

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT NO. YMP-91-I-01

OF

YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT OFFICE

LAS VEGAS, NEVADA

JULY 8 THROUGH JULY 12, 1991

Prepared by: Richard E. Powe Date: 6/10/91  
Richard E. Powe  
Audit Team Leader

Approved by: Donald G. Horton Date: 6/11/91  
Donald G. Horton  
Director  
Office of Quality Assurance

## 1.0 SCOPE

This internal audit, by a team of auditors from the Yucca Mountain Quality Assurance Division (YMQAD) of the Office of Quality Assurance (OQA), will evaluate the Yucca Mountain Site Characterization Project Office (YMPO) Quality Assurance Program to determine whether it meets the requirements and commitments imposed by the Office of Civilian Radioactive Waste Management (OCRWM). This will be done by verifying implementation and effectiveness of the system in place, as well as verifying compliance with requirements.

In addition to follow-up on open Standard Deficiency Report and Corrective Action Requests, a representative sample of discrepancies identified during previous quality assurance (QA) audits and surveillances of YMPO will be included in the scope of this audit to determine the effectiveness of YMPO corrective actions.

The programmatic elements and technical areas to be audited, as well as those programmatic elements not included in this audit, are identified in Section 4.0 of this plan.

## 2.0 AUDIT SCHEDULE

Pre-Audit Team/Observer Meeting	8:00 a.m., July 8, 1991 Las Vegas, Nevada
Pre-Audit Conference	9:00 a.m., July 8, 1991 Las Vegas, Nevada
Audit Activities	10:00 a.m. to 4:00 p.m., July 8, 1991 Las Vegas, Nevada
	8:30 a.m. to 4:00 p.m., July 8 -11, 1991 Las Vegas, Nevada
	8:30 to 10:30 a.m., July 12, 1991 Las Vegas, Nevada
Post-Audit Conference	11:00 a.m., July 12, 1991 Las Vegas, Nevada

Note: There will be daily audit team/observer meetings starting at 4:00 p.m.; there will be daily audit team/YMPO coordination meetings starting at 8:00 a.m., followed by Audit Team Leader/YMPO debriefings.

### 3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

The requirements to be audited will be contained in the pre-approved programmatic and technical checklists. These checklists will be developed from the latest available revision of the following documents:

- o OCRWM Quality Assurance Program Description (DOE/RW-0215) and implementing procedures
- o YMPO Administrative Procedures (APs)

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

- o Quality Assurance Administrative Procedure QAAP 18.2, Revision 3, "Audit Program"
- o QAAP 16.1, Revision 3, "Corrective Action Requests"
- o YMP Audit Observer Inquiry
- o Policy for Participation of State, Tribal and NRC Representatives as Observers on Department of Energy (DOE) Audits, dtd. July 14, 1987

### 4.0 ACTIVITIES TO BE AUDITED

#### Programmatic Elements

YMPO activities associated with the following QA Program elements will be audited:

- 1.0 Organization
- 2.0 Quality Assurance Program
- 3.0 Design Control
- 4.0 Procurement Document Control
- 5.0 Plans, Procedures, Instructions, and Drawings
- 6.0 Document Control
- 7.0 Control of Purchased Items and Services
- 8.0 Identification and Control of Materials, Parts, Components, and Samples
- 15.0 Control of Nonconforming Items
- 16.0 Corrective Action
- 17.0 Quality Assurance Records
- 19.0 Computer Software
- 20.0 Scientific Investigation Control

The following programmatic elements will not be audited since the YMPO has no activities to which these elements apply:

- 9.0 Control of Processes
- 10.0 Inspection
- 11.0 Test Control
- 12.0 Control of Measuring and Test Equipment (M&TE)
- 13.0 Handling, Storage, and Shipping
- 14.0 Inspection, Test, and Operating Status
- 18.0 Audits

YMQAD activities will be not audited at this time, but YMQAD activities will be covered by a separate OQA audit.

#### Technical Areas

No technical areas will included in this audit.

If the Audit Team identifies a need to verify additional programmatic or technical areas during the audit, they will be added to the audit checklist(s) and verified accordingly.

#### 5.0 AUDIT TEAM MEMBERS

Richard E. Powe, Science Applications International Corporation (SAIC),  
Las Vegas, Nevada, Audit Team Leader  
Amelia I. Arceo, SAIC, Las Vegas, Nevada, Auditor  
Robert B. Constable, DOE, Las Vegas, Nevada, Auditor  
Neil D. Cox, SAIC, Las Vegas, Nevada, Auditor  
John S. Martin, SAIC, Las Vegas, Nevada, Auditor  
Kenneth T. McFall, SAIC, Las Vegas, Nevada, Auditor  
Terry W. Noland, Westinghouse, Las Vegas, Nevada, Auditor  
Charles C. Warren, MAC Technical Services, Las Vegas, Nevada, Alternate Auditor

#### 6.0 AUDIT CHECKLISTS

The following checklists will be used in conjunction with this audit:

91-I-01-1 Programmatic checklist