

WMPO Quality Management Procedures (QMPs)

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QMP No.	ICN No.	QMP Title	Revision No.
QMP-01-01		Organization	0
QMP-01-02		Stop Work	0
QMP-02-01		Indoctrination and Training	0
QMP-02-02		Qualification of Quality Assurance Audit Personnel	1
QMP-03-01		Peer Review	0
QMP-04-01		Procurement Document Control	0
QMP-05-01		Preparation and Control of Quality Management Procedures	1
QMP-06-03	1	Document Review/Acceptance/ Approval	1
QMP-07-03		Control of Purchased Items and Services	0
QMP-15-01		Nonconformance Control	0
QMP-16-01		Corrective Action	0
QMP-16-02		Trend Analysis	1
QMP-16-03		Standard Deficiency Reporting System	0
QMP-18-01		Audit System for the Waste Management Project Office	2
QMP-18-02		Surveillance	0

Date: May 5, 1988

8805270293 880505
PDR WASTE
WM-1 DCD

Handwritten:
A/NP1
405 1/1
WM-1



WMPO INTERIM CHANGE NOTICE

N-QA-023
2/88

ICN Number:

1

Effective Date:

5/5/88

Page 1 of 3

Applies to QMP:

Number QMP-06-03

Rev. 1

Title DOCUMENT REVIEW/ACCEPTANCE/APPROVAL

REQUIRED CHANGES:

QMP SECTION

CHANGE TO

Revise Section 5.2.2 to read:

5.2.2 Personnel performing document reviews (reviewers) shall document their comments on Document Review Sheets (DRS) an example of which is shown in exhibits 3 and 4. If the reviewer listed in Exhibit 1 delegates additional staff within the reviewer's organization to perform the review, it shall be the responsibility of the reviewer listed in Exhibit 1 to consolidate comments onto a single set of DRSs using additional Document Review Continuation Sheets as necessary. This consolidation shall include resolving any conflicting comments generated by the reviewer's staff. Upon completion of the review, the reviewer listed in Exhibit 1 shall sign and date the DRSs.

Revise Section 5.5.3 to read:

5.5.3 The resolution of major comments shall be documented by the author(s), the originating organization's TPO or his/her designee on the same DRS or in the set of DRSs in which the comments appear. The reviewer shall indicate his/her agreement or disagreement with the resolution of these comments in the column on the DRS provided for this purpose (see Exhibits 3 and 4). If the reviewer elects to indicate his/her agreement with the resolution of the comments by initialing the DRS(s) only once instead of at every comment, reference to the respective comment numbers shall be documented above the reviewers initials. In the case of comment resolution meetings, verbal acceptance during the meeting shall be documented by the signature of the reviewer or his appointed representative. There shall be documented proof that the reviewer has authorized a spokesman to accept or reject the resolutions for the reviewer's comments, if necessary.

Revise Exhibit 3:

See Attachment 1.

Revise Exhibit 4:

See Attachment 2.

