



87-QSD-129

Department of Energy

Richland Operations CONTROL
P.A. DOCUMENT CENTER
Richland, Washington 99352

APR 30 1987 A10:53

General Manager
Rockwell Hanford Operations
Richland, Washington

Dear Sir:

VERIFICATION OF CORRECTIVE ACTION, DOE/RL BASALT WASTE ISOLATION PROJECT,
AUDIT 8601, BWIP RECORDS MANAGEMENT, JANUARY 21-22, 1986

Reference: Letter, Saget to Rockwell, Acceptance of Amended Responses to
Findings of DOE BWI Quality Assurance Audit 8601, BWIP Records
Management January 21-22, 1986, dated July 21, 1986, see
Attachment 3.

In accordance with the referenced letter, action has been taken to verify
implementation of commitments made. Satisfactory verification of corrective
action was accomplished for the two enclosed audit findings from DOE BWI
Quality Assurance Audit 8601. See Attachments 1 and 2.

1. Finding 86-01-01: In Process Storage of QA Documents. The corrective
action was verified, this finding is now closed. See Attachment 3.
2. Finding 86-01-02: Storage of Permanent QA Records. The corrective
action was verified, this finding is now closed. See Attachment 3.

Recommendations No. 1 and No. 2 that were made in the audit report have also
been addressed and have been satisfactorily resolved.

This audit is now considered closed.

If you have any questions, or need further information, please contact
Mr. T. H. Gamon on 6-3491.

Sincerely,

R. P. Saget
R. P. Saget, Director
Quality Systems Division

BWI:TKS
QA1107.R01(R83)

Enclosure

cc: See attached page

8709040323 870470
PDR WASTE PDR
WM-10

WM Record file
10/1

WM Project 10
Doc# 10
PDR
X10
10/1

CC'S FOR LETTER, "VERIFICATION OF CORRECTIVE ACTION
DOE/RL BASALT WASTE ISOLATION PROJECT, AUDIT 8601
BWIP RECORDS MANAGEMENT, JANUARY 21-22, 1986"

cc w/encl:

J. P. Knight, DOE-HQ
D. C. Newton, DOE-HQ
J. J. Linehan, NRC
L. B. Ibe, Weston
T. Husseman, Washington State
Department of Ecology
M. S. Power, Washington State
Institute for Public Policy

D. Stewart-Smith, Oregon State
Department of Energy
B. Burke, Confederated Tribes
of the Umatilla Indian Reservation
R. Halfmoon, Nez Perce Indian Tribe
R. Jim, Yakima Indian Nation
A. J. Alkezweeny, On-Site Tribal
Representative
D. C. Gibbs, Rockwell

cc w/o encl:

J. Morris, DOE-HQ



QUALITY AUDIT FINDING

Attachment 1

9. QAF Control No.
25-01-01

1. TO: Name Title
L. R. Fitch RMO-BWIP Director

2. Location
Richland, Washington

3. Reference/Requirements
ANSI/ASME NQA-1-1983

4. Audit Or Surveillance Report No.
Audit DOE/BWID 8601

5. Description
One-of-a-kind documents are vulnerable to damage or destruction in the event of a fire in the records processing center while they are being indexed prior to transfer for permanent storage.

6. Lead Auditor (Signature)
James H. Rusk, Jr.

7. Issue Date
1/30/85

8. Response Due Date
2/28/85

10. Auditee Corrective Action Commitment
A two hour fire rated file cabinet has been secured for temporary storage of in process records. On those occasions when record volume exceeds file cabinet capacity, effort is made to expedite processing to minimize potential threat. Plans are in process to procure a fire proof cabinet of greater capacity. This cabinet should be in place by July 1986.

NOTE: Action Shall Address Root Cause and Include Measures to Prevent Recurrence

11. Responsible Action Manager (Signature)
K E 72201

12. Date
2-26-86

13. Action Completion Due Date
7/86

ACTION VERIFIED See Attachment 3

14. Lead Auditor (Signature)
Richard P. O'Brien 4/1/87

15. Date
3/27/87

17. Final Distribution
ORIGINAL-Audit/Surveillance Report File
1-Addressee
2--
3--

16. Final Review and Approval (QAF Closed)
R. P. Laquet
Mgr./Branch Chief, Cognizant Branch
4/30/87
Date



QUALITY AUDIT FINDING

9. QAF Control No.
86-01-02

1. TO: Name Title
L. R. Fitch RHO-BWIP Director

2. Location
Richland, Washington

3. Reference/Requirements
ANSI/ASME NQA-1-1983

4. Audit Or Surveillance Report No.
Audit COE/BWID 8601

5. Description
The physical facility for permanent storage of records does not meet NRC requirements or those of NQA-1-1983. It is recognized that this problem is already known and is the subject of planning already processed.

