

OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT

YUCCA MOUNTAIN QUALITY ASSURANCE DIVISION

QUALITY ASSURANCE SURVEILLANCE REPORT OF

THE PARTICIPANT JOB PACKAGE DOCUMENTATION PROCESSING

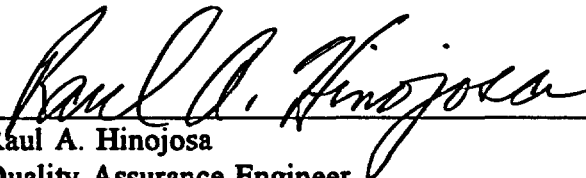
SURVEILLANCE YMP-SR-93-023

CONDUCTED MARCH 24 THROUGH APRIL 2, 1993

ACTIVITIES SURVEILLED:

JOB PACKAGE DOCUMENTATION PROCESSING BY  
REYNOLDS ELECTRICAL AND ENGINEERING COMPANY, INC.  
AND RAYTHEON SERVICES NEVADA FOR  
JOB PACKAGES 92-4, 92-10, AND 92-19

Prepared by:

  
Raul A. Hinojosa

Quality Assurance Engineer  
Surveillance Team Leader

Yucca Mountain Quality Assurance Division

Date:

4-30-93

Approved by:

  
Donald G. Horton

Director  
Office of Quality Assurance

Date:

5/5/93

## 1.0 EXECUTIVE SUMMARY

The surveillance was performed to determine and verify compliance to Administrative Procedure (AP)-6.22Q, Revision 0, Interim Change Notice 1, by Reynolds Electrical and Engineering Company, Inc. (REECo) and Raytheon Services Nevada (RSN) in processing job package (JP) documentation segments.

The surveillance was carried out at the Field Operations Center, Yucca Mountain Site Characterization Project (YMP), Nevada Test Site, March 24 through April 2, 1993.

During the surveillance, it was found that JP documentation segments were not being submitted in a timely manner (e.g., as-built drawings). Letters requesting an extension of time for submittal were sent to the YMP Site Manager. These letters were approved by the YMP Site Manager as is allowed by Step 9 of AP-6.22Q; therefore, no Corrective Action Requests (CAR) were issued. This is not considered to be an adverse condition to quality.

## 2.0 SCOPE

The purpose of this surveillance was to verify timely submittal of record segments to the Document Records Center (DRC) by JP participants and the scope was limited to JPs where construction was complete.

## 3.0 SURVEILLANCE TEAM

The surveillance team consisted of the following personnel:

Raul A. Hinojosa, Surveillance Team Leader, Yucca Mountain Quality Assurance Division

## 4.0 PERSONNEL CONTACTED DURING THE COURSE OF THE SURVEILLANCE

Winfred A. Wilson, U.S. Department of Energy YMP, Site Manager  
Joseph Catozzi, REECo, Operations Support  
Henry W. Booth, RSN, Configuration Management Chief  
Sidney Gibson, RSN, Senior Engineer  
R. Schreiner, RSN, Systems Engineering Manager  
Lee Watson, RSN, Field Operations Manager  
Errol M. Gardiner, Technical and Management  
Support Services (T&MSS), Job Package Coordinator  
Terry Grant, T&MSS, Job Package Coordinator

## 5.0 SURVEILLANCE RESULTS

The results of this surveillance reveal an undue delay in processing JP documentation segments for JPs 92-04 and 92-10. The surveillance scope was a verification of AP-6.22Q, Section 5.0, Steps 6, 7, and 9.

It was found that the final as-built drawings and other documents for JPs 92-04 and 92-10, have not been submitted to the DRC as required by Step 9 of Section 5.0 (AP-6.22Q).

No CARs were issued because letters requesting extensions to April 30, 1993 for submittal of these segments, were sent to the YMP Site Manager (RSN Letters RSN-YMP-920 and RSN-YMP-921) and the requests were approved by the YMP Site Manager in accordance with AP-6.22Q.

## 6.0 RECOMMENDATIONS

The following recommendation was made as a result of this surveillance:

The procedures for initiation and completion of JPs should be consolidated and simplified. With the present system, JP 92-04 construction work was completed on April 2, 1992 and accepted by RSN Quality Assurance/Quality Control on July 24, 1992. JP 92-10 construction was completed November 13, 1992 and accepted by site management for "beneficial occupancy" on December 17, 1992. However, the final JP documentation segments have not been submitted as of this date.

The procedure could utilize a traveler system with sign-off sheets for completed and accepted sequential steps in the JP. This would allow the JP Coordinator to be more accurately informed of the JP status, assure positive control of JPs, timely sign-offs, acceptances, and closure when completed (including as-built drawings and documentation).