QA Manager

M&O IMPACT ANALYSIS ON TRANSITION OF M&O QA PROGRAM TO REV. 0 OF DOE/RW-0333P QARD

Summary Statement:

A review of the existing M&O QA implementing procedures against Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P) has resulted in an estimated date for full M&O compliance of June 18, 1993.

Analysis Discussion:

The M&O presently has 39 Quality Administrative Procedures (QAPs) and 7 Implementing Line Procedures (ILPs) issued to control work subject to OCRWM QARD (DOE/RW-0214) requirements. As a result of the M&O decision to reissue new QAP/ILP manuals in order to implement the revised procedures at the same time, all 39 QAPs and all 7 ILPs are going to be revised. The identification of QARD requirements that necessitate procedure revisions are documented in the draft QARD Implementation Matrix. A new procedure is also required on organization since section 1 of the M&O QAPD will no longer exist. A new ILP to control the disposition of nonconformances assigned to M&O is also required. The M&O Computer Software Quality Assurance Plan (CSQAP) is also to be evaluated for retention and update with Supplement I or a new procedure shall be written to address the portions of the CSQAP that are to be retained. Other program documents will not require changing at this time as the only conflict is with references to the DOE/RW-0214 QARD. These references shall be revised when the applicable documents are next revised. Many revisions to the QAPs and ILPs appear at this time to be minor yet some will require considerable work to incorporate process guidance that is presently in the M&O QAPD and/or to clarify procedural direction so that obvious procedure compliance with the new QARD is evident. Staffing these revisions through comment resolution, concurrence and approval; completing the -final QARD Implementation Matrix; updating applicable lessons plans; completing document distribution; completing and documenting the required training; and obtaining OQA acceptance of submitted documents necessitates the estimated completion date of June 18, 1993.

M&O Quality Assurance Program Transition Plan

1. PURPOSE

The purpose of this plan is to effect an orderly transition from the Civilian Radioactive Waste Management System (CRWMS) Management and Operating (M&O) Quality Assurance Program presently prescribed by Revision 4 (including ICN's 4.1 and 4.2) of the OCRWM Quality Assurance Requirements Document (DOE/RW-0214) and Revision 3 of the M&O Quality Assurance Program Description (QAPD) to the Quality Assurance Program required by the newly approved Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P). This plan is written and provided to the Civilian Radioactive Waste Management Office of Quality Assurance (OQA) as required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P OARD.

2. SCOPE

This transition plan applies to the entire M&O Quality Assurance Program as presently detailed in Revision 3 of the M&O QAPD and its applicable implementing policies, documents, and Quality Administrative Procedures (QAPs) and Implementing Line Procedures (ILPs).

3. DISCUSSION

On December 11, 1992, Revision 0 of the OCRWM Quality Assurance Requirements and Description (QARD) document (DOE/RW-0333P) was approved by OCRWM as the base document for all CRWMS participant QA programs. The new QARD was made effective upon issuance on December 18, 1992 with a phased transition as delineated in Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P OARD which was presented to participant Quality Assurance ~ Managers in Las Vegas on November 30, 1992. Revision 0 of the new QARD details the quality assurance requirements to be implemented for all program elements of the Civilian Radioactive Waste Management System, e.g., Transportation, MRS, and MGDS. Although this document reflects few major changes from previously committed requirements, a careful review and appropriate revisions to existing implementing documents are required to assure that the M&O QA Program is in compliance with the new QARD for the scope of work assigned to the M&O. This plan details how that transition is to be effected.

4. **RESPONSIBILITIES**

The development and implementation of this plan are the responsibility of the M&O QA Manager. Technical direction in support of this plan and the transition implementation are provided by the M&O General Manager. The M&O QA Manager is further supported in transition implementation and applicable document revision development by the responsible M&O managers for the affected documents.

5. IMPLEMENTATION ACTIONS TO DATE

5.1 DOCUMENT REVIEW AND PERSONNEL ASSIGNMENTS

The M&O QA Manager has assigned M&O QA personnel to review Revision 0 of the new QARD for familiarity with requirements. Personnel have also been assigned to take Requirements Traceability Network (RTN) training in order to develop the draft QARD Implementation Matrix and to complete and maintain the final QARD Implementation Matrix. Assignments have also been made across the entire M&O QA organization to compare the applicable existing M&O QA Program documents and procedures against the new QARD sections listed in section 5.2 below for needed changes and to formulate the draft QARD Implementation Matrix.

