

Meeting Minutes Transmittal

WASTE RECEIVING AND PROCESSING Unit Managers Meeting Federal Building, Room 784B Richland, Washington

> November 8, 1994 9:00 a.m. to 11:00 a.m.

	The undersigned indicate by their signatures that these meeting minutes reflect the actual occurrences of the above dated Unit Managers Meeting.
	Raul W. Jones, Unit Manager, RL Date: 1-19-93
	Daniel L. Duncan, RCRA Program Manager, EPA Region 10
	Jeanne J. Wallace, Unit Manager, Washington State Department of Ecology
	Waste Receiving and Processing Modules 1, 2A and 2B, WHC Concurrence
	Not Present Richard D. Pierce, Contractor Representative, WHC (Represented by Barbara J. Broomfield, WHC)
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PURPOSE: Discuss permitting process.

Meeting Minutes are attached. Minutes are comprised of the following:

Attachment 1 - Agenda

Attachment 2 - Summary of Meeting Discussion and Commitments/Agreements

Attachment 3 - Attendance List Attachment 4 - Action Items

Attachment 5 - Preliminary Summary Construction Schedule

Attachment 6 - 200 Area Effuent Treatment Facility Engineering Change Notice



AGENDA
UNIT MANAGERS MEETING
TUESDAY, NOVEMBER 8, 1994
FEDERAL BUILDING
825 JADWIN AVENUE
ROOM 784B
RICHLAND, WASHINGTON
9:00 a.m. - 11:00 a.m.

WASTE RECEIVING AND PROCESSING

WRAP MODULE 1

- Approval of past UMM minutes (Ecology/RL/WHC)
- Status of WRAP Module 1 schedule/design/construction (RL/WHC)
- 3. Status of WRAP Dangerous Waste Permit Application (Ecology/RL/WHC)
 - Discussion of WRAP Part B permit application, Revision 1 process
- Unit specific topics (Ecology/RL/WHC)
 - Presentations: None
- General discussion (Ecology/RL/WHC)
- 6. Action items (Ecology/RL/WHC)
 - Previous action items
 - WHC will provide Mr. D. Duncan (EPA) and Ms. J. Wallace (Ecology) copies of the completed draft chapters of the WRAP Part B permit application, Revision 1 as they become available.
 (Ms. G. Cummins, WHC)
 - WHC will provide Mr. D. Duncan (EPA) and Ms. J. Wallace (Ecology) copies of the schedule for package 1 (construction), and the schedules for packages 2 and 3 (NDE and NDA) if available. (Mr. D. Lucas, WHC)
 - New action items
- Set next meeting date (Ecology/RL/WHC)
 - Tentative dates
 - Proposed topics

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UNIT MANAGERS MEETING
TUESDAY, NOVEMBER 8, 1994
FEDERAL BUILDING
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9:00 a.m. - 11:00 a.m.

WASTE RECEIVING AND PROCESSING (cont'd)

WRAP MODULE 2A AND WRAP Module 2B

- 1. Approval of past UMM minutes [Refer to WRAP Module 1(Ecology/RL/WHC)]
- Status of WRAP Modules 2A and 2B schedule/design/construction (RL/WHC)
- 3. Status of WRAP Dangerous Waste Permit Application (Ecology/RL/WHC)
- Unit specific topics (Ecology/RL/WHC)
 - Status of Ecology's review of the WRAP Module 2A Waste Form Qualification Status Report
- General discussion (Ecology/RL/WHC)
- Action items (Ecology/RL/WHC)
 - Previous action items
 - New action items
- Set next meeting date (Ecology/RL/WHC)
 - Tentative dates
 - Proposed topics

WASTE RECEIVING AND PROCESSING Unit Managers Meeting Federal Building, Room 784B Richland, Washington

> November 8, 1994 9:00 a.m. to 11:00 a.m.

Summary of Discussion and Commitments/Agreements

WRAP MODULE 1

1. Approval of Past Unit Manager Meeting Minutes

The August 9, 1994 and September 13, 1994 Unit Manager Meeting minutes were approved. The WRAP Unit Manager Meeting scheduled for October 1994 was canceled.

