



# INTEROFFICE CORRESPONDENCE

DATE: September 27, 1994

TO: K. Bentzen, Environmental Data Management & Reporting Services, Bldg. 080, X8753

FROM: *Ad L. Bunker For*  
R. S. Luker, Environmental Quality Support, Bldg. 080, X8625

SUBJECT: ENVIRONMENTAL QUALITY SUPPORT HIGHLIGHTS: September 19-23, 1994 - RSL-058-94

DOE Order: 5700.6C

## INTERNAL ASSESSMENTS

### ACCOMPLISHMENTS

The total, required number of internal milestones related to internal assessments (inspections and surveillances) has been met and surpassed for Fiscal Year 94 (FY94). The number and type of assessments will be documented in the Department of Energy, Rocky Flats Field Office (DOE, RFFO), Quarterly Report for the fourth quarter of FY94.

The following surveillances are in progress:

- Operable Unit 3 (OU 3) Risk Assessment -- review of rough draft (ID#SMS-SURV-94-016)
- OU 5 Data Quality Objectives -- review of Rocky Flats Environmental Database System (RFEDS) output versus Work Plan specifications. (This is also a follow-up to a corrective action plan for a Department of Energy (DOE) audit of OU 5)
- OU 5 Risk Assessment -- development of checklists

The following documents were reviewed for compliance of Quality Assurance (QA) requirements:

- "Fourth Addendum to the SOW for the 1994 WARP, RFETS", Rev. 1 (9/20/94)
- "Safety Review Board Requirements", 1-D45-SRB16.06, R.O, Draft E (9/8/94)
- "1994 Groundwater Protection and Monitoring Program", Rev. 1, Draft A (9/7/94)
- "Map Control", ADM-06.04, Rev. 0, Draft A (9/94)
- "1994 Well Evaluation Report"
- "SOW for ERPD Software Quality Implementation Support", Rev. 1 (9/20/94)

### Problems:

Environmental Quality Support (EQS) was informed that the Stoller quality support contract has expended all monies for (FY94). Every effort is being made to resume the contract by October 3, 1994.

The EG&G Rocky Flats, Inc. site Environmental Waste Audits and Assessments group contacted EQS to schedule an outbrief for their IDM assessment. They were instructed to schedule the outbrief for the chain-of-custody (COC) assessment first.

**ADMIN RECORD**  
SW-A-003761

## SELF EVALUATION

### ACCOMPLISHMENTS

Self-Evaluation checklists for Organization & Administration and Resource Conservation & Recovery Act (RCRA), due September 15, 1994 were returned by all direct report managers except Environmental Operations Support. All deficiencies identified during the self-evaluation process will be entered into the Plant Action Tracking System (PATS).

The final Self-Evaluation training section is tentatively scheduled for Monday, October 10, 1994.

The Self-Evaluation Coordinator's Committee will reconvene after the Process Management Teams (PMTs) or Process Improvement Teams (PITs) members are trained. Individuals from all directorates were selected to serve on either the PMT or PITs for Self-Evaluation. The PMT and PIT training is scheduled for September 28 & 29, 1994 at the Arvada Arts Center.

A meeting was held with Environmental Operations Support (EOS) representatives to determine if the Conduct of Operations (COOP) Internal Surveillance Program meets the criteria to be considered a form of self evaluation. It was determined that the COOP program could be covered under self evaluation and the programs will be merged beginning in October.

## PROGRAMMATIC QUALITY CONTROL

ENVIRONMENTAL MANAGEMENT (EM-45) PROGRAM ASSESSMENT - Progresses on closing EM-45 actions are detailed below:

- |                                       |                                     |
|---------------------------------------|-------------------------------------|
| • Total number of actions to complete | 80                                  |
| • Total number reported complete      | 66                                  |
| • Closure documentation received      | 66                                  |
| • DOE open action items               | 12                                  |
| • ERPD open action items              | 01 (dependent on a DOE RFFO action) |
| • Other open action items             | 01                                  |

Discussions were held between EQS and DOE personnel on additional responses to DOE audit 94-QA-L1-004 "Ecological Evaluations".

The Cost Productivity Improvement (CPI) on the elimination of two deficiency tracking personnel was rejected by the DOE Environmental Restoration (ER) Director.

The Environmental Restoration Program Division (ERPD) Director asked EQS to bring Dr. Robert Matlock back to Rocky Flats to brief the DOE ER Director on the issues identified in his "Strengths and Weaknesses of the ERPD Quality Program" assessment.

A meeting was held with the ERPD Director to request that two quality coordinators be transferred back to the EQS group. This meeting was a follow-on to discussions about personnel needs in light of the large number of programmatic quality issues identified during the last three independent assessments. No decision was reached; personnel shortfalls remain.

K. Bentzen  
September 27, 1994  
RSL-058-94  
Page 3

Changes in budget and staffing were implemented in the latest working version of the work package; areas of topical emphasis in FY95 depend heavily on staffing decisions by upper level management, regarding key technical personnel within ERPD and their roles in Quality Control.

Miscellaneous document modification requests (DMRs) were approved.

Routine activities were practiced for the ERPD readiness review process, including definition of quality control responsibilities and review of checklists.

A weekly meeting was established with the Quality Coordinators throughout ERPD. This meeting, the first, emphasized the following:

- the need to document subcontractor deliverables more explicitly in Statements of Work, and
- corrective actions pertinent to the latest DOE, RFFO, audit on Ecological Evaluations, for which the project managers are responsible.

## **ROCKY FLATS ENVIRONMENTAL DATA SYSTEM QUALITY CONTROL**

### **ACCOMPLISHMENTS**

Additional plutonium data have been obtained from RFEDS for soil and groundwater samples that were taken during the first, third and fourth quarters of 1991, 1992 and 1993. Information on validation codes and laboratory qualifier codes for each laboratory performing plutonium analyses have been summarized for the second quarters of 1991, 1992, and 1993.

### **DOE ASSESSMENTS**

A response to DOE, RFFO Formal Audit 94 QA-L1-004 on ERPD Environmental Evaluations was provided to DOE-SPA and DOE-ER on September 9, 1994. No formal response has been received.

lmw

cc:

C. A. Anderson  
D. G. Breen  
M. C. Brooks  
C. E. Daily  
L. L. Tyler  
ERPD Project File (2)