AUDIT PLAN
AUDIT NUMBER: HQ-94-01
AUDIT OF SANDIA NATIONAL LABORATORIES (SNL)

An audit of SNL will be conducted the week of November 8-12, 1993 at SNL facilities in Albuquerque, New Mexico.

The audit will be conducted by:

NAME	ORGANIZATION	FUNCTION
Thomas R. Swift	CER Corp., Arlington, VA	Audit Team Leader
Walter Coutier	SAIC Corp., Arlington, VA	Auditor
Richard Peck	SAIC Corp., Arlington, VA	Auditor
Kenneth McFall	SAIC Corp., Las Vegas, NV	Auditor
James Thornton	M&O-TESS, Charlotte, NC	Technical Specialist

Observers from the Department of Energy, State of Nevada, U.S. Nuclear Regulatory Commission, and other interested parties will be invited to participate.

AUDIT SCOPE

The audit scope will include activities related to the Burnup Credit, Source Term, Mobile Instrumentation Data Acquisition System (MIDAS) and a brief review of Seal Testing and Weeping for the SNL Cask Systems Development Program (CSDP) under contract number DE-AC04-76DD00789.

QA PROGRAM ELEMENTS

The SNL QA Program will be evaluated to determine the performance and adequacy of the program. The implementation of the following SNL QA Program elements will be evaluated during the audit:

1 - Organization
2 - Quality Assurance Program
4 - Procurement Document Control
5 - Instructions, Procedures, Plans, and Drawings
6 - Document Control
7 - Control of Purchased Items and Services
8 - Identification and Control of Materials, Parts, and Components
9 - Control of Processes
10 - Inspection
11 - Test Control
12 - Control of Measuring and Test Equipment
13 - Handling, Storage, and Shipping
14 - Inspection, Test, and Operating Status
15 - Control of Nonconforming Items
16 - Corrective Action
17 - Quality Assurance Records
18 - Audits
19 - Computer Software

The requirements will be drawn from the SNL CSDP *Quality Assurance* Manual Quality Assurance Program Plan (QAPP), SNL implementing QA procedures (Program Directives), applicable Technical Program Plans, and Performance-Based Audit Flowcharts.

Additional documents that might be identified during the audit will be added to the audit base when necessary to fully evaluate adequacy, compliance, or effectiveness.

TECHNICAL AREAS

Technical adequacy will be reviewed in the areas of computer modelling, testing, and certification.

PRELIMINARY AUDIT SCHEDULE

Preaudit Meeting	November 8	3:00 pm
Conduct of Audit	November 9-11	8:30 am - 4:00 pm
Daily Team Caucus		4:00 pm
Daily Management Summary		8:30 am
Post Audit Meeting	November 12	10:00 am

CHECKLIST/MARKED-UP PROCEDURES

The audit will be conducted using Audit Checklist HQ-94-01.

Prepared by: _____   Date: 10/22/93
Thomas R. Swift, CER Corporation
Audit Team Leader

Approved by: _____   Date: 10/25/93
for Donald G. Horton, Director
Office of Quality Assurance