

HWMA/RCRA STORAGE and TREATMENT PERMIT  
for the  
MATERIALS AND FUELS COMPLEX (MFC)

**ATTACHMENT 4**

Section F-2 – Inspection Plan

Attachment F-3

Attachment F-4

Attachment F-5

Attachment F-6

**EFFECTIVE DATE: OCTOBER 1, 2015**

**REVISION DATE: JULY 1, 2016**



## **Attachment F-3**

HWMA Unit Inspection Schedule



## Materials and Fuels Complex Hazardous Waste Management Area (HWMA) Unit Inspection Schedule

Item to Inspect	Types of Problems	Inspection Frequency	Inspection Responsibility	Implementing Document	Record Method
<b>Weekly Container Storage and Daily Container Process Area and Transfer Area Inspections</b>					
Telephones	Malfunctioning, damaged	Weekly <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Labels-hazardous/barcode	Missing, damaged, not legible	Weekly <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Container condition	Deterioration, leaking	Weekly <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Container position	Tipped, lid not secure, not elevated	Weekly <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Secondary containment-spill pallets	Cracked, leaking, liquid present	Weekly <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Floor coating-secondary containment	Cracked, chipped, lifting	Weekly <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Aisle space	< 3ft for ingress/egress	Weekly <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Transfer/staging areas	Evidence of releases	Per transfer	Inspector	HWMA Unit Procedure	HWMA Inspection Log
<b>Daily Tank/Tank Area Inspections</b>					
Tank/tank system piping	Leaking, deterioration	Daily <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Tank/tank system containment	Gaps, cracks, leaks, liquids	Daily <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Tank monitoring equipment	Off-normal readings	Daily <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Floor coating-secondary containment	Cracks, chips, lifting	Daily <sup>1</sup>	Inspector	HWMA Unit Procedure	HWMA Inspection Log
<b>Miscellaneous Unit Inspection</b>					
Fence and gates	Damaged	Weekly	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Cathodic protection rectifier lights	Lights off	Weekly	Inspector	HWMA Unit Procedure	HWMA Inspection Log

**MFC HWMA Unit Inspection Schedule (continued)**

Item to Inspect	Types of Problems	Inspection Frequency	Inspection Responsibility	Implementing Document	Record Method
Radiation monitoring tubes	Elevated radiation readings	Annually	Inspector	HWMA Unit Procedure	HWMA Operating Record
Exposed portion of liners	Cracks, corrosion <sup>2</sup> , deterioration	Quarterly	Inspector	HWMA Unit Procedure	HWMA Operating Record
Radiation readings	Elevated radiation readings	Annually	Inspector	HWMA Unit Procedure	HWMA Operating Record
Empty pulled liner	Corrosion	4 year basis	Inspector	HWMA Unit Procedure	HWMA Operating Record
<b>Monthly Hazard and Emergency Equipment Inspections</b>					
Danger Unauthorized Personnel Keep Out sign(s) on access door(s)/gates	Missing, damaged, not legible	Monthly	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Fire extinguishers	Missing, inaccessible	Monthly	Inspector	HWMA Unit Procedure	HWMA Inspection Log
Fire alarm pullboxes	Inaccessible	Monthly	Inspector	HWMA Unit Procedure	HWMA Inspection Log

**MFC HWMA Unit Inspection Schedule (continued)**

Item to Inspect	Types of Problems	Inspection Frequency	Inspection Responsibility	Implementing Document	Record Method
Emergency showers/eye wash stations (facility specific)	Missing, inaccessible, inoperable	Monthly	Inspector	HWMA Unit Procedure	HWMA Inspection Logs
Spill control equipment (facility specific)	Missing, inaccessible	Monthly	Inspector	HWMA Unit Procedure	HWMA Inspection Log
<p>1. For containers when waste is present and for tank systems when waste is present or every day the tank is in operation (i.e., storing or treating hazardous waste). If the tank and all associated ancillary equipment are completely emptied by gravity draining, the tank system is considered not in operation, and daily inspections will not be required.</p> <p>2. Corrosion is defined as visual signs of pitting and/or flaking.</p>					

