

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT (OCRWM)

OFFICE OF QUALITY ASSURANCE (OQA)

AUDIT PLAN FOR AUDIT HQ-95P-02

OF THE

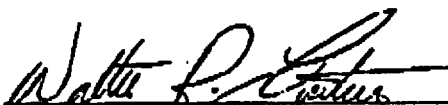
CRWMS M&O (TRW)

VIENNA, VIRGINIA

NOVEMBER ~~14-17~~, 1994

15-18

Prepared by:



Date:

10/17/94

Walter R. Coutier

Audit Team Leader

Headquarters Quality Assurance Division,

Quality Assurance Technical Support Services

Approved by:



Date:

10/21/94

Donald G. Horton

Director

Office of Quality Assurance

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1.0. SCOPE:

The scope of the audit will include the evaluation of processes and activities of the CRWMS M&O corrective action process as implemented at Vienna, Va. The focus of the audit will be a performance-based evaluation of the processes and products to determine the effectiveness of the M&O quality assurance (QA) program with regard to the corrective action process in improving the QA Program. In addition, the audit will evaluate the process effectiveness for the issuance, response, and closure of Corrective Action Requests (CARs) for deficiencies identified since July 30, 1993.

Follow up of any open Corrective Action Requests (CARs) and a sample of discrepancies identified during previous QA audits and surveillances may be included in the scope of this audit to determine the effectiveness of M&O corrective actions.

2.0 AUDIT SCHEDULE

Pre-audit Team/Observer Meeting

8:00 a.m., November ¹⁵~~14~~, 1994
Vienna, VA

Tuesday

Pre-audit Conference

8:30 a.m., November ¹⁵~~14~~, 1994
Vienna, VA

Audit Activities

9:30 a.m. to 4:00 p.m.
November ~~14~~, 1994
Vienna, VA ¹⁵

8:00 a.m. to 4:00 p.m.
November 15 through ¹⁶~~17~~, 1994

Post-audit Conference

9:00 a.m., November ¹⁸~~17~~, 1994
Vienna, VA

Friday

There will be a daily Audit Team/Observer Meeting at 4:00 p.m. and also a daily Management Briefing starting at 8:30 a.m. to discuss potential deficiencies and establish any needed liaison.

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3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

The requirements to be audited will be contained in process checklists. These checklists will be developed based on the critical steps of the corrective action process as identified by the OCRWM OQA audit team and M&O representatives.

4.0 ACTIVITIES TO BE AUDITED

M&O processes and products associated with the corrective action process will be audited. The processes and products are the result of a joint OCRWM and M&O evaluation of M&O activities to identify critical steps in the corrective action process. The following is a list of the identified critical steps:

- 1 Identification
- 2 Evaluation *
- 3 Corrective Action
- 4 Verification *

Not covering nonconformance trending?

** Includes Trending of CARs*

5.0 AUDIT TEAM MEMBERS:

The audit team will consist of:

*but nonconformances?
but design errors?*

Walter Coutier	QATSS, Washington, D. C.	Audit Team Leader
Norm Frank	QATSS, Washington, D. C.	Auditor
Emily Reiter	QATSS, Washington, D. C.	Auditor
Gary Wood	QATSS, Washington, D. C.	Auditor

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

6.0 ORGANIZATIONS TO BE NOTIFIED:

CRWMS M&O

7.0 AUDIT CHECKLISTS:

The following audit checklists will be used in the performance of this audit.

HQ-95P-02 Performance based checklist: Checklist based on critical steps in the overall process involving control of corrective action.