



Department of Energy
Washington, DC 20585

NOVEMBER 15, 1994

QA:L

Mr. R. L. Robertson
General Manager
CRWMS, M&O
TRW Environmental Safety Systems, Inc.
2650 Park Tower Drive, Suite 800
Vienna, VA 22180

Subject: Office of Civilian Radioactive Waste Management (OCRWM) Quality Assurance (QA) Audit HQ-ARP-95-03 of CRWMS M&O Activities.

Dear Mr. Robertson:

Please be advised that a team from OCRWM, Office of Quality Assurance (OQA), will conduct a QA audit during the period of December 5-9, 1994 to assess the effectiveness of the CRWMS M&O QA Program relative to the M&O control of the development/revision process for technical requirements documents. Current plans are for the audit team to hold a preaudit meeting on Monday, December 5, 1994, beginning at 8:30 am in the Vienna, VA offices. Please arrange for the appropriate personnel to attend the meeting. The postaudit meeting is tentatively scheduled for 2:00 pm on Friday, December 9, 1994.

The audit is described in the enclosed Audit Plan.

If you have any questions, please contact Bob Clark at (202) 586-1238 or Marlin Horseman at (202) 488-5436.

R.W. Clark

For Donald G. Horton, Director
Office of Quality Assurance

Enclosure

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cc:

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T. Johnson, RW-3.1
D. Spence, RW-3.2
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R. Milner, RW-30
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S. Zimmerman, Carson City, NV
R. Loux, Carson City, NV
C. Schank, Churchill Co. NV
J. Bingham, Clark Co. NV
D. Betchel, Clark Co. NV
E. von Teisenhausen, Clark Co. NV
J. Hayes, Esmeralda Co. NV
L. Fiorenzi, Eureka Co. NV
B. Mettam, Inyo Co. NV
G. Derby, Lander Co. NV
J. Pitts, Lincoln Co. NV
M. Baughman, Lincoln Co NV
V. Poe, Mineral Co. NV
W. Offutt, Nye Co. NV
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