



# **ROAD TRIP:**

**Navigating Remotes:  
WEBEX, Audit Tools,  
Uploads, and Remote  
Interviews**





**DOECAP  
ONLINE  
TOOLS AND  
SITES**

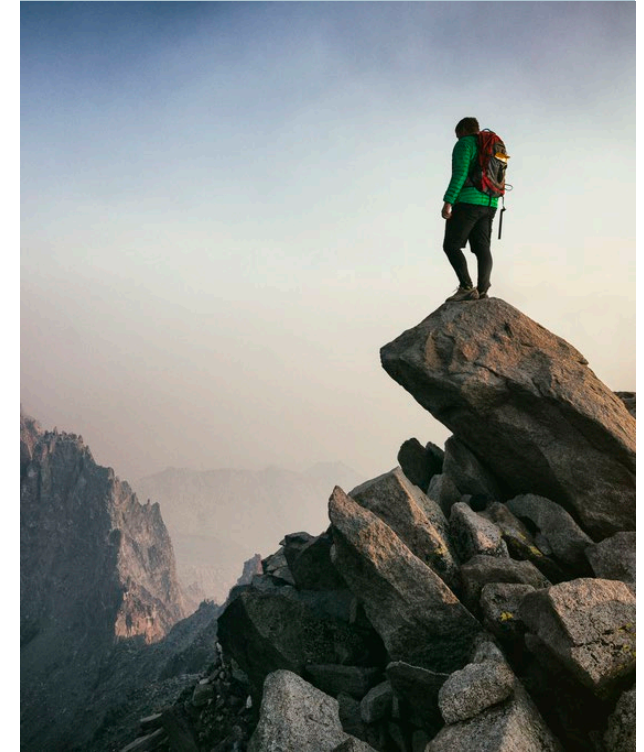




**WEBEX**



**Audit Report Site**



**DOECAP SHAREPOINT**



**All Connectivity is supported by Hannah and Heather of PEC Fame**



**WEBEX is the Meeting Platform of Choice:**

**Supported by Hannah and Heather**

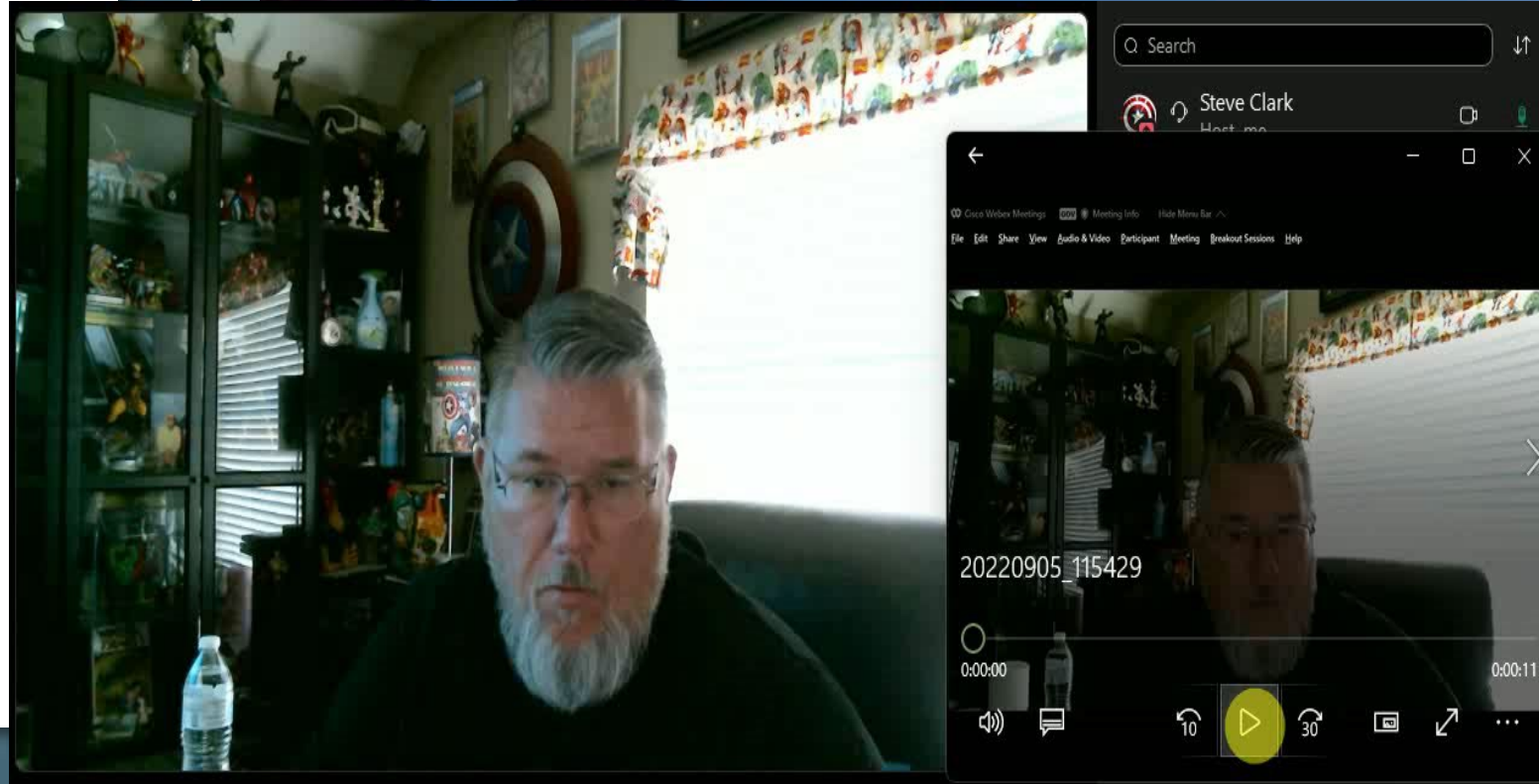
**Allows for screen sharing**

**Allows for visuals to be displayed**

**Allows for video “face-to-face interaction**



**Webex Meetings**







# PEC 2022 DOECAP Audit Reporting



[Audit Information](#)
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Logged In As: Admin - Steve Clark

### Audit Facility:

Select an item. ▼

### Audit Information

#### Audit Program:

Select an item. ▼

#### Audit Category:

Select an item. ▼

#### Audit Location:

Select an item. ▼

#### City:

▼

#### State:

▼

#### Report Type:

Select an item. ▼

#### Starting Date:

mm/dd/yyyy

#### Ending Date:

mm/dd/yyyy

Save Info

### Audit Scope

Quality Assurance Management Sys (QA)

Complete  Alternate

Sampling & Analytical Data Quality (SA)

Complete  Alternate

Waste Operations (WO)

Complete  Alternate

Environmental Compliance & Permitting (EC)

Complete  Alternate

Radiological Control (RC)

Complete  Alternate

Industrial & Chemical Safety (IC)

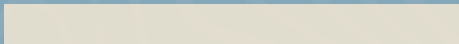
Complete  Alternate

Transportation Management (TM)

Complete  Alternate

\*Closed refers to those findings listed in prior audits which objective evidence has demonstrated there is no longer a deficiency.