### HWMA Unit Operational Checks and Preventative Maintenance Activities

Item to Test	Types of Problems	Frequency	Responsibility	Implementing Document	Record Method
Fire extinguishers	Malfunctioning	Quarterly	LSS Personnel	LSS Procedure	LSS Data Management
Fire alarm pullboxes	Malfunctioning	Annually	LSS Personnel	LSS Procedure	LSS Data Management
Emergency showers/eye wash stations	Malfunctioning	Annually	Maintenance and Ops Personnel	PM Schedule/HWMA Unit Procedure	Operating record
Site emergency signals/alarms/notifications	Malfunctioning	Annually	Maintenance or Ops Personnel	PM Schedule/HWMA Unit Procedure	Operating record
RSWF Cathodic protection system — Rectifier efficiency	Unsatisfactory per Engineering	Monthly	Maintenance personnel	PM Schedule	Operating record
RSWF Cathodic protection system — Liner-to-soil potentials — Rectifier wiring integrity	Unsatisfactory per Engineering	Annually	Maintenance personnel	PM Schedule	Operating record
Universal Spill control equipment (HFEF, SCMS)	Verify contents have not degraded and are useable	Annually	Ops personnel	HWMA Unit Procedure	Operating record
RSWF Culvert Cleaning	Unsatisfactory per Operations	Semi-Annual	Maintenance personnel	PM Schedule/HWMA Unit Procedure	Operating record
RSWF Erosion Repair	Unsatisfactory per Operations	Annually	Maintenance personnel	PM Schedule/HWMA Unit Procedure	Operating record
LSS – Life Safety Systems					

## **Attachment F-4**

Examples of HWMA Unit Inspection Forms  
and Preventative Maintenance Data Sheets



**ALL CONTAINER STORAGE FACILITIES DAILY CONTAINER TRANSFER  
INSPECTION FORM**  
(Instructions on Page 2)

<b>Section I: Facility from:</b>				<b>Facility to:</b>				
<b>TSD Inspector:</b> (Please Print Full Name)				<b>Date:</b>		<b>Time:</b>		
<b>CONTAINERS TRANSFERRED</b>								
<b>Bar Code No.</b>	<b>Type</b>		<b>Bar Code No.</b>	<b>Type</b>		<b>Bar Code No.</b>	<b>Type</b>	
	<b>In</b>	<b>Out</b>		<b>In</b>	<b>Out</b>		<b>In</b>	<b>Out</b>
<b>INSPECTION/DOCUMENTATION</b>								
<b>Item</b>			<b>Acceptance Criteria</b>			<b>Results</b>		
<b>Section II: INSPECTION/DOCUMENTATION – PRE-TRANSFER</b>								
1. Container(s) structural integrity			No leaks, spills, and/or deterioration caused by corrosion or other factors; no missing or improperly sealed lids or other openings			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
2. Container labeling (i.e., hazardous waste label, barcode)			Affixed and legible			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
<b>Section III: ITEM DESCRIPTION/DOCUMENTATION – POST-TRANSFER</b>								
1. Transfer area			Area cleared; no indication of leaks.			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A		
2. Container(s) structural integrity			No leaks, spills, and/or deterioration caused by the transfer.			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A		
3. Container position			Elevated and on/in secondary containment if there is liquid in the container.			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A		
4. Aisle width			Three feet for ingress and egress maintained.			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A		
<b>DEFICIENCIES</b>								
<b>Deficiency Description</b>				<b>Corrective Action</b>				
				<b>Description</b>			<b>Completion Date</b>	
<input type="checkbox"/> N/A				<input type="checkbox"/> N/A				
<b>REVIEW</b>								
<b>TSD Shift Supervisor (TSD SS):</b>					<b>Date:</b>			

**ALL CONTAINER STORAGE FACILITIES DAILY CONTAINER TRANSFER  
INSPECTION FORM**

**INSTRUCTIONS**

- [1] TSD Inspector: Perform the following:
  - [a] Print your name and record the date and the time.
  - [b] Record the container(s) bar code number and type of transfer (in or out).
  - [c] Complete the "Inspection Requirements" checklist for each requirement by marking  Sat=satisfactory,  Unsat=unsatisfactory, or  N/A=not applicable.
  - [d] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark  Sat; and describe the corrective action taken (e.g., replaced label).
  - [e] If you are not able to take immediate action, mark  Unsat, describe the deficiency, and immediately contact the TSD Staff Specialist, Shift Supervisor, or TSD Manager.
  - [f] Place the completed log in the designated location for the TSD FS to review.
  