2. Status of WRAP Module 1 Schedule/Design/Construction

Mr. J. Starkey (WHC) provided a status on the schedule for design and construction. A preliminary summary construction schedule was distributed (Attachment 5). Mr. Starkey stated that WHC approved the contractor's construction schedule with comments, and the comments have been incorporated. Following a brief WHC and Kaiser review of the revised schedule, a copy of the schedule will be available to Ecology and EPA. Mr. Starkey indicated that a monthly status of the construction schedule will be provided at the Unit Manager Meetings.

Ms. J. Wallace (Ecology) inquired about the summary construction schedule, noting that item No. 14 was omitted from the schedule. Mr. Starkey stated No. 14 includes the internal transfer systems, and it will be included in the next version of the schedule.

- 3. Status of WRAP Dangerous Waste Permit Application
 - Discussion of WRAP Part B Permit Application, Revision 1 Process

Ms. G. Cummins (WHC) reported that the Part B Permit Application working draft, Revision 1, is scheduled to be transmitted to Ecology and EPA for review by the December 31, 1994 deadline.

Ms. Cummins indicated that when the Hanford Facility Permit modification schedule is available, that will determine when WRAP will be incorporated into the Hanford Facility Permit.

Mr. D. Duncan (EPA) noted that the Hanford Facility Permit modification schedule will be discussed during the steering committee meeting November 10, 1994.

4. Unit Specific Topics

There were no unit specific topics for discussion.

5. General Discussion

Mr. J. Hensley (Ecology) stated that Ecology wants to incorporate the engineering change notice (ECN) approval process similar to the ECN process used at the 200 Area Effluent Treatment Facility. Mr. Hensley provided an example copy of an ECN (Attachment 6).

6. Action Items

Previous Action Items

Action item 4-7-94:2, WHC will provide Mr. D. Duncan (EPA) and Ms. J. Wallace (Ecology) draft copies of the completed chapters from the Part B permit application.

The Part B permit application working draft will be provided to Ecology and EPA by December 31, 1994.

Action item 9-13-94:1, WHC will provide a copy of the schedule for package 1 (construction), and a schedule for packages 2 and 3 (NDE and NDA) if available.

The schedules were provided during the 11-8-94 Unit Managers Meeting, closing this action item.

New Action Items

There were no new action items generated during the meeting.

7. Set Next Meeting Date

Tentative Dates

The next Unit Mangers Meeting was scheduled for December 8, 1994, from 9 to 11 a.m. in the videoconference room at the Federal Building in Richland, Washington.

Proposed Topics

There were no new topics proposed for the agenda.

WRAP MODULES 2A and 2B

1. Approval of Past Unit Manager Meeting Minutes

The August 9, 1994 and September 13, 1994 Unit Manager Meeting minutes were approved. The Unit Manager Meeting scheduled for October 1994 was canceled.

2. Status of WRAP Modules 2A and 2B Schedule/Design/Construction

Ms. M. LeClair (WHC) provided a status on the WRAP Modules 2A and 2B schedule for design and construction. WHC is on schedule with Title 1 design, and a review of most elements of the 60 percent

Title 1 design has been completed. A package is being prepared to submit to Ecology and EPA for review.

3. Status of WRAP Dangerous Waste Permit Application

Ms. Cummins reported the Part B Permit Application working draft, Revision 1, is scheduled to be transmitted to Ecology and EPA for review December 31, 1994. This topic was discussed under WRAP Module 1.

4. Unit Specific Topics

 Status of Ecology's Review of the WRAP Module 2A Waste Form Qualification Status Report

Ms. Wallace stated that Mr. J. Yokel (Ecology) reviewed the report and has not provided comments. Ms. Wallace indicated she needed to confirm that Mr. Yokel had no comments.

5. General Discussion

Ms. LeClair stated that a technical meeting was held November 1, 1994, to discuss some of the major systems within WRAP 2A. Ms. LeClair suggested that another technical meeting be held prior to a major review of the design in an effort to provide an overall perspective of the design. Ms. LeClair had an action generated during the technical meeting to provide the engineering verification program plan and the WRAP 2A waste certification strategy to Ecology and EPA. Ms. LeClair provided Ms. Wallace copies of both documents, and will send Mr. Duncan copies through overnight mail.