APPROVALS

Project Manager, T&MS

Date

[Signature]
5/2/88

WMPO PQM

Date 5/3/88

WMPO Project Manager

Date

[Signature]
5/3/88

**WMPO INTERIM CHANGE NOTICE
CONTINUATION PAGE**

N-QA-023
2/88

ICN Number: 1

Applies to OMP: OMP-06-03, Rev. 1

Effective Date: 5/5/88

Page 2 of 3

REQUIRED CHANGES: ATTACHMENT 1

DOCUMENT REVIEW SHEET			N-QA-041 12/87				
Document Originator <u>Los Alamos</u> Document No. <u>None</u> Rev. No. <u>1st Draft</u> Date <u>11/22/86</u> Document Title <u>Exploratory Shaft Facility Subsystem</u> <u>Requirements Document</u> Name of Reviewer <u>J. Doe</u> Comments Required By (Date) <u>12/12/86</u> SAMPLE Dispute Correspondence <u>DLV-2056</u> Signature of Reviewer <u>J. Doe</u> Date <u>1/22/87</u>			TYPE OF REVIEW REQUIRED <input checked="" type="checkbox"/> Management* <input type="checkbox"/> Quality Assurance <input type="checkbox"/> Technical** <input type="checkbox"/> Regulatory* *Regulatory & Management Reviewers Indicate Preference for a 1) Peer Review: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 2) Technical Review: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No **Technical Reviewers Indicate Preference for a Peer Review: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
REVIEWERS COMMENTS			RESOLUTION		REVIEWERS DISPOSITION FOR MAJOR COMMENTS		
COMMENT NO & TYPE	PAGE NO	COMMENTS	ACCEPT	REJECT	REASONING	ACCEPT	REJECT
1 Major	5	Para. 5.1.6 conflicts with Section 2.3 with respect to ESF Test Mgr's responsibilities.	JNH 1/15/87		Agreed. Para. 5.1.6 will be revised to compliment Section 2.3. This is an oversight.	J.D. 1/22/87	
2 Editorial/ Grammat	6 cal	The word "excavation" in the third line of Para 5.2.3 should be "excavations".		JNH 1/15/87	No change required as in this context the word "excavation" is most suitable.		
3 Major	6	Requirements of Para. 5.3.1 conflict with Para 4.7 of the OGR Appendix E document with respect to the sealing of the muck pile.	JNH 1/15/87		Agreed. Para. 5.3.1 will be revised to compliment Para. 4.7 of App. E.	J.D. 1/22/87	
4 Major	N/A	Add "Appendix G, Tuff Properties Data" to this document. This report by SNL contains pertinent information necessary for design.		JNH 1/15/87	No change required. The information contained on the report is included in the Scientific and Engineering Properties Data Base	J.D. 1/22/87 <i>See dispute correspondence reference above</i>	

Exhibit 3. Example Document Review Sheet.



**WMPO INTERIM CHANGE NOTICE
CONTINUATION PAGE**

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2/88

ICN Number: 1 Applies to OMP: OMP-06-03, Rev. 1 Effective Date: 5/5/88 Page 3 of 3

REQUIRED CHANGES: ATTACHMENT 2.

REVIEWER'S COMMENTS		RESOLUTION			REVIEWER'S DISPOSITION FOR MAJOR COMMENTS		
COMMENT NO & TYPE	PAGE NO	COMMENTS	ACCEPT	REJECT	REASONING	ACCEPT	REJECT
4 Con't.					referenced in Sec. 6.1 and currently available for use.		
5 Suggestion	28	Reword the second line of Para. 7.1.8 to address the subject "natural hazards". As it is this is not clear.	MM 1/5/87		Agreed. This sentence will be revised accordingly.		
		SAMPLE					

DOCUMENT REVIEW CONTINUATION SHEET

N-QA-041
12/87

Document Title Exploratory Shaft Facility Subsystem Requirements Document

Name of Reviewer J. Doe

Exhibit 4. Example Document Review Continuation Sheet.

DOCUMENT TRANSMITTAL RECORD

N-QA-022
11/87

PLEASE SIGN AND RETURN BY 6-6-88 Transmittal Date 5-20-88

TO Name SEE DISTRIBUTION LIST Organization SEE DIST.

FROM Name Document Control Organization SAIC

Document Title WMPO QUALITY ASSURANCE PROGRAM PLAN, WMPO/88-1 Copy No. SEE DIST. LIST.

ADD, DELETE, OR REPLACE AS DIRECTED:

REMOVE - WMPO QMP Table of Contents (1 page) dated April 11, 1988.

INSERT - Updated WMPO QMP Table of Contents (1 page) dated May 5, 1988.

INSERT - Interim Change Notice (ICN) Number 1, pages 1 thru 3. This 3 page ICN goes directly in front of QMP-06-03, Rev. 1, Document Review/Acceptance/Approval.

Please sign to indicate that the above instructions have been complied with and return transmittal to address below:

Signature _____ Date _____

Comments _____

RETURN TO

Science Applications International Corporation
Information Management Division
101 Convention Center Drive, Suite 407
Mail Stop 517
Las Vegas, NV 89109