- [2] TSD Staff Specialist or Shift Supervisor: Perform the following:
  - [a] Record that the inspection was performed on the RCRA Inspection Tracking Index.
  - [b] Review the log, and facility if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.
  - [c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (such as, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.
  - [d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.

Comments \_\_\_\_\_  
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**HOT FUELS EXAMINATION FACILITY (HFEF) (785) DAILY/WEEKLY INSPECTION FORM**  
**HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE/PROCESS AREAS**  
(Instructions on page 4)

Record Tracking No. from RCRA Remedial Log if open deficiency, otherwise mark none.										
TSD Inspector: (Please Print First and Last Name)						Date:		Time:		
INSPECTION TYPE										
<input type="checkbox"/> Daily <sup>1</sup> (prior to container processing/treatment operations).										
<input type="checkbox"/> Weekly (during normal container – storage operations or cask staging area when in use).										
INSPECTION										
Item	Results									
	Decon Cell	Spray Chamber	Decon Cell Storage Pits	Hot Repair Area	High Bay Area	Waste Charac. Chamber	Transfer Room	Prep Room	Truck Transfer Area <sup>2</sup>	Cask Staging Area <sup>3</sup>
Mixed waste not present, mark N/A. No inspection is required for items 1-7.	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
1. Hazardous waste and barcode labels or other unique identifier are in place, legible, and not damaged. <sup>4</sup>	Window 5D <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	Window 6D <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	Window 3D <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat
2. Container position: upright, elevated <sup>5</sup> , and lids/covers secured (unless in process). <sup>6,7</sup>	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat					
3. Containers /cask condition: intact with no evidence of leaks or deterioration caused by corrosion, pitting, rusting, dents, or swelling. <sup>8</sup>	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat			
4. Visually verify drain cover (for SC)/plug (for PR) is installed.		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat						<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
5. Visually verify drain isolation valve (DD-HOV-341) is shut. Located on 2 <sup>nd</sup> floor N. corridor, overhead and across from Rm 209.								<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
6. Secondary containment (includes portable when used): no gaps, cracks, leaks, or liquids. <sup>9</sup>				<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A		
7. An aisle maintained at least 3 ft for ingress and egress.				<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		

**HOT FUELS EXAMINATION FACILITY (HFEF) (785) DAILY/WEEKLY INSPECTION FORM**  
**HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE/PROCESS AREAS**  
 (Instructions on page 4)

EMERGENCY EQUIPMENT INSPECTION										
Item	Results									
	Decon Cell	Spray Chamber	Decon Cell Storage Pits	Hot Repair Area	High Bay Area	Waste Charac. Chamber	Transfer Room	Prep Room	Truck Transfer Area <sup>2</sup>	Cask Staging Area <sup>3</sup>
8. Telephone is working and accessible.	Window 1D: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		Window 3D: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	Room 304: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	HRA Window <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat				
DEFICIENCIES AND CORRECTIVE ACTIONS										
Deficiency Description				Corrective Action						
				Description				Completion Date		
Previously Identified <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A				Scheduled <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A						

**HOT FUELS EXAMINATION FACILITY (HFEF) (785) DAILY/WEEKLY INSPECTION FORM  
 HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE/PROCESS AREAS**  
 (Instructions on page 4)

