

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT YMP-93-12

OF

REYNOLDS ELECTRICAL AND ENGINEERING COMPANY, INC.

LAS VEGAS AND THE NEVADA TEST SITE, MERCURY, NEVADA

JUNE 21-25, 1993

Prepared by: Amelia I. Arceo Date: 5/14/93
Amelia I. Arceo
Audit Team Leader
Yucca Mountain Quality Assurance Division

Approved by: D. G. Horton Date: 5/18/93
Donald G. Horton
Director
Office of Quality Assurance

1.0 SCOPE

This audit, to be performed by a team of auditors from the Yucca Mountain Quality Assurance Division (YMQAD) will evaluate the Reynolds Electrical and Engineering Company, Inc. (REECO) 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 deficiencies identified during previous QA audits and surveillances of REECO will be included in the scope of this audit to determine the effectiveness of REECO corrective actions.

The programmatic elements to be audited are identified in Section 4.0 of this plan.

2.0 AUDIT SCHEDULE

Pre-audit Team/Observer Meeting	8:30 a.m., June 21, 1993 Las Vegas, Nevada
Pre-audit Conference	9:30 a.m., June 21, 1993 Las Vegas, Nevada
Audit Activities	10:30 a.m. to 4:00 p.m.* June 21, 1993 Las Vegas, Nevada
	8:00 a.m. to 4:00 p.m.* June 22-24, 1993 Las Vegas and the Nevada Test Site, Mercury, Nevada
	8:00 a.m. to 11:30 a.m. June 25, 1993 Las Vegas, Nevada
Post-audit Conference	2:00 p.m., June 25, 1993 Las Vegas, Nevada

* There will be a daily YMQAD Audit Team/Observer meeting starting at 4:00 p.m. and also a daily Audit Team Leader/Observer/REECO meeting starting at 8:00 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.

- REECo Quality Assurance Program Plan 568-DOC-115 implementing procedures and the matrix of implementing procedures addressing the Quality Assurance Requirements and Description Document (DOE/RW-0333P)
- Applicable Yucca Mountain Site Characterization Project Office Administrative Procedures - Quality

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

- Quality Assurance Administrative Procedure (QAAP) 18.2, "Audit Program"
- QAAP 16.1, "Corrective Action"

4.0 ACTIVITIES TO BE AUDITED

Programmatic Elements

REECo activities associated with the following QA Program elements will be audited:

- 4.0 Procurement Document Control
- 7.0 Control of Purchased Items and Services
- 8.0 Identification and Control of Items
- 10.0 Inspection
- 12.0 Control of Measuring and Test Equipment
- 14.0 Inspection, Test and Operating Status
- 15.0 Nonconformances

The following programmatic elements were considered during development of this audit plan and determined to be not applicable, since REECo currently has no activities for which these elements apply:

- 3.0 Design Control
- 11.0 Test Control
- 19.0 Software (Supplement I)
- 20.0 Scientific Investigations (Supplement III)

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

Technical Elements

None

5.0 AUDIT TEAM MEMBERS

Amelia I. Arceo, Audit Team Leader, YMQAD, Las Vegas, Nevada
Donald J. Harris, Auditor, YMQAD, Las Vegas, Nevada
Gerard Heaney, Auditor, YMQAD, Las Vegas, Nevada
Fred H. Lofftus, Auditor, YMQAD, Las Vegas, Nevada

6.0 AUDIT CHECKLIST

The following checklist will be used to perform the audit:

YMP-93-12-01, Programmatic Checklist