5.2 QARD APPLICABILITY

As required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P QARD, M&O QA management has reviewed the new QARD and has determined from the existing M&O scope of work that the following QARD sections are applicable to the M&O:

1.0 Organization 2.0 Quality Assurance Program 3.0 Design Control 4.0 Procurement Document Control 5.0 Implementing Documents 6.0 Document Control 7.0 Control of Purchased Items and Services 10.0 Inspection 15.0 Nonconformances 16.0 Corrective Action 17.0 Quality Assurance Records 18.0 Audits Supplement I Software Supplement III Scientific Investigation (III.2.6 only)

Rev. 1 - 03/31/93

1

- . `

5.3 DRAFT GARD IMPLEMENTATION MATRIX

As applicable documents and procedures were reviewed against the sections of the new QARD for the M&O scope of work, the assigned individuals noted, in table form or on copies of the applicable section of the new QARD, where each line item is covered in M&O implementing documents. This work has been done in this manner to assure detailed review of the actual wording of the new QARD to identify needed changes and to capture input for the draft QARD Implementation Matrix. The draft matrix is submitted with this transition plan as required by Revision 0 of the OCRWM Implementation Plan for the DOE/RW-0333P QARD.

5.4 STAFFING OF QAPs/ILPs

5.4.1 A preliminary review of the 39 QAPs and 7 ILPs indicates that 15 of the procedures will require only minor changes. In the 31 procedures that require additional rework, most are due to the addition of "process" directions that are presently in the M&O QAPD and are needed to be added to many of the procedures since the QAPD will no longer exist after the transition is made. There are some new requirements that need to be addressed and there are also many changes needed to better clarify procedural direction so that obvious procedure compliance with the QARD is The draft QARD Implementation Matrix indicates those evident. procedures that need changes. Additionally, a new ILP is needed to control the disposition of nonconformances for the M&O Nevada Site activities and a QAP is needed to replace section 1 of the M&O QAPD. The collective review of the QAP-3 series (Design Control) may also result in a new procedure outlining the design process. The decision to process such a procedure shall be made after the revisions to the QAP-3 series procedures are in draft form and ready for formal review.

5.4.2 Based on the results of the above review, the following groupings and priorities have been assigned to the revision of these procedures:

(NOTE: The target date for the draft procedure revision ready for the review cycle is designated as "Draft target -Month/Day/Year.")

High Priority

QAP-5-1, Preparation of M&O Quality Administrative and Implementing Line Procedures - Minor changes are needed; however, this procedure is needed to control the entire process of revising M&O QA procedures in compliance with the new QARD.(Draft target - 3/1/93)

- QAP-1-0, Organization This is a new procedure as required by the new QARD Implementation Plan since the M&O QAPD will no longer exist. Time is needed to get through the review, concurrence, and approval cycle. This procedure has been drafted. (Draft target - 2/15/93)
- QAP-3-1, Technical Document Review Sufficient time is needed to staff this revision with all three M&O locations for incorporating some changes to accommodate work being performed for OCRWM under the M&O QA Program procedures and to clarify procedural steps for more evident compliance with the new QARD. (Draft target - 3/1/93)
- QAP-3-5, Development of Technical Documents Sufficient time is needed to staff this revision with all three M&O locations for incorporating some changes to accommodate work being performed for OCRWM under the M&O QA Program procedures and to clarify procedural steps for more evident compliance with the new QARD. (Draft Target -3/1/93)
- QAP-19-1, Computer Software Verification and Validation -Sufficient time is needed to incorporate changes due to QARD Supplement I and selected portions of the M&O Computer Software QA Plan if the plan is also withdrawn. (Draft target - 3/15/93)
- QAP-19-2, Software Configuration Management Same reason as for QAP-19-1. (Draft target - 3/15/93)
- **QLP-15-1**, Disposition of Nonconformances Needed to provide procedural control of disposition of nonconformances assigned to the M&O to disposition as a result of nonconformances reported under the OCRWM YMP nonconformance procedure. (Draft target - 3/15/93)

The following procedures also have high priority since they are needed early so that there is adequate time to revise the lesson plans for the required QAPs for orientation training prior to the effective date of the procedures:

- QAP-1-1, Escalation of Quality Disputes (Draft target 3/1/93)
- QAP-2-1, Indoctrination and Training (Draft target 3/1/93)
- QAP-2-3, Classification of Items and Determination of Quality Affecting Activities (Draft target - 3/1/93)
- QAP-6-1, Document Control (Draft target 3/1/93)

4

Rev. 1 - 03/31/93

· · · · · ·

- QAP-16-1, Corrective Action Report (Draft target 3/1/93)
- QAP-17-1, Program Records Management: Record Source Responsibilities (Draft target - 3/1/93)

Moderate Priority

The following procedures require revision: to incorporate "process" directions being taken from the M&O QAPD; for streamlining and from lessons learned during implementation of the procedures; and/or to clarify existing procedure steps for more evident compliance with the new QARD requirements:

- QAP-2-2, Verification of Personnel Qualifications (Draft target 3/8/93)
- QAP-2-4, Quality Assurance Program Status and Trend Reporting (Draft target - 3/8/93)
- OAP-2-5, QA Surveillance (Draft target 3/8/93)
- QAP-2-6, Readiness Reviews (Draft target 3/8/93)
- OAP-3-3, Peer Review (Draft target 3/15/93)
- QAP-3-4, Baseline Control (Draft target 3/15/93)
- QAP-3-7, Interface Control (Draft target 3/15/93)
- OAP-3-8, Procurement Specifications (Draft target 3/15/93)
- QAP-3-9, Engineering Calculations and Analyses (Draft target 3/15/93)
- QAP-3-10, Engineering Drawings (Draft target 3/15/93)
- QAP-3-11, Design Specifications (Draft target 3/15/93)
 - QAP-3-13, Assignment of Document Identifiers (Draft target 3/15/93)
 - **OAP-4-1**, Procurement Document Control (Draft target 3/22/93)
 - QAP-7-1, Control of Purchased Items and Services (Draft target 3/22/93)
 - QAP-16-2, Stop Work (Draft target 3/22/93)

Rev. 1 - 03/31/93

the set of the

- QAP-17-2, Program Records Management: Receipt and Handling of Program Records and Records Packages (Draft target -3/29/93)
- QAP-18-1, Certification of Audit Personnel (Draft target 3/29/93)

QAP-18-2, Audits (Draft target - 3/29/93)

OLP-2-1, Certification of QC Inspectors (Draft target - 3/15/93)

Low Priority

The following procedures mainly require only editorial changes to delete references to the M&O QAPD, change reference to the new OARD, and/or other very minor editorial changes:

- QAP-2-9, Development and Conduct of Training (Draft target 4/5/93)
- QAP-3-2, System Conformance Reviews (Draft target 4/5/93)
- **OAP-3-6**, Configuration Item Identifiers (**Draft target 4/5/93**)
- QAP-3-12, External Transmission of Design Input Data (Draft target 4/5/93)
- QAP-3-14, Project Milestone Reviews (Draft target 4/5/93)
- QAP-17-3, Program Records Management: Capture System Prototype (Draft target - 4/5/93)
- QAP-17-4, Program Records Management: Microfilming Program Records (Draft target - 4/5/93)
- -QAP-17-5, Program Records Management: Indexing Program Records (Draft target - 4/5/93)
 - QAP-17-6, Program Records Management: Storage Retrieval and Disposition of Program Records (Draft target - 4/5/93)
 - OAP-19-3, Model Validation (Draft target 4/5/93)
 - NSP-6-1, Yucca Mountain Site Office:Document & Records Center: Document Control Operations (Draft target - 3/15/93)
 - NSP-6-2, Nevada Site Document Review Tracking (Draft target 3/15/93)

Rev. 1 - 03/31/93

- - -

- NSP-17-1, Yucca Mountain Site Office: Document & Records Center: Records Services Operations (Draft target -3/15/93)
- QLP-10-1, M&O Overview Inspection Procedure (Draft target 3/15/93)
- QLP-10-2, Soils Inspection Procedure (Draft target 3/15/93)

QLP-10-3, Inspection of Concrete (Draft target - 3/15/93)

5.4.3 Each of the above QAPs and ILPs has been assigned to a member of the M&O QA organization to staff with the procedure authors in accordance with QAP-5-1.

5.5 OTHER M&O DOCUMENTS

Other M&O documents have references to the old QARD and the M&O QAPD. Since implementation of QARD requirements is accomplished through QAPs and ILPs these documents do not need to be changed at this time. The references to the old QARD and the QAPD shall be corrected at the next revision to these documents. Since work subject to QARD controls can only be performed to QAPs and ILPs, there is no danger of missing a QARD requirement as long as the applicable procedures adequately control the work to meet the requirements. A statement regarding the above references in these other M&O documents shall be added to the M&O General Manager's QA Policy Statement, which shall be issued in the M&O Quality Administrative Procedures Manual.

The M&O Computer Software Quality Assurance Plan (CSQAP) will also need to be revised if it is decided to keep this document. The alternative is to incorporate into the QAP-19 series or write a new QAP to address those features that the M&O wishes to retain from the CSQAP. This decision shall be made by February 26th with either the revised CSQAP or new QAP-19 series procedure ready for the start of the review cycle by April 1, 1993.

6. REQUIRED TRANSITION ACTIONS

- 6.1 The following are to be submitted to OQA by January 29, 1993:
 - 6.1.1 Summary statement of the impact analysis with an estimated date for readiness to implement the DOE/RW-0333P QARD.
 - 6.1.2 Transition Plan Summary

