

REPORT OF WESTON OBSERVATION OF
WMPO QA AUDIT NO. 88-2 OF
HOLMES AND NARVER (H&N) 3/28-4/1/88

INTRODUCTION

At the request of DOE-HQ, WESTON participated as an observer on the Waste Management Project Office (WMPO) Audit #88-2 of Holmes and Narver (H&N). This report documents the WESTON observer's assessment of the effectiveness of the WMPO Audit Program with respect to this audit and also to some extent, documents conclusions reached as to the adequacy of the Holmes and Narver Quality Assurance (QA) Program.

The purpose of Audit #88-2 was to evaluate the effectiveness of the H&N Quality Assurance Program Plan (QAPP) with respect to the requirements of NNWSI NVO-196-17, Revision 5 and to verify the implementation of the program as it relates to the NNWSI Project.

The scope of the WMPO Audit #88-2 focused on the following:

o Programmatic Areas - Quality Assurance Elements

- 2.0 QA Program
- 3.0 Design Control
- 4.0 Procurement Document Control
- 5.0 Instructions, Procedures and Drawings
- 6.0 Document Control
- 7.0 Control of Purchased Materials, Equipment and Services
- 8.0 Identification and Control of Materials, Parts, and Components
- 9.0 Control of Special Processes
- 11.0 Test Control
- 12.0 Control of Measuring and Test Equipment
- 15.0 Nonconforming Materials, Parts & Components
- 16.0 Corrective Action
- 17.0 Quality Assurance Records
- 18.0 Audits

o Technical Area:

Surveying activities - checking vertical/horizontal control on the Yucca Mountain photo panels.

Based on the purpose and scope of this audit, the WESTON observer believes that, from an QA programmatic standpoint, the audit team accomplished their goal of evaluating the effectiveness of and verifying implementation of the H&N QA Program.

OBSERVATIONS OF THE CONDUCT OF THE AUDIT

This report is based on a review of the material prepared by the audit team, and observations of the pre-audit conference, post audit conference, the actual auditing activities and the daily audit team caucuses.

A - AUDIT TEAM PREPARATION

Individual note books containing audit team assignments, H&N QAPP, H&N procedures, a detailed audit checklist, previous Audit Report #87-2, H&N weekly reports, and SDR forms were prepared and supplied to the audit team members and observers in advance of the audit.

B - PRE-AUDIT CONFERENCE

On March 28, 1988, a pre-audit team meeting was held in the Holmes & Narver conference room. The audit team leader Mr. W.R. Kazor identified the purpose, objective and scope of the audit to Holmes & Narver Project Management staff. Audit team members were introduced and their counterparts identified/assigned.

C - POST AUDIT CONFERENCES

On March 31, 1988, at the conclusion of audit activities a post audit conference was held in the SAIC conference room. A summary of the audit activities including discussion on the 13 standard deficiency reports (SDRs) and 5 observations identified during the audit was presented to Mr. J. Colovini and C. Wright of the Holmes & Narver.

On April 1, 1988, a post audit conference was held in the Holmes & Narver conference room. The audit results were summarized in brief and draft copies of the SDRs and observations were presented to the Holmes and Narver Management along with notification that a surveillance on selected areas of the program is to be conducted in about one month.

D - AUDIT ACTIVITIES

The audit team directed by Mr. W.R. Kazor was well prepared, exhibited professional approach/participation, and conducted daily in-depth caucuses to monitor the audit progress. The audit team leader met frequently with Holmes and Narver Management personnel to keep them informed of preliminary deficiencies/observations as they were identified.

E - CONCLUSIONS

In addition to the procedure deficiencies identified in the standard deficiency reports/observations, the WESTON observer believes that Holmes and Narver's QA personnel staffing (one (1) full-time and two (2) half-time) coupled with the lack of a clear definition between NNWSI and other H&N work contributed significantly to the number of SDRs and observations identified during this audit.