

# CENTER FOR NUCLEAR WASTE REGULATORY ANALYSES

## NONCONFORMANCE REPORT

19/43

Project No. 20-1402-159

NCR No. 98-05

### PART 1: DESCRIPTION OF NONCONFORMANCE

Surveillance of specific CNWRA task activities are trailing behind the published QA surveillance schedule for 1998.

Initiated by: Bruce Mabrito

*B. Mabrito*

Date: June 9, 1998

### PART 2: PROPOSED DISPOSITION AND CORRECTIVE ACTION (Assigned to: B. Mabrito)

Disposition: Accept situation as is, however accelerate ongoing surveillances. CNWRA QA surveillances are currently in process.

**Basis of Disposition:** One reason why CNWRA surveillances are slightly behind the published surveillance schedule is that the Quality Requirements Application Matrix was not completed until May 12, 1998. Also, additional QA personnel were not available to the CNWRA due to travel commitments and other SWRI project work. Perhaps most importantly, in most cases, surveillances can be postponed without an impact on product quality since the CNWRA surveillance schedule is a plan and deviations from that plan can and have been made over the years.

**Action to correct nonconformance:** A surveillance checklist that provides key points to investigate has been drawn up and should improve the efficiency and timeliness of such CNWRA surveillances.

Target date for completion: 6/18/98

Proposed by: Bruce Mabrito

Date: June 11, 1998

### PART 3: APPROVAL

Element Manager:

*B. Mabrito*

Date: 6/11/98

Director of QA:

*[Signature]*

Date: 6/15/98

Comments/Instructions:

*SEE ATTACHED CNWRA Surveillance Checklist. Final close out will occur when we are caught up with the Surveillance Schedule.*

*B. Mabrito*

### PART 4: CLOSE OUT

Comments:

*With the issuance of CNWRA out 99-08, the surveillances are up to date on the CNWRA Schedule.*

Verified by:

*B. Mabrito*

Date: 3/5/99

Distribution:

Element Managers  
B. Sagar  
H. Garcia  
Original to QA Records  
M. Ehnstrom

## CNWRA SURVEILLANCE CHECKLIST

### **No. 1      Staff Qualifications**

- Check Professional Personnel Qualification Folders
- Check backup documentation
- Check last director signature date

### **No. 2      Equipment Used**

- Check procedures for the use of equip./or entries in the Scientific Notebooks.
- Check calibrations

### **No.3      Control Of Equipment**

- Used by qualified staff
- Where is the equipment stored?
- Calibration maintained?

### **No. 4      Control Of Samples**

- Any samples? Evidence of sample custody? Forms completed?

### **No. 5      Control Of Software (calculations)**

- Controlled on the "Master List"?
- Described in the Scientific Notebook or described/used SPCR Forms?

### **No. 6      Control Of Scientific Notebooks**

- Acceptable format/book or element media?
- Pages in conformance with QAP-001?

### **No. 7      Document/Report Review and Issue**

- Reviewers qualified with no COI?
- Comments understandable?
- Comments responded to and review form completed?
- Calculations verified IAW QAP-014?
- AP-6-2 form filled out and signed correctly?
- Instructions to technical reviewers acceptable?