- 6.1.3 M&O Quality Assurance Program Transition Plan
- 6.1.4 Draft QARD Implementation Matrix
- 6.1.5 Controlled copies of M&O QA Procedures (OQA is already on controlled distribution).
- 6.2 Any objections by OQA on any of the M&O submitted documents in 6.1 above shall be resolved and this plan revised accordingly and the necessary corrections shall be made to the applicable documents prior to completion of the transition.
- 6.3 Assigned QA personnel are to staff the needed revisions as prioritized in 5.4 above with the procedure authors in accordance with QAP-5-1.
- 6.4 Highest priority procedures are to be staffed first; however, all of the procedures are to be worked to support a completion date of May 14, 1993 for issuance of the new procedures manual with an effective date of June 18, 1993 pending OQA approval of all submitted documentation.
- 6.5 Upon completion of each revision to the procedures, the QARD Implementation Matrix shall be updated to reflect where QARD requirements are addressed in the implementing procedures. Updating of this matrix shall be on the Requirements Traceability Network (RTN).
- 6.6 Completed approved QAPs and ILPs are to be consolidated into new manuals by Document Control for issuance when all procedures are completed.
- 6.7 New procedures manuals are to be issued to present manual holders by May 14, 1993 in order for all required training to be completed to support an effective date of June 18, 1993. A controlled copy of the new procedures shall be issued to OQA.
- 6.8 Upon issuance of the new procedures manuals, all procedure holders shall be notified to continue to work to the procedures contained in the old manual (i.e., preceding revisions to those issued on May 14, 1993) until all required training is completed and they are notified by the M&O QA Manager through the document control acknowledgement system that they are to return or destroy the old procedure manuals and start working to the new procedures.

- 6.9 The M&O cannot put the new procedures into effect until the following OQA actions have been completed:
 - 6.9.1 Acceptance of this transition plan
 - 6.9.2 Acceptance of QAP-1-0, Organization
 - 6.9.3 Acceptance of the M&O Transition Plan Summary
 - 6.9.4 Acceptance of the M&O Final QARD Implementation Matrix
 - 6.9.5 Authorization in writing from OQA for the M&O to proceed with the implementation of the DOE/RW-0333P QARD and decontrol/withdrawal of the M&O QAPD.
- 6.10 Once all actions in 6.9 are completed the M&O QA Manager shall notify M&O Document Control to withdraw the M&O QAPD in accordance with QAP-6-1, Document Control, as it is no longer needed. Revision 4 of DOE/RW-0214 QARD shall be returned or destroyed as instructed by OCRWM Document Control.
- 6.11 The M&O Final QARD Implementation Matrix is a controlled document which shall be maintained by the M&O and submitted to OQA using the Requirements Traceability Network (RTN) for approval of all subsequent changes.



United States Department of the Interior

GEOLOGICAL SURVEY BOX 25046 M.S. <u>425</u> DENVER FEDERAL CENTER DENVER, COLORADO 80225

TAKE PRIDE IN AMERICA FEB 5 IU 27 All

I-337118

WBS #: 1.2.11.2

February 4, 1993

OA: NA

IN REPLY REFER TO:

Received Autoria 3. D. Autoria

Mr. Richard E. Spence, Director
Quality Assurance Division
Yucca Mountain Site Characterization
Project Office
U.S. Department of Energy
P.O. Box 98608
Las Vegas, NV 89193-8608

SUBJECT: USGS Transition Plan to DOE/RW-0333P QARD

The USGS has completed its analysis of where the requirements in DOE/RW-0333P QARD have and have not been met. Out of 35 implementing documents (QMPs) we have identified seven QMPs requiring modification, 15 QMPS requiring revision, and four QMPs that need to be written. In addition five QMPs may be rescinded. These numbers are estimates and may change after more detailed analyses are performed. Based on this initial analysis the USGS estimates that it will complete its transition to the QARD by August 5, 1993. Documents enclosed supporting this analysis include: Transition Plan Summary, Transition Plan Detail, and a draft QARD Implementation Matrix which includes a justification for those criteria which are not applicable. Controlled copies of all YMP-USGS implementing procedures are already located in your office. Previous correspondence identified nine individuals we would like to attend the OCRWM QARD training.

If you have any questions regarding the enclosed information please contact me at (303) 236-1418.

Sincerely ÷

T. H. Chaney YMP-USGS Quality Assurance Manager

1; C CC CC: ... CC: _____ CU: _____ CC: _____ CC: _____ 25/22

THC: hh

Enclosures

cc: D.G. Horton, DOE/OCRWM, Washington, DC E.H. Roseboom, USGS, Reston, VA V.R. Schneider, USGS, Reston, VA L.R. Hayes, USGS, Denver, CO J.S. Stuckless, USGS, Denver, CO D.H. Appel, USGS, Denver, CO R.W. Craig, USGS, Las Vegas, NV YMP-USGS LRC File:

\pd\qapp\trns-pln.ltr
#210-A

Implementation Plan for the DOE/RW-0333P QARD, Rev. 0

YMP-USGS

.

| TRANSITION PLAN SUMMARY | ORGANIZATION: | |
|--|---------------|----------|
| Activity | Start Date | End Date |
| Document Review and Personnel Assignment | - | - |
| Estimated Completion Time - 2 weeks | | |
| RTN Assigned to: N.R. Karas | 12/31/92 | 01/05/93 |
| QARD Applicability | | |
| Estimated Completion Time - 1 week | 01/05/93 | 01/15/93 |
| Draft QARD Implementation Matrix | | |
| Estimated Completion Time - 2 weeks | | |
| Attach Completed Draft QARD Implementation Matrix | 01/20/93 | 01/29/93 |
| Impact Analysis and Transition Plan | | |
| Estimated Completion Time - 1 week | | |
| Submit Impact Summary, Transition Summary, Transition Plan, and Draft QARD Implementation Matrix to appropriate OQA Division | 01/29/93 | 02/05/93 |
| Document Revision | | |
| Estimated Completion Time - Varies according to Transition Plan Detail. | | |
| Indicate start date and end date for this activity as described in the Transition Plan Detail | 02/05/93 | 06/30/93 |