\*\* Open identifies those findings from prior audits which remain open at the time of this audit. An open item may be elevated to a higher priority if not properly addressed. Such instances will be accounted for in both Open and Priority columns.



**Findings**

Select a Finding ▼

**Part I – Finding - Completed by DOECAP Auditor**

<b>Finding Number:</b> <input type="text"/>	<b>Finding Status:</b> <input type="checkbox"/> Peer Reviewed	<b>Last Saved:</b> <input type="text"/>
<b>Rating:</b> Select a Rating <span style="float: right;">▼</span>	<b>Concentration:</b> <input type="text"/> <span style="float: right;">▼</span>	
<b>Referenced LOI:</b> None Assigned <span style="float: right;">▼</span>	<b>Facility:</b> EnergySolutions, LLC - UT (Clive Disposal Facility) <span style="float: right;">▼</span>	
<b>Source:</b> Select Source <span style="float: right;">▼</span>	<b>Auditor:</b> Select an Auditor <span style="float: right;">▼</span>	

**Reference Standard:**

**Requirement Stated/Criteria/Citation:**

## Observations

Select a Observation

### Observation

Peer Reviewed

Last Saved:

### Facility:

Alaron Nuclear Services

### Concentration:

Select a Concentration

### Observation Number:

### Source:

Select Source

### Auditor:

Select an Auditor

### Reference, If Any:

### Observation:

### Facility Comments:

## Additions/Modifications to Current Contracts

+ Add New Contractor

	PSO	Site	Contractor	Contact	Comments	Query
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No records to display.