REVIEW	
Facility Manager or Designee:	Date:
<ol style="list-style-type: none"> <li>1. Daily inspections are required prior to mixed waste container processing/treatment operations in the Decon Cell (DC), Spray Chamber (SC), Hot Repair Area (HRA), Waste Characterization Chamber (WCC), and the Transfer Room (TR). Processing is defined as opening and removing waste from primary container. Treatment activities at HFEF are considered to be: verification, repackaging, absorption of free liquids, neutralization, and solidification.</li> <li>2. The truck transfer area at HFEF is used for receiving and/or shipment of waste. This area is only allowed for staging of HWMA/RCRA hazardous waste (HW)/mixed waste (MW) for up to 10 days.</li> <li>3. The cask or transporter staging area is located north of HFEF facility and south of the access road. Casks may be staged up to 60 days prior to either unloading or shipment. The cask area is inspected weekly when in use.</li> <li>4. Remote handled mixed waste containers stored in DC, SC or DC storage pits are tracked using ID numbers and log entry.</li> <li>5. Containers with or without liquids are required to be elevated to prevent contact with accumulated liquid, except for containers in DC storage pits.</li> <li>6. Containers containing solids only, such as the remote-handled mixed waste (RHMW) container stored in the decontamination cell, are considered closed (secured) as long as there is complete contact between the lid and rim all around the top of the container. This is per Environmental Protection Agency (EPA) guidance. Containers with open top lids containing liquids are considered closed if the lid cover is secured with a ring and bolts to prevent the release of organics or to prevent a spill if container is tipped over. Containers with bungholes should have bungholes securely fastened.</li> <li>7. In process is defined as, performing verification, repackaging, and absorption of free liquids, neutralization, and solidification. Containers can be opened and placed on the floor when in process.</li> <li>8. Aisle space shall be maintained around containers to perform inspection. Only visible surfaces of containers are required to be inspected in DC, SC or DC storage pits.</li> <li>9. Secondary containment is required for containers with free liquids. Secondary containment consists of portable spill pallets in the HRA, High Bay Area (HBA), and truck transfer area. Secondary containment consists of seal-welded (lined) floors in the TR, Preparation Room (PR) or waste characterization chamber (WCC), but may consist of spill pallets in the TR or PR.</li> </ol> <p><b>NOTE:</b> <i>The location of the WCC, TR, and PR are located on the third floor of HFEF on the north side located in the Waste Characterization Area (WCA).</i></p>	

**Comments:** \_\_\_\_\_

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**HOT FUELS EXAMINATION FACILITY (HFEF) (785) DAILY/WEEKLY INSPECTION FORM  
HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE/PROCESS AREAS**  
(Instructions on page 4)

**INSTRUCTIONS**

- [1] TSD Inspector: Perform the following:
- [a] Prior to performing the inspection, review the RCRA Remedial Description Log (located in the Record Storage Area).
  - [b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on this, and subsequent inspection logs, until the corrective action has been completed. If no open deficiencies, mark none.
  - [c] Print your first and last name and record the date and time.
  - [d] Perform inspections weekly during normal on-going container storage operations or when cask staging area is in use.
  - [e] If no HW/MW was present in a container storage area, upon receipt of HW/MW into the container storage area, perform inspection of the container storage area.
  - [f] Complete the "Inspection Requirements" checklist for each requirement by marking ✓ Sat=satisfactory, Unsat=unsatisfactory, or N/A=not applicable.
  - [g] If you are able to take immediate corrective action; record the deficiency in the deficiency section, correct the deficiency, mark  Sat; and describe the corrective action taken in the corrective action section (e.g., replaced label).
  - [h] If you are not able to take immediate action mark  Unsat, describe the deficiency in the deficiency section, and immediately contact one of the following: Staff Specialist, the SS, and/or Facility Manager/Designee.
  - [i] Place the completed log in the designated location for the Facility Manager/Designee to review.
- [2] Facility Manager/Designee: Perform the following:
- [a] Record that the inspection was performed on the RCRA Inspection Tracking Index.
  - [b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.
  - [c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (for example, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.
  - [d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) in the corrective action section and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.