Implementation Plan for the DOE/RW-0333P QARD, Rev. 0

YMP-USGS

•

.

| TRANSITION PLAN SUMMARY | ORGANIZATION: | |
|---|---------------|---------------|
| Activity | Start Date | End Date |
| Final QARD Implementation Matrix and Implementing Document describing Organization | - | |
| Estimated Completion Time - 1 week | | |
| Submit final QARD Implementation Matrix and implementing document describing Organization review and acceptance. | 06/30/93 | 07/08/93 |
| Review and Acceptance of Documentation | | |
| Estimated Completion Time - 2 weeks | | |
| OQA to issue letter. | est. 07/08/93 | est. 07/22/93 |
| Withdrawal of QAPD (YMP-USGS-QAPP-01, R5) | | |
| Estimated Completion Time - 1 week | | |
| Issue notification to controlled document holders, issue general notification, and arrange controlled distribution of QARD Implementation Matrix and implementing document describing | | |
| Organization | est. 07/22/93 | est. 07/29/93 |
| Withdrawal of QARD | | |
| Estimated Completion Time - 1 week | | |
| Issue notification to controlled document holders and issue general notification | 07/29/93 | 08/05/93 |

Transition Plan Detail for YMP-USGS Transition From YMP-USGS-QAPP-01, R5, to DOE/RW-0333P QARD, Rev. 0

Existing YMP-USGS Quality Management Procedures (QMPs) requiring changes:

| QMP # | Nature o | of Change | Requires | Training | Pri | iority Co | de |
|---------|-------------|---|----------|----------|----------|-----------|----------|
| <u></u> | Mod. | Rev. | Reading | Class | A | В | |
| 1.01 | | x | x | | | x | |
| | | | I I | | T | r | 1 |
| 2.01 | X | | X | | | X | - |
| 2.05 | | X | X | | | | |
| 2.07 | x | <u></u> | X | | <u> </u> | x | |
| 3.03 | | × | x | | | | |
| 3.07 | x | ~ | x | | | x | + ' |
| 3.11 | x | | x | <u></u> | | x | <u> </u> |
| 3.15 | x | | x | | | x | † |
| | | | 11 | | 1 | | <u> </u> |
| 4.01 | | X | | Х | x | | |
| 5.01 | | × | x | | | | |
| 5.03 | | × | x | | | | |
| 5.05 | | X | | x | x | | |
| 6.01 | | x | x | ····· | x | | T |
| | | ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~ | | | <u> </u> | L | <u>I</u> |
| 7.01* | | x | | x | x | | |
| | - <u> </u> | | I | | 1 | | |
| 8.01 | X | | x | | | X | |
| 12.01 | x | | x | | | x | |
| | | | | | | | |
| 15.01 | | X | X | | | |) |

۲.

| | to DOE/RW-03 | SSSP UA | RD, Rev. U | | | |
|---------|--------------|---------------------------------------|------------|---|-------------|---|
| 16.01** | x | | . X. | | | > |
| 16.03 | x | х | | | | > |
| | | | | | | |
| 17.03 | x | х | | | | > |
| | | · · · · · · · · · · · · · · · · · · · | | | | |
| 18.01 | × | х | | - | x | |
| 18.02 | x | х | | | | > |

** Upon revision, QMP-16.01 will be superseded by QMP-16.04, Quality Deficiency Reports, for all newly generated deficiency documents. QMP-16.01 will remain in place to address only those Corrective Action Reports already in process.

YMP-USGS QMPs requiring development:

| QMP | Requires Training | | Priority Code | | |
|--|-------------------|-------|---------------|---|---|
| | Reading | Class | A | В | С |
| Data Validation | | x | | | x |
| Nonconforming Samples | x | | | | x |
| QA Program Information Management | x | | | | x |
| Submittal of Prerequisites and Test Infor- mation | x | | | | x |

Priority Codes:

- A Highest priority expect issuance by April 30, 1992 and effective date (including training) by May 28, 1993.
- B Middle priority expect to issue modification by May 28, 1993 with effective date (including training) by June 30, 1993.
- C Lowest priority expect to issue modification or revision by June 30, 1993 with effective date (including training) by July 30, 1993.



