

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

QUALITY ASSURANCE AUDIT PLAN

FOR AUDIT UNR-ARP-97-17

OF THE

CIVILIAN RADIOACTIVE WASTE MANAGEMENT SYSTEM
MANAGEMENT AND OPERATING CONTRACTOR

AT

THE UNIVERSITY OF NEVADA, RENO

RENO, NEVADA

MAY 19-23, 1997

Prepared by:



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Audit Team Leader
Office of Quality Assurance

Date:

4/23/97

Approved by:



Donald G. Horton
Director
Office of Quality Assurance

Date:

4/23/97

1.0 SCOPE

This performance-based audit of the Civilian Radioactive Waste Management System Management & Operating Contractor (CRWMS M&O) will be conducted by a team of auditors representing the Office of Quality Assurance (OQA) and one technical specialist from Woodward Clyde Federal Services. The audit will evaluate the effectiveness of implementation of Quality Assurance (QA) program requirements for selected activities that will result in the product identified in Section 4.0 of this plan.

2.0 AUDIT SCHEDULE

The audited activities will include work being performed at the University of Nevada, Reno, (UNR) in Reno, Nevada, under the direction of the CRWMS M&O and work being performed at the CRWMS M&O offices in Las Vegas, Nevada. The audit will be performed in Reno, Nevada, May 19-23, 1997.

Pre-Audit Team/Observer Meeting	8:00 a.m., May 19, 1997 Reno, Nevada
Pre-Audit Conference	9:00 a.m., May 19, 1997 Reno, Nevada
Audit Activities	10:00 a.m. to 4:00 p.m. May 19, 1997 Reno, Nevada
	8:00 a.m. to 4:00 p.m. May 20-22, 1997 Reno, Nevada
	8:00 a.m. to 11:00 a.m. May 23, 1997 Reno, Nevada
Pos-Audit Conference	1:00 p.m., May 23, 1997 Reno, Nevada

There will be a daily Audit Team Leader (ATL)/Observer meeting at 4:00 p.m. to review audit progress. Beginning on Tuesday, May 20, 1997, there will also be a daily ATL/Observer/CRWMS M&O Management Meeting at 8:15 a.m. to communicate audit progress, to discuss potential deficiencies, and to establish needed liaison.

3.0 REQUIREMENTS TO BE AUDITED AND APPLICABLE REFERENCES

The requirements to be audited will be contained in performance-based checklists. These checklists will be developed from the CRWMS M&O's approved and issued QA Program procedures, study plans, technical procedures, and the performance objectives established and agreed upon with the CRWMS M&O.

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

The audit team will evaluate implementation of the QA Program requirements with regards to the Study Plan for Study 8.3.1.9.2.1, Natural Resource Assessment of Yucca Mountain, Nye County, Nevada. The Work Breakdown Structure (WBS) number for this work is 1.2.3.7.2.1, Natural Resource Assessment. The work will be evaluated for the attributes listed below.

1. Planning
2. Sample Collection
3. Sample Analysis
4. Data Analysis
5. Data Interpretation
6. Natural Resource Assessment Report

A performance-based audit evaluates products and activities to determine the degree to which they meet program requirements and management commitments and expectations. This evaluation of process effectiveness and product acceptability will be based upon:

- Satisfactory completion of the critical process steps
- Acceptable results and quality of the end product
- Documentation that substantiates quality of products
- Performance of trained and qualified personnel
- Implementation of applicable QA Program elements

5.0 AUDIT TEAM MEMBERS

Daniel A. Klimas, OQA, Las Vegas, Nevada, ATL
Stephen D. Harris, OQA, Las Vegas, Nevada, ATL in training
James E. Clark, OQA, Las Vegas, Nevada, Auditor
Jefferson R. McCleary, CRWMS M&O/Woodward Clyde Federal Services,
Las Vegas, Nevada, Technical Specialist

6.0 AUDIT CHECKLIST

The following checklists will be used during the audit:

UNR-ARP-97-17-01, Performance-Based Checklist
UNR-ARP-97-17-02, Technical Checklist