6. Action Items

Previous Action Items

Action item 8-9-94:3, RL/WHC will prepare a change package to address all WRAP 2 TPA changes and provide the package to the regulators.

Ms. Cummins stated that the package and transmittal letter is being prepared. This action item was closed.

New Action Items

There were no new action items generated.

7. Set Next Meeting Date

Tentative Dates

The next Unit Managers Meeting was scheduled for December 8, 1994, from 9 to 11 a.m. at the videoconference room in the Federal Building in Richland, Washington.

Proposed Topics

Ms. Wallace inquired about privatization, and it was agreed to include the topic on the agenda for the next Unit Managers Meeting.

WASTE RECEIVING AND PROCESSING Unit Managers Meeting Federal Building, Room 784B Richland, Washington

November 8, 1994 9:00 a.m. to 11:00 a.m.

Attendance List

Name	<u>Organization</u>	<u>Phone</u>
Brett M. Barnes R. Jay Bottenus Roger C. Bowman Sarah E. Campbell Gloria D. Cummins Daniel L. Duncan Steve D. Godfrey Jerry L. Hensley Paul W. Jones Kathy E. Knox Michelle D. LeClair Dee E. Lloyd Dan R. Lucas Paul J. Macbeth	Organization WHC WHC WHC WHC WHC EPA WHC Ecology DOE-RL WHC WHC GSSC WHC GSSC WHC	Phone (509) 376-3640 (509) 372-3533 (509) 376-4876 (509) 372-0667 (509) 372-2484 (206) 553-6693 (509) 372-0501 (509) 373-6635 (509) 372-3596 (509) 372-1246 (509) 376-0060 (509) 372-2289 (509) 372-1242
Bernie A. Mayancsik Jedd G. Starkey Jeanne J. Wallace	WHC Ecology	(509) 376-0040 (509) 736-3019

WASTE RECEIVING AND PROCESSING
Unit Managers Meeting
Federal Building, Room 784B
Richland, Washington

November 8, 1994 9:00 a.m. to 11:00 a.m.

Action Items

	ACTION ITEMS
Action Item #	Description
04-07-94:2	WHC will provide Mr. D. Duncan (EPA) and Ms. J. Wallace (Ecology) draft copies of the completed chapters from the Part B permit application. ACTION: G. Cummins (WHC)
	CLOSED
08-09-94:1	WHC will initiate a meeting for RL/WHC, Ecology and EPA to identify critical systems at the WRAP facility. ACTION: R. Bowman (WHC)
	CLOSED
08-09-94:2	WHC will provide Ms. Wallace a copy of the NOI for expanded storage at WRAP. ACTION: G. Cummins (WHC)
	CLOSED
08-09-94:3	RL/WHC will prepare a change package to address all WRAP 2 TPA changes and provide the package to the regulators. ACTION: S. Godfrey (WHC)
	CLOSED
09-13-94:1	WHC will provide a copy of the schedule for package 1 (construction), and a schedule for packages 2 and 3 (NDE and NDA) if available. ACTION: D. Lucas (WHC)

