



# Department of Energy

Washington, DC 20585

QA: QA

APR 09 2002

W. W. Watson  
Bechtel SAIC Company, LLC  
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Las Vegas, NV 89144

## ISSUANCE OF DEFICIENCY REPORT (DR) BSC-02-D-096 RESULTING FROM AN OBSERVATION BY KENNETH O. GILKERSON

Enclosed is DR BSC-02-D-096 generated as a result of an observation.

Please provide a response to this deficiency that meets the applicable requirements of Administrative Procedure (AP) 16.1Q, *Management of Conditions Adverse to Quality*. Send the original of your response to Deborah G. Opielowski, Navarro Quality Services, P.O. Box 364629, Mail Stop 455, North Las Vegas, Nevada 89036-8629. Initial response to the DR is due ten working days from the date of this letter. Any extensions to this due date must be requested in accordance with AP-16.1Q.

If you have any questions, please contact either James Blaylock at (702) 794-1420 or James V. Voigt at (702) 794-1487.

OQA:JB-0978

*James Blaylock for*  
Ram Murthy, Acting Director  
Office of Quality Assurance

Enclosure:  
DR BSC-02-D-096



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*DMSS07  
WM-11*

APR 09 2002

cc w/encl:

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**OFFICE OF CIVILIAN  
RADIOACTIVE WASTE MANAGEMENT  
U.S. DEPARTMENT OF ENERGY  
WASHINGTON, D.C.**

8. ☒ **DEFICIENCY REPORT**  
☐ **CORRECTIVE ACTION  
REPORT**  
 NO. BSC-02-D-096  
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**DEFICIENCY/CORRECTIVE ACTION REPORT**

**1. Controlling Document:**

QARD DOE/RW-0333P R10, AP-2.21Q R-1, BSCN 1, AP-6.1Q R-6 ICN 4

**2. Related Report No.:**

CIRS 1268,

**3. Responsible Organization:**

*PROTECTS*  
 BSC DOCUMENT CONTROL *405 3/21/02*

**4. Discussed With:**

Cindy Humphries-Alder, Michelle Prater, Bill Watson

**5. Requirement:**

- 1) QARD 6.2.5 states "The disposition of obsolete or superceded documents shall be controlled to ensure that they are not used to perform work."
- 2) AP-2.21Q R-1, BSCN 1, Section 2.0 states that "If there is no change in the workscope (activity), existing planning documents and/or technical product development plans completed under previous procedures do not require revision. Such existing evaluations and planning documents that provide necessary detail and still adequately address the activities and products in the new work packages shall be appended to the new TWP per Subsection 5.7 of this procedure.."
- 3) AP-6.1Q R-6 ICN 4 Para. 5.7.2 requires document owners (Responsible Individuals) to review (continued p.3)

6. Description of Condition: Contrary to 1) above, there are 352 documents in the Lotus Notes Data Base (OCRWM's Source for Controlled Documents) that are (a) superceded by existing TWP's, or (b) should have been superceded by a TWP with the implementation of AP-2.21Q. These include 286 Technical Document Plans (TDP) and 66 Work Planning Packages (WPP). An example is that TDP-CRW-SE-000003 still exists as a controlled document but was incorporated as Addendum C to TWP-WAT-MD-000001 R-0, also a controlled document. The TDP should have been decontrolled. Contrary to 2) there are 352 "controlled" TDP/WPPs in the Lotus Notes Database and any TDP or WPP that is still valid should have been appended to a TWP in accordance with AP-2.21Q and that TDP or WPP decontrolled. (continued p.3)

**7. Initiator:**

Ken O Gilkerson BSC QA

Date 03/22/02

**9. Does a stop work condition exist? (Not required for a DR)**

☐ Yes ☒ No

If Yes, Check One: ☐ A ☐ B ☐ C ☐ D

**10. Recommended Actions:**

- 1) Discontinue use of obsolete TDPs and WPPs.
- 2) Remove from Lotus Notes Program Document Database.

**11. QA Review:**

QAR James V. VCIGT

Date 27 March 2002

**12. Response Due Date:**

10 Working Days From Issuance

**13. DOQA Issuance Approval:**

Printed Name Ram Murthy

Signature

*Ram Murthy*

Date

*4/9/02*

**22. Corrective Actions Verified:**

QAR

Date

**23. Closure Approved by:**

DOQA

Date

OFFICE OF CIVILIAN  
RADIOACTIVE WASTE MANAGEMENT  
U.S. DEPARTMENT OF ENERGY  
WASHINGTON, D.C.

8. ☒ DR/CAR  
☐ Stop Work Order  
NO. BSC-02-D-096  
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**DEFICIENCY/CORRECTIVE ACTION REPORT/STOP WORK ORDER CONTINUATION PAGE**

BLOCK 5 (continued): documents on an annual basis and identify to document control any "controlled" documents that require decontrol or transfer to another document holder.

BLOCK 6 (continued)

Contrary to 3) above, document owners (responsible individuals) have not identified the need to decontrol TDP/WPPs.

DISCUSSION: The AP-2.21Q work planning procedure superseded AP-2.13Q (TDPs) and AP-2.15Q in August of 2000. It recognized that some of the existing TDP's might provide adequate detail for planning for FY01 and allowed appending the TDP to the TWP to control planning activities for the subject work scope (assuming nothing in the work scope etc changed). However, the use of existing TDPs for planning was an interim measure. It is now 2002 and it is unlikely that nothing has changed in existing planning documents relative to work. Procedures and requirements have changed extensively as well as scheduled activities. All TDP/WPPs should have been decontrolled by now due to them being appended to a TWP or due to them being superseded by a TWP.

CIRS Item 1268, issued 1/18/01, identified superseded TDPs and WPPs were on the OCRWM Program Document Database (OPDD) as controlled documents. Documents could not be decontrolled/canceled without Document Owners initiating Document Control Action Requests (DCARs). The annual Document Owner's Report (for plans) [now called Responsible Individual's Annual Report] issued by Document Control in the spring of 2001 directed Document Owners to identify planning documents that had been superseded, or that were no longer needed, and to initiate the corresponding DCARs per AP-8.1Q. Contrary to the requirements in block 5, and to actions taken by Document Control related to CIRS Item 1268, DCARs were not initiated and 352 TDPs and WPPs are still active on the OPDD.