



CENTER FOR NUCLEAR WASTE REGULATORY ANALYSES QUALITY ASSURANCE SURVEILLANCE REPORT

PROJECT NO.: 20.06366.01.031

REPORT NO.: 2005-04

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SURVEILLANCE SCOPE: Geochemistry Activities

REFERENCE DOCUMENTS: QAP-001, Scientific Notebook Control; QAP-004, Surveillance Control; QAP-005, Quality Indoctrination and Training; QAP-007, Professional Personnel Qualification; QAP-013, Quality Planning; QAP-019, Control of Measuring and Test Equipment; TOP-012, Identification and Control of Samples and Chemical Reagents and Standards.

STARTING DATE: 01/21/05

ENDING DATE: 02/03/05

A REPRESENTATIVE: Mark R. Ehnstrom

PERSONS CONDUCTING TEST/EXAM/ACTIVITY: E. Percy, P. Bertetti, M. Juckett, J. McMurry, B. Werling, and J. Brown

SATISFACTORY FINDINGS:

Prior to the start of the surveillance, Quality Requirements Application Matrixes for the geochemistry activities were reviewed. This information was used during preliminary discussions to determine the direction of the surveillance.

The review of notebooks 596, 631, and 653 found them to be in compliance with procedural requirements. Notebook notations included test equipment used by serial number and chemicals used, including lot numbers.

Among the items noted during the surveillance were:

- Equipment reviewed was currently within calibration time periods.
- A good practice observed was the weekly verification performed on balances using certified mass weights.
- It was noted that expired chemicals were removed from the active laboratory, identified as expired, and placed in a segregated area.

Bill Murphy and Vladimir Cvetkovic are two consultants being used for geochemistry activities. Professional Personnel Qualification files for these individuals were reviewed and found to be current. Personnel files also contained the information identifying procedures sent to these individuals in addition to updated Conflict of Interest information.

UNSATISFACTORY FINDINGS:

A search in QA records was performed on the equipment observed in the laboratory of building 57. Of the six pieces of equipment, two did not have any calibration information in QA records. The certification documentation for this equipment was found in laboratory files and is being sent to the CNWRA library. Contact was made with other custodians of measuring and test equipment to discuss the need to forward calibration documentation to the CNWRA library. Attachment A identifies the equipment reviewed.

NONCONFORMANCE REPORT NO.: N/A

CORRECTIVE ACTION REQUEST NO.: N/A

ATTACHMENTS: Attachment A identifies the equipment reviewed during the surveillance.

RECOMMENDATIONS/ACTIONS:

See page 2 of 2 for a discussion on recommendations.

APPROVED: *M. Juckett*
CENTER DIRECTOR OF QUALITY ASSURANCE

DATE: 2/9/05

DISTRIBUTION:
ORIGINAL -

QA Records
CNWRA QA DIRECTOR
ORIGINATOR
PRINCIPAL INVESTIGATOR N/A
ELEMENT MANAGERS - *E. Percy*
B. Sagar

Recommendations From Surveillance 2005-04

In addition to the actions stated in Nonconformance Report 2004-18, the following procedure changes are recommended to assure that QA records are being properly submitted, to help with document searches, and to further define areas of responsibility:

1. QAP-016, "Procurement"

- Add a additional bullet in section 6: Certificates of Analysis

2. QAP-019, "Control of Measuring and Test Equipment":

- Add paragraph 2.4 to read: The custodian of the equipment shall be responsible for assuring that calibration documentation is sent to the CNWRA library for inclusion into QA records.

3. Change the custodian for the humidity chamber and the LCR recorder, asset Nos 010231 and 010232, from D. Dunn to M. Juckett. This change better reflects the responsible user.

Attachment to Surveillance Report 2005-04

<u>Equipment Reviewed</u>	<u>Located in QA Records</u>	<u>Information at the Cal. Lab Site</u>
Humidity Generator Asset No. 010231 Serial No. 0210372	No *	Three certifications from 6/03-6/05
QuadTech Asset No. 010232 Serial No. 3164285	No *	Two certifications from 6/03-6/05
Mettler Balance Asset No. 001439 Serial No. 101237	Yes	29 certifications from 5/91-5/05
Mettler Balance Asset No. 010225 Serial No. 1122142733	Yes	Four certifications from 6/03-5/05
20 g. Weight Std. Asset No. 009341 Serial No. 66388	Yes	Three certifications from 6/02-7/05
400 g. Weight Std. Asset No. 009342 Serial No. 66389	Yes	Three certifications from 6/02-7/05

* Corrected during the surveillance.