



Department of Energy

Yucca Mountain Project Office

P. O. Box 98608

Las Vegas, NV 89193-8608

AUG 13 1990

WBS 1.2.9.3

QA

Robert F. Pritchett
Technical Project Officer
for Yucca Mountain Project
Reynolds Electrical &
Engineering Co., Inc.
P.O. Box 98521
Las Vegas, NV 89193-8521

CLOSURE OF STANDARD DEFICIENCY REPORT (SDR) 453, REVISION 0, RESULTING FROM YUCCA MOUNTAIN PROJECT OFFICE QUALITY ASSURANCE AUDIT 89-05 OF REYNOLDS ELECTRICAL & ENGINEERING CO., INC. (REECO)

SDR 453, Revision 0, has been closed based on satisfactory verification of completed corrective actions. A copy of the SDR is enclosed for your files.

If you have any questions, please contact either Catherine E. Hampton at 794-7973 or Frank J. Kratzinger at 794-7163 of the Yucca Mountain Project QA staff.

Donald G. Horton, Director
Quality Assurance
Yucca Mountain Project Office

QA:CEH-4474

Enclosure:
SDR 453

cc w/encl:

D. E. Shelor, HQ (RW-30) FORS
S. W. Zimmerman, NWPO, Carson City, NV
K. R. Hooks, NRC, Washington, DC ←
M. A. Fox, REECO, Las Vegas, NV

cc w/o encl:

J. W. Gilray, NRC, Las Vegas, NV
N. J. Brogan, SAIC, Las Vegas, NV, 517/T-08
F. J. Kratzinger, SAIC, Las Vegas, NV, 517/T-06
C. H. Prater, SAIC, Las Vegas, NV, 517/T-06

YMPO STANDARD DEFICIENCY REPORT

N-QA-038
4/89

Completed by Originating QA Organization

1 Date 9/27/89	2 Severity Level <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3	Page 1 of 2
3 Discovered During Audit 89-5	3a Identified By A.I. Arceo & C.E. Hampton	4 SDR No. 453 Rev. 0
5 Organization REECO	6 Person(s) Contacted D. Warriner	7 Response Due Date is 20 Working Days from Date of Transmittal
8 Requirement (Audit Checklist Reference, if Applicable) NNWSI 88-9, Rev. 2, Section V, Para. 1.0, states inpart, "Activities affecting quality shall be prescribed by and performed in accordance with documented instructions, procedures, or drawings...."		
9 Deficiency The REECO Records Management Program has not developed implementing procedures at the (matrix) division level. The implementing procedures at the division level are in draft state; hence, it is not possible to assess full implement-		
10 Recommended Action(s): <input checked="" type="checkbox"/> Remedial <input type="checkbox"/> Investigative <input checked="" type="checkbox"/> Corrective 1) Remedial - Prepare the implementing procedure at the matrix division level for Records Management.		

Aprvl.

11 QAE/Lead Auditor/Date <i>William H. Cook</i> 10/12/89	12 Division Manager/Date <i>Valerie DeGuzman</i> 10-12-89	13 Project Quality Mgr./Date <i>James Blaylock</i> 10/12/89
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Completed by Organization In Block 5

14 Remedial/Investigative Action(s) (see attached)	15 Effective Date <u>2-15-90</u> <i>ML</i>
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16 Cause of the Condition & Corrective Action to Prevent Recurrence	17 Effective Date <u>4-15-90</u> <i>ML</i>
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18 Signature/Date <i>Ward</i> 11/8/89
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580-01-88

Comp. by Org. QA Org.

19 Response Accepted	QAE/Lead Auditor/Date <i>A.I. Arceo</i> 2/28/90	Division Manager/Date <i>DeClark</i> 2/28/90	Project Quality Mgr./Date <i>Blaylock</i> 2/28/90
20 Corrective Action Verif. Satisfactory	QAE/Lead Auditor/Date <i>Frank Houston</i> 8/7/90	Division Manager/Date N/A	Project Quality Mgr./Date <i>Blaylock</i> 8/7/90
21 Remarks Request Amended Response 12/26/89 - YMP: 5B-1329 Rec'd Amended Response, Stdtd 1/9/90 - 580-01-090 - Accepted 3/5/90 - YMP: REC-2266 Request Verification 5/5/90 - YMP: CEH-3200 Response 5/17/90 - 580-01-438 - Accept, YMP: CEH-3480, 6-5-90 Extension Request, Fritchett to Horton, 6-11-90 - Accepted 7/9/90 - YMP: CEH-4042 SRA VERIFICATION OF CORRECTIVE ACTION TO SDR 453 ATTACHED. <i>ML</i> 6/2/90			

