



# CENTER FOR NUCLEAR WASTE REGULATORY ANALYSES QUALITY ASSURANCE SURVEILLANCE REPORT

PROJECT NO: 20-5708-761

REPORT NO: 96-04

PAGE 1 OF 1

**SURVEILLANCE SCOPE:** To check the initial entries of the electronic scientific notebook of Dr. Amit Ghosh, scientific Notebook No. 167.

**REFERENCE DOCUMENTS:** Quality Assurance Procedure (QAP)-001, Scientific Notebook Control, and QAP-004, Surveillance Control.

**STARTING DATE:** 2/28/96

**ENDING DATE:** 2/28/96

**QA REPRESENTATIVE:** Bruce Mabrito

**PERSONS CONDUCTING TEST/EXAM/ACTIVITY:** A. Ghosh

**SATISFACTORY FINDINGS:** The recently developed electronic scientific notebook (CNWRA No. 167) of Dr. Amit Ghosh was checked after the initial entries had been made to verify the QA requirements applicable were followed. Specifically, Section 3.4.2 of QAP-001 was compared to the recently initiated electronic scientific notebook. In general, all items of QAP-001 were complied with, and there was a discussion with A. Ghosh on how to handle a number of minor items. At the time of this surveillance, no in-process entries had been entered into the electronic scientific notebook and those were discussed with A. Ghosh. It should be noted that A. Ghosh utilized his own copy of QAP-001 to set up the initial entries and received no "prompting" from the CNWRA QA staff.

The electronic scientific notebook is being accomplished in WordPerfect 5.1 and was copied from a model supplied by another RDCO staff member. It was determined that CNWRA QA will issue a request for electronic scientific notebooks to be printed and bound at approximate three (3) month intervals in accordance with QAP-001 requirements. In this way, one message can be sent out to all PIs who have electronic scientific notebooks and the tracking of such electronic notebooks will be simplified.

**UNSATISFACTORY FINDINGS:** None

**NONCONFORMANCE REPORT NO:** None

**ATTACHMENTS:** None

**RECOMMENDATIONS/ACTIONS:** None

APPROVED:   
CENTER DIRECTOR OF QUALITY ASSURANCE

DATE: 3/3/96

**DISTRIBUTION:**

ORIGINAL - CENTER QA DIRECTOR QA Records  
ORIGINATOR B. Mabrito  
PRINCIPAL INVESTIGATOR A. Ghosh  
ELEMENT MANAGER A. Chowdhury  
B. Sagar, H. Garcia,  
All Element Managers