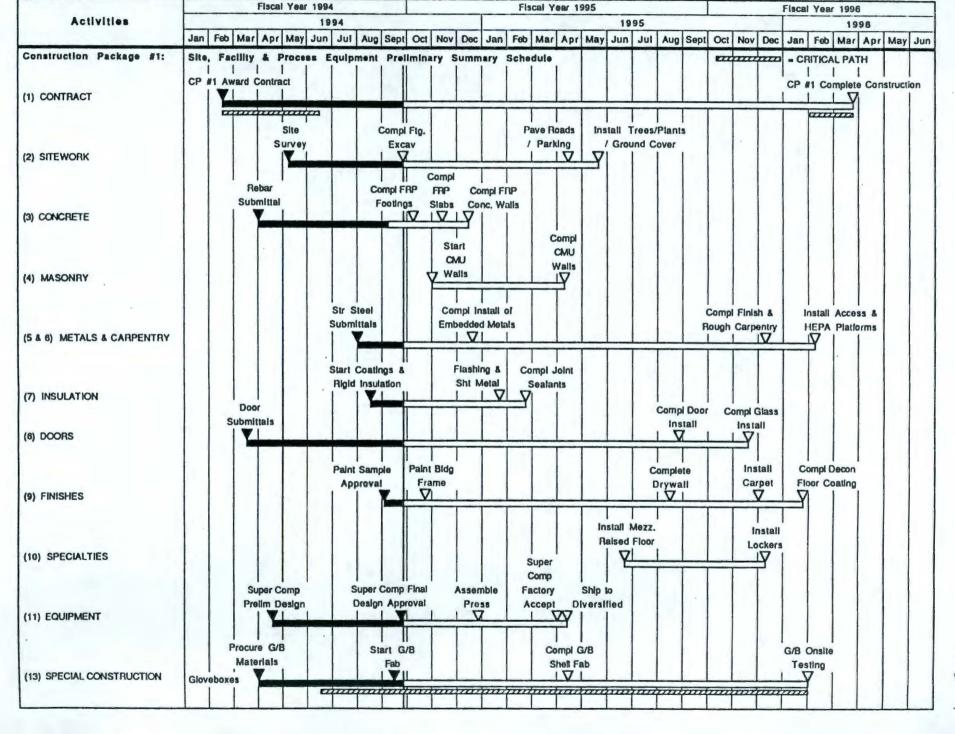
CLOSED

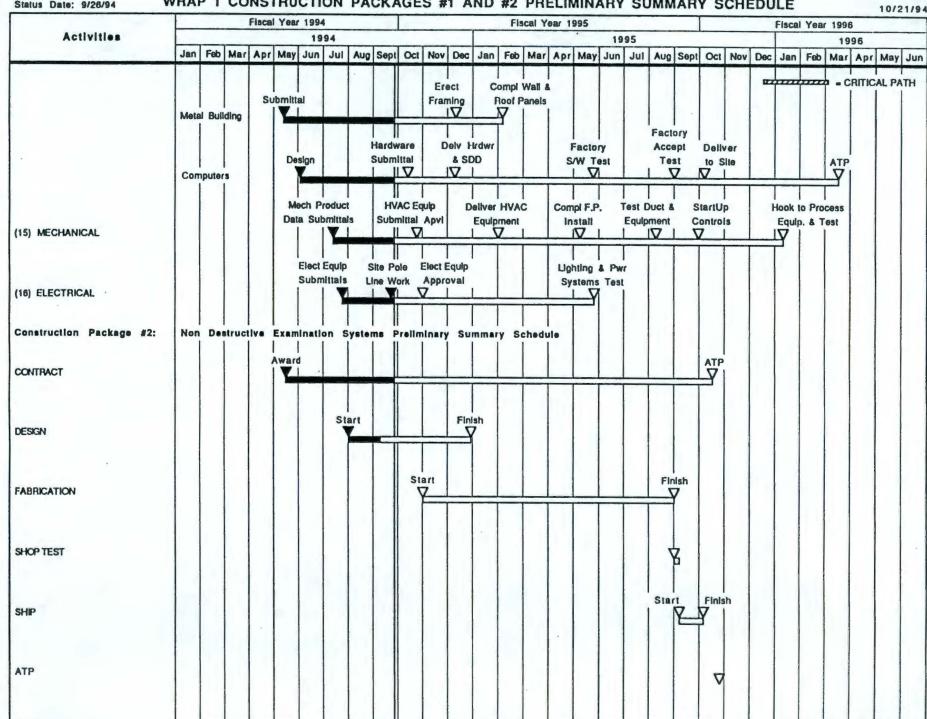
WASTE RECEIVING AND PROCESSING
Unit Managers Meeting
Federal Building, Room 784B
Richland, Washington

November 8, 1994 9:00 a.m. to 11:00 a.m.

PRELIMINARY SUMMARY CONSTRUCTION SCHEDULE

Fiscal Year 1994





WASTE RECEIVING AND PROCESSING Unit Managers Meeting Federal Building, Room 784B Richland, Washington

> November 8, 1994 9:00 a.m. to 11:00 a.m.

