

United States Government

Department of Energy

memorandum

NOVEMBER 7, 1994

QA:L

DATE:

REPLY TO: RW-3
ATTN OF:

SUBJECT: Office of Civilian Radioactive Waste Management (OCRWM) Quality Assurance (QA)
Audit HQ-95P-02A of the Office of Environmental Management (EM) High-Level Waste
Division (EM-323)

TO: Director, High-Level Waste Division, EM-323

Please be advised that on November 14-16, 1994, a team from OCRWM, Office of Quality Assurance (OQA), will conduct a QA audit of the EM-323 QA Program and implementation. Current plans are for the audit team to hold a preaudit meeting on Monday November 14, 1994, beginning at 9:00 a.m., at your facilities in Germantown, MD. Please arrange for the appropriate personnel to attend the meeting. The postaudit meeting is tentatively scheduled for 4:00 p.m. on Wednesday, November 16, 1994.

The audit team requests that your organization provide a brief overview of the status of program activities and the organization at the entrance meeting on November 14, 1994.

Please make the necessary arrangements for the locations where the preaudit and postaudit meetings will be held. The audit team will also require a meeting/working room during the performance of the audit.

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

R. W. Clark

Donald G. Horton, Director
Office of Quality Assurance

Attachment

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PDR WASTE
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cc:

D. Dreyfus, RW-1
T. Johnson, RW-3.1
R. Spence, RW-3.2
S. Rousso, RW-40
R. Milner, RW-30
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.
G. Derby, Lander Co.
J. Pitts, Lincoln Co.
M. Baughman, Lincoln Co.
V. Poe, Mineral Co.
L. Bradshaw, Nye Co.
P. Niedzielski-Eichner, Nye Co.
J. Spraul, NRC
M. Horseman, QATSS/HQ
F. Mariani, White Pine Co.
J. Conway, EM-33
S. Gomborg, RW-37