22 QA CLOSURE	QAE/Lead Auditor/Date <i>Frank Houston</i> 8/7/90	Division Manager/Date N/A	PQM/Date <i>Blaylock</i> 8/7/90
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ENCLOSURE

**YMPO STANDARD DEFICIENCY REPORT
CONTINUATION SHEET**

**N-QA-038
12/88**

SDR No. 453

Rev. 0

Page 2 of 2

9 Deficiency (continued)

ation capabilities. Until such time that all necessary procedures in the matrix organizations are developed, REECO is not able to fully implement the Records Management System.

10 Recommended Actions (continued)

- 2) Corrective - Implement the written procedure.
- 3) Corrective - Conduct training to applicable personnel.



Reynolds Electrical & Engineering Co., Inc.

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IN REPLY REFER TO:

RESPONSE TO SDR 453 OF DOE AUDIT 89-05

14

We take exception to this finding for the following reasons:

1. The necessary procedures for the implementation of the Records Management Program have been issued and are in place. Quality Procedure QP 17.0, Records Management, was issued May 26, 1989. The Information Management Department Implementing Procedure IM-LRC-IP-01 was issued July 21, 1989.

2. The implementing procedure referred to in the Audit No. 89-05 is a Records Management Manual, not a procedure, and is intended as a "How To" aid for personnel involved in the processing of YMP records. Training will commence on this Manual when it is distributed which is anticipated on or before January 31, 1990.

16

None

REECO

AN  **EG&B** COMPANY



Reynolds Electrical & Engineering Co., Inc.

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IN REPLY REFER TO:

AMENDED RESPONSE TO SDR 453 OF DOE AUDIT 89-05

14- The REECo/YMP Records Management Manual is being finalized for printing and issuance. Many organizations have provided constructive comment and those comments are being resolved and incorporated into the manual. This manual will provide guidance to all REECo/YMP organizations, both dedicated and those providing matrix support. The target date for issuance is February 15, 1990.

15- 02-15-90

16- The cause of the condition was that no previous manual, or procedure, had been developed for use throughout REECo in support of the YMP which met Project requirements for all project records.

The corrective action is that the manual will be issued and implemented. Training on the manual will commence after issuance for applicable personnel.

17- 04-15-90

Letter dated 1/9/90 - 580-01-090

VERIFICATION OF CORRECTIVE ACTION TO SDR 453

On August 7, 1990, I reviewed the attendance sheets for classes given by Dave Warriner for the Records Management Manual. The classes lasted for two days at each session.

The following is a sample of the personnel who attended the classes at the different sessions given:

5/30-31/90
(VBC)
S.C. Amos
K.R. Camp
G.Y. Hamilton
K.M. McDonald
S.O. Straub
M.M. Bukhart

6/5-6/90
(Mercury)
R. Bacon
K.L. Limon
T.L. Mueller
L.F. Saxon
J. Walker
R.M. Mangini

6/12-13/90
(NTS Area 6)
R.L. Holliday
E.J. Kress
N.J. Syvanus
N.E. Young
J.R. Donaldson

6/19-20/90
(VBC)
L.J. Bowden
M.A. Fox
S.D. Johnson
B.L. Potee
D.J. Thorn
J.A. Porter

6/25-26/90
(VBC)
C.V. Booker
J.R. Erb
F.K. Ivey
J.M. Loudon
L.H. Ocker
M.T. Stethen

7/11-12/90
(VBC)
B.J. Conrad
S.M. Halat
D.J. Johnson
S.B. Parks
C.V. Reinan
P.R. Trider

7/18-19/90
(VBC)
C.A. French
D.C. Hannaway
K.M. Hosier
J.J. Keating
R.F. Pritchett
R.D. Rhea

7/25-26/90
(VBC)
L.M. Apodaca
M.C. Campanaro
F.J. Garcia
C.D. Key
R.L. McKay
S.E. Weintraub


Frank J. Kratzinger
8/7/90