

TITLE:

PURCHASING (SERVICES)

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SUPERSEDES

PP-04-01

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2-15-81

NEW PROCEDURE

**1.0 PURPOSE**

The purpose of this procedure is to define the methodology to be followed by Raytheon Services Nevada (RSN) when procuring services from Subcontractors for the Yucca Mountain Site Characterization Project (YMP).

**2.0 APPLICABILITY**

This procedure shall be followed by RSN personnel involved in the procuring of services for the YMP that are quality affecting.

**3.0 REFERENCES**

- 3.1 Federal Acquisition Regulations
- 3.2 Department of Energy Acquisition Regulations
- 3.3 RSN Department of Energy Contract DE-AC08-91NV10833
- 3.4 QAPD-002, RSN YMP Quality Assurance Program Description
- 3.5 QAP-7.1(Y), Supplier Selection
- 3.6 QAP-15.1(Y), Control of Nonconforming Items
- 3.7 PP-17-01, Records Management

**4.0 DEFINITIONS**

- 4.1 Consultant Agreements - A written agreement for any amount between RSN and an individual to provide information, opinions, advice or recommendations to enhance understanding of complex issues or to improve the quality and timeliness of policy development or decision making.
- 4.2 Procurement Document - Purchase requisitions, purchase orders, letters of intent, work authorization letters, and drawings, subcontracts, specifications, instructions, or any document that provides a means by which to acquire the right to the use of services.
- 4.3 Purchase Order (PO) - (Attachment 1) - A written or verbal agreement between the Contractor (RSN) and Subcontractor that is less than \$25,000.

APPROVED BY:

MANAGER, Quality Assurance, YMP

Date

TECHNICAL PROJECT OFFICER

Date

LV-405 (12/80)

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ENCLOSURE 2