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SUBJECT: OGR QA Audits of Projects (DRAFT FOR COMMENT)

FROM: CARL NEWTON, RW-24

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J. Reese, SRPO*
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*FAXED ON 4-13-87

CONCURRENCES:

Carl Newton 4/13/87
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OGR Quality Assurance Audits of Project Offices

~~J. Anttonen, RHO
D. Vieth, WMPO
J. Neff, SRPO~~

We plan to audit each Project Office in the near future to evaluate the status of implementation of the Project Offices' QA Programs. These audits will assess each project's compliance with its own QA Plan, its own implementing procedures, the OGR QA Plan and the NRC QA Review Plan.

The audit team will consist of HQ-OGR personnel, Technical Support personnel (Weston) and observers from the NRC and affected States and Tribes. There will be a pre-audit conference at the start of each audit and a post-audit conference after the audit is complete. It is requested that you provide facilities and support (A conference room for team use during the audit and some secretarial support) for the audit team and assure that necessary personnel are available for interviews during the auditing process.

Each audit is expected to be two (2) weeks in duration. The following audit schedule is proposed:

- BWIP - June 8 to June 19, 1987
- WMPO - July 20 to August 7, 1987
- SRPO - August 24 to September 4, 1987

Details of the audits are attached. We plan to provide copies of the checklist, the final audit team composition and a more detailed agenda two (2) weeks prior to each audit.

In preparation for the audit I would like for you to prepare a list of activities (Q-List) performed by each organizational unit (division, branch, section, etc) in your project and to identify the quality level assigned to each activity and the basis for the assignment. I would also like a listing of all personnel in the project office including support personnel (such as integrating

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WM Record File	WM Project
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<u>106.4</u>	PDR <input checked="" type="checkbox"/>
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contractor, technical support service personnel, and field office matrix support personnel). Please provide the Q-List and List of personnel to the OGR QA Manager, Carl Newton, by the following dates:

BWIP - May 27
WMPO - July 7
SRPO - August 11

It is expected that visits to some the principal project contractors may be required to review references and to obtain complete answers to some of the checklist questions in technical areas. It is desired that project office make arrangements for these visits and provide an escort/interface representative for audit team members.

Please contact Carl Newton, (586-5059) if any questions arise concerning these audits.

Stephen H. Kale
Associate Director for
Geologic Repositories

Attachment: Audit Details for HQ-OGR Audit

cc: P. Saget, BWIP
J. Blaylock, WMPO
J. Reese, SRPO

NOTE
PLEASE FURNISH COMMENTS TO
CARL NEWTON BY APRIL 28, 1987

Attachment

Audit Details
for
Headquarters-Office of Geologic Repositories Audit
of
Project Offices

Purpose of the Audit:

Verification of the implementation of the Project Office Qa Plan and implementing procedures.

Activities to be Evaluated:

All activities related to the QA Program will be evaluated. It is anticipated that the Project Manager, most of the Project Office professional staff and applicable contractor personnel will be involved in interviews with the audit team.

The following areas will be the focus of the audit:

- o Exploratory Shaft Facility Design
- o Repository and Waste Package Design
- o Performance Risk Assessment
- o Geology
- o Hydrology
- o Quality Assurance

Audit Team

It is anticipated that there will be 18 to 20 audit team members. Mr. Carl Newton will be the Audit Team Leader. The team members will be divided into six (6) subteams, one sub-team for each of the six areas above. Each sub-team will consist of a QA representative, a technical representative and representative(s) from either the NRC, State or Tribe as observers. Most if not all team members from HQ-OGR and the Technical Support Team will be trained, qualified and certified as Auditors.