200 AREA EFFLUENT TREATMENT FACILITY ENGINEERING CHANGE NOTICE

9513332.1028

65.11.98 WKAP #6

C018H-ECN-001 REV 0

PROJECT C-018H ENGINEERING CHANGE NOTICE (ECN) APPROVAL PROCESS

WESTINGHOUSE, HANFORD COMPANY
1.1. Noble 3/13/93
J. Noble, Project Manager
2 w Kell 7-13.93
O. W. Kelly Project Engineer
M2 49hilon 7-13-92
M. P. Jaguilon, Project Engineer
7-14-93
M. C. Arntzen, Senior QA Engineer
W. F. Rowe, Industrial Safety
W. F. Rowe, Industrial Safety
25-13-93 7-13-93
J. D. Williams, Program Manager
Stuart White 7-14-93.
S. White, Principle Engineer
KAISER ENGINEERS HANFORD COMPANY
Willer 1. 14.93
F. H. Kloer, Project Manager
Karl Rickenbach 7-13-93
K. D. Rickenbach, Area Manager
U.S. DEPARTMENT OF ENERGY, RICHLAND FIELD OFFICE
\$. R. mezger 7-15-93
G. R. Mezger, Project Engineer
STATE OF WASHINGTON, DEPARTMENT OF ECOLOGY
10/18/43
M. Jaraysi, Environmental Engineer

9513332.1029

CO18H-ECN-001 REV O

PROJECT C-018H
ENGINEERING CHANGE NOTICE (ECN)
APPROVAL PROCESS

WESTINGHOUSE HANFORD COMPANY

6. W. Jackson, Manager, Regulatory Support

U.S. DEPARTMENT OF ENERGY, RICHLAND FIELD OFFICE

E. Rasmussen, Chief, Regulatory Permitting Branch

CO18H-ECN-001 REV O

PROJECT C-018H ENGINEERING CHANGE NOTICE APPROVAL PROCESS

1.0 PURPOSE

This document defines the method by which Engineering Change Notices (ECN) will be approved for the C-018H Project. This document will establish the following for an ECN: process approval, the impact level, the required signatures for approval, and final distribution.

2.0 SCOPE

This process will apply to all ECNs generated during the construction of the collection system, disposal systems, and the Effluent Treatment Facility (ETF). This process will be applicable for ECNs generated by both JGC Corporation (JGC) and Kaiser Engineers Hanford (KEH).

3.0 PREPARATION INSTRUCTIONS

ECNs will be prepared in accordance with the respective corporate procedures and instructions. After the internal approvals by JGC or KEH have been completed for an ECN, it is transmitted to KEH or Westinghouse Hanford Company (WHC), respectively, for approval, if required.

3.1 KEH-GENERATED ECNs

ECNs for collection and disposal systems will be prepared and approved per the KEH ECN procedure.

If KEH anticipates a significant change (Attachment 4), prompt notification and concurrence by WHC is necessary. Approval of these ECNs will be per the approval matrix (Attachment 3).

3.2 JGC-GENERATED ECNs

ECNs for the ETF will be prepared and approved as instructed by Letter JGC-5232-294, JGC Project Quality Assurance Plan (S-1510-010 Rev. 1, Section 3, Para. 3.8), and Project Specific QAP Addendum 3.2.3. JGC will determine the impact level as major or minor.

KEH will indicate concurrence with the determined impact level by return letter to JGC (Attachment 1).

3.3 DEFINITIONS AND APPROVALS

3.3.1 MINOR ECNs

A minor ECN is defined in the C-Ol8H Design/Construct Specification Section 01400-1.3.2.6.c.4 as follows:

"Minor changes are changes that do not modify the design to the extent additional engineering or design evaluations are necessary. Examples of minor changes are changes in conduit routing, or typing or drafting errors."

CO18H-ECN-OO1 REV O

After completion of the ECN and internal JGC approval (see Attachment 3), JGC transmits the ECN to KEH. If KEH concurs with the minor designation, the ECN is distributed by KEH for post review and information (see Attachment 2).

