

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

8 CAR NO.: YM-90-052
DATE: 6/26/92
SHEET: 1 OF 1
QA

CORRECTIVE ACTION REQUEST

1 Controlling Document
PP-06-01, Rev. 0

2 Related Report No.
Audit 92-18

3 Responsible Organization
RSN System Eng.

4 Discussed With
J. Rue, G. Braum, J. Dumas, K. Kirwan, M. Regenda

5 Requirement:
PP-06-01, Rev 0, Section 3, Titled DISTRIBUTION, Para 6.3.3 states in part: "Recipients of a controlled document are responsible for maintaining the document."

6 Adverse Condition:
Contrary to the above, six controlled PP manuals were reviewed (i.e., 20, 38, 45, 62, 69 and 90), and five of the six were found to be missing controlled procedures/PICS or contained obsolete procedures/PICS which were not so identified.

9 Does a significant condition adverse to quality exist? Yes ___ No X
If Yes, Circle One: A B C

10 Does a stop work condition exist? Yes ___ No X; If Yes - Attach copy of SWO
If Yes, Circle One: A B C D

11 Response Due Date:
20 days from issuance.

12 Required Actions: Remedial Extent of Deficiency Preclude Recurrence Root Cause Determination

13 Recommended Actions:
1. Perform an assessment of ALL controlled documents to determine the extent of the condition. Document this assessment.
2. Determine and document actions to preclude recurrence.

7 Initiator
R. Maudlin *R. Maudlin* Date 07/02/92

14 Issuance Approved by:
QADD *[Signature]* Date 7/6/92

15 Response Accepted
QAR *R. Maudlin* Date 08/06/92

16 Response Accepted
QADD *[Signature]* Date 8-7-92

17 Amended Response Accepted
QAR Date

18 Amended Response Accepted
QADD Date

19 Corrective Actions Verified
QAR *[Signature]* Date 9/24/92

20 Closure Approved by:
QADD *[Signature]* Date 9/28/92

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DATE: 08-04-92
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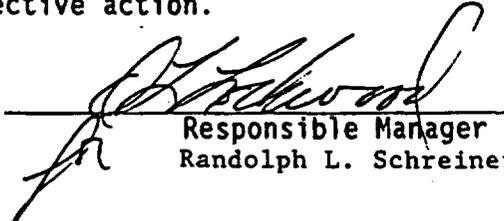
CORRECTIVE ACTION REQUEST (Continuation Page)

A. Remedial
N/A

B. Extent of Deficiency
RSN procedure PP-06-01 paragraph 5.4 states "Recipients of controlled documents distributed are responsible for maintaining control and updating the documents(s) issued to them.". Paragraph 6.3.3 states "Recipients of a controlled document are responsible for maintaining the document and for acknowledging receipt of the documents by signing, dating, and returning the Document Transmittal to the Systems Engineering Department.". RSN QA shall schedule a surveillance by 8/17-92 to review the RSN controlled procedure manuals to determine the extent of this deficiency.

C. Preclude Recurrence
The TPO shall transmit a letter to all RSN YMP personnel to remind them of their responsibility in maintaining their controlled procedure manuals. Future audits and surveillances shall include the random sampling of controlled procedure manuals to ensure that they are being maintained. This letter shall be transmitted within 5 working days of receipt of notification of the acceptance of this corrective action.

Response Approved:


Responsible Manager
Randolph L. Schreiner

Date:

8/4/92

VERIFICATION OF CAR NO. YM-92-052

Verification of CAR YM-92-052 was performed on September 17, 1992.

REMEDIAL:

No remedial action was required.

CORRECTIVE ACTION TO PRECLUDE RECURRENCE:

Completion of the following corrective action commitments was verified:

1. Richard L. Bullock, RSN TPO, issued a letter on September 15, 1992 to all RSN controlled document holders re-emphasizing the importance of maintaining controlled documents.
2. The QAR verified 14 different procedures in 16 individual controlled document binders were examined for current procedures. All binders reviewed were current and up-to-date.


Cynthia H. Prater, QAR


Date

VERIFICATION OF CAR NO. YM-92-052

	DOCUMENT NUMBER	PROJECT PROCEDURES						
		02-05 8/14/92	02-06 8/14/92	03-04P1 8/17/92	03-16P1 8/19/92	10-03 4/1/92	19-03P2 6/26/92	19-06P1 7/6/92
ANZAI, BERT H.	28	X	X	X	X	X	X	X
DEKLEVER, RICHARD C.	13	X	X	X	X	X	X	X
DUMAS, JOSEPH A.	45	X	X	X	X	X	X	X
FOSZCZ, MITCHELL S.	46	X	X	X	X	X	X	X
GREENWO2LD, RICHARD C.	48	X	X	X	X	X	X	X
HALE, PAUL B.	50	X	X	X	X	X	X	X
MONTALVO, HECTOR R.	60	X	X	X	X	X	X	X
NELSON, TERRY G.	79	X	X	X	X	X	X	X
SCHREINER, RANDOLPH L.	10	X	X	X	X	X	X	X

	DOCUMENT NUMBER	QUALITY ASSURANCE PROCEDURES						
		1.1(Y) 3/6/92	7.2(Y) 9/14/92	10.1(Y) 9/14/92	10.3(Y) 8/4/92	15.1(Y) 6/26/92	18.1(Y)P2 6/26/92	18.2(Y) 2/22/92
ANZAI, BERT H.	14	X	X	X	X	X	X	X
DEKLEVER, RICHARD C.	36	X	X	X	X	X	X	X
FERGUSON, J. EARL	19	X	X	X	X	X	X	X
HALE, PAUL B.	20	X	X	X	X	X	X	X
MONTALVO, HECTOR R.	23	X	X	X	X	X	X	X
NELSON, TERRY G.	44	X	X	X	X	X	X	X
SCHREINER, RANDOLPH L.	8	X	X	X	X	X	X	X