Export All Contracts

If you need to add a PSO, Site or Contractor that is missing from the list, please contact either Donna Joy or Heather Garrett to update our Database.

## Missing Facility Usage Query Contract

	PSO	Site	Contractor
--	-----	------	------------

No records to display.



## Site Information Sheet

### Facility Description

#### Site Name

Veolia ES Alaron, LLC dba Alaron Nuclear Service

#### Actual Property Owner

Alaron Nuclear Services

#### Full-Time Employees

40

#### Total Facility Size and Acreage

24 acres total/ 16 acres active area

#### Physical Address

2138 State Route 18 Wampum, Pa 16157

#### Hours of Operation (Example: 06:00-17:00)

##### Monday

0700-1730

##### Tuesday

0700-1730

##### Wednesday

0700-1730

##### Thursday

0700-1730

##### Friday

closed

##### Saturday

closed

##### Sunday

closed

#### Has the facility recently modified or constructed new equipment that could be used for management of DOE Waste?

Yes

#### What improvements or changes to the facility are planned?

Modified or constructed items:

## Site Description Sheet

### Site Name

Alaron Nuclear Services

### Contact Name(s) Multiple contact names can be placed on new lines

Dave Garber: General Manager/ dave.garber@alaronnuclear.com/724 535-5777 x224  
Radiation Safety Officer: Julian Owoc / julian.owoc@alaronnuclear.com /724-535-5777 x266

### Street Address

2138 State Route 18

### City

Wampum

### State

PA

### Zip Code

16157

### Phone Number

724 535-5777

### Email Address

dave.garber@alaronnuclear.com

### Website

<https://www.nuclearsolutions.veolia.com>

### Description

Alaron Nuclear Services, a subsidiary of Veolia Environmental Services (Veolia ES Alaron LLC dba Alaron Nuclear Services) is a fully integrated Nuclear Facility located thirty miles north of Pittsburgh, PA. Alaron has serviced the Nuclear Industry since 1983. Our facility is situated on 26 acres with six on-site operations buildings with 150,000 square feet of indoor work and contaminated equipment storage space. Alaron provides the nuclear industry with nuclear coatings, non-safety related welding services including fabrication and repair, licensed facility access, materials processing including metals recycling, volume reduction, trans-loading, disposal, decontamination for free release, and waste segregation, as well as other supplementary services. Our resources include an extensive motor repair and test shop, nuclear coatings shop, machine shop, a 9600 ft<sup>2</sup> material handling building, with a 125-ton overhead crane, and an integrated rail spur with a run-around and private switch engine. Alaron Nuclear Services provides Packaging and Transportation of Radioactive Material with respect to procurement, handling, cleaning, shipping, storing, inspection, testing, and use of components of Type B packaging. Alaron Nuclear Services is an active Nuclear Industry Assessment Corporation (NIAC) member.

### Current Image

Site overview PPT







Veolia ES Alaron LLC, a subsidiary of Veolia North America, is a fully-licensed nuclear services facility located thirty miles north of Pittsburgh, PA.

Alaron's main services include:

- Licensed facility access – Alaron owns a Radioactive Materials License issued by the State of Pennsylvania, which is an NRC agreement state
- Survey/decontamination – provide radioactive surveys and decontamination of various equipment and components
- Low-level radioactive waste – includes processing and consolidation, volume reduction and sizing, decontamination
- Motor shop – electric motor and pump decontamination, repair, refurbishment
- Specialty Coatings – NRC 10 CFR 50, Appendix B qualified coating process

Just a Note About:

The Site Description Sheet

Wanna Market to DOE?

