



**Southwest Research Institute®  
Nonconformance Report**



**IDENTIFICATION**

<b>Submitted By:</b> Brient, Robert D.	<b>Date:</b> 30-APR-08	<b>Report Number:</b> 2008-NCR-0163
<b>Division:</b> 20 - GEOSCIENCES & ENGINEERING 01.00: CNWRA		<b>Project Number:</b> 14002.01.021
<b>Quality Program:</b> GED (20) QAM		
<b>Associated Report:</b> N/A		
<b>Defect Code:</b> Failure to follow procedure		
<b>Description of the Nonconformance:</b>  TOP-012, Identification and Control of Samples, Chemical Reagents and Standards, defines specific requirements for controlling samples; the following discrepancies were identified in the control of natural geological samples in Bldg 51:  No unique sample ID code identified for one (1) sample and four (4) subsamples; Sample Custody/Control Log was not available for twenty-nine (29) samples; Sample Custody/Control Log created for fourteen (14) samples was missing required fields, including Date of receipt; Date of entry into log; Person making entry; and Storage location; and Sample Custody/Control Log was not updated after subsample BB3-16 was taken from sample BB3.		
<b>Issued To:</b> Gordon Wittmeyer	<b>Response Due Date:</b> 07-MAY-08	
<b>SwRI cc:</b> Simpson, Michael T (20)		

**RESPONSE(S)**

<b>Disposition:</b> Repeat process to original specification
<b>Customer Approval of Disposition Required?</b> NO
<b>Proposed Action to Address Nonconformance:</b>  All staff who have or are currently working with geologic samples in Building 51 will, with their cognizant group manager, meet with Gordon Wittmeyer and Mike Simpson in Building 51 to take the actions required to immediately address the nonconformances. This meeting will occur May 12, 2008 at 9:00 a.m. The discrepancies listed in the NCR will be corrected as follows:  1. "No unique sample ID code identified for one (1) sample and four (4) subsamples." The assembled management and staff will be asked to identify the samples and construct sample IDs as required by TOP-012.  2. Sample Custody/Control Log was not available for twenty-nine (29) samples. The assembled management and staff will determine which sample custody log holds the information for the 29 samples. Sample ID tags will be marked with name and location of the relevant sample custody log.  3. Sample Custody/Control Log created for fourteen (14) samples was missing required field, including date of receipt, date of entry into log, person making entry, and storage location. The assembled management and staff will complete the sample custody logs.  4. Sample Custody/Control Log not updated after subsample BB3-16 was taken from sample BB3. The assembled management and staff will updated the sample custody log for BB3 as required.

<b>Response By:</b> Wittmeyer, Gordon W.	<b>Date:</b> 07-MAY-08	<b>Target Date for Action:</b> 14-MAY-08
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**APPROVALS**

<b>Management Approval:</b> Sagar, Budhi	<b>Date:</b> 07-MAY-08
<b>Comments:</b>  No comments	
<b>QA Approval:</b> Simpson, Michael T	<b>Date:</b> 09-MAY-08

**VERIFICATION**

**Verification of Action Taken:**

Proposed Action Item 1 is complete. All samples and subsamples in Building 51 are appropriately labeled. The attachment to this verification details the actions taken to address items 2-4.

**Verified By:** Simpson, Michael T

**Date:** 16-MAY-08

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**Mike Simpson**

**From:** Gordon Wittmeyer [gwitt@cnwra.swri.edu]  
**Sent:** Wednesday, May 14, 2008 9:53 AM  
**To:** 'Mike Simpson'; robert.brient@swri.org  
**Cc:** scott.rubio@swri.org; 'John Stamatakos'  
**Subject:** FYI: Scott Rubio has corrected item 2 of NCR 2008-0163

Mike and Bob,

Using information from Scientific Notebook 312, Scott Rubio was able to tie all "US" and "DS" sub-samples on the pallet to the "40MBIG" samples whose sample custody logs are contained in the three-ring binder Q200704250006. All samples were disposed and Scott has indicated this on the correct TOP-004 forms in the custody log. This action addresses item 2 of NCR 2008-0163.

Gordon

5/14/2008

**Mike Simpson**

**From:** Philippe D. [pdubreuilh@cnwra.swri.edu]  
**Sent:** Tuesday, May 13, 2008 1:44 PM  
**To:** Robert Brient; Michael Simpson  
**Cc:** Gordon Wittmeyer  
**Subject:** Resolution of Item # 3 in 2008-NCR-0163 Report

Bob, Mike,

At the time of the QA audit, 14 rock samples stored in Building 51 were found listed on a 1-page **Base Sample Control Log** for a Thermal and AF Demagnetization Susceptibility study (SN # 758 E). As identified in the 2008-NCR-0163 report, that 1-page Base Sample Control Log was missing some of the required samples information (e.g., date of receipt, date of entry, etc.).

It was later found that all the samples information required by TOP-012, had been entered on a 5-page **Subsample Control Log**, but that Subsample Control Log was not attached with the Base Sample Control Log present with the samples in Building 51.

To correct this, I propose to attach the missing 5-page Subsample Control Log to the 1-page Base Sample Control Log and include the complete 6-page Sample Control Log inside the box of samples in Building 51, close and label that box and have it moved to the designated samples archive location.

Let me know if this corrective action is acceptable so I can implement it immediately.

Thank you.

*Philippe*

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Philippe Dubreuilh ( 210-522-5085 )

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5/14/2008