



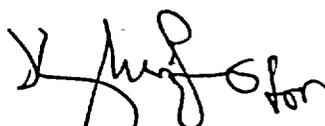
Department of Energy

Washington, DC 20585

QA: QA

APR 22 2003

MEMORANDUM FOR: W. John Arthur, III (RW-2W)

FROM: R. Dennis Brown, Director
Office of Quality Assurance 

SUBJECT: Issuance of Deficiency Report (DR) ORD(O)-03-D-110 to
Office of Repository Development for Not Verifying or Documenting
Personnel Attainment of Education from Accredited Institutions

As a result of the extent of condition DR BSC(O)-02-D-176, an additional condition adverse to quality has been identified and documented in the enclosure.

Please provide a response to this deficiency that meets the applicable requirements of Administrative Procedure (AP) 16.1Q, *Management of Conditions Adverse to Quality*. Send the original of your response to Deborah G. Opielowski, Navarro Quality Services, P.O. Box 364629, Mail Stop 455, North Las Vegas, Nevada 89036-8629. Initial response to the DR is due ten working days from the date of this letter. Any extension to the due date must be requested in accordance with AP-16.1Q.

If you have any questions, please contact either Kerry M. Grooms at (702) 794-1367 or Bobby C. Scott at (702) 794-5408.

OQA:KMG-0906

Enclosure:
DR ORD(O)-03-D-110

cc w/encl:
R. A. Milner, DOE/HQ (RW-2E), FORS
N. K. Stablein, NRC, Rockville, MD
Robert Latta, NRC, Las Vegas, NV (2 cys)
S. W. Lynch, State of Nevada, Carson City, NV
L. W. Bradshaw, Nye County, Pahrump, NV
W. J. Glasser, NQS, Las Vegas, NV
D. G. Opielowski, NQS, Las Vegas, NV
B. C. Scott, NQS, Las Vegas, NV
W. J. Boyle, DOE/ORD (RW-40W), Las Vegas, NV
E. R. Cooper, DOE/ORD (RW-40W), Las Vegas, NV
B. M. Terrell, DOE/ORD (RW-40W), Las Vegas, NV



OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT
U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C

8. Deficiency Report
 Corrective Action Report

No
ORD(O)-03-D-110

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QA QA

DEFICIENCY REPORT/CORRECTIVE ACTION REPORT

1. Controlling Document: (Document ID and Revision or Date)
AP-2.2Q, Rev. 1, *Establishment and Verification of Required Education and Experience of Personnel*

2 Related Report No
DR BSC(O)-02-D-176
DR OSPD(O)-03-D-125

3 Responsible Organization
Office of Repository Development (ORD)

4 Discussed With
A. Lucero, C. Lukasik, J. Blaylock, S. Pollock, M. Van Der Puy

5 Requirement
AP-2.2Q, Section 2.0, states, in part: "This procedure applies to all Office of Civilian Radioactive Waste Management (OCRWM) Affected Organizations, including OCRWM Headquarters, the Yucca Mountain Site Characterization Office, OCRWM direct-support contractors, and other support contractors that perform activities subject to *Quality Assurance Requirements and Description* controls...."

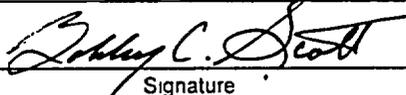
AP-2.2Q, Section 5.2.3a. states, in part: "Verify and document the individual's education level, as required by the position description (BSC personnel) or by the Qualifications Handbook for General Schedule Positions (Federal Personnel) ..." This latter document is the United States Office of Personnel Management *Operating Manual for Qualification Standards for General Schedule Positions* which states, in part: "The individual occupational requirements typically provide at least two methods for applicant to meet the basic requirements of the occupations by this standard"

A. "Successful completion of a full 4-year course of study in an accredited college or university...." or
B. "Appropriate combination of education and experience...."

6 Description of Condition
Contrary to the stated requirements, ORD has not verified or documented that personnel obtained their qualifying education from an accredited educational institution.

Discussions with ORD Human Resources personnel (A. L. Lucero) disclosed that a college or university's accreditation status has never been verified or documented due to the Qualification Standard not explicitly requiring the verification/documentation.

Has work been stopped? Yes No

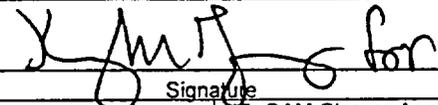
7. Initiator
Bobby C Scott  3/27/03
Printed Name Signature Date

9 Does a stop work condition exist?
 Yes No N/A
If Yes, Check One A B C D

10 Recommended Actions
1. Review personnel packages of all OCRWM personnel whose qualification specifies education to ensure that their education was in fact obtained from an accredited institution
2. Revise AP-2.2Q to add procedural step(s) describing how the verification/documentation regarding the accreditation of an educational institution is accomplished

11 QAR Review.
Bobby C. Scott  3/27/03
Printed Name Signature Date

12 Response Due Date
10 Working days after issuance

13. QAM Issuance Approval
R. Dennis Brown  4/21/03
Printed Name Signature Date

14. Corrective Actions Verified/Closure
QAR Printed Name Signature Date

15. QAM Closure Approval
Printed Name Signature Date



Department of Energy

Washington, DC 20585

QA: QA

APR 22 2003

MEMORANDUM FOR: Ronald A. Milner, (RW-2E)

FROM: R. Dennis Brown, Director
Office of Quality Assurance

SUBJECT: Issuance of Deficiency Report (DR) OSPD(O)-03-D-125 to
Office of Strategy and Program Development for Not Verifying and
Documenting Personnel of Education from Accredited Institutions

As a result of the extent of condition evaluation on DR BSC(0)-02-D-176, an additional condition adverse to quality has been identified and documented in the enclosure.

