

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT YMP-93-09

OF

YUCCA MOUNTAIN SITE CHARACTERIZATION PROJECT OFFICE

LAS VEGAS, NEVADA

APRIL 5-9, 1993

Prepared by: Kenneth T. McFall Date: 2/23/93
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Yucca Mountain Quality Assurance Division

Approved by: D. G. Horton Date: 2/25/93
Donald G. Horton
Director
Office of Quality Assurance

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ENCLOSURE

1.0 SCOPE

This internal audit, to be performed 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 (CARs), a representative sample of deficiencies identified during previous 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 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., April 5, 1993 Las Vegas, Nevada
Pre-audit Conference	9:00 a.m., April 5, 1993 Las Vegas, Nevada
Audit Activities	10:00 a.m. to 4:00 p.m. April 5, 1993
	8:00 a.m. to 4:00 p.m. April 6-8, 1993
	8:00 a.m. to 11:30 a.m. April 9, 1993
Post-audit Conference	2:00 p.m., April 9, 1993 Las Vegas, Nevada

There will be daily YMQAD audit team/observer meetings starting at 4:15 p.m. and also a daily Audit Team Leader/Observer/YMPO meeting 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 checklist. This checklist will be developed from the latest available revision of the following documents:

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

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

- Quality Assurance Administrative Procedure (QAAP) 18.2, Revision 5, Interim Change Notice 1, "Audit Program"
- QAAP 16.1, Revision 4, "Corrective Action Requests"

4.0 ACTIVITIES TO BE AUDITED

- 1.0 Organization
- 2.0 Quality Assurance Program
- 5.0 Plans, Procedures, Instructions and Drawings
- 6.0 Document Control
- 12.0 Control of Measuring and Test Equipment
- 13.0 Handling, Storage and Shipping
- 17.0 Quality Assurance Records

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:

9.0 Control of Processes

Other programmatic elements will be covered in subsequent audits during Fiscal Year 1993. No YMQAD activities will be audited. YMQAD activities will be covered by a separate OQA audit. The YMQAD activities that will not be audited are:

- 16.0 Corrective Action
- 18.0 Audits

If the audit team identifies a need to verify additional program elements during the audit, they will be added to the audit checklist and verified accordingly.

5.0 AUDIT TEAM MEMBERS

Kenneth T. McFall, YMQAD, Las Vegas, Nevada, Audit Team Leader

John S. Martin, YMQAD, Las Vegas, Nevada, Auditor

Robert E. Harpster, YMQAD, Las Vegas, Nevada, Auditor

Charles C. Warren, YMQAD, Las Vegas, Nevada, Auditor

6.0 AUDIT CHECKLIST

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

YMP-93-09-01, Programmatic Checklist