



KAISER ♦ HILL  
COMPANY

## INTEROFFICE MEMORANDUM

DATE: August 6, 1997

TO: Kent Dorr, K-H Project Management, Bldg. T130F, X6034  
Mark Hickman, RMRS E/C/D Project Management, Bldg. T130F, X7145

FROM: <sup>TLM</sup> Thomas McLean, Closure Projects Engineering & Integration, Bldg. 130, X2247

SUBJECT: ASSESSMENT OF THE T690 TRAILER COMPLEX READINESS TO BEGIN  
DECOMMISSIONING AND REMOVAL - TLM-101-97

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### PURPOSE

The purpose of this letter is to document those issues which may impact the start of the decommissioning and removal of the T690 trailer complex.

### DISCUSSION

A team of Kaiser-Hill (K-H) professionals has been chartered to do a pre-assessment of the project's readiness to proceed with the decommissioning phase of the Project. Team members are:

S. Jill Bruse  
Thomas L. McLean  
John C. Miller

The assessment will begin on August 6, 1997 with a review of Project documents. The team is currently scheduled to issue a final report the week of August 11, 1997. Any potential issues identified during the assessment will be brought to your attention as soon as they are defined.

The list of issues which may cause delays in the Project follows:

### ISSUES

1. An Integrated Work Control Plan (IWCP) must be approved and issued before decommissioning work can start.
2. A Master Activity List (MAL) revision reflecting the proposed decommissioning and asbestos abatement activities must be approved and issued.
3. An Auditable Safety Analysis (ASA) must be approved and issued.

**ADMIN RECCRD**

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4. An approved project-specific Health and Safety Plan (HASP) must be in existence before craft activities begin.
5. A viable waste management plan, including disposal of any lead, heavy metal, or asbestos materials.
6. All personnel performing critical functions must have current training certificates before performing these functions.
7. All personnel on site must have undergone GET or GERT training.
8. Approved Demolition and Waste Management Plans.
9. The team will inspect the site, review the IWCP, and may interview management or other personnel.
10. Following this assessment and an Environmental Readiness Evaluation (ERE) a letter will be sent to DOE requesting approval to proceed with removal and demolition of the trailers.
11. T690 trailer complex operations must have been terminated and trailer occupants relocated prior to the start of decommissioning. This may proceed on a trailer by trailer basis provided all other safety considerations have been addressed.

#### RESPONSE REQUIREMENTS

Please make available the indicated documents on or before August 6, 1997. Also, please request cooperation of your staff for interviews on August 6 and 7, 1997. We will contact you for specific times and places.

If you have any questions, please contact me on extension 2247 or John Miller on extension 5426.

TLM:rwa

Attachment:

1. Assessment Plan 97-002-CPEI, August 6, 1997

cc:

K. Baier  
J. Bruse  
S. Crowe  
B. Evans  
V. Guthrie  
T. Hedhal  
T. Hopkins

F. Hughes  
K. Jenkins  
T. Overlid  
A. Parker  
K. Trice  
J. Zimmer  
File

## ASSESSMENT PLAN

ASSESSMENT ID NUMBER: 97-002-CPEI DATE: 8/06/97

ASSESSMENT DRIVER: DOE-RFFO AMEC Environmental Readiness Evaluation Procedure

ASSESSMENT SCOPE: The T690 trailer complex is being readied for removal from Site. Closure Projects Engineering and Integration will assess the Project to determine readiness. Per the RFFO AMEC Environmental Readiness Evaluation Procedure, this Project is a category 3 project and the graded approach will be applied appropriately.

This assessment will review:

- project scope
- procedures
- hazards analyses
- authorization basis
- regulatory requirements
- training
- project safety

ASSESSMENT TYPE: Compliance

The assessment will verify compliance to the following requirements:

- DOE-EM-STD-5502-94
- DOE-RFFO, AMEC Environmental Readiness Evaluation Procedure
- Other laws, rules, and orders as required by STD-5502.

FREQUENCY: One time—prior to trailer removal

ASSESSMENT TECHNIQUES: A team assessment will be used. The team will consist of Tom McLean and John Miller, supplemented by subject matter experts as needed. The assessment will be accomplished by a combination of interviews, document reviews and field visits.

CRITERIA: The RFFO AMEC procedure identifies both the minimum core elements and optional additional elements of the assessment to be performed. The team will evaluate the elements for applicability and appropriate grading, then will develop criteria for the assessment.

DELIVERABLE: An assessment report will be documented as part of an interoffice memorandum no later than August 15, 1997.