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CP3-QA-2500 FRev. 1A	**TITLE**: Procurement, Inspection, and Management of Items Critical for Paducah Off-Site Waste Shipments	Page 1 of 33

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REVISION/CHANGE LOG

Revision/Change Letter	Description of Changes	Pages Affected	Date of Revision/Change
FR0	Blue-Sheeted Procedure	All	10/20/2017
FR1	Initial Release. Incorporate bluesheet changes into procedure.	ALL	1/11/18
FR1A	Add 2 JHA's and procedure for confined spaces. Update cross-references. Added Step 6.4.13. Updated organizational title. Added versions of "rework" to several notes and steps.	3-5, 12-18	4/17/19

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1.0 PURPOSE AND SCOPE

1.1 Purpose

The purpose of this procedure is to establish requirements to procure and conduct the receipt inspection for items that are critical for Paducah Off-Site Waste Shipments and conduct receipt and pre-service inspections for reusable or recyclable waste containers. This procedure provides additional (Does **NOT** supersede) requirements to the Paducah Gaseous Diffusion Plant (PGDP) Deactivation and Remediation (D&R) contractor company-level Procurement, Quality Assurance or Quality Control and Engineering procedures.

1.2 Scope and Application

This procedure applies to the procurement (purchase, lease, borrowing or ownership) and receipt inspection of items critical for off-site waste shipments that include, but are **NOT** limited to, waste containers (new, remanufactured, used or recyclable), absorbents, sorbents and container liners (see Appendix D, *List of Items Critical for Off-Site Waste Shipments*). This procedure also applies pre-service inspection of returned used/recyclable waste containers for off-site shipments. This procedure applies to employees of the PGDP D&R contractor and teaming partners for work performed for the U.S. Department of Energy (DOE) at or near the DOE-owned Paducah Site.

EXCEPTIONS:
This procedure does **NOT** apply to:

- Transportation services (for example, trucking companies), which are qualified and monitored through the Waste Transportation Manager.
- Waste shipment items used for on-site shipments to the C746U landfill or for long term storage in Paducah waste storage facilities.
- Releases issued under blanket agreements to laboratories approved by the Sample Management Office.

2.0 REFERENCES

2.1 Use References

- CP3-CP-0001, *Request for Purchase*
- CP3-CP-0002, *Acquisition Management*
- CP3-EN-0307, *Engineering Procurement Specification*
- CP3-HS-2055, *Confined Space* Chg A
- CP3-QA-1006, *Suspect/Counterfeit Items*
- CP3-QA-2001, *Approved Supplier Selection and Evaluation*
- CP3-QA-2004, *Material Receipt Inspection*
- CP3-QA-2005, *Nonconformance Control*
- CP3-QA-2006, *Inspection Personnel Training, Qualification and Certification*

- CP3-RD-0012, *Contractor/Supplier Submittal Process*
- CP3-WM-0022, *Waste Water Accumulation, Storage, and Disposal*
- CP3-WM-1036, *Nuclear Criticality Safety Implementation Requirements for Handling and Storage of Fissile and Potentially Fissile Waste*
- JHA-11360, *Container Management – Routine Activities*
- JHA-11371, *Railcar Inspection/Preparation, Opening, Loading, and Closing Railcar Containers*

Chg A

2.2 Source References

- 40 CFR, *Protection of Environment*
- 49 CFR, *Transportation*
- CP3-QA-1001, *Graded Approach*
- CP3-QA-2003, *Quality Inspection*
- CP3-WM-0707, *NNSS Specific Waste Characterization, Profiling, Packaging and Shipping*
- CP3-WM-3015, *Waste Packaging*

3.0 COMMITMENTS

None

4.0 RESPONSIBILITIES

Responsibilities are outlined in Section **6.0.**

5.0 GENERAL INFORMATION

5.1 Prior to acceptance of items critical for Paducah off site waste shipments, the following criteria must be met:

- Supplier must be on the Approved Suppliers List (ASL) at for the specific item(s) critical for Paducah off-site waste shipments being purchased, leased or borrowed before awarding a purchase order.
- Test reports are evaluated for conformance to technical requirements and acceptance documents according to CP3-RD-0012, *Contractor/Supplier Submittal Process*, (for absorbent, sorbent and stabilizing material selection, refer to Appendix C, *Absorbent, Sorbent and Stabilizing Material Selection*).
- Data sheets, Material Safety Data Sheets/Safety Data Sheets (MSDS/SDS), instructions and limitations for use, etc., may be required from the supplier.

- Use the applicable standard forms: CP3-QA-2500-F01, *New or Remanufactured Container Receipt Inspection Checklist*; CP3-QA-2500-F02, *Reusable Container Receipt and Pre-Service Inspection Checklist*; CP3-QA-2500-F03, *Gondola Receipt and Pre-Service Inspection Checklist;* and CP3-QA-2500-F05, *Receipt Inspection Checklist for Items Critical for Off-Site Waste Shipments*.
- Containers which have NCS controls are designated as QL-2 and must have an Engineering Procurement Specification [engineering specification data sheet (ESDS) or configuration item specification (CIS)] developed prior to ordering.
- Containers with no NCS controls are designated as QL-3 and may have a configuration item specification (CIS) developed or the criterion is included in the Equipment Specification prior to ordering.
- The ESDS or CIS may have receipt inspection requirements that are in addition to the requirements of this procedure and the documentation needs to be completed and kept with the appropriate receipt inspection package, if applicable.
- Vendor drawings for used or recyclable containers which will be used as Excepted Packaging are **NOT** required, although they should be used for receipt inspection, if available.

5.2 A Waste Package Certifier (WPC) who performs inspections in this procedure is also trained as a QC Inspector according to CP3-QA-2006, *Inspection Personnel Training, Qualification and Certification*.

5.3 Do **NOT** purchase waste containers and/or any other items critical to off-site waste shipments using a credit card or P-Card.

5.4 Do **NOT** procure (purchase, lease or borrow) waste containers and/or any other items critical for offsite waste shipments without documented reviews and approvals outlined in this procedure, CP3-CP-0001, *Request for Purchase;* CP3-CP-0002, *Acquisition Management;* and CP3-RD-0012.

5.5 Do **NOT** use used or recyclable waste containers for NNSS with the exception of approved NNSS designated orange intermodals and re-usable 7ATypeA Fissile Containers.

5.6 Any changes or revisions to specifications, inspection checklists, or purchase documents that occur during the procurement process must be reviewed and approved by the same organizations that reviewed the originals.

5.7 Use CP3-QA-2004, *Material Receipt Inspection*, for the receipt inspection of any item(s) that are NOT listed in Appendix D.

5.8 Prior to ordering sorbents/absorbents that will used for high moisture content waste destined for Nevada National Security Site (NNSS), (see CP3-WM-0707, NNSS Specific Waste Characterization, Profiling, Packaging, and Shipping) documented conformance testing is required. Conformance testing for absorbents, sorbents and stabilizing material (such as, vibration for liquid release, absorbency under no load, absorption against pressure, freeze-thaw, etc.) must be performed and documented independently of the manufacturer. Chg A

6.0 INSTRUCTIONS

6.1 Engineered Items - Identify/Develop/Revise a Technical Specification

NOTE:

Any changes or revisions to specifications, inspection checklists, or purchase documents that occur during the procurement process must be reviewed and approved by the same organizations that reviewed and approved the originals.