3.3.2 MAJOR ECNs

A major ECN is defined in the C-018H Design/Construct Specification Section 01400-1.3.2.6.c.3, as follows:

"Major changes are changes that will modify approved design so that additional engineering or design evaluations are necessary to determine the appropriateness of the change. Submit major change requests, with appropriate signatures to coincide with original design approvals to KEH for approval."

Upon receipt of a major ECN, KEH will transmit the ECN to WHC for approval. WHC approval will be per the approval matrix (Attachment 3). After receiving the major ECN, each party is allowed not more than 2 working days to review and approve the ECN.

After the ECN is approved by WHC, the original is returned to KEH for transmittal to JGC. The approved ECN is distributed by KEH for post review and information (per Attachment 2).

3.3.3 SIGNIFICANT CHANGES

Attachment 4 provides an all inclusive list of the categories of systems/calculations that are subject to the provisions of this significant change section. The changes specified in Attachment 4 are presumed to be significant changes unless determined otherwise. ECNs affecting the six categories in Attachment 4 will be determined by WHC in consultation with U.S. Department of Energy, Richland Operations Office and Washington State Department of Ecology (Ecology).

WHC will review all ECNs to determine if they contain significant changes. WHC will contact Ecology for concurrence and proceed with approval (Attachment 3) for significant ECNs. After receiving a significant ECN, each party is allowed not more than 2 working days to review and approve the ECN.

3.3.4 ECN TRACKING

WHC will track outstanding comments from the 100% submittal review and determine if the ECN closes outstanding comment(s).

During the approval process, the ECN will be tracked until approved. The record ECN, approved by the required individuals, will be maintained by C-018H Document Control. C-018H Document Control will provide an ECN status for the unit managers meeting. The status will include the ECN quantity (minor, major, and significant) and subject.

4.0 APPROVAL SUMMARY

See Attachment 5 for ECN approval summary.

CONTRACT KEH-5232 (CO18H)

ECN ACKNOWLEDGEMENT

Date: _			
Mr	C Corporation E. E.F. Holton, Jr. Poject Manager		
Kaiser Engineers Hanford Company (KEH) acknowledges receipt of the following Engineering Change Notice (ECN):			
	YEU sekneyledges this ECV is considered EWinon as defined by		
	KEH acknowledges this ECN is considered "Minor" as defined by the contract specification. It is understood that work associated with this ECN may proceed without further action by KEH.		
	KEH disagrees with the JGC designation of "Minor" for this ECN as the ECN involves an Engineering evaluation or other attribute which the contract specification defines as "Major". This ECN will be processed FOR APPROVAL in accordance with the contract specification. In accordance with specification section 01400, paragraph 1.3.2.6.3, approval is required before proceeding with the work associated with this ECN. JGC is requested to transmit a revised page one of this ECN to KEH which indicates "Major" and replace all ECN's in JGC's, subcontractor's or vendor's file with the revised ECN.		
	KEH acknowledges this ECN is considered "Major" as defined by the contract specification, and will be processed FOR APPROVAL. In accordance with specification section 01400, paragraph 1.3.2.6.3, approval is required before proceeding with the work associated with this ECN.		
	Y A Diekanhach		

CC: KEH WHC Area Contract Manager Kaiser Engineers Hanford Company

CO18H-ECN-001 REVE 03332.1033

Attachment 2

From Document	Control	:
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Document Transmittal # : TR-C018H-Dated

To Distribution

Project # C-018H 242-A PUREX Plant Effluent Treatment Facility

Title

DOCUMENT: ECN-JGC-___

Sheet : 000 Revision: 0000 Phase : 3

Final Distribution Matrix

Oty	Recipient Name	MSIN
1	C-018H DOC CNTL	L4-95
	JW KELLY (PROJECTS)	
1	STATION 1 (PROJECTS)	L4-95
i	STATION 2 (ENGINEERING)	
î	STATION 3 (TECHNOLOGY)	R3-45
î	STATION 4 (KEH CONST.)	56-75
î	ECOLOGY	S6-75
î*	WR BROWN (ENVIRONMENTAL)	
î		L6-52
î	KS MCCULLOUGH (SAR)	HA_70
Ô	GR MEZGER (DOE)	A5-18
0	JD WILLIAMS (PROGRAM)	R1-48
0		L4-93
	MC ARNTZEN (QA)	100
0	MW PERES (OPERATIONS)	N1-73
]**	ME JUGUILON (PROJECTS)	L4-94
1	JE THOMAS (AI)	S6-75
1*	SM PRICE	H6-23
i*	RW OLDHAM	H6-25

