



Department of Energy

Washington, DC 20585

QA: L

MAY 22 1997

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48 Spencer Street
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NOTIFICATION AND AUDIT PLAN FOR THE U.S. DEPARTMENT OF ENERGY
OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT (OCRWM) OFFICE
OF QUALITY ASSURANCE (OQA) SUPPLIER AUDIT OQA-SA-97-026 OF
GEOKON, INC.

The OCRWM OQA will be conducting an audit of Geokon, Inc.'s facility in Lebanon, New Hampshire, on June 26-27, 1997, to measure the effectiveness of the quality assurance program as delineated in the Sandia National Laboratories' (SNL) purchase requisition number AU-5504. The scope of the audit will be an evaluation of Geokon, Inc.'s Quality Assurance Program as delineated in Geokon, Inc.'s Quality Assurance Manual dated May 2, 1997, and any associated implementing documents as approved by SNL. The audit will be conducted by Richard L. Maudlin, Audit Team Leader.

The tentative schedule of the audit is as follows and may be modified to accommodate completion of the audit:

June 26, 1997

8:00 a.m. Pre-Audit Meeting
4:00 p.m. Progress Report and Identification of Concerns

June 27, 1997

8:00 a.m. Clarification Meeting (if required)
4:00 p.m. Post-Audit Meeting

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The audit will be conducted in accordance with the latest revision of OCRWM'S Quality Assurance Procedure 18.3 and deficiencies will be reported in accordance with Administrative Procedures 16.1Q and 16.2Q, as applicable. A formal checklist will be utilized to document the areas addressed and the results of effectiveness. Geokon, Inc.'s personnel are encouraged to immediately correct any identified deficiencies during the audit to prevent the need for future follow-up activities.

In addition, observers from the State of Nevada, U.S. Nuclear Regulatory Commission, and other interested parties may accompany the Audit Team Leader, as applicable.

If you have any questions, please contact either James Blaylock at (702) 794-1420 or Richard L. Maudlin at (702) 794-1302.



Donald G. Horton, Director  
Office of Quality Assurance

OQA:JB-1594

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