

U.S. DEPARTMENT OF ENERGY
OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT
OFFICE OF QUALITY ASSURANCE

SUPPLIER AUDIT REPORT

OF

INTERTYME METROLOGY LABORATORY, INC.
SAN JOSE, CALIFORNIA

REPORT NUMBER OQA-SA-96-024
AUGUST 27-28, 1996

Prepared by:  Date: 09-03-96
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Approved by:  Date: 9/6/96
Donald G. Horton
Director
Office of Quality Assurance

Enclosure

1.0 EXECUTIVE SUMMARY

The results of the supplier audit of Intertyme Metrology Laboratory, Inc. (IML) revealed that implementation in the areas evaluated was satisfactory. One condition adverse to quality was found and corrected prior to the close of the audit. The corrected condition is detailed in Section 5.0 of this report. Personnel performing the calibrations demonstrated a good knowledge and understanding of the calibration process. The facility capability and environment were determined to be adequate for the calibration services being provided. Customer equipment was found to be adequately stored and all equipment was tagged as to its status. IML personnel were very supportive during the audit and demonstrated a clear commitment to quality.

The results of the audit do not warrant any recommendation for limitations or other conditions that should be invoked relative to the items or services being provided by Intertyme Metrology Laboratory, Inc.; however, responsibility for final determination of acceptability rests with the U.S. Geological Survey (USGS).

2.0 SCOPE

The supplier audit was conducted to evaluate the adequacy, implementation, and effectiveness of IML's quality program. This was accomplished by determining if the IML's program satisfies the quality assurance (QA) requirements specified in Purchase Order 1434-CR-95-SA-01585, implementation of the IML's Quality Assurance Manual, dated December 20, 1994, as accepted by the USGS, and the Office of Civilian Radioactive Waste Management (OCRWM) Quality Assurance and Requirements Description (QARD) for the scope of work. The QA program elements determined to be applicable are: Organization; QA Program; Procurement Document Control; Implementing Documents; Document Control; Control of Purchased Items and Services; Measuring and Test Equipment; Nonconformances; Corrective Action; QA Records; and Audits.

3.0 AUDIT TEAM AND OBSERVERS

Richard L. Maudlin, Audit Team Leader, Office of Quality Assurance, Yucca Mountain Quality Assurance Division

4.0 PERSONNEL CONTACTED DURING FACILITY AUDIT

B. Hightchew, QA Manager, Intertyme Metrology Laboratory, Inc.
B. Martin, Laboratory Manager, Intertyme Metrology Laboratory, Inc.
B. Haugh, Service Support Manager, Intertyme Metrology Laboratory, Inc.

5.0 SUMMARY OF AUDIT RESULTS

IML's Quality Assurance Manual, dated December 20, 1994, addresses the applicable elements of the USGS Purchase Order 1434-CR-95-SA-01585 and the applicable elements of the OCRWM QARD for the intended scope of work. Implementation of the IML's Quality Assurance Manual was considered effective in producing the desired results. One condition adverse to quality was corrected during the audit. The condition related to delinquent completion of corrective actions as stated on two corrective action documents reviewed. Prior to completion of the audit, the new commitment dates for the completion of corrective action were identified. The QA Manager indicated that he would send me copies of the follow-up of verification of the effectiveness of completed corrective action. An in-depth review of corrective actions from two previous internal audits indicated timely completion of corrective action. This area will be reviewed for effectiveness during future audits.

6.0 DEFICIENCIES/RECOMMENDATIONS

None