Here's a Prime Opportunity



## Checklist

+ Add New										
LOI	Section	Sub Section	LOI Description	Frequency Identifier	Prior Site Response (Read Only)	Current Site Response	Prior AuditorComments (Read Only)	Current Auditor Comments	Prior Notes (Read Only)	Current Notes
QA Management Systems	12.1.2 (e) Personnel Training and Qualification	12.1.2 (e)	Are training records complete, current, and maintained in a formal record-keeping system? Note: List the training and completion records reviewed to include trainee's name and position/job title. RCRA; OSHA; DOT; NQA-1, Requirement 2, Section 500	R		QAPM Section 2.6.4 Records Records of the implementation for indoctrination and training may take the form of attendance sheets, training logs, or personnel training records. Records of indoctrination and training shall include one or more of the following: <ul style="list-style-type: none"> <li>attendance sheets</li> <li>training logs</li> <li>personnel training records</li> </ul> Also, In ANS-TNG-PLN-001 Alaron Training Plan procedure, section: 3.5 Documentation All training is to be documented and recorded in an Alaron database, training attendance sheets or using the VNSFS corporate Train Tracks database system. OE: RP Technician training Attendance Sheet/DOT Hazmat Training/ Rad Program Training Matrix / Snapshot of the Corp database Train Tracks.		QAPM Section 2.6.4 Records All training is documented and recorded in the Alaron database, training attendance sheets or using the VNSFS corporate Train Tracks database system. Objective evidence for a RP Technician training Attendance Sheet/DOT Hazmat Training/ Rad Program Training Matrix for employees; qualification records for an qualified applicator; a Snapshot of the Corp database Train Tracks were reviewed and were complete. The 2021 Indoctrination Training for three employees were reviewed and included the following elements: Quality Assurance Program/Manual; 10CFR850 Appendix B; NQA-1 2008/2009a; Identification and control of nonconforming items; Suspect/Counterfeit items PPT; corrective actions; causal analysis and Preventative Actions; purchasing and receiving; document control; certificate of conformance; 20CFR Part 21 External Reporting and Defects; M&TE; and Work Order. All of the training was complete and documented. Additional training for lead auditor; fork lift operator; aerial crane; and RP training were also reviewed for applicability and completeness. There were no issues noted during the review of training records.		
QA Management Systems	12.1.3 (a) Design Control	12.1.3 (a)	If applicable, does the TSDF have a documented design review and approval process to include change control management? Note: List the procedure and section (if applicable) that addresses design control. Design control associated with waste containers can also be reviewed under this LOI. List design documentation reviewed. NQA-1, Requirement 3, Section 500 and 600	S		Not applicable. QAPM Section 3.0 3.0 Design Control Alaron Nuclear Services does not currently perform any functions of design.				
QA Management Systems	12.1.4 (a) Procurement	12.1.4 (a)	Does the facility provide documentation for their controlled purchased items and service verification process? Are adequate quality applicable design bases, technical requirements, drawings, specifications, codes, standards, etc. included as necessary to assure adequate quality in included	D		QAPM Sections 4.0 Procurement Document Control and Section 4.1-4.10 Applicable design bases and other requirements necessary to assure adequate quality are included or referenced in documents for procurement of items and services. To the extent necessary, procurement documents require suppliers to have a quality assurance program consistent with the applicable requirements of this Manual, Quality Procedures, and customer contract documents. In addition Ref: ANS-QA-PRO-002 Purchasing & Receiving 3.3.2 Quality and Safety-Related Related Items: ..., Quality Assurance will be notified for items or services that are quality related for suppliers on the ASL. Quality		Purchase of quality items is documented in ANS-QA-PRO-002, R1, 12/9/2020 "Purchasing and Receiving" 3.3.2 Quality and Safety-Related Related Items In addition to completing ANS-QA-PRO-002.F1, Purchase Requisition Form, Quality Assurance will be notified for items or services that are quality related for suppliers on the ASL. Quality Assurance will provide the quality assurance requirements and instructions that shall be invoked to the supplier. 10CFRPart 50 appendix B & Part 21 requirements must be imposed to these suppliers. Procured items and services shall meet requirements and performance objectives as defined for each project. Commercial Grade calibration or testing services shall only be purchased from Approved Suppliers in accordance with either ANS-QA-PRO-005, Procurement and Dedication of Commercial Grade Calibration & Testing Services or ANS-QA-PRO-007, Dedication of Commercial Services		



Using **DOECAP**  
the **SHAREPOINT**

Uploads, Downloads, Pictures, Videos, and Files







**REMOTE  
INTERVIEWS**



# REMOTE INTERVIEW DO'S & DON'TS

## DO's

- 30-Minutes so preparation of questioning is a must
- Address any issues with potential data gaps
- Refer to the interview list as guidance.
- Be clear and straight to the point as much as possible

## DON'Ts

- Wing It
- Small Talk- keep it professional and limited
- Ask for basic information already provided (i.e. permits, hours of operations, their location...)
- Silence: Avoid silence during the 30-minutes of questioning. Shows we are unprepared and wasting their time.

