



# Southwest Research Institute® Surveillance Report

QRS

IDENTIFICATION		
Submitted By: Simpson, Michael T	Date: 26-JUN-08	Report Number: 2008-SR-0196
Division: 20 - GEOSCIENCES & ENGINEERING 01.03: QA	Project Number: 14002.01.021	
Quality Program:		
Associated Report: N/A		
Surveillance Scope:  Geology and Hydrology laboratory activities (Building 51); including samples, M&TE, and scientific notebooks. Also reviewed chemical storage practices.		
References:  TOP-012  QAP-001  QAP-019		
Starting Date: 25-JUN-08	Ending Date: 26-JUN-08	
Person(s) Conducting Test/Exam/Procedure: Don Bannon		
Satisfactory Findings:  Sample control and corrective action activities have been extensive in the past year and overall sample management appears much improved since the last surveillance. No new sample work has taken place since the closeout of NCRs 2007-08 and 2008-0158 so only a cursory review of samples was performed. It remains difficult to match some individual samples and sample lots with corresponding control logs but the reviewer remains satisfied that all samples are appropriately labeled and accounted for.  Very few pieces of M&TE are currently in service. Two strip chart recorders that are not being used (but still "on the floor") had expired calibration labels and no indication of status. The building coordinator agreed to segregate the recorders. A cabinet used to segregate out of service instruments was not so labeled (or locked) and the coordinator agreed to do so. Neither of these situations is considered to be significant because there are no active experiments in the building.  The few open notebooks associated with Building 51 activities are satisfactorily maintained but the work is not ongoing and the notebooks could be closed out. The building coordinator indicated his intention to do so.  Chemical labeling and storage appears generally satisfactory although two materials are unknown and could be unlabeled chemicals or reagents. A white powder (probably sand) is in four plastic containers and two beakers contain a small amount of a clear liquid (water?). The coordinator agreed to investigate and either properly label or dispose of the materials. The coordinator will initiate an NCR if either material is indeed a chemical or reagent.		
Unsatisfactory Findings:  None		
Recommendations/Actions:  A general housekeeping recommendation. The remains of a few experiments have been left on benches and other work areas in the building. It is advised that these work areas be cleaned up and made immediately ready for future work or other uses. One exception may be the "blue tube" experiment which is occasionally used as a demonstration model.		
Equipment Calibration:  See above.		
SwRI cc: Bannon, Donald R. (20), Dubreuilh, Philippe H (20), Lenhard, Robert J (20), Percy, English C. (20), Wittmeyer, Gordon W. (20)		

**APPROVALS****Management Approval:** Brient, Robert D.**Date:** 26-JUN-08**QA Approval:** Brient, Robert D.**Date:** 26-JUN-08

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