Specific requirements for preparation for equipment specifications can be found in ES-0.9-17, *Equipment Specifications*, which is referenced in CP3-EN-0307, *Engineering Procurement Specification.*

Waste Engineer or Transportation Logistics Coordinator or Waste Generator

6.1.1 Refer to Appendix B, *Guide for Container Selection*, **and** coordinate with Engineering, Quality Assurance, Waste Certification Official (WCO), and Waste Transportation Manager to determine if an acceptable and approved equipment specification for the item critical for off-site waste shipments to be procured is available.

6.1.2 **If** an acceptable and approved specification is listed on the S drive, **then** use that specification for the procurement of the item(s).

6.1.3 **If** an acceptable, approved specification is **NOT** available **or** a revision to an approved specification is desired, **then** contact Engineering **and** request the development, review, and approval of a new or revised specification for the item(s) required according to CP3-EN-0307, *Engineering Procurement Specification*, and guidance provided in Appendix B, *Guide for Container Selection*.

6.2 Select a Qualified Supplier

NOTE:

The ASL provides information on the status of supplier Quality program evaluations and supplier performance reviews. This list is located at: S:\Everyone\Quality\FRNP ASL_ESL Materlist (Latest Version).

Absorbent materials that have been independently tested, verified for conformance to technical requirements, and approved for use by brand name and type (such as, Quicksolid rolls, Quicksolid granular, Solid A Sorb, Spill Defense, etc.) may be purchased directly from a vendor, which may not need to be evaluated, as long as the testing demonstrates the absorbent conforms to the design requirements. Independent Conformance Testing must be documented.

Waste Engineer or Transportation Logistics Coordinator or Waste Generator

6.2.1 Check the ASL for the selected supplier to furnish the item(s).

6.2.2 **If** the selected supplier is on the ASL to furnish the item(s), **then** go to Section **6.3** to purchase the item(s).

6.2.3 **If** the selected supplier is **NOT** on the ASL to furnish the item(s), **then** request Quality Assurance to evaluate the Supplier according to CP3-QA-2001, *Approved Supplier Selection, Evaluation, ASL Maintenance.*

6.3 Purchase Item(s) Critical for Off-Site Shipments

Waste Engineer or Transportation Logistics Coordinator or Waste Generator

6.3.1 Check S:\Controlled Documents\Engineering Documents\QLD (Quality Level Determinations) for QL determination for the item(s) being purchased.

6.3.2 **If** a QL Determination for the item(s) being purchased is found, **then** continue with the purchase.

6.3.3 **If** a QL Determination for the item(s) being purchased is **NOT** found, **then** request Engineering to perform a QL determination according to Quality Level Determination process prior to the purchase.

6.3.4 Check S:\Controlled Documents\ENGINEERING DOCUMENTS\Engineering Equipment Specifications for Equipment Specification when purchasing waste containers, liners and absorbents used for off-site shipments.

6.3.5 **If** an Equipment Specification is found for the waste container, liner, or absorbent **then** continue with the purchase.

6.3.6 **If** an Equipment Specification is **NOT** found, **then** request Engineering to develop Equipment Specification for the waste container, liner, or absorbent according to CP3-EN-0307.

6.3.7 **If** an ESDS or CIS is **NOT** found**, then** request Engineering to develop according to CP3-EN-0307-F01, *Engineering Specification Data Sheet (ESDS)*, or CP3-EN-0307-F02, *Configuration Item Specification (CIS)*, according to CP3-EN-0307.

6.3.8 **If** information is needed from potential suppliers, **then** coordinate with the Buyer to obtain the needed information.

6.3.9 **When** supplier-furnished information (such as, drawings and specifications) for the proposed purchase is received, **then** provide to the buyer who will submit to Engineering, Quality Assurance, WCO or AWCO, Waste Transportation Manager, and others as applicable, for review, comment, and approval according to CP3-RD-0012.

6.3.10 Initiate the purchase requisition in Cost Point **and** work with Procurement to purchase containers according to CP3-CP-0001.

6.3.11 Ensure that the QL determination for the item(s) is available and when required, attached to the purchase requisition as a supporting document.

6.3.12 Click Line Text at the bottom. In Text Source select "Item" and in Text Code select "Approved Supplier Required" for all items critical to the packaging and shipment of waste (see Appendix D).

6.3.13 Ensure that the equipment specification for applicable waste container(s), liner(s) or absorbent is attached to the purchase requisition as a supporting document. For QL2 items, ensure a completed CP3-EN-0307-F01, *ESDS*, or CP3-EN-0307-F02, *CIS is attached to the purchase requisition.* For QL3 items, ensure CIS is attached (if found on S drive) or include dimensions in purchase requisition (as criteria is included in equipment specification). Ensure that the PR documents specify the applicable DOT standards and performance criteria **and** require the supplier to provide certification or information on the container(s) upon delivery.

6.3.14 Ensure that COC is checked when purchasing waste containers and absorbents as the Certificate of Compliance or Conformance for waste containers and Certificate of Conformance or Analysis for absorbents must be included for NNSS waste.

6.3.15 Ensure that QC Inspection is checked for items critical for off-site waste shipments requiring a receipt inspection according to Appendix D.

6.3.16 Establish the list of reviewers/approvers for the purchase requisition by selecting CAM, then select WMQ2 or WMQ3, depending on the Quality Level of the item **and** ensure that the list includes the following mandatory reviewers for a critical item:

Control Account Manager, Engineering, Quality Assurance, Waste Transportation, and WCO/AWCO

6.3.17 **If** there are any changes to the specification or vendor drawings after the initial approval process, **then** restart the approval process for the purchase requisition by returning to Step **6.3.10** for review and acceptance by the original reviewers.

Control Account Manager

6.3.18 Review **or** approve purchase requisitions and supporting documentation for listed attributes or criteria to ensure:

- Item description adequately describes the item(s) being purchased.
- Specification is adequate for the item(s).

Engineering

6.3.19 Review **or** approve purchase requisitions and supporting documentation for listed attributes or criteria to ensure specification is adequate for the item(s).

Quality Assurance

6.3.20 Review **or** approve purchase requisitions and supporting documentation for listed attributes or criteria to ensure QC Line Text states "Approved Supplier Required", COC is checked for Waste Containers and Liners, and QC Inspection is checked according to requirements in Appendix D.

Waste Transportation Manager

6.3.21 Review **or** approve purchase requisitions for listed attributes/criteria to ensure item(s) meets appropriate DOT regulations.

Waste Certification Official

6.3.22 Review or approve purchase requisitions for listed attributes or criteria to ensure:

- Waste Container, Container Liner or Absorbent Equipment Specification is attached and include the Nevada National Security Site Waste Acceptance Criteria.
- QC Line Text states "Approved Supplier Required," COC is checked for waste containers, and absorbents and QC Inspection is checked according to requirements in Appendix D.
- Item(s) meet appropriate DOT regulations.