A lion is shown in profile, looking towards the right, set against a background of a savanna landscape with tall grass and a hazy sky. The image is overlaid with decorative white dashed lines and a solid red line in the bottom right corner.

# TSDF Audit Review Sheet Model

+

Additional Information Requests from Seasoned Auditors



# QA Additional Information Request

Current EMS  
QA plan or  
equivalent

Current  
Organization  
chart

List of QA  
Procedures  
Site and  
Corporate if  
referenced

Copy of a latest  
site management  
assessment.

Critical  
calibrated  
equipment

List of  
scheduled  
management  
assessments.

Qualified  
vendor list

Training  
Procedures  
and  
Procurement  
Procedures

Corrective  
action tracked  
to completion

Is there a lab on site?  
Screening or finger  
printing? Are samples  
sent to other facility  
for noncertified  
analysis?

Copy of WAP and  
RCRA permit if not  
provide to WO  
auditor

# Sampling and Analytical Data Quality Additional Information Request

- Current training matrix and training records for 2 lab/sampling techs and the Lab Manager.
- Copies of 2 chains of custody for outgoing shipments.
- Current lab approved vendor list.
- Current list of the calibration status of M&TE.
- Data review and verification of final data generated by the onsite laboratory and third-party data or subcontract laboratories. (2 examples)
- If available, copies of performance testing studies for radiological methods performed at the onsite laboratory.
- Review of and verification of documentation to verify sampling activities.
- Documentation of or copies of all the periodic inspections (e.g., in-service inspections) or surveillances planned and executed to ensure the continued performance of critical equipment.
- An updated copy of the CHP
- Review and updated copy of a Lab Procedures table



# Environmental Compliance Additional Information Request

RCRA Part B Permit

Facility Air Permit

Toxic Release  
Inventory reports  
submitted to  
state/EPA within the  
last year

Most current WAP

Environmental  
Training Records for  
select specific  
personnel  
(identify 2 or 3)

Current Spill  
Prevention Control  
and Countermeasure  
Plan

Current Contingency  
Plan

Current Stormwater  
Pollution Prevention  
Plan

Liability insurance for  
sudden and non-  
sudden coverage  
Closure plan (current  
year?)

Financial assurance  
for closure costs  
Contingency Plan  
(current year?)

Example of 2  
completed inspection  
reports for SAA, CAA,  
PCB storage areas.

OSHA HAZWOPER  
Training for 2  
selected workers.

Emergency  
Equipment  
test/maintenance  
procedure and  
completed records .

Copy of Emergency  
Response Plan

# Environmental Compliance Additional Information Request

- Last EPCRA Tier I/II report
- RCRA annual/biennial report
- Unmanifested waste report, if there is one
- Manifest discrepancy report, if there is one
- Release reports, if any
- TSCA approval, if there is one
- Verification of Annual PCB Log
- Spill cleanup procedure
- PCB manifest discrepancies since last DOECAP
- PCB 1 year exemption report, if there is one