United States Department of the Interior

GEOLOGICAL SURVEY BOX 25046 M.S. 425 DENVER FEDERAL CENTER DENVER, COLORADO 80225

AMERICA FEB 5 10 27 AIT

IN REPLY REFER TO:

Received s.D. Howen 2-8-93

QA: NA February 4, 1993

I-337118

WBS #: 1.2.11.2

Mr. Richard E. Spence, Director
Quality Assurance Division
Yucca Mountain Site Characterization
Project Office
U.S. Department of Energy
P.O. Box 98608
Las Vegas, NV 89193-8608

cc: D.G. Horton, DOE/OCRWM, Washington, DC E.H. Roseboom, USGS, Reston, VA

> V.R. Schneider, USGS, Reston, VA L.R. Hayes, USGS, Denver, CO

J.S. Stuckless, USGS, Denver, CO

D.H. Appel, USGS, Denver, CO R.W. Craig, USGS, Las Vegas, NV

YMP-USGS LRC File:

SUBJECT: USGS Transition Plan to DOE/RW-0333P QARD

The USGS has completed its analysis of where the requirements in DOE/RW-0333P QARD have and have not been met. Out of 35 implementing documents (QMPs) we have identified seven QMPs requiring modification, 15 QMPS requiring revision, and four QMPs that need to be written. In addition five QMPs may be rescinded. These numbers are estimates and may change after more detailed analyses are performed. Based on this initial analysis the USGS estimates that it will complete its transition to the QARD by August 5, 1993. Documents enclosed supporting this analysis include: Transition Plan Summary, Transition Plan Detail, and a draft QARD Implementation Matrix which includes a justification for those criteria which are not applicable. Controlled copies of all YMP-USGS implementing procedures are already located in your office. Previous correspondence identified nine individuals we would like to attend the OCRWM QARD training.

If you have any questions regarding the enclosed information please contact me at (303) 236-1418.

Sincerely ų,

CC: __

CC: _

T. H. Chaney YMP-USGS Quality Assurance Manager

0: CC CC: ...

\pd\qapp\trns-pln.ltr #210-A

THC: hh

Enclosures

Implementation Plan for the DOE/RW-0333P QARD. Rev. 0

YMP-USGS

| TRANSITION PLAN SUMMARY | ORGANIZATIO | N: |
|--|-------------|----------|
| Activity | Start Date | End Date |
| Document Review and Personnel Assignment | - | ÷ |
| Estimated Completion Time - 2 weeks | | |
| RTN Assigned to: N.R. Karas | 12/31/92 | 01/05/93 |
| QARD Applicability | | |
| Estimated Completion Time - 1 week | 01/05/93 | 01/15/93 |
| Draft QARD Implementation Matrix | | |
| Estimated Completion Time - 2 weeks | | |
| Attach Completed Draft QARD Implementation Matrix | 01/20/93 | 01/29/93 |
| Impact Analysis and Transition Plan | | |
| Estimated Completion Time - 1 week | | |
| Submit Impact Summary, Transition Summary, Transition Plan, and Draft QARD Implementation Matrix to appropriate OQA Division | 01/29/93 | 02/05/93 |
| Document Revision | | |
| Estimated Completion Time - Varies according to Transition Plan Detail. | | |
| Indicate start date and end date for this activity as described in the Transition Plan Detail | 02/05/93 | 06/30/93 |

Implementation Plan for the DOE/RW-0333P QARD. Rev. 0

•

YMP-USGS

| TRANSITION PLAN SUMMARY | ORGANIZATIO | N: |
|---|---------------|---------------|
| Activity | Start Date | End Date |
| Final QARD Implementation Matrix and Implementing Document describing Organization | - | ÷ |
| Estimated Completion Time - 1 week | | |
| Submit final QARD Implementation Matrix and implementing document describing Organization review and acceptance. | 06/30/93 | 07/08/93 |
| Review and Acceptance of Documentation | | |
| Estimated Completion Time - 2 weeks | | |
| OQA to issue letter. | est. 07/08/93 | est. 07/22/93 |
| Withdrawal of QAPD (YMP-USGS-QAPP-01, R5) | | |
| Estimated Completion Time - 1 week | | |
| Issue notification to controlled document holders, issue general notification, and arrange controlled distribution of QARD | | |
| Implementation Matrix and implementing document describing Organization | est. 07/22/93 | est. 07/29/93 |
| Withdrawai of QARD | | |
| Estimated Completion Time - 1 week | | |
| Issue notification to controlled document holders and issue general notification | 07/29/93 | 08/05/93 |

Transition Plan Detail for YMP-USGS Transition From YMP-USGS-QAPP-01, R5, to DOE/RW-0333P QARD, Rev. 0

· ···· .

| Existing YMP-USGS Qualit | Management Procedures | (QMPs) requiring changes: |
|--------------------------|-----------------------|---------------------------|
|--------------------------|-----------------------|---------------------------|

