

3/22/93

AUDIT PLAN
AUDIT NUMBER: HQ-93-004
AUDIT OF PACIFIC NORTHWEST LABORATORIES (PNL)

An audit of PNL will be conducted the week of April 13-15, 1993 at PNL facilities, Richland, Washington.

The audit will be conducted by:

Marlin Horseman	CER Corp., Arlington, VA	Audit Team Leader
Thomas R. Swift	CER Corp., Arlington, VA	Auditor
Richard D. Dresser	Weston, Washington, DC	Technical Specialist
Carl Weber	DOE, HQ	Observer

Observers from the State of Nevada, the NRC, and other interested parties will be invited to participate.

AUDIT SCOPE

The audit scope will include activities related to the Activated Metals Analysis Task.

QA PROGRAM ELEMENTS

The implementation of the following criteria will be evaluated during the audit:

- 1 - Organization
- 2 - Quality Assurance Program
- 4 - Procurement Document Control
- 8 - Identification and Control of Items
- 11 - Test Control
- 12 - Control of Measuring and Test Equipment
- 15 - Control of Nonconforming Items
- 16 - Corrective Action
- 17 - Quality Assurance Records
- 19 - Computer Software

The auditable requirements will be drawn from the DOE/RW-0214, Quality Assurance Requirements Document (QARD); PNL QA Plan WTC-061, Rev. 1, and applicable PNL Quality Assurance Procedures.

TECHNICAL AREAS

Technical adequacy will be reviewed in the areas of Sample Identification, Test Control, and Control of Measuring and Test Equipment.

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

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PRELIMINARY AUDIT SCHEDULE

Audit Team Briefing	April 13th	8:00 am
Preaudit Meeting	April 13th	8:30 am
Conduct of Audit	April 13th	9:00 am - 4:00 pm
	April 14th	8:30 am - 4:00 pm
Post Audit Meeting	April 15th	4:00 pm
Daily Audit Debriefing		4:00 pm
Daily Summary to PNL		8:30 am

CHECKLIST/MARKED-UP PROCEDURES

The audit will be conducted using Audit Checklist HQ-93-004.

Prepared by:

Marlin L. Horseman

Marlin L. Horseman, CER Corporation
Audit Team Leader

Date: 3-25-93

Approved by:

Donald G. Horton
Donald G. Horton, Director
Office of Quality Assurance

Date: 3/26/93