However, interim measures for protection of one-of-a-kind hard copy records are not in place and should be addressed.

6. Lead Auditor (Signature)
James H. Hunk, Jr

7. Issue Date
1/30/86

8. Response Due Date
2/29/86

10. Auditee Corrective Action Commitment

Data Management had previously recognized the need for an HQA-1 records storage facility. This need resulted in the design, siting and - pending approval - construction of the required facility. Based on the selection of Hanford for Site Characterization, this proposed facility would be constructed. Probable time frame - 14 weeks from selection.

NOTE: Action Shall Address Root Cause and Include Measures to Prevent Recurrence

11. Responsible Action Manager (Signature)
R E W...

12. Date
2-26-86

13. Action Completion Due Date
8/86

ACTION VERIFIED See Attachment 3

14. Lead Auditor (Signature)
Richard J. C. Brown

15. Date
3/27/87

17. Final Distribution

ORIGINAL-Audit/Surveillance Report File

1-Addressee

2-

3-

18. Final Review and Approval (QAF Closed)

R P Laquet
Mgr., Branch Chief, Cognizant Branch

4/20/87
Date

TO: File Audit 8601, DOE-RL, QSD

Attachment 3

FROM: R. P. O'Brien *RPO*

Page 1 of 6

DATE: April 6, 1987

SUBJECT: VERIFICATION OF CORRECTIVE ACTION DOE/RL QA AUDIT NO.
8601 ON BWIP RECORDS MANAGEMENT

QAF 86-01-01

Concurrent with a personal interview with W. J. Hotarek, Supv. of the BRMC, I made a personal inspection of the BRMC facilities located at 345 Hills Street and verified that QA Records in process are being currently kept in 1 hour rated fire resistant filing cabinets plus two portable double door vaults similar to large safes which are 2 hour fire resistant. The capacity of the fire resistant storage units appear to be adequate for the present volume of records.

Desk instructions for the handling of records have been issued and a copy is hereby enclosed. This finding can now be closed.

QAF 86-01-02

I believe that the corrective action for this finding which deals with storage facilities for permanent records is adequate and acceptable. Two separate silver halide archival quality copies are made of the permanent QA Records, and they are kept in two separate locations. One is in the Federal Building Vault, and one is in the BRMC Records Center. Also, the hard copies are stored in another location in the 2101M Core Storage Facility in the 200 E. Area on the Hanford Site. Also, you will find hereby attached a statement on the current status of the permanent vault facilities which are to be constructed in the near future, hopefully.

In addition, 1 diazo copy of all microfilm is kept in the Federal Building, 2 drazos are kept in the BRMC facility, and one copy is scheduled to be kept at the site when work resumes.

In consideration of the current facts, this finding is closed.

QA13D7.R01

cc: R. P. O'Brien
MAC Project File
MAC/QA Reading File



Department of Energy

Richland Operations Office
P.O. Box 550
Richland, Washington 99352

86-QSB-55

JUL 21 1986

General Manager
Rockwell Hanford Operations
Richland, Washington

8601

Dear Sir:

ACCEPTANCE OF AMENDED RESPONSES TO FINDINGS OF DOE BWI QUALITY ASSURANCE
AUDIT 8601, BWIP RECORDS MANAGEMENT, JANUARY 21-22, 1986

The amended responses to findings of subject audit, transmitted by your
letter ³⁰⁴⁶⁶40366, R1, are fully acceptable. An early surveillance will be
performed ^{wsw 7/13/86} to verify implementation.

