

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT NO. YMP 92-15

OF

YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT OFFICE

LAS VEGAS, NEVADA

MAY 4 THROUGH 8, 1992

Prepared by:

Richard E. Powe

Date:

4/3/92

Richard E. Powe
Audit Team Leader
Yucca Mountain Quality Assurance Division

Approved by:

P. G. Spence For

Date:

4/13/92

Donald G. Horton
Director
Office of Quality Assurance

1.0 SCOPE

This limited scope 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 (QA) 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 Reports 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., May 4, 1992 Las Vegas, Nevada
Pre-Audit Conference	9:00 a.m., May 4, 1992 Las Vegas, Nevada
Audit Activities	10:00 a.m. to 4:00 p.m. May 4, 1992*
	8:00 a.m. to 4:00 p.m. May 5 - 7, 1992*
	8:00 a.m. to 11:30 a.m. May 8, 1992
Post-Audit Conference	3:00 p.m., May 8, 1992 Las Vegas, Nevada

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

3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

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

- * OCRWM Quality Assurance Program Description (DOE/RW-0215) and implementing procedures.
- * YMPO Administrative Procedures - Quality (APQs).

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

- * Quality Assurance Administrative Procedure QAAP 18.2, Revision 5, "Audit Program."
- * QAAP 16.1, Revision 4, "Corrective Action Requests."

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
- 4.0 Procurement Document Control
- 7.0 Control of Purchased Items and Services
- 11.0 Test Control
- 15.0 Control of Nonconforming Items
- 16.0 Corrective Action

The following programmatic element was considered during development of this audit scope and determined to be not applicable since YMPO has no activities for which this element applies:

18.0 Audits

Other programmatic elements will be covered in subsequent audits during the Fiscal Year '92 year. No YMQAD activities will be audited. YMQAD activities will be covered by a separate OQA 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)/YMQAD,
Las Vegas, Nevada, Audit Team Leader

Sandra D. Bates, SAIC/YMQAD, Las Vegas, Nevada, Auditor

Anthony E. Cocoros, MAC Technical Services Company/YMQAD, Las Vegas, Nevada, Auditor

Neil D. Cox, SAIC/YMQAD, Las Vegas, Nevada, Auditor

Robert H. Klemens, SAIC/YMQAD, Las Vegas, Nevada, Auditor

6.0 AUDIT CHECKLIST

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

92-15-1 Programmatic checklist

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Carl P. Gertz

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cc w/encl:

J. W. Bartlett, HQ (RW-1) FORS
D. G. Horton, HQ (RW-3) FORS
R. W. Clark, HQ (RW-3.1) FORS
K. R. Hooks, NRC, Washington, DC
J. W. Gilray, NRC, Las Vegas, NV
R. R. Loux, NWPO, Carson City, NV
S. W. Zimmerman, NWPO, Carson City, NV
Cyril Schank, Churchill County Commission,
Fallon, NV
J. D. Bingham, Clark County Commission,
Las Vegas, NV
D. A. Bechtel, Clark County Comprehensive,
Las Vegas, NV
Engelbrecht von Tiesenhausen, Clark
County Comprehensive, Las Vegas, NV
L. L. Vaughan, Esmeralda County
Commission, Silver Peak, NV
P. J. Goicoechea, Eureka County Commission,
Eureka, NV
Gloria Derby, Lander County Commission,
Battle Mountain, NV
M. L. Baughman, Lincoln County,
Fiskdale, MA
Edward Wright, County Commission,
Pioche, NV
C. E. Jackson, Mineral County Commission,
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