OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT NO. YMP-92-03

OF

SANDIA NATIONAL LABORATORIES

ALBUQUERQUE, NEW MEXICO

NOVEMBER 5 THROUGH 7, 1991

Prepared by: Stephen R. Dana Date: 9/23/91
Stephen R. Dana
Audit Team Leader
Yucca Mountain Quality Assurance Division

Approved by: James Blaylock for Date: 9/25/91
Donald G. Horton
Director
Office of Quality Assurance

9111010267 910925
PDR WASTE
WM-11 PDR

ENCLOSURE

1.0 SCOPE

This audit will evaluate the Sandia National Laboratories (SNL) Quality Assurance (QA) Program to determine whether it meets the requirements and commitments imposed by the Office of Civilian Radioactive Waste Management. This will be done by verifying implementation and effectiveness of the system in place, as well as verifying compliance with requirements.

A representative sample of discrepancies identified during previous audits and surveillances of SNL will be included in the scope of this audit to determine the effectiveness of SNL corrective actions. The status of corrective action implementation concerning open Corrective Action Requests will also be reviewed.

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/Observers Meeting	8:30 a.m., November 5, 1991, Albuquerque, New Mexico
Pre-Audit Conference	9:00 a.m., November 5, 1991, Albuquerque, New Mexico
Audit Activities	10:00 a.m. to 4:00 p.m., November 5, 1991
Audit Activities	8:30 a.m. to 4:00 p.m., November 6, 1991
Audit Activities	8:30 a.m. to 11:00 a.m. November 7, 1991
Post-Audit Conference	1:00 p.m., November 7, 1991 Albuquerque, New Mexico

There will be daily audit team/observer meetings starting at 4:15 p.m. and daily audit team/observer/SNL meetings starting at 8:00 a.m. to discuss potential deficiencies and establish needed liaison.

3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

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

- SNL QA Program Description and implementing procedures
- Yucca Mountain Site Characterization Project Office Administrative Procedures-Quality

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

- Quality Assurance Administrative Procedure QAAP 18.2, Revision 3, "Audit Program"
- QAAP 16.1, Revision 3, "Corrective Action Requests"
- Yucca Mountain Site Characterization Project Audit Observer Inquiry
- Policy for Participation of State, Tribal and U.S. Nuclear Regulatory Commission Representatives as Observers on U.S. Department of Energy Audits, dated July 14, 1987

4.0 ACTIVITIES TO BE AUDITED

Programmatic Elements:

4.0 Procurement Document Control
7.0 Control of Purchased Items and Services
8.0 Identification and Control of Items (Samples and Data)
12.0 Control of Measuring and Test Equipment
13.0 Handling, Storage and Shipping

The following programmatic elements were considered during development of this audit scope and determined to be not applicable since SNL has no activities for which these elements apply:

9.0 Control of Processes
10.0 Inspection
14.0 Inspection, Test and Operating Status

Other programmatic elements will be covered in subsequent audits during the Fiscal Year 1992.

Technical Areas

NONE

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

5.0 AUDIT TEAM MEMBERS

Stephen R. Dana--Audit Team Leader, Science Applications International Corporation (SAIC)/Yucca Mountain Quality Assurance Division (YMQAD), Las Vegas, Nevada
Donald J. Harris--Auditor, Harza Engineering/YMQAD, Las Vegas, Nevada
Richard L. Weeks--Auditor, SAIC/YMQAD, Las Vegas, Nevada