# Waste Operation Additional Information Request

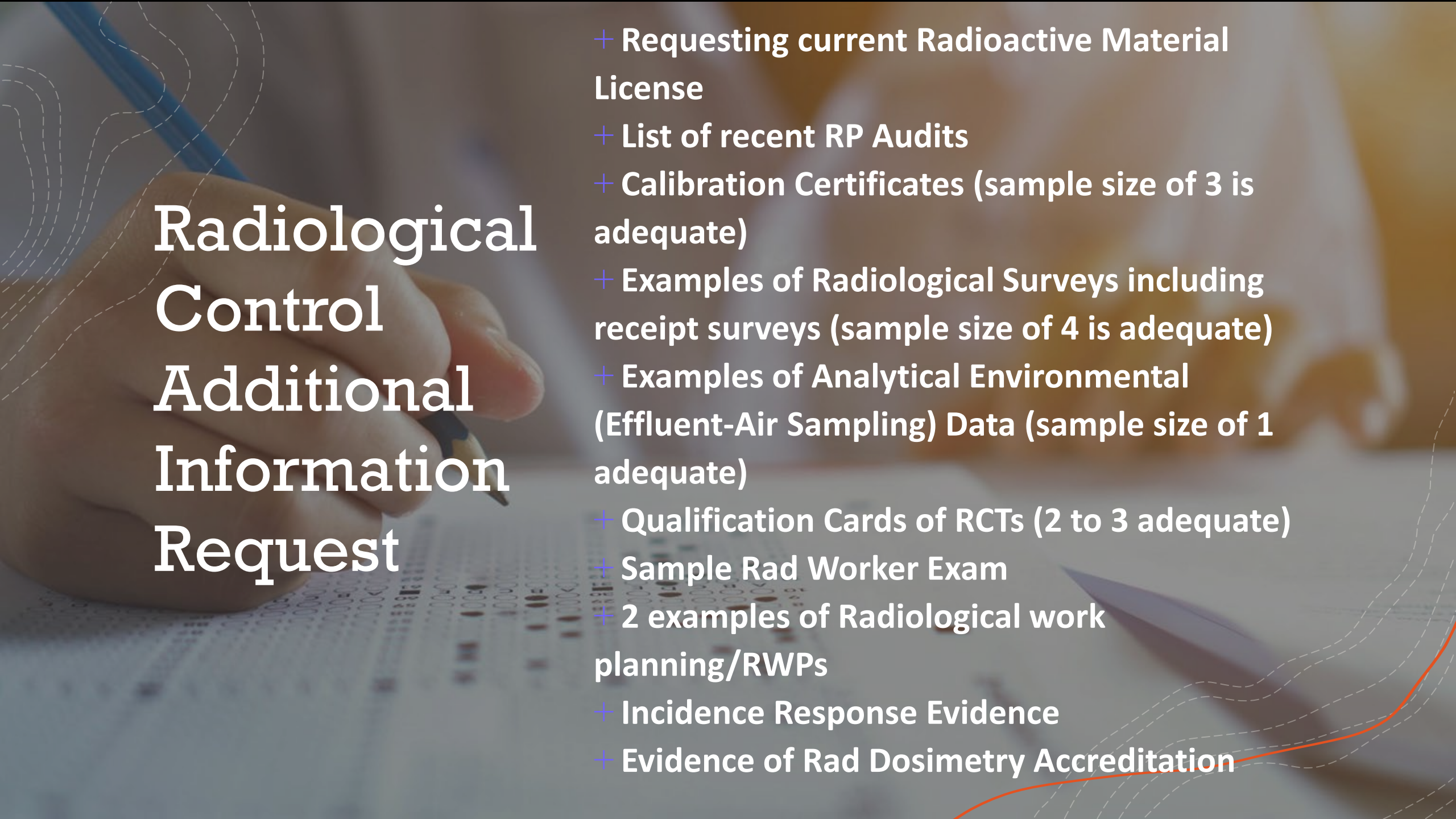
- + What two treatments are most often conducted on DOE waste?
- + Two DOE waste profiles with shipments within 2022, One shipment receipt, treatment, disposal records for each waste profile
  - Any surveillances and/or condition reports regarding waste operations (last 12 months)
- + Daily, weekly, and monthly inspection reports for January 2022 include any SAA and 90-day areas. If discrepancies identified, associated corrective action follow-up
- + Current facility waste inventory that includes “age”, description and quantity of each waste received and method(s) and date(s) of its treatment, storage, or disposal. Please Identify DOE waste on-site
- + Training requirements and training report for a waste acceptance person and treatment operator. Any non-Conforming Shipments or discrepancy report(s) for the past 12-months

## Procedures for:

- + a. Inspections
- + b. Waste profile review and approval
- + c. Waste acceptance (received cylinder acceptance)
- + d. Waste operations for the treatments under #1 above
- + e. Waste tracking

