



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

WBS 1.2.9.3

MAY 05 1992

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-91-068 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-91-068 and determined the results to be satisfactory. As a result, the CAR is considered closed.

If you have any questions, please contact Robert B. Constable at 794-7945 or Amelia I. Arceo at 794-7737.

R. E. Spence

Richard E. Spence, Director
 Yucca Mountain Quality Assurance Division

YMQAD:RBC-3168

Enclosure:
 CAR YM-91-068

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-12

9205130295 920505
 PDR WASTE
 WM-11 PDR
 YMP-5 130018

ADD: Ken Hooks
 1 1
 Gr. Encl.

102.7
 WM-11
 N403

**OFFICE OF CIVILIAN
RADIOACTIVE WASTE MANAGEMENT
U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C.**

14CAR NO.: YM-91-068
DATE: 08/08/91
SHEET: 1 OF 1
QA
WBS No.: 1.2.9.3

CORRECTIVE ACTION REQUEST

1 Controlling Document QAPD-002, Rev. 0		2 Related Report No. Audit YMP-91-04	
3 Responsible Organization RSN		4 Discussed With R.L. Bullock & J.L. Rue	
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: QAPD-002, Rev. 0, Para. 2.2.12, "Personnel Selection, Indoctrination and Training," states in part, "Personnel assigned to perform activities that affect quality will receive appropriate indoctrination and training prior to performing work...Proficiency shall be maintained."			
6 Adverse Condition: Review of training files provided the following deficiencies: 1. Nickie Diersen - no training to project procedures for activities performed. 2. No documented evidence of personnel being trained to Administrative Procedures, Quality, (eg. AP-5.28Q). 3. Personnel not performing required reading prior to effective date of procedure or Procedure Interim Change notice. Examples included: a. Scott Nordick - PP-03-21 effective date 6/3/91 date read 6/14/91 b. John McNeely - PP-02-07 effective date 4/29/91 date read 5/3/91			
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: Date: OQA <u>Catherine [Signature]</u> <u>8-12-91</u>
15 Verification of Corrective Action: <i>See attached sheet for verification of corrective action of CAR-YM-91-068.</i>			
16 Corrective Action Completed and Accepted: OAR <u>Amelia J. Arnes</u> Date <u>4/23/92</u>		17 Closure Approved By: OQA <u>R.C. [Signature]</u> <u>4/24/92</u>	

ENCLOSURE

OFFICE OF CIVILIAN
RADIOACTIVE WASTE MANAGEMENT
U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C.

CAR NO YM-91-068
DATE 9/11/91
SHEET 1 OF 2

CORRECTIVE ACTION REQUEST
(continuation sheet)

The inference in QAPD-002, Rev. 0, Para. 2.2.12, Personnel Selection, Indoctrination and Training is that the work personnel are performing pertains to activities that affect quality

A. Extent of Deficiency

1. Nickie Diersen had read the applicable Project Procedures, however, she did not return the self study form in time.

The objective evidence for self study was received after the due date. A further review of her activities indicated that the work previously performed by her was indeed in compliance with the applicable procedures.

2. At the time of the audit there had been training on AP-5.21Q, Field Work Activation for 21 RSN employees. There are 10 additional APQs that some RSN employees should be trained to.
3. Scott Nordick did not perform any quality affecting work to the RSN YMP Project Procedure PP-03-21, Rev. 0, prior to 6-14-91 when he completed his training on the procedures.

John McNeely did not perform any quality affecting work to the RSN YMP Project Procedure PP-02-07 prior to 5-3-91 when he completed his training on the procedure.

Copies of the documentation to support the above statements are on file.

B. Root Cause

1. Training Department did not issue a follow-up letter to ensure that the self study form had been sent by Nickie Diersen in due time.
2. Fenix & Scisson and Holmes & Narver required personnel to be trained on the APQs. Due to the changing of companies and developing a new training program for RSN, the training on APQs was overlooked.
3. N/A

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

OFFICE OF CIVILIAN
RADIOACTIVE WASTE MANAGEMENT
U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C.

CAR NO YM-91-068
DATE October 17, 1991
SHEET 1 OF 1

CORRECTIVE ACTION REQUEST
(continuation sheet)

AMENDED RESPONSE

- Item 1. An investigation was conducted and it was determined that there were additional personnel who did not complete their training prior to the effective date of the procedure. It was also determined that they did not conduct any quality affecting activities to the procedure prior to completing the training, therefore there do not appear to be any deficient conditions regarding any of these people. Documentation to support this position has been placed in each person's training file.
- Item 2. PP-02-01, Revision 0 appears to have sufficient guidelines to satisfy the requirements of the QAPD, QARD, and NQA-1, but in order to satisfy the concerns of the auditor, the procedure will be revised to include follow up action when training forms are not completed by the required completion date. This action should be completed by November 30, 1991.

There is no root cause for item 3 since there is no requirement for personnel to complete training prior to the effective date of the procedure. The requirement is that training be completed prior to the initiation of quality affecting activities to the procedure.

RESPONSE APPROVED: Joseph C. Adams DATE 10/17/91

Response Accepted: John S. Martin 10-18-91
QAR Date

Response Accepted: R. C. Spence 10/25/91
OQA Date

VERIFICATION OF CORRECTIVE ACTION OF CAR-YM-91-068

Based on the list of RSN YMP employees, which listed a total of 91, a sample of 11 names were taken at random. The training files of these employees were reviewed to verify that training to assigned procedures were accomplished including the latest revisions and/or interim changes. The training files of the following were reviewed:

Bonabian, Saeed
Clark, Roy
Eubank, Dana M.
Heiner, Michael J.
Hilsinger, Russel J.
Kalia, Asha

Nordick, Scott A
Tuthill, Harry R.
Welliver, Sue
Young, Charles
McNeely, John E.

The following documents were reviewed to verify that the training files were maintained current:

Training Matrices by Individual
Training Matrix by Procedure
Completed Self-Study Records
YMP Administrative Procedure Document Distribution Report By Holder dated
April 08, 1992 (Table of Contents)
RSN Project Procedures Manual Table of Contents dated 5/1/92
RSN Quality Assurance Procedures Table of Contents dated 4/8/92
Memos to Training File from R. L. Schreiner which waived the training
requirements on Procedure Interim Changes for Project Procedures:
Correspondence Nos/Date
IC-2165 / 04-04-92
IC-1958 / 11-20-91
IC-1833 / 10-10-91

Memo to Training File from M. J. Regenda, Correspondence No: RSN-YMP-1318
dated 3/17/92 which waived the training requirement for PIC No. 1,
QAP-7.4, Rev. 0 and PIC No. 2, QAP-10.1, Rev. 1

The verification was conducted on April 21 and 22, 1992. The result was SATISFACTORY.


Amelia I. Arceo
4/23/92