



CENTER FOR NUCLEAR WASTE REGULATORY ANALYSES

QUALITY ASSURANCE

SURVEILLANCE REPORT

PROJECT NO.: 20-1402-159

REPORT NO.: 98-08

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SURVEILLANCE SCOPE: Sample checking of CNWRA scientific notebooks to verify "ownership," control over the notebooks, and to ensure CNWRA staff and QA agree on the numbers assigned to electronic scientific notebooks.

REFERENCE DOCUMENTS: 1. CNWRA Quality Assurance Procedure (QAP)-001, Scientific Notebook Control;
2. QAP-004 Surveillance Control Procedure.

STARTING DATE: 05/25/98

ENDING DATE: 05/29/98

QA REPRESENTATIVE: B. Mabrito

PERSONS CONDUCTING ACTIVITY: A. Armstrong; R. Chen; C. Connor; R. Fedors; A. Ghosh; B. Hill; S. Hsiung; P. Lichtner; S. Mohanty; R. Pabalan; S. Stothoff; L. McKague (answering questions regarding R. Terhune, a consultant); G. Ofoegbu.

SATISFACTORY FINDINGS: The following CNWRA Scientific Notebooks (SNs) were verified: 1) G. Ofoegbu and SN 229 was confirmed (it had originally been issued to R. Green and F. Dodge of SwRI, then was transferred to M. Ahola and when Ahola left the CNWRA for other employment, the Gravity-Driven Refluxing Model SN was transferred to G. Ofoegbu who currently maintains and uses it). 2) A. Armstrong, Electronic SNs (ESNs) 214, 239, and 246 were confirmed. 3) R. Chen confirmed that ESNs 159, 204, and 205 have been closed out and ESN 254 is still use by her. 4) C. Connor, ESNs 115 and 267 are assigned to him. 5) R. Fedors, ESN 245 verified in his possession. 6) A. Ghosh, ESNs 167 and 250 are still under his control. 7) B. Hill, ESN 56 has been turned in, however ESN 88 is still being utilized by B. Hill. 8) S. Hsiung, confirmed that he continues to use ESN 196. 9) P. Lichtner, confirmed he continues to use CNWRA ESN 95, however he is scheduled to depart the CNWRA for Los Alamos in July 1998 and there were discussions about when he will submit ESN 95 to the QA Records prior to his departure. 10) S. Mohanty continues to use ESN 170, although the majority of changes to the TPA scientific and engineering software are performed through the use of Software Change Reports (SCRs). 11) R. Pabalan, confirmed that he uses ESN 185. 12) R. Terhune was represented by EM L. McKague during discussions and it was pointed out that Dr. McKague will be discussing the matter of SNs with R. Terhune and that Terhune would likely be submitting SNs 136 and 137 to CNWRA QA Records shortly. 13) S. Stothoff, it was confirmed, currently uses ESN 163 and he provides quarterly updates of his ESN to CNWRA QA regularly. 14) The M. Ahola ESN 165 was closed out and confirmed to have been turned in to QA Records prior to his departure from the CNWRA.

UNSATISFACTORY FINDINGS: None.

NONCONFORMANCE REPORT NO.: None.

ATTACHMENTS: None.

RECOMMENDATIONS/ACTIONS: Based on what was learned during this Surveillance, M. Padilla is generating an Electronic Scientific Notebook "Check Off" log to better control and identify all Electronic Scientific Notebooks to be maintained by the CNWRA.

APPROVED:


CENTER DIRECTOR OF QUALITY ASSURANCE

DATE:

5/31/98

DISTRIBUTION:

ORIGINAL - CNWRA QA DIRECTOR QA Records
ORIGINATOR B. Mabrito
PRINCIPAL ENGINEER Varies
ELEMENT MANAGERS
DIRECTORS, M. Ehnstrom