

# memorandum

WM DOCKET CONTROL  
CENTER

DATE: JUNE 22, 1987

'87 JUN 25 P3:37

REPLY TO  
ATTN OF: RW-24

SUBJECT: ACTION TRACKING SYSTEM UPDATE FOR JUNE 22, 1987

TO: DISTRIBUTION

Attached is your copy of the OGR QA Action Assignment printout showing the status of action items assigned to you as of June 22, 1987. Our next meeting to review the status will be on monday, June 22, 1987 at 2:30pm.

*Carl Newton*  
Carl Newton, RW-24

DISTRIBUTION

Carl Newton, RW-24  
Karl Sommer, RW-24  
Gary Faust, Weston  
Dave Brown, Weston  
Bob Clark, Weston  
John Marchand, Weston

WM Record File	WM Project
<u>101.7</u>	<u>10, 11, 16</u>
<u>102.7</u>	Docket No. _____
<u>106.4</u>	PDR <input checked="" type="checkbox"/>
Distribution:	x LPDR <u>(B, N, S)</u>
<u>Kennedy</u>	<u>Delligatti</u>
<u>EDM</u>	<u>Hinesman</u>
(Return to WM, 623-SS)	<u>Riddle</u>
	<u>Donnelly</u> <i>af</i>

8712020445 870622  
PDR WASTE  
WM-10 PDR

88119003  
WM Project: WM-10  
PDR w/encl  
(Return to WM, 623-SS)

WM Record File: 101.7  
LPDR w/encl

H

*Blup 2664  
NWS1 1495  
SANT 1672*

RECORD OF CORRESPONDANCE CONCURRENCE AND DISTRIBUTION

SUBJECT: ACTION TRACKING UPDATE FOR JUNE 22, 1987

FROM: CARL NEWTON, RW-24

TO: DISTRIBUTION

PC CODE: CN133 (MARIE ADAM'S IBM)

ORIGINATOR: CARL NEWTON, 6-5059

DISTRIBUTION

QA FILE - B3  
OCRWM CCRU, RW-13 (5)  
OCRWM ARCHIVES (2)  
ORIGINATOR'S CHRON: NEWTON  
OGR READING FILE  
S,L,& QA DIV CHRON

L. Barrett, RW-33  
J. Knight, RW-24  
M. E. Langston, RW-40  
H. Steinberg, RW-33  
S. Echols, GC-11  
R. Poe, EH-32

L. Skoblar, Weston  
J. Kennedy, NRC

CONCURRENCES:

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C. Newton, RW-24     /     /

OFFICE OF GEOLOGIC REPOSITORIES \*\*\* O & A ACTION ASSIGNMENTS  
FOR ENTIRE OF ORGANIZATION \*\*\* COPY FOR OGR QA FILES  
WEEKLY REPORT