Waste Engineer or Transportation Logistics Coordinator or Waste Generator

6.3.23 **If** item is designated as QL2, **then** include the following additional approvers:

- NCS
- Safety
- Radiation Protection

Procurement Representative

6.3.24 Ensure purchase requisitions for critical waste shipment items have been approved at a minimum by the following personnel:

- Control Account Manager
- Engineering
- Quality Assurance
- Waste Transportation Manager
- Waste Certification Official

6.3.25 Proceed with the purchase using an approved supplier as identified on the ASL according to applicable procurement procedures.

6.3.26 Provide the applicable receipt inspection checklist(s) for the specific item(s) (CP3-QA-2500-F01, CP3-QA-2500-F02, CP3-QA-2500-F03, or CP3-QA-2500-F05) and completed Engineering Procurement Specification [CP3-EN-0307-F01, *ESDS*, or CP3-EN-0307-F02, *CIS*, if applicable], and the equipment specification(s), to the vendor, with purchase requisition or purchase order.

6.4 Conduct the Receipt Inspection

NOTE:

Although a product acceptance inspection is normally performed upon delivery/receipt at the Paducah Site, (referred to as a "receipt inspection"), the inspection may be performed at a supplier's facility based on instructions from the Procurement Representative (PR). In such a case, a receipt inspection will also be performed upon delivery at the Paducah Site and may be limited to characteristics potentially affected by storage, handling, and transport after the inspection at the supplier's facility.

A receipt inspection must be performed by a WPC or Quality Control (QC) Inspector prior to the use of new or remanufactured containers and prior to the first time use of reusable or recyclable containers and gondolas. A pre-service inspection performed by Supervisor Waste Operations is performed on subsequent use of reusable or recyclable containers and gondolas with the exception of the NNSS designated Orange Intermodals and re-usable 7ATypeA Fissile Containers which require a receipt inspection performed by a QC Inspector or WPC prior to each use.

All inspection forms generated during this procedure must be filled out completely.

A WPC is the preferred inspector and WCO or AWCO is the preferred approver for inspections of items critical to off-site shipments.

Requestor of Receipt Inspection

6.4.1 Provide the following documentation, and any additional documentation specified in the equipment specification to QC Inspector or WPC prior to notifying them when items critical to off-site waste shipments have arrived and are ready for receipt inspection. Request Quality Control or WPC Support via email to QA or QC Program Manager, QualitySupport@pad.pppo.gov, or WCO or AWCO.

- New or Refurbished Waste Containers: Purchase Order, Bill of Lading or Packing List, Certificate of Compliance, applicable DOT Testing Results, Vendor Container Drawing(s), & Manufacturer's Closure Instructions.
- Used or Recyclable Waste Containers: Purchase Order, Bill of Lading or Packing List, and Certification from the owner/manufacturer as meeting the applicable requirements of 49 CFR, Parts 100 through 185 (DOT regulations) according to the container equipment specification at the time of lease or purchase. Vendor drawing(s) are **NOT** required when the used/recyclable container is being used as excepted packaging, although if available, should be used for receipt inspection. Vendor drawing(s), Certificates of Compliance, and equipment specifications are required for the NNSS designated Orange Intermodals and re-usable 7ATypeA Fissile Containers.
- Sorbents or Absorbents: Purchase Order, Bill of Lading/Packing List, MSDS or SDS, applicable testing per Engineering Specifications & Certificate of Conformance (CoC) for NNSS absorbents or a label specifying non-NNSS absorbents.

- Liners: Purchase Order, Bill of Lading/Packing List, Manufacturer's use or installation instructions, applicable testing per Engineering Specifications & Material of Construction certifications.

NOTE:

Radiological surveys are **NOT** required for receipt inspection of new or remanufactured containers; however, radiological surveys are required if the containers are used or recycled or as determined by the RADCON Supervisor.

Used or Recyclable Waste Containers will **NOT** be used for NNSS with the exception of the NNSS designated Orange Intermodals and re-usable 7ATypeA Fissile Containers.

For New Containers ONLY from established Suppliers – A minimum of 10% of a lot must be fully inspected (inside and outside) and 100% of a lot of the outside must be inspected, unless the appropriate Equipment Specification has a set sample plan. If any nonconformance is found, 100% of the lot must be fully inspected for like nonconformances.

For Items other than containers from established Suppliers – A minimum of 10% of a lot must be fully inspected for required markings and other requirements of the appropriate Equipment Specification, unless the applicable Equipment Specification has a set sample plan. If any nonconformance is found, 100% of the lot must be inspected for like nonconformances.

For remanufactured or reusable/recyclable first time use containers – 100% of the containers must be fully inspected (inside and outside) unless the applicable Equipment Specification has a set sample plan.

For New Containers from first time Suppliers – 100% of the containers must be fully inspected (inside and outside) on the initial shipment, unless the applicable Equipment Specification has a set sample plan.

Waste Package Certifier or QC Inspector

6.4.2 Access Cost Point and obtain the Equipment Specification, ESDS or CIS (if applicable), and Traveler for the receipt inspection (purchase order), if not already provided.

6.4.3 Obtain **and** document next sequential Receipt Inspection Number from Receipt Inspection Log located at S:\Workgroup Folder\Waste Certification\Receipt Inspection Log (Inspection Number Tab).

NOTE:

CP3-QA-2500-F04, *Multiple Container Receipt or Pre-Service Inspection Checklist,* can be used to document the inspection of Multiple Containers to the same Receipt Inspection Checklist as long as all criteria on the checklist have been inspected per each container (or applicable sample plan) and the form is attached to the original checklist. Clearly document the use of CP3-QA-2500-F04 on any applicable Receipt Inspection Checklist.

6.4.4 Document the Receipt Inspection Checklist number that was used for the inspections on the top of CP3-QA-2500-F04 (if applicable).

6.4.5 **If** a COC, DOT testing results, etc. is required from the supplier, **then** verify the following minimum information is provided:

- Purchase Order Number
- Identifies material meets procurements requirements such as reference to applicable code, standard or specification
- Signed by a person responsible for the supplier's Quality function
- A unique ID number or serial number and lot, if applicable, for waste containers

6.4.6 Conduct receipt inspection of the waste container(s) as soon as possible after delivery using an approved inspection checklist (forms CP3-QA-2500-F01 through F03) and completed CP3-EN-0307-F01, *ESDS*, or CP3-EN-0307-F02, *CIS*, appropriate to the container type (if applicable).

6.4.7 Conduct receipt inspection of items critical for off-site waste shipments that are **NOT** waste containers (absorbents, container liners, etc. – see Appendix D) using CP3-QA-2500-F05 and completed CP3-EN-0307-F01, *ESDS* or CP3-EN-0307-F02, *CIS (if applicable)*.

6.4.8 Document Storage Level on the appropriate receipt inspection checklist of item being inspected according to completed CP3-EN-0307-F01, CP3-EN-0307-F02, or the appropriate Equipment Specification.