Please provide a response to this deficiency that meets the applicable requirements of Administrative Procedure (AP) 16.1Q, *Management of Conditions Adverse to Quality*. Send the original of your response to Deborah G. Opielowski, Navarro Quality Services, P.O. Box 364629, Mail Stop 455, North Las Vegas, Nevada 89036-8629. Initial response to the DR is due ten working days from the date of this letter. Any extension to the due date must be requested in accordance with AP-16.1Q.

If you have any questions, please contact either Kerry M. Grooms at (702) 794-1367 or Bobby C. Scott at (702) 794-5408.

OQA:KMG-0977

Enclosure:
DR OSPD(O)-03-D-125

cc w/encl:

N. K. Stablein, NRC, Rockville, MD
Robert Latta, NRC, Las Vegas, NV (2 cys)
S. W. Lynch, State of Nevada, Carson City, NV
L. W. Bradshaw, Nye County, Pahrump, NV
W. J. Glasser, NQS, Las Vegas, NV
D. G. Opielowski, NQS, Las Vegas, NV
B. C. Scott, NQS, Las Vegas, NV
W. J. Arthur, III, DOE/ORD (RW-2W), Las Vegas, NV
W. J. Boyle, DOE/ORD (RW-40W), Las Vegas, NV
E. R. Cooper, DOE/ORD (RW-40W), Las Vegas, NV
B. M. Terrell, DOE/ORD (RW-40W), Las Vegas, NV



**OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT
U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C**

8 Deficiency Report
 Corrective Action Report

No
OSPD(O)-03-D-125

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QA QA

DEFICIENCY REPORT/CORRECTIVE ACTION REPORT

1. Controlling Document (Document ID and Revision or Date)
AP-2.2Q, Rev. 1, *Establishment and Verification of Required Education and Experience of Personnel*

2. Related Report No
DR BSC(O)-02-D-176
DR ORD(O)-03-D-110

3 Responsible Organization
Office of Strategy and Project (OSPD)

4 Discussed With
A. Lucero, C. Lukasik, J. Blaylock, S. Pollock, M Van Der Puy

5 Requirement
AP-2.2Q, Section 2 0, states, in part: "This procedure applies to all Office of Civilian Radioactive Waste Management (OCRWM) Affected Organizations, including OCRWM Headquarters, the Yucca Mountain Site Characterization Office, OCRWM direct-support contractors, and other support contractors that perform activities subject to *Quality Assurance Requirements and Description* controls...."

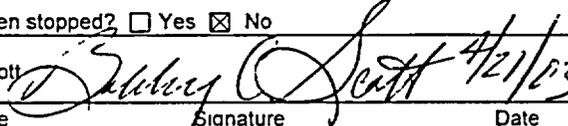
AP-2.2Q, Section 5.2.3a, states, in part: "Verify and document the individual's education level, as required by the position description (BSC personnel) or by the Qualifications Handbook for General Schedule Positions (Federal Personnel)...." This latter document is the United States Office of Personnel Management Operating Manual for Qualification Standards for General Schedule Positions which states, in part: "The individual occupational requirements typically provide at least two methods for applicant to meet the basic requirements of the occupations by this standard "

A "Successful completion of a full 4-year course of study in an accredited college or university...." or
B. "Appropriate combination of education and experience...."

6 Description of Condition
Contrary to the stated requirements, OSPD has not verified or documented, in most cases, that personnel obtained their qualifying education from an accredited educational institution.

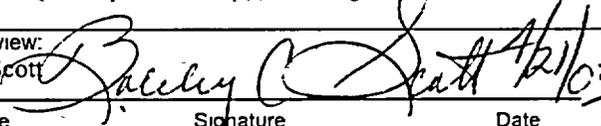
Discussion with OCRWM (Headquarters) Human Resources personnel (C. Lukasik) disclosed that a college or university's accreditation status was verified and documented at the beginning of the Project, however, the practice was discontinued in approximately 1994.

Has work been stopped? Yes No

7 Initiator
Bobby C Scott  4/21/03
Printed Name Signature Date

9 Does a stop work condition exist?
 Yes No N/A
If Yes, Check One A B C D

10 Recommended Actions:
1. Review personnel packages of all OCRWM personnel whose qualification specifies education to ensure that their education was in fact obtained from an accredited institution
2. Revise AP-2 2Q to add procedural step(s) describing how the verification/documentation regarding the accreditation of an educational institution is accomplished

11. QAR Review:
Bobby C. Scott  4/21/03
Printed Name Signature Date

12 Response Due Date
10 Working days after issuance

13 QAM Issuance Approval
R. Dennis Brown  4/21/03
Printed Name Signature Date

14 Corrective Actions Verified/Closure: _____
15 QAM Closure Approval _____
QAR Printed Name Signature Date Printed Name Signature Date