



Department of Energy
Yucca Mountain Site Characterization
Project Office
P. O. Box 98608
Las Vegas, NV 89193-8608

WBS 1.2.9.3
QA

DEC 18 1990

Carl P. Gertz, Project Manager, YMP, NV

EVALUATION OF RESPONSE TO CORRECTIVE ACTION REQUEST (CAR) YM-91-006
RESULTING FROM YUCCA MOUNTAIN QUALITY ASSURANCE DIVISION (YMQAD)
AUDIT 91-I-01

Reference: Letter, Gertz to Horton, dtd. 11/28/90

The YMQAD staff has evaluated the response to CAR YM-91-006 submitted by the referenced letter. The response has been determined to be satisfactory. Verification of completion of the corrective action will be performed after the effective date provided.

Any extension to the effective date must be requested in writing with appropriate justification prior to that date.

If you have any questions please contact either Catherine E. Hampton at 794-7973 or Donald J. Harris at 794-7356.

Donald G. Horton, Director
Yucca Mountain Quality Assurance Division

YMQAD:CEH-1224

Enclosure:
CAR YM-91-006

cc w/encl:
K. R. Hooks, NRC, Washington, DC ←
S. W. Zimmerman, NWPO, Carson City, NV
N. J. Brogan, SAIC, Las Vegas, NV, 517/T-08

cc w/o encl:
J. W. Gilray, NRC, Las Vegas, NV

YMP-5

9012280276 901218
PDR WASTE
WM-11 PDR

FULL TEXT ASCII SCAN
ADD: KHOOKS

102.7
wm-11
NH03

ORIGINAL
THIS IS A RED STAMP

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

14 CAR NO.: YM-91-006
DATE: 11/09/90
SHEET: 1 OF 2
QA
WBS No.: 1.2.9.3

CORRECTIVE ACTION REQUEST

1 Controlling Document
QAPD, Revision 3

2 Related Report No.
Audit No. 91-I-01

3 Responsible Organization
Training

4 Discussed With
M. Anderson and W. Thomas

10 Response Due
11/29/90

11 Responsibility for Corrective Action
C. Aiello

12 Stop Work Order Y or N
N

5 Requirement:
QAPD, Rev. 3, Para. 2.1.9, states in part, "Personnel assigned to perform activities that affect the quality of an item or activity will receive appropriate indoctrination and training prior to performing work."

6 Adverse Condition:
The controls established for training Project personnel do not effectively assure that personnel are adequately trained prior to performance of quality-affecting activities.

- o Qualification evaluation dates may not reflect or coincide with dates necessary for training.
- o Additional training (after an individual becomes qualified) cannot be determined as having been accomplished on time. This may be due to the fact that a time limitation is not reflected or documented on the appropriate forms.
- o Tracking mechanism to ensure necessary and adequate training is achieved does not exist.
- o Training matrix seems to be an important part of the training program. However, it does not exist.

7 Recommended Action(s):
Identify the remedial actions to be taken to correct the deficiencies noted in Block 6. Investigate the program, process, activities, or documentation to determine the extent and depth of similar

8 Initiator
Mario R. Diaz

Date:
10/26/90

9 Severity Level -
1 2 3

13 Approved By:
OQA Jane Blaylock for

Date:
11/9/90

15 Verification of Corrective Action:

16 Corrective Action Completed and Accepted:
QAR _____ Date _____

17 Closure Approved By:
OQA _____

ORIGINAL
THIS IS A RED STAMP

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

CAR NO.: YM-91-006
DATE: 11/09/90
SHEET: 2 OF 2

**CORRECTIVE ACTION REQUEST
(continuation sheet)**

6 Adverse Condition (continued)

7 Recommended Action(s) (continued)

conditions to those listed on the CAR. Identify these deficiencies and provide the measures required to correct them. Identify the cause of the condition and the planned corrective action to prevent recurrence.

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

CAR NO. YM-91-006

DATE: 11/28/90

SHEET: _____ OF _____

CORRECTIVE ACTION REQUEST
(continuation sheet)

Corrective Action for Deficient Condition

A. Extent of Deficiency:

The adverse condition affects all individuals who perform quality affecting activities under the OCRWM QA Program, and for whom the T&MSS Training Center has responsibilities.

B. Root Cause:

The lack of procedural clarity and the absence of proceduralized tools with which to implement a systematic approach to training.

C. Remedial Action:

1. The Training Department will establish a baseline of training requirements to be maintained for Yucca Mountain personnel working under the OCRWM QA Program. This baseline will be established immediately for Midway Valley/Calcite Silica personnel. Baseline training requirements will be based on job function, and will identify documents/areas which management feels individuals need to be kept cognizant of at all times and which directly impact their daily outputs. The baseline training requirements for Midway Valley/Calcite Silica personnel will be established by November 30, 1990; baseline requirements for other applicable Project Office personnel will be established by February 28, 1991.
2. The Training Department will establish a document matrix relating each individual to a specific set of baseline requirements. This matrix will be used to determine who needs training on a given document/area or change thereto. Matrices for Midway Valley/Calcite Silica personnel will be established by December 7 1990; matrices for other applicable Project Office personnel will be established by March 7, 1991.
3. The Training Department will establish a tracking system which will verify baseline requirements against the actual training each individual has completed. For those individuals who do not meet the newly established baseline training requirements, the Training Department will notify these individuals and ensure that training is completed. This tracking system will be implemented for Midway Valley/Calcite Silica personnel by December 14, 1990; other applicable Project Office personnel will be incorporated into the system by March 14, 1991.

YMP: ECR-1020-11/28/90

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

CAR NO. YM-91-006
DATE: 11/28/90
SHEET: _____ OF _____

CORRECTIVE ACTION REQUEST
(continuation sheet)

4. The Training Department will revise the Employee Training Assignment form (QMP-02-01, Fig. 4) and the Completion of Reading Assignment form (non-proceduralized) currently in use in order to aid in the accomplishment of the above remedial actions. This action will be accomplished by November 30, 1990.
5. The Training Department will establish a mechanism to review all future incoming training records and identify discrepancies between training dates and effective dates of procedures. These discrepancies will be brought to the attention of the cognizant supervisor for evaluation and documentation of any quality-affecting activity. This action will be accomplished by January 31, 1991.

D. Corrective Action to Prevent Recurrence:

1. Upon receiving notification of a change to a document/area the Training Department will access the matrices and compile a list of personnel who need to be made cognizant of this change. Notification of this change will be issued and completed training will be tracked for each individual, utilizing the tracking system established above. This corrective action will be implemented by December 14, 1990 for Midway Valley/Calcite Silica personnel, and by March 14, 1991 for other applicable Project Office personnel.
2. The Training Department will revise applicable procedures to incorporate the changes needed to achieve the actions described above. These revisions will include sufficient procedural controls and enforcement provisions to assure that personnel are adequately trained prior to performing quality affecting activities. These controls will address qualification evaluation dates as being commensurate with the completion of all required initial training. Procedure revisions will be submitted to Plans and Procedures Division by December 21, 1990.

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

CAR NO. YM-91-006

DATE: 11/28/90

SHEET: OF

CORRECTIVE ACTION REQUEST
(continuation sheet)

Response Approved: Maxwell Blanchard 11-28-90
Responsible Manager Date
for C. P. Gertz

Response Accepted A. J. Harris 12-4-90
QAR Date

Response Accepted: Cather Hampton 12-7-90
QAR Date