6.4.9 **If** the waste container will be used for bulk waste (for example sealand, intermodal, rail gondola, etc.) **and** will need to be entered by personnel as part of that process, **then** follow the list of controls listed for Non-Permit Confined Space Entry listed in JHA-11360 and JHA-11371. Chg A

6.4.10 Request Industrial Safety personnel to perform air monitoring prior to entering large waste containers.

6.4.11 **If** the container is a top-loading container, **then** request waste management operator open the top **and** check for water.

6.4.12 **If** the container is large, end-loading only waste container (Such as, sealands, intermodals, etc.), **then** request waste management operator to prop up the door prior to opening in order to stop any water or liquid from exiting the container.

6.4.13 **If** the container has water in it, **then** request waste management operator to remove the water **and** contact waste management to manage it according to CP3-WM-0022, *Waste Water Accumulation Storage Treatment and Disposa*l and/or the applicable work control documents(s).

NOTE:

Incoming radiological surveys are required for all used/recyclable containers unless specifically exempted by the RADCON supervisor.

RCT

6.4.14 Perform **and** document radiological inspections or surveys for used or recyclable containers **and** provide a copy to QC Inspector, WPC or Supervisor (Waste Operations).

Waste Package Certifier or QC Inspector

NOTE:

Steps **6.4.15** through **6.4.19** may be performed in any sequence, if necessary.

Chg A

6.4.15 Visually inspect the container/item for each of the criteria identified **and** document, as applicable on the appropriate receipt inspection checklist.

6.4.16 Use the latest version of the Equipment Specification, Vendor Container Drawing, Purchase Order, Bill of Lading/Packing List and any other appropriate documentation for criteria specific to the container or item being inspected.

NOTE:

Exceptions are drums which must be marked with the purchase order number. Unique container identification numbers will be marked on drums at the time of packaging, based upon the request for disposal or barcode number. Newer revisions of drum Equipment Specifications require unique identification numbers on drums by vendor.

6.4.17 Verify that unique container identification numbers placed on the container by the manufacturer match the ones assigned on the Bill of Lading or Packing Slip and COC **and** document the verification on the applicable receipt inspection form(s).

6.4.18 Verify item(s) identification markings are according to applicable codes, specifications, purchase orders (POs) and/or drawings **and** document the markings as applicable on the correct receipt inspection form(s).

6.4.19 Visually confirm there are **NO** suspect/counterfeit items (S/CIs) present according to CP3-QA-1006, *Suspect/Counterfeit Items* **and** document the confirmation on the appropriate receipt inspection form(s).

6.4.20 **If** an item is suspect or counterfeit, **then** report this to Quality Assurance/Quality Control Program Manager according to CP3-QA-1006 **and** attach a “HOLD Tag” to each item or group of suspect or counterfeit item(s) according to CP3-QA-2005, *Nonconformance Control*, to indicate item(s) are **NOT** available for use.

6.4.21 **If** a question arises during the receipt inspection as to whether or **NOT** an item should be accepted, **then** contact WCO/AWCO/SME for immediate decision on acceptability **and** include documented acceptance. Chg A

NOTE:

Only Quality Assurance is authorized to remove Quality HOLD Tags. Steps **6.4.22** through **6.4.28** can be performed in any sequence. Chg A

6.4.22 **If** Initial Inspection is completed without the need for an NCR, **then** complete initial inspection results **and** N/A the NCR Disposition and Verification portion of applicable CP3-QA-2500 form. Proceed to step **6.4.25.**

6.4.23 **If** an item or item(s) are found to be nonconforming as result of the receipt inspection, **then** initiate a nonconformance report (NCR) and attach HOLD tag(s) according to CP3-QA-2005.

6.4.24 Document the NCR number on the inspection checklist in NCR Disposition and Verification section of checklist.

6.4.25 **If** a partial acceptance of a lot is appropriate, clearly document the serial numbers of acceptable containers and unacceptable (nonconforming) containers in the comment section of the receipt inspection checklist and CP3-QA-2500-F04, *Multiple Container Receipt or Pre-Service Inspection Checklist* (if used), **then** complete the "Initial Inspection Results" section of the applicable receipt inspection checklist, documenting the amount of acceptable or unacceptable items and complete package according to Step **6.4.32**with signatures of Initial Inspection Results section. Chg A

6.4.26 Notify Requestor, Waste Engineer, Transportation Logistics Coordinator, Waste Generator, Quality Assurance, Quality Control Program Manager, or Engineering Manager and the WCO/AWCO of the acceptance of items and/or nonconformance issuance.

6.4.27 Maintain the in-process & completed inspection checklist for the nonconforming item(s) while awaiting final disposition.

<u>Waste Generator or Engineering or Procurement</u>

NOTE:

All on-site container repairs or reworks must be made according to the container owner or manufacturer's approved instructions and methods for repairing or reworking the container. Any on-site repairs or reworks that do **NOT** meet these requirements must be approved in writing by the owner or manufacturer. Chg A

6.4.28 Resolve any nonconformance according to CP3-QA-2005 with the following considerations:

A. **If** the container will be repaired or reworked on site, **then** perform the repairs according to the approved work control documents(s). Chg A

B. **If** the container will be repaired or reworked off-site, **then** contact the Transportation Specialist to coordinate off-site shipment.

6.4.29 **If** the corrective action was completed, (e.g. repair, rework, replacement of item, etc.), **then** notify Quality Control Inspector or WPC the container(s) or item(s) are ready for inspection. Chg A

Waste Package Certifier or QC Inspector

NOTE:

For container(s) and/or item(s) that have been initially nonconforming, only that specific criteria needs to be reevaluated during a post NCR inspection.

6.4.30 **If** an item that was previously unacceptable, **but** has since been corrected, re-inspected and found to be acceptable (such as, missing digit in the serial number that had since been marked on the container, etc.), **then** document the reason for acceptability on the receipt inspection form and NCR Forms (if needed).

6.4.31 **If** an item is found to be acceptable as a result of the receipt inspection, **then** remove any previous hold tags (as applicable), **and** complete the receipt inspection form.

6.4.32 Attach the following (as applicable) to the original completed inspection checklist for acceptance of item(s):

- Copies of the Purchase Order and Purchase Requisition;
- Other supporting documentation (for example, correspondence, supplier's Certificate of Compliance/Conformance or other certifications/testing data, resolution of non-conformances);
- Completed copies of ESDS or CIS inspection checklist;
- Copies of NCR closures, and
- Radiological Surveys (if applicable).

6.4.33 Forward the original inspection checklist with attachments described in Step **6.4.31** for review and approval to the WCO/AWCO or the Quality Assurance/Quality Control Program Manager.

Quality Assurance or Quality Control Program Manager or Waste Certification Official or Alternate Waste Certification Official

6.4.34 Review the original inspection checklist with attachments (for partial acceptances insure proper traceability for all serial numbers has been completed), sign **and** date for approval **and** return original inspection checklist and attachments to QC Inspector or WPC.

OR

6.4.35 Return the original to the QC Inspector WPC with reason(s) for rejection.

Waste Package Certifier/QC Inspector

NOTE:

Steps **6.4.36** through **6.4.43** may be performed in any sequence.

Chg A

6.4.36 **If** a partial acceptance was approved, **then** post the initial results completed receipt inspection package as appropriate below. Once Disposition and Verification Results section are completed, update the posted receipt inspection package.

