

HEADQUARTERS QUALITY ASSURANCE DIVISION

OBSERVATION REPORT

EM-343 VITRIFICATION PROJECTS DIVISION

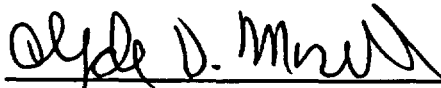
AUDIT NO. 92-EA-ID-AU-001

**OF THE DOE IDAHO ENVIRONMENTAL RESTORATION
AND WASTE MANAGEMENT FIELD OFFICE**

CONDUCTED AT IDAHO FALLS, IDAHO

JULY 15 THROUGH JULY 17, 1992

Prepared by:



Clyde D. Morell
Observer

Date:

11/4/92

1.0 INTRODUCTION

The OCRWM Office of Quality Assurance (OQA) observed the first formal EM-343 Vitrification Projects Division QA audit (92-EA-ID-AU-001) of the DOE Idaho Environmental Restoration and Waste Management (ID/EM) Field Office. The ID/EM Field Office supports the high level waste vitrification activities of the DOE West Valley Demonstration Project. The audit was conducted July 15 through July 17, 1992 at the ID/EM Field Office in Idaho Falls, Idaho.

The objective of the EM-343 audit was to evaluate the ability of the ID/EM Field Office to implement selected QA Program controls for high level waste vitrification activities to meet requirements of WVDP-074, QAPD-1, Revision 1.

2.0 OBJECTIVE

This report addresses the evaluation of the adequacy and effectiveness of the EM-343 audit process in determining the ability of the ID/EM Field Office to implement selected QA Program controls for high level waste vitrification activities.

3.0 AUDIT PARTICIPANTS

Sidney Crawford (BDM/SAIC), Audit Team Leader
Richard Stockman (BDM/SAIC), Auditor
Richard Lowder (MACTEC), Auditor in Training
Mark Rawlings (EM-343), Audit Team Manager
Clyde Morell (CER/RW-3), Observer
Don Horton Director (Director of RW-3), Observer

4.0 REVIEW OF AUDIT PROCESS

Observation of the EM-343 audit team was performed to determine EM-343's ability to assess implementation of the ID/EM QA Program (WVDP-074, QAPD-1) for overseeing the West Valley high level waste vitrification activities.

This audit was the first formal audit by EM-343 of this organization; therefore, the audit team did not have any basis to compare past performance. It should be noted that OCRWM OQA and the Nuclear Regulatory Commission expressed a concern last year during the EM-343 audit of the West Valley QA Program that the ID/EM QA Program should have been audited prior to the West Valley QA Program.

The EM-343 audit team utilized a formal checklist to conduct the audit. The audit team was well organized, thorough and effective in the manner they conducted the audit.

Evaluation of the audit team was based on direct observations during audit interviews; discussions with the auditors and auditees; and reviews of the audit plan, checklists, and documents examined during the audit.

The audit team was well prepared and demonstrated sound knowledge of the QA aspects of the ID/EM QA Program. The audit was well organized and was conducted in a thorough and professional manner with a minimal logistic delays.

The audit team identified twelve conditions adverse to quality in the following areas: Organization, Quality Assurance Program, Procurement Document Control, Corrective Action, QA Records Management, Audits, and Surveillances. In addition, the team identified eight Observations.

Technical adequacy was not included in the audit scope.

The audit team concluded that the ID/EM QA Program was ineffective. OQA found ample evidence to support this conclusion. It was clear that the ID/EM Field Office was not implementing its QA Program for management and overview of West Valley vitrification activities.

5.0 OCRWM OBSERVER CONCERNS

The following concerns were identified:

- 5.1 ID/EM Field Office line management was not adequately represented at all audit meetings. For example, at the preaudit entrance the only individual who attended was Mr. Jeff Beausoleil. Mr. Beausoleil identified himself as the part time ID/EM Field Office QA Coordinator for the high level waste vitrification activities. QA management was not being represented as required by WVDP-074, QAPD-1, Section 1.2, Responsibility and Authority.
- 5.2 The ID/EM QA Program (WVDP-074, QAPD-1) cites elements of the EM-343 Quality Assurance Program Description (EM/WO/02). The ID/EM QA Coordinator did not have controlled copies of these documents to work from.
- 5.3 The ID/EM Field Office is not implementing their QA Program for the overview of West Valley vitrification activities. It might be prudent for EM-343 to consider assuming the QA responsibilities of the ID/EM Field Office. This would require that EM-343 directly monitor West Valley vitrification activities.

The OCRWM Headquarters Quality Assurance Division will continue to be involved in the corrective action and follow up of this audit.

PACKAGE DIVIDER