



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

WBS 1.2.9.3
QA

NOV 15 1991

Richard L. Bullock
Technical Project Officer
for Yucca Mountain
Site Characterization Project
Raytheon Services Nevada
101 Convention Center Drive
Phase II, Suite P-250
Las Vegas, NV 89109

VERIFICATION OF CORRECTIVE ACTION AND CLOSURE OF CORRECTIVE ACTION REQUEST
(CAR) YM-91-067 RESULTING FROM YUCCA MOUNTAIN QUALITY ASSURANCE DIVISION
(YMQAD) AUDIT YMP-91-04 OF RAYTHEON SERVICES NEVADA

The YMQAD staff has verified the corrective action to CAR YM-91-067 and
determined the results to be satisfactory. As a result, the CAR is
considered closed.

If you have any questions, please contact either Robert B. Constable at
794-7945 or John S. Martin at 794-7881.

James B. Spence for
Richard E. Spence, Director
Yucca Mountain Quality Assurance Division

YMQAD:RBC-830

Enclosure:
CAR YM-91-067

cc w/encl:
K. R. Hooks, NRC, Washington, DC
S. W. Zimmerman, NWPO, Carson City, NV
M. J. Regenda, RSN, Las Vegas, NV

cc w/o encl:
J. W. Gilray, NRC, Las Vegas, NV
N. J. Brogan, SAIC, Las Vegas, NV, 517/T-08

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PDR WASTE
WM-11 PDR

YMP-5

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ADD: Ken Hooks Ltr. Encl.
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**OFFICE OF CIVILIAN
RADIOACTIVE WASTE MANAGEMENT
U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C.**

14CAR NO.: YM-91-067
DATE: 08/08/91
SHEET: 1 OF 2
QA
WBS No.: 1.2.9.3

CORRECTIVE ACTION REQUEST

1 Controlling Document RSN QAPD-002, Rev. 0		2 Related Report No. Audit YMP-91-04	
3 Responsible Organization RSN		4 Discussed With R.L. Bullock & A. Ali	
10 Response Due 20 days from issue	11 Responsibility for Corrective Action R.L. Bullock	12 Stop Work Order Y or N No	
5 Requirement: RSN QAPD-002, Rev. 0, Para. 1.1, states in part, "...The overall organizational structure, lines of communication, authority and duties of persons and organizations affecting quality is established in this document."			
6 Adverse Condition: Review of RSN QAPD-002, Rev. 0, the RSN Organizational Chart, issued 4/29/91; Project Procedures (PPs); and position descriptions, provide evidence that organizational structure, levels of authority, and lines of communication are not clearly documented. Examples include the following: 1. PP-02-01, Rev. 0, identifies that the Training Coordinator is responsible for, "...identifying training needs; provides assistance in the development, scheduling, and presentation of training assignments; and maintains the project training records." However, the title of the Training Coordinator does not appear in the QAPD nor the Organizational Chart. 2. QAPD-002, Rev. 0, Figure 1-1, shows the "Site Characterization Facility Design Manager," who is responsible for: analyses, drawings and specifications as appropriate to the assigned project. Review of PPs shows that the functional title responsible for these activities is the "Site Characterization Design Manager."			
7 Recommended Action(s): Correct the deficiency identified. Investigate to determine if there are other similar deficiencies. Take action to prevent recurrence.			
8 Initiator J.S. Martin	Date: 08/08/91	9 Severity Level - 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/>	13 Approved By: OQA <i>Catherine H. [Signature]</i> 8-12-91
15 Verification of Corrective Action: <i>See Verification Sheet dated 11-12-91</i>			
16 Corrective Action Completed and Accepted: OAR <i>[Signature]</i> Date <i>11-12-91</i>		17 Closure Approved By: OQA <i>James B. [Signature]</i> 11/14/91	

ENCLOSURE

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CORRECTIVE ACTION REQUEST
(continuation sheet)

6 Adverse Condition (continued)

3. RSN Organizational Chart shows the titles for the following personnel:

S.J. Loftfield - Sr. Engineering Technician

P.R. Dahlberg - Sr. Quality Assurance Engineer

However, the position descriptions read that S.J. Loftfield is a Computer Analyst and that P.R. Dahlberg is a Sr. QA Specialist.