6.4.37 Notify the requestor of Receipt Inspection results.

6.4.38 Use Green Tag according to CP3-QA-2004 **and/or** mark each acceptable item or group of items to indicate that they passed receipt inspection and are available for use. Containers are marked with paint or grease pen "QA OK, initial, **and** date" to indicate that they passed receipt inspection and are available for use.

6.4.39 Post a copy of approved receipt inspection package on: S:\WorkgroupFolder\Waste Certification\Receipt Inspections. (Use the appropriate sub-folder.)

6.4.40 Post copies of specific container testing on: S:\Workgroup Folder\Waste Certification\Container Testing. (Use appropriate sub-folder.)

6.4.41 Post copies of vendor drawings and closure instructions for the specific type of container on: S:\Workgroup Folder\Waste Certification\Manufacturers Drawings & Closure Instructions, if **NOT** already there. Use the appropriate sub-folder.

6.4.42 Complete information on Receipt Inspection Log at S:\Workgroup Folder\Waste Certification\Receipt Inspection Log. Use appropriate tab.

6.4.43 Enter results of inspection (acceptance or rejection) in Cost Point

6.5 Conduct Pre-Service Inspection

Frontline Supervisor (Waste Facility Operations)

NOTE:

Radiological surveys are required if the containers are used or recycled or as determined by the RADCON supervisor.

Used or Recyclable waste containers will **NOT** be used for NNSS Waste with the exception of the NNSS designated orange Intermodals and re-usable 7ATypeA Fissile containers.

Used or recyclable waste containers must be certified by the owner or manufacturer as meeting the applicable requirements of 49 CFR, Parts 100 through 185 (DOT regulations) according to the container technical specification at the time of lease or purchase. This certification must be in writing. Any containers that once contained RCRA waste must be emptied to meet the requirements of 40 CFR 261.7. Documentation must be provided.

The Transportation Specialist does **NOT** need to participate in pre-service inspections of used/recyclable containers unless requested by Supervisor (Waste Operations).

All inspection forms generated during this procedure must be filled out completely.

The QA or QC Program Manager or WCO/AWCO signature for Pre-service inspection results is **NOT** required.

Technical Services Management can request a QC Inspector/WPC to do a Pre-Service Inspection at any time. Chg A

6.5.1 **If** the container is a top-loading container, **then** open the top **and** check for water.

6.5.2 **If** the container is large, end-loading only waste container (such as, sealands, intermodals, etc.), **then** prop up the door prior to opening in order to stop any water or liquid from exiting the container.

6.5.3 **If** the container has water in it, **then** remove the water **and** manage it according to CP3-WM-0022 and/or the applicable work control document(s).

6.5.4 Request Industrial Safety personnel to perform air monitoring prior to entering large waste containers.

Frontline Supervisor (Waste Facility Operations)

6.5.5 Conduct the inspection using the Pre-Service Inspection Checklist (CP3-QA-2500-F02 or CP3-QA-2500-F03) for the specific type of container.

6.5.6 **If** a question arises during the pre-service inspection as to whether or **NOT** a container should be accepted, **then** document the issue on the inspection checklist **and** contact the Waste Transportation Lead for a decision on acceptability of the container as-is **or** contact Engineering for structural issues or determinations on containers.

6.5.7 **If** acceptable, **then** go to Step **6.5.9**.

6.5.8 **If NOT** acceptable, **then** tag each container with a "Defective Equipment" tag to indicate that it did **NOT** pass the inspection and is **NOT** available for use. Maintain the copy of the completed inspection checklist for the rejected container(s). Go to Step **6.4.28** to resolve any nonconforming conditions with the container. Chg A

6.5.9 Attach the following to the original copy of a completed pre-service checklist for acceptance of container(s):

- Copies of any previously completed inspection checklist that rejected the container(s);
- Other supporting documentation (for example, supplier's certifications, correspondence, resolution of non-conformances); and
- Radiological surveys (for used or recyclable containers)

6.5.10 Review the inspection checklist with attachments **and** sign/date the checklist.

6.5.11 **If** a container is found to be acceptable as a result of the pre-service inspection **then** tag **and/or** mark each acceptable container to indicate that they passed pre-service inspection and are available for use.

6.5.12 Post a copy of the approved pre-service inspection on: S:\Waste & Materials Mgt\Waste Facility Ops\Container Mgt\select type of container\Receipt Inspections.

6.6 Waste Management

Frontline Supervisor (Waste Facility Operations)/Waste Engineer

6.6.1 Work with the supplier/transporter to coordinate delivery of empty containers.

6.6.2 Schedule the following:

- Container offloading; Coordinate with the inspector the opening, closing, and lifting of containers as needed for receipt inspections.
- Radiological Control Technician (RCT) to perform Inbound survey (used containers); and
- Quality Control Inspector or Waste Package Certifier for receipt inspection via email to WCO/AWCO or QA/QC Program Manager.

6.6.3 Notify Procurement Representative (PR) if there is a quantity discrepancy.

6.6.4 Distribute containers to each project as needed.

6.6.5 Track containers from receipt of empty containers through container closure and disposition.

QC Inspector or Waste Package Certifier

6.6.6 Maintain container, liner, absorbent, or other items critical to off-site waste shipment's documentation on S:\Workgroup Folder\Waste Certification\Receipt Inspections.

- Receipt Inspections
- Certificates of compliance
- Vendor drawings
- Container testing documentation

Frontline Supervisor (Waste Facility Operations)

6.6.7 Maintain pre-service container inspection forms on S:\Waste Management\Container Management\select type of container or Receipt Inspections.

7.0 RECORDS

7.1 Records Generated

The following records may be generated by this procedure:

- CP3-QA-2500-F01, *New or Remanufactured Container Receipt Inspection Checklist*
- CP3-QA-2500-F02, *Reusable Container Receipt and Pre-Service Inspection Checklist*
- CP3-QA-2500-F03, *Gondola Receipt and Pre-Service Inspection Checklist*
- CP3-QA-2500-F04, *Multiple Container Receipt or Pre-Service Inspection Checklist*
- CP3-QA-2500-F05, *Receipt Inspection Checklist of Items Critical for Waste Shipments*
- Customized Receipt Inspection Checklist

Forms are to be completed according to CP3-OP-0024, *Forms Control*.

7.2 Records Disposition

The records are to be maintained according to CP3-RM-0010, *Records Management Process*.

Appendix A – Acronyms/Definitions

ACRONYMS

ASL – approved suppliers list

AWCO – Alternate Waste Certification Official

CIS – Configuration Item Specification

COA – Certificate of Analysis

COC – certificate of compliance/conformance/calibration

D&R – Deactivation and Remediation

DOE – United States Department of Energy

DOT – United States Department of Transportation

ESDS – Engineering Specification Data Sheet

MSDS – Material Safety Data Sheets

NCR – nonconformance report

NNSS – Nevada National Security Site

PGDP – Paducah Gaseous Diffusion Plant

PR – Procurement Representative

RADCON – radiological control

RCT – Radiological Control Technician

SDS – Safety Data Sheets

WAC – Waste Acceptance Criteria

WCO – Waste Certification Official

WPC – Waste Package Certifier

Appendix A – Acronyms/Definitions (Continued)

DEFINITIONS

Items Critical for Off-Site Shipments – Goods or services, including commercial grade items that require rigorous procurement and inspection processes to prevent personal injury to the workforce and public and/or and environmental noncompliance. Items critical for off-site shipments include, but are **NOT** limited to: waste containers, liners, absorbent or sorbent materials used in waste packaging. See Appendix D for other items critical for off-site shipments.