## Pictures of:

- + a. SAAs
- + b. Treatment tanks CA-1 and CA-2
- + c. Warehouse I, II, and III
- + d. Non-hazardous PH adjustment Unit #2
- + e. new requests: Waste Analysis Plan - permit references application
- + f. Annual RCRA and HAZWOPER training reports



# Radiological Control Additional Information Request

- + Requesting current Radioactive Material License
- + List of recent RP Audits
- + Calibration Certificates (sample size of 3 is adequate)
- + Examples of Radiological Surveys including receipt surveys (sample size of 4 is adequate)
- + Examples of Analytical Environmental (Effluent-Air Sampling) Data (sample size of 1 adequate)
- + Qualification Cards of RCTs (2 to 3 adequate)
- + Sample Rad Worker Exam
- + 2 examples of Radiological work planning/RWPs
- + Incidence Response Evidence
- + Evidence of Rad Dosimetry Accreditation



# Industrial and Chemical Safety Additional Information Request

- Copy of the Grade D breathing air certificates for the SCBAs and the airline supply (supplied by cylinder or compressor)
  - Copy of training records for two employees that routinely wear respirators.
  - Copy of annual training power point that shows employees are trained on the Respirator program AND on the proper donning of hearing protection such as ear plugs.
  - List of the chemical inventory for the laboratory
- + Records Request
- Copy of OSHA 300 log for 2021
  - Copy of Annual IH monitoring plan for 2022
  - Copy of the last three laboratory chemical fume hood inspections for face velocity
  - Copy of the last two laboratory inspections conducted by the Chemical Hygiene Officer
  - Copies of three documented recent Job Safety Analysis and/or Activity Hazard Analysis reports
  - Three Documented internal safety inspection reports dated within the last month, such as a completed checklist, completed hot work permit, that shows proof of control
  - Copy of two completed confined space entry permits from the last six months
  - Copy of the annual LOTO Program Inspection from 2021
  - Copy of the annual Confined Space Program review/audit from 2021
  - Proof of required maintenance/calibration of any equipment (compressors, air kits) that may be in place to provide supplied air.
  - Proof of annual regulator calibration for self-contained breathing apparatus, and proof that SCBA compressed air cylinders, if on hand, are inspected monthly

# Industrial and Chemical Safety Additional Information Request

## + Procedure Requests

- Scaffold safety procedure
- Walking/Working Surfaces, means of egress- related safety procedure
- Copy of the Job Safety Analysis and/or Activity Hazard Analysis Procedure
- Respiratory Protection Program

## + Photographs

- Photo and description Machine Shop instrument air system
- Photo of a compressed gas storage area at the facility that shows it is now.
- Photo of signage at the entrances to beryllium storage areas (if applicable)



# Transportation Management Additional Information Request

- Current PHMSA registration
- Approved vendor supplier list
- Procedure(s) that provides;
  - Sample shipment instruction
  - Waste packaging and loading instructions for rail car/tanker
  - Handling, Storage and Shipping
  - Off Loading & Storage of High Activity Containers
- Training records-
  - Individual(s) performing sample shipments
- Notifications of nonconforming shipments in the past year– First notification Report to state and letter to state
- Copy of surveillance xxxxxxxxx
- +
  - Outbound shipment for xxxxxxxxx and xxxxxxxxxx
    - LDR certification
    - Container inventory
    - Profile
    - Manifest and Shipment Evaluation Form
    - DOT calculation worksheet
    - Copy of container certification and container closure for xxxxxxxxxxxxxxx
- + Copy of driver CDL license

# Transportation Management

## Additional Information Request

Outbound shipment manifest for shipment by rail (2 examples)

LDR as applicable

Loaded Rail Car Pre-shipment Inspection ( 2 examples)

Outbound shipment manifest for generator waste (2 examples)

Container closure documentation ( 2 examples)

Container certification( 2 examples)

Incoming Shipment xxxxxxxx

Incoming Shipment Package Survey Form (2 examples)

Manifest QC report (2 examples)

Waste profile xxxxxxxx ( 2 examples)

Copy of Incoming Manifest ( 2 examples)

LDR and profile for xxxxxxxx box (2 examples)

Sample shipment by air (1 example)

Air Shipment documentation (1 example)

Air shipment release checklist ( 1 example)