

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT YMP-93-11

OF

LOS ALAMOS NATIONAL LABORATORY

LOS ALAMOS, NEW MEXICO

MAY 24-28, 1993

Prepared by:



Thomas J. Higgins
Audit Team Leader
Yucca Mountain Quality Assurance Division

Date:

4-14-93

Approved by:



Donald G. Horton
Director
Office of Quality Assurance

Date:

4/16/93

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ENCLOSURE

1.0 SCOPE

This audit, to be performed by a team of auditors from the Yucca Mountain Quality Assurance Division (YMQAD), will evaluate the Los Alamos National Laboratory (Los Alamos) Quality Assurance (QA) Program to determine whether it meets the requirements and commitments imposed by the Office of Civilian Radioactive Waste Management (OCRWM). This will be done by verifying implementation and effectiveness of the system in place, as well as verifying compliance with requirements.

In addition to follow-up on open Corrective Action Requests (CARs), a representative sample of deficiencies identified during previous QA audits and surveillances of Los Alamos will be included in the scope of this audit to determine the effectiveness of Los Alamos corrective actions.

The programmatic elements to be audited, as well as those programmatic elements not included in this audit, are identified in Section 4.0 of this plan.

2.0 AUDIT SCHEDULE

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|---------------------------------|---|
| Pre-audit Team/Observer Meeting | 8:30 a.m., May 24, 1993 Los Alamos, New Mexico |
| Pre-audit Conference | 9:15 a.m., May 24, 1993 Los Alamos, New Mexico |
| Audit Activities | 10:00 a.m. to 4:00 p.m. Los Alamos, New Mexico May 24, 1993 |
| | 8:00 a.m. to 4:00 p.m. May 25-27, 1993 |
| | 8:00 a.m. to 11:30 a.m. May 28, 1993 |
| Post-audit Conference | 1:00 p.m., May 28, 1993 Los Alamos, New Mexico |

There will be a daily YMQAD audit team/observer meeting starting at 4:15 p.m. and also a daily Audit Team Leader/Observer/Los Alamos meeting starting at 8:15 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:

- Los Alamos Quality Assurance Program Plan LANL-YMP-QAPP, Revision 5, and implementing procedures.
- Applicable Yucca Mountain Site Characterization Project Office Administrative Procedures - Quality.

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

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

4.0 ACTIVITIES TO BE AUDITED

- 1.0 Organization
- 2.0 Quality Assurance Program
- 5.0 Instructions, Procedures, Plans and Drawings
- 6.0 Document Control
- 12.0 Control of Measuring and Test Equipment
- 13.0 Handling, Shipping and Storage
- 16.0 Corrective Action
- 17.0 Quality Assurance Records
- 18.0 Audits

The following programmatic elements were considered during development of this audit scope and determined to be not applicable since Los Alamos has no activities for which this element applies:

- 9.0 Control of Processes
- 14.0 Inspection, Test, and Operating Status of Engineered Items

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

5.0 AUDIT TEAM MEMBERS

Thomas J. Higgins, YMQAD, Las Vegas, Nevada, Audit Team Leader
Sandra D. Bates, YMQAD, Las Vegas, Nevada, Auditor
James Blaylock, YMQAD, Las Vegas, Nevada, Auditor
Frank J. Kratzinger, YMQAD, Las Vegas, Nevada, Auditor

6.0 AUDIT CHECKLIST

The following checklist will be used to perform this audit:

YMP-93-11-01, Programmatic Checklist