Title of Document(s) Destroyed _____

By _____ Date _____

405
NHQ1
wm-1

DISTRIBUTION LIST FOR WMPO/88-1

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13	JOHN RINALDI, DOE/RAD	85	ED RIPLEY, SAIC	135	RICK BAHORICH, WESTINGHOUSE
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15	MICHAEL SPAETH, SAIC	87	WALT KAZOR, SAIC	137	JEAN YOUNKER, SAIC
	L. B. IBE, WESTON	88	DAN KLIMAS, SAIC	138	MARTHA PENDLETON, SAIC
22	CARL P. GERTZ, WMPO	89	SUSAN JONES, SAIC	139	CHRIS PFLUM, SAIC
23	PAUL PRESTHOLT, NRC/NV	90	WINN WILSON, WMPO	140	FRED GOWERS, SAIC
32	J. BLANTON, NRC	91	LLOYD KRIVANEK, WMPO	141	MARTIN JABLONSKI, SAIC
33	JOHN JARDINE, SAIC	92	REX REUST, SAIC	142	BOB HOLLENBECK, SAIC
34	JOHN ESTELLA, SAIC	93	GERRY BROTHERS, WESTON	143	BILL HOPKINS, SAIC
36	ED OAKES, SAIC	94	GERRY BROTHERS, WESTON	144	ANTHONY BACA, WMPO
38	FRED RUTH, SAIC	95	MAE COTTER/LRC, SAIC	145	SHARON CARTER, WMPO
40	RON COTE, SAIC	96	PHIL MERKLEY, SAIC	146	ROBERT BARTON, WMPO
42	FORREST PETERS, SAIC	97	HOWARD PRATT, SAIC/LA JOLLA	147	YOLANDA WILLIS, SAIC
45	J. T. DAVIS, DOE/S.F.	98	DOUG COVER, SAIC/LA JOLLA	148	YOLANDA WILLIS, SAIC
48	UEL CLANTON, WMPO	99	BOB LARIVIERE, SAIC	149	YOLANDA WILLIS, SAIC
49	DON LIVINGSTON, WMPO	100	MIKE FOLEY, SAIC	150	YOLANDA WILLIS, SAIC
51	WENDY DIXON, WMPO	101	MIKE VOEGELE, SAIC	151	YOLANDA WILLIS, SAIC
52	DENNIS IRBY, WMPO	102	ED MCCANN, SAIC	152	KEITH SCHWARTZTRAUER, SAIC
53	MIKE VALENTINE, WMPO	103	ED STRAKER, SAIC/LA JOLLA	153	DAVID GASSMAN, DOE/OCC
54	TIM ZVADA, WMPO	104	CHUCK JONSON, SAIC	154	SANDY WILLIAMS, SAIC
55	JOHN ROBSON, WMPO	105	BILL DEVLIN, SAIC	155	ROBERT RAMSGATE, SAIC
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61	ROBERT KLEMENS, SAIC	110	RON MAY, SAIC	159	ED CIKANER, HARZA
63	CATHY THOMPSON, SAIC	111	STEVE WOOLFOLK, SAIC	160	ED CIKANER, HARZA
64	RESOURCE CENTER, SAIC	112	BARBARA MCKINNON, SAIC	161	WENDELL B. MANSEL, DOE/WMPO
	DAVE JORGENSEN, SAIC	113	DAVE DAWSON, SAIC	162	DENNIS L. ANDERSON, DOE/WMPO
68	JAMES CLARK, SAIC	114	BOB WEST, SAIC	163	ROYA E. MONKS, DOE/WMPO
69	PETE KARNOSKI, SAIC	115	MARYLOU BROWN, SAIC	164	EDGAR PETRIE, WMPO
70	JOY FIORE, SAIC	116	MONICA DUSSMAN, SAIC	165	DOCUMENT CONTROL, SAIC (SPARE)
71	HENRY CALDWELL, SAIC	117	SUE VOLEK, SAIC	166	DOCUMENT CONTROL, SAIC (SPARE)
72	STEVE H. LEEDOM, WMPO	118	ROGER HARDWICK, SAIC	167	DOCUMENT CONTROL, SAIC (SPARE)
73	DAVID DOBSON, WMPO	119	CRAIG GARVIN, SAIC	168	DOCUMENT CONTROL, SAIC (SPARE)
74	TERI LYN PANE, SAIC	120	ROBERT SWEENEY, SAIC	169	DOCUMENT CONTROL, SAIC (SPARE)
75	LYNDA GREMIRE, SAIC	121	W. MACNABB, SAIC	170	DOCUMENT CONTROL, SAIC (SPARE)
76	NITA BROGAN, SAIC	122	WALTER FERRELL, SAIC/ALBQ.	171	DOCUMENT CONTROL, SAIC (SPARE)
	WILLIAM T. HUGHES, WMPO	123	Z. CONWAY, SAIC	U	CCF/RECORD COPY(2), SAIC
		124	JUDITH BRADBURY, SAIC OAKRIDGE		
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