^{*} significant ECNs only
** only for KEH-generated ECNs

C018H-ECN-001 REV 0

Approval Matrix

Attachment 3

		Minor	Major	Significant
Design	/Construct Contractor			
	Proj. Mgr.	X	X	X
	QA Mgr.	x	X	x
	Discipline Eng.	X	X	X
KEH				
	Const. Mgr.	X	X	X
	Proj. Mgr. (Note 1)		X	X
WHC				
	Proj. Eng.	-	X	X
	Doc. Owner (Note 2)	-	X	X
	Proj. Eng. Mgr.	-		X
	QA	-	-	X
	Environmental	-	-	X
	SA (Post Review)	-	-	-
DOE		-	-	X
Ecology		-	-	X

Note 1: KEH Project Engineer also signs KEH-generated ECNs.

Note 2: Document Owner - As defined by the 100% Design Review:

J. B. Benton S. White

A. K. Vogt

10/18/94 10:52 \$5093720

COTAH HUC

9513332.1035

C018H-ECN-001 REV 0

Attachment 4

Significant Changes Criteria

Category	Changes
Containment and Leak Detection	Changes in type (double wall/trench)
	Changes in size
	Changes in material
	Changes in coatings
Mass Balance	Changes in output quality
ness bereite	Changes in output quantity (including changes in process water and secondary waste)
Process Flow Diagram	Changes in process technology
	Changes in process sizing
	Changes in configuration
HVAC-Process Area	Changes in HVAC flow rates
	(supply and exhaust)
	Changes to current air distribution philosophy
HVAC-Air Monitoring	Changes to stack
	Changes to sample lines and/or sampling equipment
VESSEL OFF GAS	Changes of process units (additions/deletions from system)

C 3083/208

COISH WHO

9513332.1036

C018H-ECN-001 REY 0

Attachment 5

JGC ECN Approval Summary

Block number	Title	Instructions
7.	Impact level	This block determines the level of MMC approval required for an ECM. This block will indicate:
		JGC Major - See Section 01400, Paragraph 1.3.2.6.c.3 for definition.
		Minor - See Section 01400, Paragraph 1.3.2.6.c.4 for definition.
		Impact level 1, 2, 3, 4
20.	Approvals	Minor - See Attachment 3. KEK concurs with JGC's determination and provides final distribution of the ECN (see Attachment 2).
		Major - See Attechment 3. After the ECN is submitted to KEH by JGC, the ECN will proceed through the following steps:
		-KEN transmits to UNC Projects only -UNC Projects logs the ECN in
		-Checks for open comment resolution -Determines if significant (see Attachment 4)
		-Routes for approval (see Attachment 3)
14.	Distribution	Final distribution will be as defined on Attachment 2. If indicated, a copy of the ECN will be attached to the distribution sheet. If an ECN is not attached, the distribution sheet will serve as a notification that an ECN has been issued and is available in the reading file.
	Post review	Submit comments to the WHC Project Engineer, J. W. Kelly, L4-94. To receive a copy of the ECH, Quantity 0, Attachment 2, contact one of the four distribution stations. The distribution sheet will provide the title of the ECH, ECH number, and document or drawing number and revision affected.

and alleng Course

Distribution:

ADMINISTRATIVE RECORD: Waste Receiving and Processing TS-2-4 [Care of EDMC, WHC (H6-08)]

Washington State Department of Ecology, Nuclear And Mixed Waste Hanford Files, P.O. Box 47600, Olympia, Washington 98504-7600

Environmental Protection Agency Region 10, Seattle, Washington 98101, Mail Stop HW-074 (Records Center)

Please send comments on distribution list to K. E. Knox, WHC (H6-23) (509) 372-3596.