

United States Government

Department of Energy

memorandum

DATE: JAN 25 1993

REPLY TO
ATTN OF: EM-343SUBJECT: Quality Assurance Audit of West Valley Project Office - West Valley
Demonstration Project Quality Assurance Program

TO: T. J. Rowland, Director, West Valley Project Office

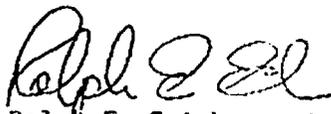
Representatives of the Office of Environmental Restoration and Waste Management, Office of Waste Management, Vitrification Projects Division, will conduct an audit (No. 93EA-WV-AU-01) of your quality assurance program activities related to the West Valley Demonstration Project (WVDP), beginning at 8:00 a.m. on February 22, 1993, and ending at 12 noon on February 26, 1993. This audit is scheduled and will be performed in accordance with line organization responsibilities described in Secretary of Energy Notice 6E-92, and implemented by DOE Order 5700.6C and DOE/RW-0214, "Quality Assurance Requirements Document."

The audit will examine the adequacy and effectiveness of implementation of the WVDP Quality Assurance Program Description (QAPD) (WVDP-074, QAPD-2 and QAPD-3) as applicable to the West Valley Project Office and West Valley Nuclear Services. The attached Audit Plan and Schedule describes scope and objectives of the audit, activities to be audited, audit team members, applicable requirements, and proposed audit schedule.

Please make available to the audit team the documents and records necessary to evaluate the selected elements shown on the attached Audit Plan as "Audit Scope" and "Applicable Requirements/Criteria." Also, please notify appropriate management personnel of the proposed audit schedule so they may participate in the audit as necessary and attend the pre and post audit meetings.

In addition, the audit team will need facilities to conduct the pre and post audit meetings, to review the documentation, and to meet with audit participants. Please provide work space for audit team members, and make provisions for access to personnel and facilities during the scheduled audit dates.

If you have any questions, please contact J. Conway, EM-343 (QA Program Manager) at (301) 903-7450 or L. Wade (Audit Team Leader) at (301) 353-9444.



Ralph E. Erickson, Acting Director
Vitrification Projects Division
Office of Waste Management
Environmental Restoration
and Waste Management

100057

Attachment

9302160195 930125
PDR WASTE
WM-1 PDR

NH01/1
HO
WM-1