Sincerely,

ORIGINAL SIGNED BY
R. P. SAGET

R. P. Saget, Chief
Quality Systems Branch
Basalt Waste Isolation Division

BWI:JR
73G6.R1

cc: D. C. Gibbs, Rockwell

bcc: R. P. Saget, BWI
P. E. Rasmussen, AMO
J. H. Rusk, MAC
BWI Record Copy
BWI Rdg. File
AMC Rdg. File
MAC Record Copy
MAC Rdg. File

OFFICE	MAC	AMC	BWI			
7334	<i>shr</i>	<i>Rasmussen</i>	<i>plgca/eb</i>			
NAME	Rusk:shr	Rasmussen	<i>7/15</i>			
DATE	7-15-86					



Rockwell Hanford Operations
Energy Systems Group
P.O. Box 800
Richland, WA 99352

Rockwell
International

April 30, 1986

In reply, refer to letter 30466,R1

Mr. O. L. Olson, Director
Basalt Waste Isolation Division
Department of Energy
Richland Operations Office
Richland, Washington . 99352

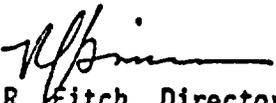
Dear Mr. Olson:

QUALITY ASSURANCE AUDIT, BASALT WASTE ISOLATION PROJECT
JANUARY 21-22, 1986
(Contract DE-AC06-77RL01030)

The clarifications/amendments requested for Quality Assurance audit findings 86-01-01 and 86-01-02 are provided in Attachments A and B respectively.

Should you have any questions concerning these responses, please contact Mr. J. E. Ferguson on 376-5495.

Very truly yours,


for R. R. Fitch, Director
Basalt Waste Isolation Project

LRF:JEF:kd

Att. 2

cc: J. H. Anttonen - DOE-RL
K. W. Bracken - DOE-RL
P. E. Rasmussen - DOE-RL

Attachment A

Quality Assurance Audit Finding 86-01-01

Records processing personnel have been instructed in the importance of protecting quality one-of-a-kind records during processing activities. Desk instructions are in place reflecting the necessity of utilizing fire rated cabinets during processing of one-of-a-kind records. A sufficient number of fire rated cabinets will be secured which will afford protection of all quality records during processing.

Attachment B

Quality Assurance Audit Finding 86-01-02

Off-site records holding facilities in Western Washington which meet American National Standards Institute/American Society of Mechanical Engineers NQA-1 requirements have been considered. These facilities are not used because:

1. The Basalt Waste Isolation Project is not in a program phase where it can tolerate one-of-a-kind records to be stored long distances away. Project scientists and Quality Assurance personnel are requiring higher than anticipated access to their records. Long distance storage would result in:
 - o Routine document/box retrieval requests; increasing manpower requirements to receive, verify, check out, re-process, re-package, and ship.
 - o Exposing our one-of-a-kind records to greater and additional risks of destruction, i.e., traffic accidents, loss, environmental damage, etc.
 - o Result in inaccessibility of records for timely customer and staff review.

We are, however, attempting to secure local vault storage space to be utilized until the project can construct an NQA-1 approved facility later this year.

Summary

We have reviewed off-site storage and found it unacceptable due to the increased risks to the records and due to the significant cost impact to the Project. We are reviewing the opportunities of making use of local vault storage facilities. Neither of these options are immediate. Until we can either secure local vault storage or construct a suitable facility ourselves, we recommend continuing the use of existing Records Holding Areas.

*Micro - Film Silver Halide Archival copies are in Federal Bldg. Vault, DiAzo Copies are in two other locations
Interim Storage of records is in small (2 hr. Fire Rating) vaults @ BRMC Facility, also 1 hr. Fire Resistant Filing Cabinets are used for interim storage.*

Status Statement:

- o Functional Design Criteria (FDC) has been tentatively approved by DOE-RL, contingent upon satisfactory resolution of site selection.
- o Conceptual Design Report (CDR) has been tentatively approved by DOE-RL contingent upon site selection, with design and construction costs in compliance with RL 5700.2A.
- o Site selection is pending review for archaeological materials at the proposed site.
- o Quality Evaluation Board meeting held. The determination of what Quality Level should be applied to the proposed building is still unresolved. Establishment of a Quality Level higher than a 3 (which was the original building designation) may require considerable redesign, i.e., metal versus concrete.

Based on the above, the December 1987 completion date is not achievable, and a day-to-day slip is being encountered.

[QA13D7.R01]