

United States Government

Department of Energy

memorandum

M-32

DATE: **FJAN 13 1997**

REPLY TO:
ATTN OF: **EM-37**

SUBJECT: **Quality Assurance Audit of West Valley Area Office, West Valley Demonstration Project Quality Assurance Program**

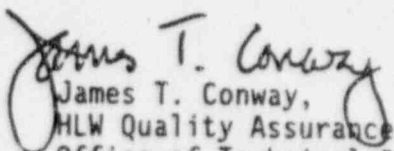
TO: **T. J. Rowland, Director, West Valley Area Office**

Representatives of the Office of Technical Services will conduct Audit No. 97VP-WV-AU-01 of your Quality Assurance (QA) Program activities related to the West Valley Demonstration Project (WVDP) during the period of January 27-31, 1997. This audit will be performed on WVDP activities in accordance with the "High-Level Waste QA Requirements For Fiscal Year 1997" (forwarded in October 10, 1996, memorandum signed by J. T. Conway and R. E. Erickson) and implemented by DOE/RW-0333P, "QA Requirements and Description" document. The audit will examine the adequacy and effectiveness of implementation of the WVDP QA Program Description (WVDP-212 and WVDP-074), and implementing procedures as applied to the waste acceptance activities associated with high-level waste form production at the WVDP.

Please make available to the audit team the documents and records necessary to evaluate the selected elements shown on the attached Audit Plan and Schedule. Also, please notify appropriate management personnel of the proposed audit schedule so they may participate in the audit as necessary and attend the pre- and post-audit meetings.

In addition, please provide space for the audit team to conduct the pre- and post-audit meetings to review the documentation and meet with audit participants.

If you have any questions, please contact me on (301) 903-7450.


James T. Conway,
HLW Quality Assurance Program Manager
Office of Technical Services
Office of Waste Management
Environmental Management

1/1
NFQ8

Attachment

PROJ 100002

9702100144 970113
PDR PROJ
M-32

PDR

cc:

R. Erickson, EM-32
M. Rawlings, EM-32
J. Antizzo, EM-37
H. Himpler, EM-37
D. Horton, RW-3
R. Clark, RW-3.1
T. Jackson, DOE/WVAO
R. Lynch, DOE/SR

Audit Team:

J. Conway, DOE/EM-37
B. Bower, DOE/WV
J. Flaherty, BDM/SAIC
R. Lynch, DOE/SR
E. Martinez, DOE/WV
A. Mellon, NYSERDA
N. Moreau, MACTEC

Observer:

J. George, (QATSS)