

**OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT (OCRWM)**

**OFFICE OF QUALITY ASSURANCE (OQA)**

**AUDIT PLAN FOR AUDIT HQ-ARC-96-003**

**OF THE**

**YUCCA MOUNTAIN SITE CHARACTERIZATION OFFICE**

**LAS VEGAS, NEVADA**

**AUGUST 5 - 9, 1996**

Prepared by: James George Date: 6/24/96  
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Approved by: R. W. Horton Date: 7/2/96  
R. Donald G. Horton  
Director  
Office of Quality Assurance

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PDR WASTE  
WM-11 PDR

1.0 SCOPE:

The scope of the audit will include work done by the Yucca Mountain Site Characterization Office (YMSCO) from July 31, 1995, through the audit. The audit will address YMSCO compliance in implementing the quality assurance (QA) program as documented.

Follow up on open Corrective Action Requests and other deficiency documents and a sample of deficiencies identified during previous QA audits and surveillances will be included in the scope of this audit to determine the effectiveness of YMSCO corrective actions.

2.0 AUDIT SCHEDULE

Pre-audit Team/Observer Meeting	8:00 a.m., August 5, 1996 Las Vegas, Nevada
Pre-audit Conference	9:00 a.m., August 5, 1996 Las Vegas, Nevada
Audit Activities	10:00 a.m. to 4:00 p.m. August 5, 1996 Las Vegas, Nevada
	8:00 a.m. to 4:00 p.m. August 6 through 8, 1996
	8:00 a.m. to 11:30 a.m. August 9, 1996
Post-audit Conference	2:00 p.m., August 9, 1996 Las Vegas, Nevada

There will be an Audit Team/Observer Meeting at 4:00 p.m. daily and a Management Briefing at 8:30 a.m. daily to discuss audit team concerns and coordinate audit team activities.

### 3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

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

- OCRWM *Quality Assurance Requirements and Description (QARD)*
- OCRWM *Quality Assurance Procedures (QAPs)*
- YMSCO *Administrative Procedures (APs, YAPs)*
- YMSCO *Line Procedures (YLPs)*.

The latest revisions of the documents listed below will provide the guidelines for conduct of the audit:

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

### 4.0 ACTIVITIES TO BE AUDITED

YMSCO QA program activities and documentation will be audited at the Las Vegas, Nevada offices, including activities at the Yucca Mountain site, associated with the following QA program requirements:

- 1.0 Organization
- 2.0 Quality Assurance Program
- 3.0 Design Control
- 4.0 Procurement Document Control
- 5.0 Implementing Documents
- 6.0 Document Control
- 7.0 Control of Purchased Items and Services
- 11.0 Test Control
- 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
- Supplement I Software
- Supplement II Sample Control
- Supplement III Scientific Investigation
- Supplement IV Field Surveying
- Appendix C Mined Geologic Disposal System.

The following QA program elements were considered during planning for the audit but were determined to be not applicable to the work performed by YMSCO:

- 8.0 Identification and Control of Items
- 9.0 Control of Special Processes
- 10.0 Inspection
- 14.0 Inspection, Test and Operating Status
- Appendix A High-Level Waste Form Production
- Appendix B Storage and Transportation.

**5.0 AUDIT TEAM MEMBERS:**

The audit team will include the following individuals:

James George	QATSS, Washington, D.C.	Audit Team Leader
Charles Betts	QATSS, Washington, D.C.	Auditor
Jack Walsh	QATSS, Washington, D.C.	Auditor
Lester Wagner	QATSS, Washington, D.C.	Auditor
Richard Peck	QATSS, Washington, D.C.	Auditor
John Martin	QATSS, Las Vegas, NV	Auditor

Observers from the State of Nevada, the Nuclear Regulatory Commission (NRC), and other interested parties will be invited to participate.

**6.0 ORGANIZATIONS TO BE NOTIFIED:**

Yucca Mountain Site Characterization Office

**7.0 AUDIT CHECKLISTS:**

The audit will be conducted using HQ-ARC-96-003 programmatic checklists developed from implementing procedures.