Audit Procedure

Kaiser Aluminum & Chemical Corporation
Thorium Remediation Project
Tulsa, Oklahoma

Kaiser Aluminum & Chemical Corporation
Baton Rouge, Louisiana

Project No. 5427R
September 2000
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Approval

The procedure has been approved by:

Bill Vinzant — 6-15-04

J. W. Vinzant — **Date**
Project Manager

Reviewed by:

L. Max Scott — _____

L. Max Scott — **Date**
Health Physics Advisor/Radiation Safety Officer

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Audit Procedure
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Thorium Remediation Project
Tulsa, Oklahoma

1.0 Purpose

To assure that remediation activities are being conducted in accordance with site plans, policies, and procedures.

2.0 Responsibility

Audits shall be conducted by the Kaiser Aluminum Specialty Products Project Manager or his designee.

3.0 Audit Frequency

Audits shall be conducted within 3 weeks of start of remediation activities and annually thereafter. A minimum of two audits shall be conducted.

4.0 Who Audited

- Kaiser on-site operations
- All contractors conducting tasks associated with the remediation project

5.0 Suggested Audit Items

Items to be audited will include, but not be limited to, the following:

- Instrument operational checks records
- Training records
- Radiation exposure records (radiation badge results)
- Contractor QA/QC plan
- Random selection of items covered by Contractor procedures

6.0 Reporting

A written report shall be issued detailing the findings of the audit.

Procedure Number	Procedure Name	Date	Revision Number
Penn E&R/HPM/M-1-1	Procedures	Mar-04	0
Penn E&R/HPM/M-1-2	Changes to Procedures	May-04	1
Penn E&R/HPM/M-1-3	Completion of Forms	Mar-04	0
Penn E&R/HPM/M-2-1	Basic Instrument Operation	Mar-04	0
Penn E&R/HPM/M-2-2	Instrument Minimum Detection Concentration Calculation	Mar-04	0
Penn E&R/HPM/M-2-5	Ludlum Model 19 mR Meter	Mar-04	0
Penn E&R/HPM/M-2-6	Ludlum Model 2221 Portable Scaler Ratemeter with 44-10 Probe	Mar-04	0
Penn E&R/HPM/M-2-7	Ludlum Model 2929 Dual Scaler	Mar-04	0
Penn E&R/HPM/M-2-8	Ludlum Model 2360 Scaler/Ratemeter with the Model 43-68 Gas Proportional Detector	Mar-04	0
Penn E&R/HPM/M-3-1	Gross Gamma Surveys	Mar-04	0
Penn E&R/HPM/M-3-2	Beta/Gamma Surveys	Mar-04	0
Penn E&R/HPM/M-3-3	Alpha Surveys	Mar-04	0
Penn E&R/HPM/M-3-4	Exposure Rate Surveys	Mar-04	0
Penn E&R/HPM/M-3-5	Removable Alpha and Beta/Gamma Contamination Surveys	Mar-04	0
Penn E&R/HPM/M-3-6	Gross Gamma Surveys of Soil Cores	Mar-04	0
Penn E&R/HPM/M-4-1	Surface Soil Sampling	Mar-04	0
Penn E&R/HPM/M-4-4	Subsurface Soil Sampling	Mar-04	0
Penn E&R/HPM/M-5-2	Check Source Accountability	Jun-04	1
Penn E&R/HPM/M-6-1	Chain-of-Custody Procedures	May-04	1