



Department of Energy
Office of Civilian Radioactive Waste Management
Yucca Mountain Site Characterization Office
P.O. Box 98608
Las Vegas, NV 89193-8608

OCT 26 1994

Les E. Shephard
Technical Project Officer
for Yucca Mountain
Site Characterization Project
Sandia National Laboratories
P.O. Box 5800, Mail Stop 1333
Albuquerque, NM 87185

**EVALUATION OF RESPONSE TO CORRECTIVE ACTION REQUEST (CAR)
YM-94-093 RESULTING FROM YUCCA MOUNTAIN QUALITY ASSURANCE
DIVISION (YMQAD) AUDIT YMP-94-09 OF SANDIA NATIONAL LABORATORIES
(SCPb: N/A)**

The YMQAD staff has evaluated the response to CAR YM-94-093. The response has been determined to be unsatisfactory because remedial action does not address implementation of the plan for the submittal of existing procurement records to the Central Records Facility (CRF).

Please amend the response to CAR YM-94-093 to include an action to implement the plan for the submittal of existing procurement records to the CRF. Identify responsible individual and anticipated completion date as to be determined during plan development. Once plan is developed, require amended response to CAR YM-94-093 to be submitted to identify schedule for plan completion (by January 15, 1995).

An amended response is required to be submitted to this office within ten working days of the date of this letter. Send the original of your response to Deborah Sult, YMQAD/QATSS, 101 Convention Center Drive, Suite 640, Las Vegas, Nevada 89109. If an extension to the due date is necessary, it must be requested in writing, with appropriate justification, prior to that date.

If you have any questions, please contact either Robert B. Constable at (702) 794-7945 or Mary G. McDaniel at (702) 794-7592.

Robert B. Constable for

YMQAD:RBC-452

Richard E. Spence, Acting Director
Yucca Mountain Quality Assurance Division

Enclosure:
CAR YM-94-093

YMP-5

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Les E. Shephard

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OCT 26 1994

cc w/encl:

J. H. Hines, OOD, AL

~~J. G. Spraul~~, NRC, Washington, DC

S. W. Zimmerman, NWPO, Carson City, NV

R. R. Richards, SNL, Albuquerque, NM, M/S 1333

J. F. Schelling, SNL, Las Vegas, NV

cc w/o encl:

W. L. Belke, NRC, Las Vegas, NV

D. G. Sult, YMQAD/QATSS, Las Vegas, NV

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**OFFICE OF CIVILIAN
RADIOACTIVE WASTE MANAGEMENT
U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C.**

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CORRECTIVE ACTION REQUEST

1 Controlling Document QAIP 17-3, Revision 1		2 Related Report No. YMP-94-09	
3 Responsible Organization SNL		4 Discussed With H. Tucker	
5 Requirement: QAIP 17-3, Revision 1, Section 4.1, Step 7. states the LRC staff "...shall complete processing of records/record packages by:...transmitting the records within 30 days of acceptance by the LRC."			
6 Adverse Condition: Contrary to the identified requirement, procurement records are not being forwarded to the M&O Records Management Organization (Central Records Facility) for retention but are retained by SNL. For example, refer to: Supporting Information for Close-Out Package for Purchase Requisition 23-9583 Supporting Information for Close-Out Package for Purchase Requisition 78-6654			
9 Does a Significant Condition Adverse to Quality exist? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, Check One: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E		10 Does a stop work condition exist? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> ; If Yes - Attach copy of SWO If Yes, Check One: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	
11 Required Actions: <input checked="" type="checkbox"/> Remedial <input checked="" type="checkbox"/> Extent of Deficiency <input checked="" type="checkbox"/> Preclude Recurrence <input type="checkbox"/> Root Cause Determination		13 Response Due Date: 20 Working Days From Issuance	
12 Recommended Actions: Take action to submit procurement records to CRF or identify in appropriate SNL procedures how quality-related procurement records are being managed and preserved. Address applicable requirements of QARD DOE/RW-0333P.			
7 Initiator Mary G. McDaniel <i>Mary G. McDaniel</i> 4/8/94		14 Issuance Approved by: QADD <i>[Signature]</i> for Date 9.12.94	
15 Response Accepted QAR _____ Date _____		16 Response Accepted QADD _____ Date _____	
17 Amended Response Accepted QAR _____ Date _____		18 Amended Response Accepted QADD _____ Date _____	
19 Corrective Actions Verified QAR _____ Date _____		20 Closure Approved by: QADD _____ Date _____	

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CORRECTIVE ACTION REQUEST (CONTINUATION PAGE)

CAR YM-94-093

A. Remedial Action

A plan for submittal of existing procurement records to the CRF will be developed and initiated based on the results and actions described in D below. (Responsible Individual: Peggy Warner; Anticipated Completion Date: January 15, 1995).

B. Extent of the Deficiency

All QA and Non-QA procurement records are handled the same because the process has been documented in an Informal Memo of Understanding between the Project Procurement Specialists and the Records Management staff. Therefore, this deficiency affects all procurement records.

D. Corrective Action to Preclude Recurrence

Background Information: Records were not being forwarded because of company proprietary information (e.g., salaries, formulas to determine contractor loads, etc.) contained in the records. The release of YAP 17-1Q (dated 5/31/94) allows for intentional obliteration of such proprietary information.

A PQMT (Process Quality Management Team) has been formed and procedures (QAIP 4-1 and QAIP 17-3) will be revised or new procedures developed to include the process agreed upon by this team. Objectives of the PQMT are as follows:

- To identify those procurement records that need to go forward (QA and Non-QA) to the CRF.
- To identify those procurement records that can be kept by Sandia and destroyed per the OCRWM RIDS.
- Develop a plan for submittal of existing procurement records. (Responsible Individual: Peggy Warner; Anticipated Completion Date: January 15, 1995)


for L. E. Shephard 10/12/94
SNL YMP Technical Project Officer