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CORRECTIVE ACTION REQUEST
(continuation sheet)

A. Extent of Deficiency

1. This is not a valid deficiency due to the reasons given below:

It is RSN's interpretation that it is not a requirement to list the responsibilities of all positions in the Quality Assurance Program Description (QAPD) since these are addressed in implementing procedures and other documents. The Title "Training Coordinator" does not appear in QAPD-002 because it is a function rather than a job title and QAPD-002 does not go into that level of detail. Similarly, "Audit Team Leader" is not a title in QAPD-002. In general, job functions will be described in position descriptions or delegated by memo or letter.

2. The current title "Site Characterization Design Manager" as listed in the Project Procedures is correct. There are no other inconsistencies that exist in titles between the QAPD-002 and the Quality Assurance Procedures and the Project Procedures.
3. Two (2) of the YMP line organization position titles and four (4) of the YMP QA position titles shown in the RSN Organization Chart are inconsistent with position descriptions.

B. Root Cause

1. N/A
2. At the time QAPD-002 was issued, the title "Site Characterization Facility Design Manager" was correct. In the interim the title was changed to "Site Characterization Design Manager." QAPD-002 was not updated to show the current title.
3. The organization chart was developed by individuals outside the RSN YMP organization prior to the development of the position descriptions.

C. Remedial Action

1. None
2. QAPD-002 will be revised to show this as a department function (i.e., Site Characterization Design Department) rather than indicating the manager's title.

Ltr dtd 9/11/91 - RSN-YMP-1188

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CORRECTIVE ACTION REQUEST
(continuation sheet)

Responsible Individual: Manager, QA Engineering

Scheduled Completion Date: September 16, 1991

3. An RSN YMP organization procedure (PP-01-05) will be developed. RSN YMP management will develop an organization chart showing the current organization.

Responsible Individual: Manager, Systems Engineering

Scheduled Completion Date: October 31, 1991

D. Corrective Action to Prevent Recurrence

1. None
2. Where appropriate, Manager's titles will be removed from QAPD-002 and department or division functions listed instead. This will prevent RSN from having to revise the QAPD each time there is a minor revision to a job title. The revised QAPD will be submitted to DOE for approval.

Responsible Individual: Manager, QA Engineering

Scheduled Completion Date: September 16, 1991

3. A RSN YMP organization procedure (PP-01-05) will be developed. RSN YMP management will develop an organization chart showing the current organization.

Responsible Individual: Manager, Systems Engineering

Scheduled Completion Date: October 31, 1991

Response Approved: [Signature]

Date: 9-12-91

Response Approved: [Signature]

Date: 9-12-91

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CAR NO. YM-91-067

DATE: _____

SHEET: _____ OF _____

CORRECTIVE ACTION REQUEST
(continuation sheet)

Response Accepted:

QAR

Date

9-23-91

Response Accepted:

OQA

Date

9-26-91

VERIFICATION OF CORRECTIVE ACTION FOR CAR YM-91-067

Performed verification of corrective action for subject CAR on November 8, 1991. Verification consisted of ensuring that corrective action to prevent recurrence had been completed as committed by Raytheon Services of Nevada (RSN). As per the RSN response a Procedure PP-01-05 was to be developed to clearly delineate the RSN organizational structure, lines of communication, authority and duties. In addition, a revision was to be accomplished to the RSN QAPD to remove titles and show responsibilities by organizational department.

Review of Procedure PP-01-05, Revision 0, effective October 7, 1991, and Revision A to the RSN QAPD accepted by YMQAD November 7, 1991, entail the requirements committed to by RSN.

Based upon the above, no further action is required by RSN at this time and this deficiency is considered closed.

QATC - John S. Martin



8-12-91