

United States Government

Department of Energy

memorandum

DATE: NOV 17 1992
REPLY TO:
ATTN OF: RW-3
SUBJECT: OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT (OCRWM) QUALITY ASSURANCE (QA) AUDIT HQ-93-01 OF OCRWM HEADQUARTERS ACTIVITIES INCLUDING YUCCA MOUNTAIN QUALITY ASSURANCE DIVISION (YMQAD) ACTIVITIES
TO:

Director, Office of Civilian Radioactive Waste Management, RW-1

Please be advised that a team from OCRWM, Office of Quality Assurance (OQA), will conduct a QA audit of the OCRWM QA Program and implementation during the period November 30 - December 9, 1992. Current plans are for the audit team to hold a preaudit meeting on Monday, December 7, 1992, beginning at 9:00 a.m., Room 4E-069, at the Forrestal Building. Please arrange for the appropriate personnel to attend the meeting. The postaudit meeting is tentatively scheduled for 3:00 p.m. on Wednesday, December 9, 1992.

A portion of this audit will be performed the week beginning November 30 at the Yucca Mountain Project Office to assess implementation and effectiveness of the Yucca Mountain Quality Assurance Division's activities. The preaudit meeting for this portion of the audit will be held on Monday, November 30, 1992, beginning at 9:00 a.m. in the YMQAD conference room. The postaudit meeting for this portion of the audit is tentatively scheduled for 3:00pm on Wednesday, December 2, 1992.

The audit will focus on the following areas:

QA Program Elements

- 1 - Organization
- 2 - Quality Assurance Program
- 5 - Instructions, Procedures, and Drawings
- 6 - Document Control
- 16 - Corrective Action
- 17 - Quality Assurance Records
- 18 - Audits

The audit will evaluate compliance to and effectiveness of the OCRWM QA Program as described in the Quality Assurance Program Description and its related implementing procedures.

Checklists developed from the applicable implementing procedures will be used in conducting the audit. If the audit team identifies a need to verify additional programmatic areas during the audit, they will be added to the audit checklists and verified accordingly.

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Add: 11 WM-11
Ken Hooks
NHOB 11
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The audit team will consist of:

<u>NAME</u>	<u>ORGANIZATION</u>	<u>TEAM</u>
Dennis Brown	CER Corp., Arlington, VA	Audit Team Leader
Michael Donovan	CER Corp., Arlington, VA	Auditor
Hank Greene	CER Corp., Arlington, VA	Auditor
Marlin Horseman	CER Corp., Arlington, VA	Auditor
Lester Wagner	CER Corp., Arlington, VA	Auditor
Hugh Lentz	CER Corp., Arlington, VA	Auditor
Robert Howard	Weston, Washington, DC	Auditor
Sam Horton	SAIC, Las Vegas, NV	Auditor
Stephen Dana	SAIC, Las Vegas, NV	Auditor

Observers representing the State of Nevada, U. S. Nuclear Regulatory Commission, and other interested parties may also be accompanying the team. You will be notified of these observers prior to the audit.

If you have any questions, please contact Bob Clark at 586-1238 or Dennis Brown of CER Corporation at (703) 276-9300.



Donald G. Horton, Director
Office of Quality Assurance Division

Attachment