

# 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:

\_\_\_\_\_/ /  
C. Newton, RW-24

OFFICE OF GEOLOGIC REPOSITORIES \*\*\* O & A ACTION ASSIGNMENTS  
FOR ENTIRE O&A ORGANIZATION \*\*\* COPY FOR O&A 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 O&A 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 P&L O&A PLAN FOR HQ/O&A 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 O&A AUDIT OF NCR
109	NEWTON		04/17/87	2	06/12/87		0	REVISE STEIN, KNIGHT, BRESSEE OF NEED TO ASSIGN QUALITY LEVELS TO THEIR ACTIVITIES BY PARAGRAPH 30 (RESPONSE TO O&A O&A APPRAISAL)
109	NEWTON		06/12/87	0	06/12/87		0	COMPLETE PAPER, "OVERVIEW OF NATIONAL WASTE PROGRAM", FOR AS&C CONFERENCE (SEPTEMBER 13-16, 1987)
109	NEWTON		05/29/87	0	06/12/87		0	DEVELOP O&A TRAINING PLAN
119	FAUST		05/12/87	0	06/12/87		0	REPORT OF PARTICIPATION IN SRPD O&A AUDIT OF ANL, MAY 27-28, 1987
124	SCHNER		04/03/87	4	06/15/87		50	ISSUE FINAL O&A GIP 2.2, "ASSIGNMENT OF QUALITY LEVELS"
145	FAUST		05/15/87	1	06/15/87		20	DEVELOP A DRAFT MANAGEMENT OVERVIEW PLAN FOR O&A
141	SCHNER		04/13/87	3	06/19/87		50	REVIEW AND RECOMMEND ACTION (APPROVE OR DISAPPROVE) ON BRP O&A PLAN, REVISION 2
150	SCHNER		04/23/87	2	06/19/87		50	COMPLETE EVALUATION OF FORD AMENDMENT STUDY FOR APPLICATION TO O&A
103	SCHNER		06/19/87	0	06/19/87		0	PREPARE RESPONSE TO CHERYL RUMON (NAT'L CONF OF STATE LEGISLATURES) REQUEST FOR O&A INFO
118	CLARK		06/19/87	0	06/19/87		0	REPORT OF PARTICIPATION IN WHPD O&A AUDIT OF SANDIA, JUNE 1-3, 1987
111	CLARK		06/23/87	0	06/23/87		0	REVIEW & COMMENT ON TWO R&I O&A BRP'S
107	NEWTON		05/27/87	5	06/26/87		75	O&A O&A 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 O&A 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 O&A TRAINING PLAN & SUBMIT AN INFORMATION COPY TO THE O&A O&A MANAGER. INCLUDE COMMON TRAINING NEEDS FOR PROJECTS.
47	BROWN		04/30/87	3	06/26/87		50	DEVELOP O&A 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 O&A PROBLEMS AND STATUS OF O&A AND PROJECT O&A PROGRAMS FOR PRESENTATION AT THE APRIL O&A 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 O&A TO HAVE A CENTRALIZED COMPUTER SYSTEM FOR O&A MILESTONES
76	NEWTON		05/15/87	2	06/26/87		0	HEAD TO ALL BRANCH CHIEFS FROM STEVE KALE REQUESTING O&A STATEMENT BE ADDED TO POSITION DESCRIPTIONS AND PERFORMANCE APPRAISAL FORMS FOR ALL O&A 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 BRP O&A ADMINISTRATIVE PROCEDURES, BR-1.1 AND PRD-19.0
104	SCHNER		06/30/87	0	06/30/87		0	REVIEW AND APPROVE TWO SRPD O&A ADMINISTRATIVE PROCEDURES, 2.4 & 4.2
115	SCHNER		06/30/87	0	06/30/87		0	REPORT OF PARTICIPATION IN SRPD O&A AUDIT OF PNL JUNE 15-19, 1987
114	SCHNER		07/02/87	0	07/02/87		0	REPORT OF PARTICIPATION IN SRPD O&A AUDIT OF HEDL JUNE 15-16, 1987
117	BROWN		07/02/87	0	07/02/87		0	REPORT OF PARTICIPATION IN WHPD O&A AUDIT OF SAIC, JUNE 15-19, 1987
116	HARDHARD		07/03/87	0	07/03/87		0	DELIVER LEAD AUDITOR CERTIFICATION FOR HARDHARD TO O&A O&A MANAGER FOR APPROVAL
107	SCHNER		07/20/87	0	07/20/87		0	REVISE O&A CHARTER AND RESUBMIT (HEAD FROM KNIGHT TO KALE) FOR APPROVAL

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 FOR ENTIRE G A ORGANIZATION \*\*\* COPY FOR OGR G A FILES  
 WEEKLY REPORT

ITEM	ASSIGNED	ORIG DATE	NBR	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	08/14/87	0	DRAFT MEMO (KNIGHT TO BRESSEE) RECOMMENDING CHANGES TO BUDGET PROCESS AND GUIDANCE TO PROJECTS FOR G A BUDGET SUBMISSIONS
77	NEWTON	08/03/87	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