| QMP # | Nature o | of Change | Requires | Training | Pri | ority Co | de |
|-------|----------|-----------|----------|--|---------------------------------------|---------------------------------------|-------------|
| | Mod. | Rev. | Reading | Class | Α | В | |
| 1.01 | | x | x | | | x | |
| | 1 1 | | 1 | | | | 1 |
| 2.01 | x | | X | | | x | |
| 2.05 | | X | X | | | | <u> </u> ' |
| 2.07 | x | | X | | | X | |
| 2.02 | | | | | | | Γ. |
| 3.03 | | X | X | | | |) |
| 3.07 | X | | X | | | X | |
| 3.11 | X | | X | | | X | |
| 3.15 | X | | X | | | X | |
| 4.01 | | x | | x | x | <u></u> | |
| | <u> </u> | X | <u> </u> | | | | 1 |
| 5.01 | | x | x | | | | > |
| 5.03 | | x | x | | | | > |
| 5.05 | | X | | X | x | · · · · · · · · · · · · · · · · · · · | |
| 6.01 | | x | x | | × | | |
| | | | | ······································ | · · · · · · · · · · · · · · · · · · · | | |
| 7.01* | | X | | X | x | | |
| | | | | | | | |
| 8.01 | × | | x | | | X | |
| 12.01 | × | | x | | | x | |
| | <u> </u> | | [] | | | | |
| 15.01 | | X | X | | | | X |

| | Transitio | n From YI | | YMP-USGS QAPP-01, D, Rev. 0 | | | |
|---------|-----------|-----------|---|---------------------------------------|-------------|----------|---|
| 16.01** | | x | | - X- | | | × |
| 16.03 | | x | x | | | | × |
| | | | | · · · · · · · · · · · · · · · · · · · | | ····- | |
| 17.03 | | X | X | 1 | | | X |
| | | | | 1 | | <u> </u> | 1 |
| 18.01 | | X | X | | - | X | ļ |
| 18.02 | | x | X | | | | x |

* Upon revision, QMP-16.01 will be superseded by QMP-16.04, Quality Deficiency Reports, for all newly generated deficiency documents. QMP-16.01 will remain in place to address only those Corrective Action Reports already in process.

YMP-USGS QMPs requiring development:

| QMP | Requires Training | | Priority Code | | |
|--|-------------------|-------|---------------|---|---|
| | Reading | Class | A | В | С |
| Data Validation | | x | | | x |
| Nonconforming Samples | x | | | | x |
| QA Program Information Management | x | | | | x |
| Submittal of Prerequisites and Test Infor- mation | x | | | | x |

Priority Codes:

| A | Highest priority - expect issuance by April 30, 1992 and effective date (including training) by May 28, 1993. |
|---|---|
| В | Middle priority - expect to issue modification by May 28, 1993 with effective date (including training) by June 30, 1993. |

C Lowest priority - expect to issue modification or revision by June 30, 1993 with effective date (including training) by July 30, 1993.



United States Department of the Interior

GEOLOGICAL SURVEY BOX 25046 M.S. 425 DENVER FEDERAL CENTER DENVER, COLORADO 80225

TAKE" PRIDE I AMERICA FEB 5 10 27 AIT UD

IN REPLY REFER TO:

Received Aurel 3. D. Aurel 2-8-93

WBS #: 1.2.11.2 QA: NA February 4, 1993

I-337118

Mr. Richard E. Spence, Director
Quality Assurance Division
Yucca Mountain Site Characterization
Project Office
U.S. Department of Energy
P.O. Box 98608
Las Vegas, NV 89193-8608

SUBJECT: USGS Transition Plan to DOE/RW-0333P QARD

The USGS has completed its analysis of where the requirements in DOE/RW-0333P QARD have and have not been met. Out of 35 implementing documents (QMPs) we have identified seven QMPs requiring modification, 15 QMPS requiring revision, and four QMPs that need to be written. In addition five QMPs may be rescinded. These numbers are estimates and may change after more detailed analyses are performed. Based on this initial analysis the USGS estimates that it will complete its transition to the QARD by August 5, 1993. Documents enclosed supporting this analysis include: Transition Plan Summary, Transition Plan Detail, and a draft QARD Implementation Matrix which includes a justification for those criteria which are not applicable. Controlled copies of all YMP-USGS implementing procedures are already located in your office. Previous correspondence identified nine individuals we would like to attend the OCRWM QARD training.

If you have any questions regarding the enclosed information please contact me at (303) 236-1418.

Sincerely હે

T. H. Chaney YMP-USGS Quality Assurance Manager

۰, C 00 CC: ... 00: _ CC: ___ ------CC: CC: _____

25/02

THC: hh

Enclosures

cc: D.G. Horton, DOE/OCRWM, Washington, DC E.H. Roseboom, USGS, Reston, VA V.R. Schneider, USGS, Reston, VA L.R. Hayes, USGS, Denver, CO J.S. Stuckless, USGS, Denver, CO D.H. Appel, USGS, Denver, CO R.W. Craig, USGS, Las Vegas, NV YMP-USGS LRC File:

\pd\qapp\trns-pln.ltr
#210-A

Implementation Plan for the DOE/RW-0333P QARD. Rev. 0

YMP-USGS

| TRANSITION PLAN SUMMARY | ORGANIZATIO | N: |
|--|-------------|----------|
| Activity | Start Date | End Date |
| Document Review and Personnel Assignment | - | - |
| Estimated Completion Time - 2 weeks | | |
| RTN Assigned to: N.R. Karas | 12/31/92 | 01/05/93 |
| QARD Applicability | | |
| Estimated Completion Time - 1 week | 01/05/93 | 01/15/93 |
| Draft QARD Implementation Matrix | | |
| Estimated Completion Time - 2 weeks | | |
| Attach Completed Draft QARD Implementation Matrix | 01/20/93 | 01/29/93 |
| Impact Analysis and Transition Plan | | · · |
| Estimated Completion Time - 1 week | | |
| Submit Impact Summary, Transition Summary, Transition Plan, and Draft QARD Implementation Matrix to appropriate OQA Division | 01/29/93 | 02/05/93 |
| Document Revision | | |
| Estimated Completion Time - Varies according to Transition Plan Detail. | | |
| Indicate start date and end date for this activity as described in the Transition Plan Detail | 02/05/93 | 06/30/93 |

Implementation Plan for the DOE/RW-0333P QARD, Rev. 0

YMP-USGS

.

| TRANSITION PLAN SUMMARY | ORGANIZATIO | N: |
|---|---------------|---------------|
| Activity | Start Date | End Date |
| Final QARD Implementation Matrix and Implementing Document describing Organization | - | |
| Estimated Completion Time - 1 week | | |
| Submit final QARD Implementation Matrix and implementing document describing Organization review and acceptance. | 06/30/93 | 07/08/93 |
| Review and Acceptance of Documentation | | |
| Estimated Completion Time - 2 weeks | | |
| OQA to issue letter. | est. 07/08/93 | est. 07/22/93 |
| Withdrawal of QAPD (YMP-USGS-QAPP-01, R5) | · · · | |
| Estimated Completion Time - 1 week | | |
| Issue notification to controlled document holders, issue general notification, and arrange controlled distribution of QARD Implementation Matrix and implementing document describing Organization | est. 07/22/93 | est. 07/29/93 |
| Withdrawai of QARD | | |
| Estimated Completion Time - 1 week | | |
| Issue notification to controlled document holders and issue general notification | 07/29/93 | 08/05/93 |

Transition Plan Detail for YMP-USGS Transition From YMP-USGS-QAPP-01, R5, to DOE/RW-0333P QARD, Rev. 0

Existing YMP-USGS Quality Management Procedures (QMPs) requiring changes:

| QMP # | Nature of Change | | Requires Training | | Priority Code | | |
|-------|------------------|-------|-------------------|-------------|---------------|----------|------------------|
| | Mod. | Rev. | Reading | Class | A | В | |
| 1.01 | | x | x | | | x | |
| 2.01 | x | | x | | <u> </u> | x | Τ |
| 2.05 | ^ | × | × | | <u> </u> | ^ | $\left \right $ |
| 2.07 | x | | x | | | x | |
| • | | | | | · · · | | |
| 3.03 | | X | x | | | | |
| 3.07 | X | | x | | | x | |
| 3.11 | x | | x | | | x | |
| 3.15 | x | | x | | | х | |
| | | ····· | | | | | |
| 4.01 | | x | | x | x | | L |
| 5.01 | | x | ~ T | | | | |
| 5.03 | | X | X X | | | | |
| 5.05 | + | x | ^ | x | x | | \vdash |
| 0.00 | - <u>L</u> I. | ~ | <u> </u> | | | | <u> </u> |
| 6.01 | | x | x | · · · · · · | x | | |
| | 1 1 | | | | | | r |
| 7.01* | | X | | X | x | | |
| 8.01 | x | | x | | | x | |
| | | | ^ | | | | L |
| 12.01 | x | | x | | | x | |
| | | | | | _ | <u> </u> | |
| 15.01 | | x | x | | | | |

| Tra | Transition Plan Ansition From YM to DOE/RW-03 | MP-USGS | - QAPP-01 , | | | |
|---------|---|---------|--------------------|---|---|---|
| 16.01** | X | | . X. | | |) |
| 16.03 | x | X | | | | , |
| 17.03 | x | X | | | | > |
| 18.01 | x | х | | _ | x | |
| 18.02 | x | x | | | | > |

** Upon revision, QMP-16.01 will be superseded by QMP-16.04, Quality Deficiency Reports, for all newly generated deficiency documents. QMP-16.01 will remain in place to address only those Corrective Action Reports already in process.

YMP-USGS QMPs requiring development:

| QMP | Requires Training | | Priority Code | | |
|--|-------------------|-------|---------------|---|---|
| | Reading | Class | A | В | C |
| Data Validation | | x | | | × |
| Nonconforming Samples | x | | | | X |
| QA Program Information Management | x | | | | × |
| Submittal of Prerequisites and Test Infor- mation | x | | | | × |

Priority Codes:

| A | Highest priority - expect issuance by April 30, 1992 and effective date (including training) by May 28, 1993. |
|---|--|
| В | Middle priority - expect to issue modification by May 28, 1993 with effective date (including training) by June 30, 1993. |
| С | Lowest priority - expect to issue modification or revision by June 30, 1993 with effective date (including training) by July 30, 1993. |