

# memorandum

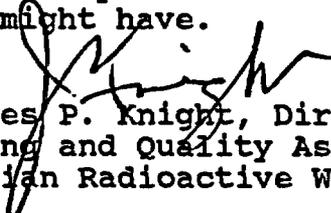
DATE: AUG 20 1987

REPLY TO: RW-24  
ATTN OF:

SUBJECT: Summary of July '87 QACG Executive Session Meeting

TO: Jeff Neff, SRPO-CH  
John Anttonen, AMC-RL  
Carl Gertz, WMPO-NVO  
Sally Mann, RTTD-CHO

Attached is a summary of the July QACG Executive Session meeting including the major agreements, issues and action items addressed and agreed to by the participants at the meeting. Please advise me of any comments you might have.

  
James P. Knight, Director  
Siting, Licensing and Quality Assurance Division  
Office of Civilian Radioactive Waste Management

Attachment:

cc: Pierre Saget, BWIP-RL  
Jim Blaylock, WMPO-NV  
Jerry Reese, SRPO-CH  
Bud Kehew, DOE-CH

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Quality Assurance Coordinating Group  
Executive Session Action Item Summary

1. Location: Warwick Hotel, Denver, CO.
2. Date: 7/22/87
3. Summary  
The following is a summary of the topics covered and the major agreements and action items resulting from the meeting.
  - A. Topics  
Attachment #1 is the agenda for the subject QACG Executive Session identifying the session topics which were discussed.
  - B. Major Agreements and Action Items
    1. HQ-OGR will distribute copies of the DOE letter to the NRC, which invited the NRC to conduct a mini-audit of LANL, to the Project Office(s) for information.
    2. B. Kehew will develop a final draft of the HLW QA requirements specification and comment resolutions and distribute to affected parties for review.
    3. HQ-OGR will issue the draft DOE policy for "Participation of State, Tribal and NRC Representatives as Observers on DOE Audits" as interim direction for controlling the on-going audit interfaces, pending finalization and issue of the DOE policy.
    4. HQ-OGR will incorporate the requirements of the proposed OGR QA supplement for "Stop Work Orders" into the next revision of the OGR QA Plan, in lieu of issuing the OGR QA Plan supplement.
    5. HQ-OGR will complete their review and forward comments to the draft OGR QA Plan supplement on "Readiness Reviews" to BWIP (P. Saget).
    6. HQ-OGR will perform an evaluation and determine if an OGR QA Plan supplement on "Management Assessments" is required, after the OCRWM QAMPR revision, which is in-process, is drafted and available for review.
    7. C. Kasch (DOE-QA (BWIP)) will follow-up on the current status of the "Proposed Changes to the OGR QA Plan Supplement on Indoctrination and Training" prepared by BWIP, and identify what actions are still required.
    8. HQ-OGR will interface with the NRC and develop a mutual agreement on the DOE commitment to have a fully qualified QA Program in-place prior to SCP submittal and identify the actions required to satisfy the commitment.

9. HQ-OGR will evaluate the role of the IMS/LSS as part of the QA records management system and establish a position on this issue in the revision of OGR/B-3 currently in-process.
10. HQ-OGR will draft a DOE policy for "Interface and Control of Multiple Program Element Sponsored Contractors" and distribute for Review and Comment.
11. HQ-OGR will pursue the issue of access to Program personnel qualification records vs. the requirements of the Privacy Act with General Counsel and OCRWM Resource Management, based on a proposal to be developed and submitted by J. Reese, comments received on the J. Knight memo on the same subject and the requirements of the Privacy Act.
12. DOE-RL (P. Saget) will continue to take the lead in the development of Program common training needs.
13. The QACG agreed that a standard Program method and approach to "Auditing for Effectiveness" should be developed. J. Reese will distribute the SRPO effectiveness indicators to the QACG members for review. This item will be added to the next QACG meeting agenda.

This list of Action Items was reviewed with and concurred in by the QACG membership, as part of the Executive Session meeting.

AGENDA FOR QACG EXECUTIVE  
SESSION MEETING IN DENVER, CO.  
ON JULY 22, 1987  
(DOE Representatives Only)

July 22, 1987

- |    |   |                       |             |
|----|---|-----------------------|-------------|
| 1. | Opening Remarks<br>o Introduction of Attendees<br>o QACG & QAWG Charters<br>o Review of Status of Action<br>Items from April 22, 1987<br>QACG Meeting                                     | C. Newton             | 8:30- 9:30  |
| 2. | Discussion of NRC Mini-Audit<br>of LANL   | C. Newton/J. Blaylock | 9:30-10:15  |
|    | BREAK   |                       | 10:15-10:45 |
| 3. | Update on Memo of Understanding<br>Between ES&H and OCRWM<br>o Status<br>o OCRWM vs. Project Level ES&H<br>Review Prior to Licensing<br>o Inclusion of High Level Waste<br>Form Producers | M. E. Langston        | 10:45-11:15 |
| 4. | Update on OCRWM QA Documents<br>o QAMPR Revision<br>o Overview Guidance   | M. E. Langston        | 11:15-11:45 |
|    | LUNCH   |                       | 11:45- 1:30 |
| 5. | Experiences with States and Tribes<br>on DOE Audits   | ALL                   | 1:30- 2:30  |
|    | BREAK   |                       | 2:30- 3:00  |
| 6. | Options Under Consideration by<br>DOE-HQ for Assignment of<br>Quality Levels  | J. Knight             | 3:00- 4:00  |
| 7. | Presentation on "Auditing for<br>Effectiveness"   | P. Saget/B. Gibbons   | 4:00- 5:00  |

FOR OCRWM DISTRIBUTION

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FROM: Jim Knight, RW-24

TO: J. Neff, SRPO, J. Anttonen, AMC, C. Gertz, WMPO  
S. Mann, RTTD

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CONCURRENCES:

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K. Sommer, RW-24

J. Knight 8/21/87  
J. Knight, RW-24

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