

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT YM-ARC-96-11

OF

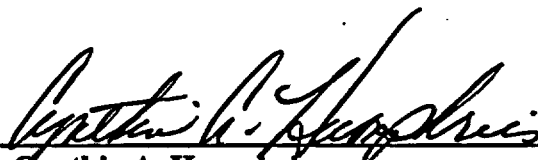
**THE CIVILIAN RADIOACTIVE WASTE MANAGEMENT SYSTEM
MANAGEMENT AND OPERATING CONTRACTOR**

AT

LAWRENCE LIVERMORE NATIONAL LABORATORY

LIVERMORE, CALIFORNIA

APRIL 22 THROUGH 26, 1996

Prepared by:  Date: 8/21/96
Cynthia A. Humphries
Audit Team Leader
Yucca Mountain Quality Assurance Division

Approved by:  Date: 3/30/96
Donald G. Horton
Director
Office of Quality Assurance

1.0 SCOPE

This full scope audit, to be performed by a team of auditors from the Yucca Mountain Quality Assurance Division (YMQAD), will be conducted to evaluate implementation of the Civilian Radioactive Waste Management System Management and Operating Contractor's Quality Assurance (QA) Program for the Lawrence Livermore National Laboratory (LLNL) to determine whether it meets the requirements and commitments imposed by the Office of Civilian Radioactive Waste Management(OCRWM). This will be done by verifying implementation, adequacy, and determination of effectiveness of the QA program in place, as well as verifying compliance with requirements.

In addition, a review of the status of open OCRWM deficiency documents identified during previous surveillances of LLNL will be included in the scope of this audit to determine the status of corrective actions.

The programmatic elements to be audited, as well as those programmatic elements not currently implemented, are identified in Section 4.0 of this audit plan.

2.0 AUDIT SCHEDULE

Pre-audit Team/Observer Meeting	8:30 a.m., April 22, 1996 Livermore, California
Pre-audit Conference	9:00 a.m., April 22, 1996 Livermore, California
Audit Activities	10:00 a.m. to 4:00 p.m. April 22, 1996
	8:00 a.m. to 4:00 p.m. April 23 through 25, 1996
	8:00 a.m. to 11:30 a.m. April 26, 1996
Post-audit Conference	1:00 p.m., April 26, 1996 Livermore, California

There will be a daily Audit Team/Observer meeting at 4:00 p.m. to review audit progress. Beginning on Tuesday, April 23, 1996, there will also be a daily Audit Team Leader (ATL)/Observer/LLNL management meeting at 8:15 a.m. to communicate audit progress, to discuss potential deficiencies and to establish needed liaison. Both daily meetings will be held at locations provided by LLNL.

3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

The requirements to be audited will be contained in a programmatic checklist. This checklist will be developed from the latest available revision of the following documents:

- OCRWM Quality Assurance Requirements and Description document DOE/RW-0333P
- LLNL Quality Implementing Procedures

The conduct of the audit will be guided by the documents (latest revision) listed below:

- Quality Assurance Procedure (QAP) 18.2, "Internal Audit Program"
- Administrative Procedure (AP) 16.1Q, "Performance/Deficiency Reporting"
- AP 16.2Q, "Corrective Action and Stop Work"

4.0 ACTIVITIES TO BE AUDITED

Programmatic Elements

1.0 Organization
2.0 Quality Assurance Program
4.0 Procurement Document Control
5.0 Implementing Documents
6.0 Document Control
7.0 Control of Purchased Items and Services
12.0 Control of Measuring and Test Equipment
13.0 Handling, Storage, and Shipping
15.0 Nonconformances
16.0 Corrective Action
17.0 Quality Assurance Records
18.0 Audits (Surveillances only)
Supplement I, Software
Supplement II, Sample Control
Supplement III, Scientific Investigation

The following QA program elements were also considered during the development of this audit plan and found to be not applicable, since LLNL currently has no activities to which these elements apply:

3.0 Design Control
8.0 Identification and Control of Items
9.0 Control of Special Processes
10.0 Inspection
11.0 Test Control

14.0 Inspection, Test and Operating Status

Supplement IV, Field Surveying

Supplement V, Control of Electronic Management of Data

If the audit team identifies a need to verify additional programmatic areas, during the audit, these areas will be added to the audit scope and evaluated accordingly.

5.0 AUDIT TEAM MEMBERS

Cynthia A. Humphries, YMQAD, Las Vegas, Nevada, ATL

Donald J. Harris, YMQAD, Las Vegas, Nevada, Auditor

Stephen D. Harris, YMQAD, Las Vegas, Nevada, Auditor

John E. Therien, YMQAD, Las Vegas, Nevada, Auditor

Richard. L. Weeks, YMQAD, Las Vegas, Nevada, Auditor

6.0 AUDIT CHECKLISTS

The following checklists will be used during the audit:

YM-ARC-96-11-01, Programmatic Checklist