

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT NO. YMP-92-23

OF

TECHNICAL & MANAGEMENT SUPPORT SERVICES

LAS VEGAS, NEVADA

SEPTEMBER 14 THROUGH 18, 1992

Prepared by: Charles C. Warren Date: 8-7-92
Charles C. Warren
Audit Team Leader
Yucca Mountain Quality Assurance Division

Approved by: Donald G. Horton Date: 8/12/92
Donald G. Horton
Director
Office of Quality Assurance

1.0 SCOPE

This limited scope audit, by a team of auditors from the Yucca Mountain Quality Assurance Division (YMQAD), will evaluate the Technical & Management Support Services (T&MSS) 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.

In addition to the follow-up on open Corrective Action Requests (CARs), a representative sample of discrepancies identified during previous QA audits and surveillances of T&MSS will be included in the scope of this audit to determine the effectiveness of T&MSS corrective actions.

The programmatic elements 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., September 14, 1992 Las Vegas, Nevada
Pre-Audit Conference	9:00 a.m., September 14, 1992 Las Vegas, Nevada
Audit Activities	10:00 a.m. to 4:00p.m., September 14, 1992
	8:00 a.m. to 4:00 p.m., September 15-17, 1992
	8:00 a.m. to 11:00 p.m., September 18, 1992
Post-Audit Conference	1:00 p.m., September 18, 1992 Las Vegas, Nevada

There will be daily YMQAD Audit Team/Observer Debriefings starting at 4:15 p.m. and also daily Audit Team Leader/Observer/T&MSS meetings starting at 8:15 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 programmatic checklists. These checklists will be developed from the latest available revision of the following documents:

- o T&MSS Quality Assurance Program Description Document and implementing procedures
- o Applicable Yucca Mountain Site Characterization Project Office Administrative Procedures-Quality
- o Quality Assurance Grading Reports for Technical & Management Support Services YMPQA-QA-GR001

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

- o Quality Assurance Administrative Procedure (QAAP) 18.2, Revision 5, "Audit Program"
- o QAAP 16.1, Revision 4, "Corrective Action"
- o Yucca Mountain Site Characterization Project Audit Observer Inquiry

4.0 ACTIVITIES TO BE AUDITED

Programmatic Elements

- 1.0 Organization
- 2.0 Quality Assurance Program
- 12.0 Measuring and Test Equipment
- 15.0 Nonconforming Materials, Parts, or Components
- 16.0 Corrective Action
- 18.0 Audits

The following programmatic elements were considered during development of this audit scope and determined to be not applicable since T&MSS has no activities for which this element applies:

11.0 Test Control

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

Technical Areas

None.

5.0 AUDIT TEAM MEMBERS

Charles C. Warren, Audit Team Leader, MACTEC
Donald J. Harris, Auditor, SAIC/YMQAD, Las Vegas, Nevada
James Blaylock, Auditor, DOE/YMQAD, Las Vegas, NV
Edward Cocoros, Auditor, MACTEC/YMQAD, Las Vegas, NV

6.0 AUDIT CHECKLIST

YMP-92-23-01, Programmatic Checklist, will be used during this audit.