ITEM	ASSIGNED	ORG	DATE	NSR	REV	DATE	%	DESCRIPTION OF
NR	TO	TOE	REV	DOE	DOE	CONF		ACTION
105	SCHNER	05/15/87	0	05/15/87	100			PROVIDE RW-49 (JACK KRATONAK) BACKGROUND DATA/INFORMATION ON THE APRIL 21-22, 1987 OGR QA AUDITOR TRAINING COURSE
107	NEWTON	05/05/87	2	05/19/87	50			DRAFT POLICY LETTER DESCRIBING ROLE OF STATES & TRIBES IN DOE AUDITS AND TRANSMIT TO STATES & TRIBES FOR REVIEW AND COMMENT
107	SCHNER	05/15/87	1	05/22/87	0			REVIEW AND RECOMMEND ACTION (APPROVE - DISAPPROVE) ON PNL QA PLAN FOR HQ/OSR MATERIALS CHARACTERIZATION ACTIVITIES;
108	CLARK	05/29/87	0	05/29/87	0			DRAFT BRP FOR REPORTING SIGNIFICANT DEFICIENCIES AS PER 100FR60.73
109	BROWN	05/29/87	0	05/29/87	0			PLAN QA AUDIT OF NCI
109	NEWTON	04/17/87	2	06/12/87	0			REVISE STEIN, KNIGHT, BRESSEE OF NEED TO ASSIGN QUALITY LEVELS TO THEIR ACTIVITIES BY PAROH 30 (RESPONSE TO OGRQA QA APPRAISAL)
109	NEWTON	06/12/87	0	06/12/87	0			COMPLETE PAPER, "OVERVIEW OF NATIONAL WASTE PROGRAM", FOR ASAC CONFERENCE (SEPTEMBER 13-16, 1987)
109	NEWTON	05/29/87	0	06/12/87	0			DEVELOP OGR TRAINING PLAN
119	FAUST	05/12/87	0	06/12/87	0			REPORT OF PARTICIPATION IN SRPD QA AUDIT OF ANL, MAY 27-28, 1987
124	SCHNER	04/03/87	4	06/15/87	50			ISSUE FINAL OGR QIP 2.2, "ASSIGNMENT OF QUALITY LEVELS"
145	FAUST	05/15/87	1	06/15/87	20			DEVELOP A DRAFT MANAGEMENT OVERVIEW PLAN FOR OGR
141	SCHNER	04/13/87	3	06/19/87	50			REVIEW AND RECOMMEND ACTION (APPROVE OR DISAPPROVE) ON BRPD QA PLAN, REVISION 2
150	SCHNER	04/23/87	2	06/19/87	50			COMPLETE EVALUATION OF FORD AMENDMENT STUDY FOR APPLICATION TO OGR
103	SCHNER	06/19/87	0	06/19/87	0			PREPARE RESPONSE TO CHERYL RUMON (NAT'L CONF OF STATE LEGISLATURES) REQUEST FOR QA/QC INFO
118	CLARK	06/19/87	0	06/19/87	0			REPORT OF PARTICIPATION IN WHPD QA AUDIT OF SANDIA, JUNE 1-3, 1987
111	CLARK	06/23/87	0	06/23/87	0			REVIEW & COMMENT ON TWO RAI/ QAAP'S
107	NEWTON	05/27/87	5	06/26/87	75			OGR QA FILES: (1) CONVERT TO DRABE III, (2) UPDATE RECORDS LISTING, (3) PRODUCE AND DISSEMINATE A MASTER LIST
9	NEWTON	05/27/87	2	06/26/87	15			DRAFT PROCEDURES FOR QA BRANCH: (1) PROCEDURES WRITING & DISSEMINATION, (2) ACTION TRACKING SYSTEM, (3) WEEKLY HIGHLIGHTS REPORTING, (4) WEEKLY STAFF MEETINGS, (5) MONTHLY REPORTS
22	NEWTON	04/15/87	1	06/26/87	0			COMPLETE OGR TRAINING PLAN & SUBMIT AN INFORMATION COPY TO THE OGRQA QA MANAGER. INCLUDE COMMON TRAINING NEEDS FOR PROJECTS.
47	BROWN	04/30/87	3	06/26/87	50			DEVELOP OGR PROCEDURE FOR STOPPING WORK
51	BROWN	04/13/87	3	06/26/87	20			DRAFT A DESCRIPTION OF A SYSTEM FOR TRACKING THE STATUS OF QA PROBLEMS AND STATUS OF OGR AND PROJECT QA PROGRAMS FOR PRESENTATION AT THE APRIL QA/QC MEETING
52	NEWTON	05/22/87	0	06/26/87	0			RECEIVE FROM RALPH STEIN DOCUMENTATION OF HQ ROLE IN (1) READINESS REVIEWS AND (2) RESTARTING STOPPED WORK
53	NEWTON	03/09/87	4	06/26/87	0			RECEIVE FROM JIM BRESSEE REPORT ON NEED FOR OGR TO HAVE A CENTRALIZED COMPUTER SYSTEM FOR OGR MILESTONES
76	NEWTON	05/15/87	2	06/26/87	0			HEAD TO ALL BRANCH CHIEFS FROM STEVE KALE REQUESTING QA STATEMENT BE ADDED TO POSITION DESCRIPTIONS AND PERFORMANCE APPRAISAL FORMS FOR ALL OGR EMPLOYEES
90	NEWTON	05/15/87	2	06/26/87	70			SEND DRAFT RESPONSE TO NRC, STATE, AND TRIBE COMMENTS TO THE STATES, TRIBES, AND NRC FOR REVIEW AND COMMENT
99	SCHNER	06/30/87	0	06/30/87	0			REVIEW & APPROVE TWO BRPD QA ADMINISTRATIVE PROCEDURES, BP-1.1 AND PRD-19.0
104	SCHNER	06/30/87	0	06/30/87	0			REVIEW AND APPROVE TWO SRPD QA ADMINISTRATIVE PROCEDURES, 2.4 & 4.2
115	SCHNER	06/30/87	0	06/30/87	0			REPORT OF PARTICIPATION IN SRPD QA AUDIT OF PNL JUNE 15-19, 1987
114	SCHNER	07/02/87	0	07/02/87	0			REPORT OF PARTICIPATION IN SRPD QA AUDIT OF HEDL JUNE 15-16, 1987
117	BROWN	07/02/87	0	07/02/87	0			REPORT OF PARTICIPATION IN WHPD QA AUDIT OF SAIC, JUNE 15-19, 1987
116	HARDHARD	07/03/87	0	07/03/87	0			DELIVER LEAD AUDITOR CERTIFICATION FOR HARDHARD TO OGR QA MANAGER FOR APPROVAL
107	SCHNER	07/20/87	0	07/20/87	0			REVISE QA/QC CHARTER AND RESUBMIT (HEAD FROM KNIGHT TO KALE) FOR APPROVAL

OFFICE OF GEOLOGIC REPOSITORIES \*\*\* G A ACTION ASSIGNMENTS  
 FOR ENTIRE G A ORGANIZATION \*\*\* COPY FOR OGR G A FILES  
 WEEKLY REPORT

ITEM	ASSIGNED	ORIG DATE	NO. REV	REV DATE	%	DESCRIPTION OF
REP	TO	DUE	REV	DUE	COMP	ACTION
12	NEWTON	03/27/87	3	07/01/87	50	RECEIVE DOE MANAGER'S COMMENTS ON PROPOSED DISPOSITION OF NRC & STATE COMMENTS ON GEP G A PLAN. COMPLETE MEMO TO NRC, STATES & TRIBES ADVISING THEM OF INTENDED DISPOSITION. (SEE #11)
73	FAUST	02/09/87	3	09/14/87	0	DRAFT MEMO (KNIGHT TO BRESSEE) RECOMMENDING CHANGES TO BUDGET PROCESS AND GUIDANCE TO PROJECTS FOR G A BUDGET SUBMISSIONS
77	NEWTON	06/03/87	1	09/03/87	0	FINALIZE GEP G A PLAN FOR G A ORGANIZATIONAL CHANGES
110	SOMMER	05/01/88	0	05/01/88	20	DEVELOP PROPOSED POLICY FOR AUDITS THAT CROSS DOE OPERATIONS OFFICES