Inspection – Documented examination or measurement to verify whether an item or activity conforms to specified requirements.

Inspection Checklist – A document identifying the item to be inspected, characteristics to be inspected, inspection methods, data to be recorded, and acceptable criteria.

Inspector – Qualified person **NOT** directly involved with the manufacture of items or the performance of services being inspected. "Qualified" means that the person has the necessary training, skills and experience to adequately evaluate the characteristics that are being inspected. Inspector shall **NOT** report directly to the immediate supervisors who are responsible for the manufacture or procurement of items or the performance of services being inspected**.**

Procurement Representative – A member of the Procurement organization designated with purchasing authority by the Procurement Manager who is responsible for performing activities prescribed by this procedure.

Structural Damage – Any tear, break, or deformation of structural components and welds of a waste container. Structural components include, but are **NOT** limited to ISO corner fittings, floor joists, vertical wall supports, perimeter framing, stiffeners, and fork pocket components. Structural damage needs an Engineering Evaluation and/or manufacturer's instructions for repairs.

Waste Generator – Any individual (such as Facility Manager, supervisor of a waste-generating activity, or appointee) or organization whose act or process produces waste to be managed for DOE.

Appendix B - Guide for Container Selection

This guide provides an acceptable method for implementing the "equipment specification determination" requirements in **Section 6.1**.

Collect the following information:

- Physical characteristics of waste (solid, liquid, bulk)
- Chemical characteristics of waste (corrosive, reactive, toxic, flammable, etc – may require appropriate liners)
- Radiological characteristics of waste (IP-1, IP-2, Type A, etc. requirements)
- Disposal plans for waste (Treatment, Storage, Disposal Facility License/WAC)
- DOT Requirements
- Packaging plans for waste (hand load, machine load)
- Transportation plans for waste

Use this information to select the "best fit" container – the information may require tradeoffs among the characteristics and plans.

Evaluate the "best fit" container against all the characteristics and plans to see if any deviations or waivers are required.

If the "best fit" container has standard equipment specification, use the standard specification.

If the "best fit" container can use a modified standard equipment specification, modify the standard specification.

If the "best fit" container does **NOT** match a standard equipment specification, prepare a new specification.

The containers and liners to be used shall be addressed in the applicable approved Waste Profile or according to CP3-WM-3015, *Waste Packaging,* CP3-WM-1036, *Nuclear Criticality Safety Implementation Requirements for Handling and Storage of Fissile and Potentially Fissile Waste,* and CP3-WM-0707, *NNSS Specific Characterization, Profiling, Packaging, and Shipping*.

Appendix C – Guide for Absorbents, Sorbents and Stabilizing Material Selection

This guide provides an acceptable method for implementing the "technical requirements and acceptance" requirements in Sections **3.0** and **6.3**.

Collect the following information:

- Physical characteristics of waste (solid, liquid)
- Chemical characteristics of waste (corrosive, reactive, toxic, flammable)
- Radiological characteristics of waste
- Disposal plans for waste
- Packaging plans for waste (hand load, machine load)
- Transportation plans for waste

Determine the general class of absorbent or sorbent needed (inorganic mineral, organo-modified clays, synthetic polymers) depending upon the type of waste that it will be used for (aqueous, oil-based, etc.)

Determine the general class of stabilizing materials (cement, concrete, lime).

Determine the conditions for use of the absorbents, sorbents and stabilizing materials.

Use this information to select the "best fit" absorbent, sorbent or stabilizing material – the information may require tradeoffs among the characteristics and plans or may require a combination of a absorbent, sorbent and a stabilizing material.

Evaluate the "best fit" absorbent, sorbent, stabilizing material, or combination against all the characteristics and plans to see if any deviations or waivers are required.

If the "best fit" absorbent, sorbent, stabilizing material or combination has a manufacturer's product sheet, then use the product sheet, the MSDS/SDS, and the instructions and limitations for the use of the product.

Appendix D – List of Items Critical for Off-Site Waste Shipments

Items Critical for Off-Site Waste Shipments – Items critical for off-site waste shipments are goods and services, including commercial grade items that require rigorous procurement and inspection processes to prevent personal injury to the workforce and public and/or an environmental noncompliance. Items critical for off-site waste shipments include, but are **NOT** limited to, the following:

ITEMS CRITICAL FOR OFF-SITE WASTE SHIPMENTS REQUIRING ASL SUPPLIER AND RECEIPT INSPECTION

- Waste containers (i.e. shipping containers, intermodals, drums, waste boxes, soft sided containers, etc.) for off-site shipment
- Spare parts for waste containers (bolts, gaskets, etc.)
- Waste container liners
- Sorbent or absorbent materials used in waste packaging
- Waste treatment equipment
- Waste Shipment M&TE (includes scales used for weighing final waste packages, torque wrenches used for closing containers to manufacturing instructions, etc.) {can use CP3-QA-2004 for receipt inspection}
- M&TE calibration services and calibration standards for Waste Shipment M&TE. {Can use CP3-QA-2004 for receipt inspection}

ITEMS CRITICAL FOR OFF-SITE WASTE SHIPMENTS NOT REQUIRING RECEIPT INSPECTION, REQUIRING ASL SUPPLIER ONLY

(Intangible Items or Services)

- Waste treatment, storage, and disposal facilities services
- Waste assay services including Nondestructive Assay
- Waste assay equipment (i.e. In Situ Object Counting System or Real-time Radiography equipment)
- Analytical lab services

CP3-QA-2500-F01 - New or Remanufactured Container Receipt Inspection Checklist

RECEIPT INSPECTION NUMBER _____

Date _____

Container I.D. Number(s):	**OR**	**Number of Containers in Lot (Attach List of ID Nos.):** _____ **Number of Containers Inspected:** _____ **ID Nos. of Containers Inspected:**

Container Type:	Drum	___ Bung Type ___ Open Head ___ Tight Head	___ Box ___ Cargo	___ Other ___ Lift Liner	(Specify)
Container:	___ New	___Remanufactured	**Other Information:**		
Container Manufacturer:			**City/State**		
Specification Number:				**Rev. #:**	
Container Drawing Number:				**Rev. #:**	
Purchase Order No.:			**POR#:**		
Storage Level:	A ☐ B ☐ C ☐ D ☐		**Location of Inspection:**		

