



**Department of Energy**

Washington, DC 20585

QA: L

JUN 13 1997

Eric Parks, Manager  
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Las Vegas, NV 89119

**NOTIFICATION AND SURVEY PLAN FOR THE U.S. DEPARTMENT OF ENERGY  
OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT (OCRWM) OFFICE  
OF QUALITY ASSURANCE (OQA) SUPPLIER SURVEY OQA-FSE-97-005 OF  
PIERCE LEAHY ARCHIVES**

The OCRWM OQA will be conducting a survey of Pierce Leahy Archives' facility in Las Vegas, Nevada, June 18-19, 1997 to evaluate compliance with the Quality Assurance program. The scope of the survey will be an evaluation of implementation by Pierce Leahy Archives of the Civilian Radioactive Waste Management System Management and Operating Contractor (CRWMS M&O) Procedures NLP-17-5, Revision 3; NLP-17-6, Attachment I, Revision 3; QAP 6-1, Revision 3; QAP 2-2, Revision 2; QAP 2-1, Revision 5; and OCRWM Administrative Procedure 16.1Q, Revision 1.

The survey will be conducted by Richard L. Maudlin, Survey Team Leader, and Lester W. Wagner, Survey Team Member.

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

**June 18, 1997**

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

**June 19, 1997**

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

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The survey will be conducted in accordance with the latest revision of OCRWM's Quality Assurance Procedure 18.3, and deficiencies identified during the survey which require corrective action will be discussed with Pierce Leahy Archives management and included in the survey report.

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A formal checklist will be utilized to document the areas addressed and the results of effectiveness. Pierce Leahy Archives' personnel are encouraged to immediately correct any identified deficiencies during the survey 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 survey team.

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-1719

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