ACC – Acceptable UN – Unacceptable N/A – Not Applicable

	INSPECTION CRITERIA – ALL CONTAINERS	**ACC**	**UN**	**N/A**
1	Certificate of Compliance for each container is received, cites Purchase Order number, container specification number w/revision number and vendor drawing number w/revision number.			
2	Container is empty and dry.			
3	Dimensions and components are consistent with the Purchase Order, specification and drawing.			
4	There is no evidence of significant dents or bulges, holes, rust, rips or tears that would affect the integrity of the container or the ability for it to hold its contents.			
5	Container is painted according to the specification with no significant evidence of peeling, defective, or wet paint.			
6	All visible container welds (metal containers) or stitching (lift liners) comply with the specification and drawing, are intact (no breaks), and show no corrosion or flaws in seams.			
7	If container is equipped with a liner, the liner shows no significant evidence of holes, rips, or tears.			
8	Gaskets show no evidence of cracks, tears, warpage, or other damage that could prevent the ability of the container to seal. If the gasket is installed (including bung caps), it is secured in place and has no gaps greater than specification allows.			
9	The integrity of the sealing surfaces (including bungs in drum tops) is intact. No dents, warpage, gouges, or other damage that could prevent the ability of the container to seal.			
10	Lid fits container without binding sidewalls, is easily removable and a lock and/or Tamper Indicating Device (TID) can be installed.			
11	Closure Mechanism (locking assembly on lid, doors, or drum tops) is working properly can be tightened manually and produces a seal (no bends or deformation).			
12	If the closure mechanism is a **bolt** type, the bolts, nuts, and washers are provided with the container, are in good condition and are consistent with the specification. Closure bolt holes are aligned.			
13	No Suspect/Counterfeit Items (S/CI) per CP3-QA-1006.			

CP3-QA-2500-F01 - New or Remanufactured Container Receipt Inspection Checklist (Continued)

RECEIPT INSPECTION NUMBER _____

Date _____

	INSPECTION CRITERIA – ALL CONTAINERS	ACC	UN	N/A
14	Container ID number and other marking is consistent with the specification. Applicable DOT marking (USA TYPE IP-1, etc.) and/ UN Packaging Number is present and legible.			
15	Testing data for the container is received and meets certification testing per the specification.			
16	Other aspects of the container (lifting devices, risers, etc.) are consistent with the specification.			

Comments:

Initial Inspection Results:
(use blanks below for partial acceptance with an NCR, otherwise write in "all" for the applicable result)

☐ Acceptable #:_____ ☐ Unacceptable #:_____

Inspected by:

NAME _____ SIGNATURE _____ DATE _____

QA Manager or WCO/AWCO Verified by:

NAME _____ SIGNATURE _____ DATE _____

NCR Disposition & Verification ☐ N/A

NCR#:	Placed date:	
	Removed date:	

If Applicable NCR Disposition - _____
Item ☐ Accepted ☐ Returned / Disposition

Inspected by:

NAME _____ SIGNATURE _____ DATE _____

QA Manager or WCO/AWCO Verified by:

NAME _____ SIGNATURE _____ DATE _____

CP3-QA-2500-F02 - Reusable Container Receipt and Pre-Service Inspection Checklist

RECEIPT INSPECTION NUMBER _____

Date_____

Type Of Inspection:	___ Initial Receipt	___ Return Receipt	___ Pre-Service		
Container I.D. Number(s):					
Container Type:	___ Sea/Land	___ Intermodal	___ Other(Specify): _____		
Other Container Information:					
Container Manufacturer:		**City/State**			
Specification Number:				**Rev. #:**	
Container Drawing Number:				**Rev. #:**	
Purchase Order No.:		**POR#:**			
Storage Level:	A ☐ B ☐ C ☐ D ☐	**Location of Inspection:**			

Acceptable – ACC Unacceptable – UN Not Applicable – N/A

	Inspection Criteria	ACC	UN	N/A
1	A copy of the vendor's certification inspection report and/or certificate of compliance is provided for the container per the specification.			
2	Container is empty, clean (no debris, liner segments, etc.), and dry.			
3	Dimensions and components are consistent with the Purchase Order, specification and drawing.			
4	There is no evidence of significant dents or bulges, holes, cracks, or rust that would affect the integrity of the container or the ability for it to hold its contents.			
5	All visible container welds comply with the specification and/or drawing, are intact (no breaks) and show no corrosion in seams.			
6	Gaskets show no evidence of cracks, tears, warpage, or other damage that would prevent the ability of the container to seal. If an installed gasket, it is secured in and around the lid/door with no gaps greater than allowed per the specification.			
7	The integrity of the sealing surfaces is intact. No dents, warpage, gouges, or other damage that could prevent the ability of the container to seal.			
8	The exterior of the container is clean and all unnecessary placards and labels have been removed from the container.			
9	The interior floor is in good condition (no excessive rippling, underneath support members present and in good condition).			
10	The ratchets and closure/locking assemblies are in good working condition, can be tightened manually and produces a seal (no bends or deformation).			
11	A lock and/or Tamper Indicating Device (TID) can be inserted on top lid or back/end doors.			
12	The container passes a light test (no light is visible in closed container).			
13	If the container shows evidence of previous repairs (weld patches, etc.). Note type of repair and location in comment section or make drawing on a separate sheet of paper.			
14	Container ID number and other marking is consistent with the specification. DOT applicable marking (USA TYP IP-1, etc.) is present and legible.			
15	Attached hardware, ratchets and closure/locking assemblies contain no Suspect/Counterfeit Items (S/CI) per CP3-QA-1006.			
	INTERMODAL CONTAINERS ONLY			
	Inspection Criteria	**ACC**	**UN**	**N/A**
16	The lid hold-down ratchet binders can be secured manually.			
17	Over/under hold-downs can be secured manually.			
18	Back/end doors are working properly.			
19	The lid is in good condition and safety stops work properly (complete Intermodal Sliding Top Lids Only section below).			
	INTERMODAL SLIDING TOP LIDS ONLY (Visually inspect the lid opening mechanism)			

CP3-QA-2500-F02 - Reusable Container Receipt and Pre-Service Inspection Checklist (Continued)

RECEIPT INSPECTION NUMBER _____

Date_____

	Inspection Criteria	ACC	UN	N/A
20	The guide lids and safety stops on both sides have been properly installed.			
21	The mechanism does not contain any damage that may prevent the stops from engaging.			
22	**Request operator to slide the lid to one side until the safety stops are within 1 to 2 inches of one another.** The safety stops appear to engage when the lid is fully opened.			
23	**IF ACCEPTABLE, in step above, request operator to carefully continue to slide the lid until the safety stops engage** The safety stops demonstrate satisfactory performance.			
24	**Request operator to return the lid to the closed position on top of the intermodal container and test the lid removal mechanism in the opposite direction.** The safety stops appear to engage when the lid is fully opened.			
25	**IF ACCEPTABLE, in step above, request operator to carefully continue to slide the lid until the safety stops should engage.** The safety stops demonstrate satisfactory performance in the opposite direction.			
26	**Request operator to return the lid to the closed position on top of the intermodal container.** Explain any unsatisfactory (Unacceptable) results under Comments and Inspection Results sections and reject the container.			

Incoming Radiological Surveys (Attach Copies)	**Exterior Survey Number:**		**Date of Survey:**	
	Interior Survey Number:		**Date of Survey:**	

Comments:

Initial Inspection Results:
(use blanks below for partial acceptance with an NCR, otherwise write in "all" for the applicable result)

☐ Acceptable #:_____ ☐ Unacceptable #:_____

Inspected by:

NAME _____ SIGNATURE _____ DATE _____

QA Manager or WCO/AWCO Verified by:

NAME _____ SIGNATURE _____ DATE _____

NCR Disposition & Verification ☐ N/A

NCR#:	Placed date:	
	Removed date:	

If Applicable NCR Disposition - _____
Item ☐ Accepted ☐ Returned / Disposition

Inspected by:

NAME _____ SIGNATURE _____ DATE _____

QA Manager or WCO/AWCO Verified by:

NAME _____ SIGNATURE _____ DATE _____

CP3-QA-2500-F03 - Gondola Receipt and Pre-Service Inspection Checklist

RECEIPT INSPECTION NUMBER _____

Date _____

Type of Inspection:	___ Initial Receipt	___ Return Receipt	___ Pre-Service
Railcar ID Number & Lid #:			
Other Container Information:			
Purchase Order No.:		**POR#:**	
Container Drawing Number(If Applicable)**:**		**Rev. #:**	
Storage Level	A ☐ B ☐ C ☐ D ☒	**Location of Inspection:**	

ACC – Acceptable UN – Unacceptable N/A – Not Applicable

	Inspection Criteria - EXTERIOR	ACC	UN	N/A
1	Suspension, Coil Springs, Inner and Outer Bearings, are intact and seated properly.			
2	Wheel/axle assemblies are not damaged, hubs are centered, and rims are not bent or cracked. All bearing cap bolts are in place.			
3	Brake shoes are present and at least ½" thick. Associated hardware/valves/hoses are intact.			
4	Air lines and reservoirs are free of holes, tears, and tight bends.			
5	Coupler is intact, no cracks or broken welds, latching mechanism works properly.			
6	Retaining valve lever must be in the down position. Valve is located near the air reservoir and typically marked with "HP EX".			
7	Frame/Undercarriage is free of cracks, welds are intact, beams are straight and centered.			
8	High Visibility reflective striping (FRA-224) is located on sides.			
9	Flip Placard Holders are intact and acceptable as applicable.			
10	ID numbers are located on opposing long sides and are legible and intact.			
11	Automatic Equipment Identification (AEI) devices are on each side and located at least 3 feet above the ground.			
12	Ladders and sill steps are in good condition (no broken rungs/missing bolts).			
13	If, the gondola shows evidence of previous repairs (weld patches, etc.). Note type of repair and location in comment section. Make drawing on separate sheet, if necessary.			
	Inspection Criteria - INTERIOR			
14	Gondola is empty and dry. No excessive debris or dirt. No free liquids or evidence of container leakage.			
15	Floors/Walls are structurally sound. There is no evidence of holes, cracks or excessive rust; significant dents, bulges, or previous repairs that would affect the integrity of the container or the ability for it to hold its contents.			
16	Lid is straight, structurally sound with no holes or significant cracks that would allow liquid in or material out.			
17	Lid Attachment Hardware is straight, intact, and operable. No Suspect/Counterfeit Items (S/CI) per CP3-QA-1006.			

Incoming Radiological	**Exterior Survey Number:**		**Date of Survey:**	

CP3-QA-2500-F03 - Gondola Receipt and Pre-Service Inspection Checklist (Continued)

RECEIPT INSPECTION NUMBER _____

Date _____

Surveys (Attach Copies)	**Interior Survey Number:**		**Date of Survey:**	

COMMENTS:

Initial Inspection Results:
(use blanks below for partial acceptance with an NCR, otherwise write in "all" for the applicable result)

☐ Acceptable #:_____ ☐ Unacceptable #:_____

Exterior Inspected by:

NAME SIGNATURE DATE

Interior Inspected by:

NAME SIGNATURE DATE

QA Manager or WCO/AWCO Verified by:

NAME SIGNATURE DATE

NCR Disposition & Verification ☐ N/A

NCR#:	Placed date:	
	Removed date:	

If Applicable NCR Disposition - _____
Item ☐ Accepted ☐ Returned / Disposition

Inspected by:

NAME SIGNATURE DATE

QA Manager or WCO/AWCO Verified by:

NAME SIGNATURE DATE

CP3-QA-2500-F04 - Multiple Container Receipt or Pre-Service Inspection Checklist

RI#_____

CONTAINER #	Inspection Results per Form:	Comments

Inspected by:

NAME _____ SIGNATURE _____ DATE _____

CP3-QA-2500-F05 - Receipt Inspection Checklist of Items Critical for Waste Shipments

RECEIPT INSPECTION NUMBER _____

Date _____

Purchase Order:			Partial Order ☐
Purchase Requisition No.:		**POR#:**	
Manufacturers Name:		**City/State:**	
Requesting Organization:			
Specification Number (if applicable):		**Rev. #:**	
Storage Level:	A ☐ B ☐ C ☐ D ☐	**Inspection Location:**	
ABSORBENT/SORBENT specific information Not Applicable ☐			
Lot No.		**Type (Pad, Powder):**	
Name of Absorbent/Sorbent:			
LINER specific information Not Applicable ☐			
Number of Liners in Lot:		**Number of Liners Inspected:**	
Description:			
Container Liner Type:	☐ Drum ☐ Box ☐ Sea/Land	☐ Intermodal	☐ Other (specify)_____

Qty. Rec.	Item Description *	Vendor Part Number	Serial Number (if required)	PO Line #

Required Inspections (Mark if Required) A= Acceptable U= Unacceptable

CP3-QA-2500-F05 - Receipt Inspection Checklist of Items Critical for Waste Shipments (Continued)

RECEIPT INSPECTION NUMBER _____

Date _____

Inspection Attributes		A/U	Inspection Attributes		A/U
A) Identification and Markings	☒		I) Preservatives	☐	
B) Packaging	☒		J) Protective Cover and Seals	☐	
C) Shipping Damage	☒		K) Lubricants and Oils	☐	
D) Physical Damage	☒		L) Dimensions/Configuration	☐	
E) Cleanliness	☒		M) Testing/Inspections	☐	
F) Surface Conditions	☒		N) Documentation – CMTR, CoC	☐	
G) Workmanship	☒		O) SDS/MSDS	☐	
H) S/CI per CP3-QA-2006	☒		P) Other	☐	

Comments:*

Initial Inspection Results:
(use blanks below for partial acceptance with an NCR, otherwise write in "all" for the applicable result)

☐ Acceptable #:_____ ☐ Unacceptable #:_____

Inspected by:

NAME SIGNATURE DATE

QA Manager or WCO/AWCO Verified by:

NAME SIGNATURE DATE

NCR Disposition & Verification ☐ N/A

NCR#:	Placed Date:	
	Removed Date:	

If Applicable NCR Disposition - _____
Item ☐ Accepted ☐ Returned / Disposition

Inspected by:

NAME SIGNATURE DATE

QA Manager or WCO/AWCO Verified by:

NAME SIGNATURE DATE

* If M&TE is used during the receipt inspection include the M&TE used; the ID number; and the Calibration Due Date.