**HOT FUEL EXAMINATION FACILITY (HFEF) (785) MONTHLY INSPECTION FORM**  
**HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE/PROCESS AREAS**  
(Instructions on the reverse side)

COMPLETION			
TSD Inspector: (Please Print Full Name)		Date:	
<b>MAIN FLOOR</b>	<b>3<sup>RD</sup> FLOOR</b>		
<b>Signage – The following access doors are posted with a legible sign that states: “DANGER – UNAUTHORIZED PERSONNEL KEEP OUT”</b>		<b>Signage – The following access doors are posted with a legible sign that states: “DANGER – UNAUTHORIZED PERSONNEL KEEP OUT”</b>	
1. Decon cell entry door: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		1. Northwest door: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
		2. Southeast door: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
<b>FIRE ALARM PULLBOXES ARE PRESENT AT THE FOLLOWING LOCATIONS AND ARE ACCESSIBLE.</b>		<b>FIRE ALARM PULLBOXES ARE PRESENT AT THE FOLLOWING LOCATIONS AND ARE ACCESSIBLE.</b>	
1. Northwest exit: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		1. Northwest exit: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
2. Southeast exit: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		2. Southeast exit: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
<b>FIRE EXTINGUISHERS ARE PRESENT, ACCESSIBLE, AND OPERABLE AT THE FOLLOWING LOCATIONS (see Note).</b>		<b>FIRE EXTINGUISHERS ARE PRESENT, ACCESSIBLE, AND OPERABLE AT THE FOLLOWING LOCATIONS (see Note).</b>	
Northwest corner – ABC: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		HRA WALL – CO2: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
West wall – CO2: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		Room 304 – ABC: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
Southeast corner – ABC: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		Northeast Corner, Outside Prep Room - ABC: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
Truck Trans. Eastwall–2 ABC’s: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		WCC – ABC: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
		WCC – MLX: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
		<b>EYE WASH STATION AND EMERGENCY SHOWER ARE PRESENT, ACCESSIBLE, AND OPERABLE AT THE FOLLOWING LOCATIONS (see Note).</b>	
		1. Eyewash – Southside: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
		2. Shower – Room 304: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
<b>Portable Spill Control Cabinet Seal is Intact and Cabinet is Accessible</b>		<b>Portable Spill Control Cabinet Seal is Intact and Cabinet is Accessible</b>	
1. Truck Transfer Area: <input type="checkbox"/> Sat <input type="checkbox"/> Unsat		Northeast Corner Prep Room Door <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
DEFICIENCIES AND CORRECTIVE ACTIONS			
Deficiency Description		Corrective Action	
		Description	
Previously Identified <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		Scheduled <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
REVIEW			
Facility Manager or Designee:		Date:	

**HOT FUEL EXAMINATION FACILITY (HFEF) (785) MONTHLY INSPECTION FORM  
HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE/PROCESS AREAS**

**INSTRUCTIONS**

- [1] **TSD Inspector:** Perform the following:
  - [a] Prior to performing the inspection, review the RCRA Remedial Description Log (located in Record Storage Area).
  - [b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on this inspection log in the Deficiencies Description section or Comments section until the corrective action has been completed.
  - [c] Print your name and record the date and time.
  - [d] Perform inspections monthly (once every 30 days or calendar month) in all container storage/treatment areas.
  - [e] Complete the "Inspection Requirements" checklist for each requirement by marking  Sat=satisfactory or Unsat=unsatisfactory.
  - [f] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark  Sat; and describe the corrective action taken (e.g., replace sign).
  - [g] If you are not able to take immediate action mark  Unsat, describe the deficiency, and immediately contact one of the following: Staff Specialist, SS, and/or Facility Manager/Designee. On backshift, notify the appropriate contacts on the TSDF call-down list (as applicable).
  - [h] Place the completed log in the designated location for the Facility Manager/Designee to review.
- [2] **Facility Manager or Designee:** Perform the following:
  - [a] Record that the inspection was performed on the RCRA Inspection Tracking Index.
  - [b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.
  - [c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (for example, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.
  - [d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.

**Note:** Present, accessible, and operable are satisfactorily met when the following criteria have been met:

**Present:** means that the emergency shower, eye wash, or fire extinguisher is physically present.

**Accessible:** means there is a clear path to the emergency shower, eyewash, or fire extinguisher.

**Operable:** means the emergency shower, eyewash, or fire extinguisher is maintained so personnel handling hazardous waste have emergency equipment available that operates to minimize harm to those individuals during an emergency. For the inspector checking emergency shower and eye wash units, the following must be met to identify the unit is operable: (1) These emergency units have a supply of water (hard-piped or available as part of the self-contained unit) and are not tagged "out-of-service." Note: No discharge of water is required for these monthly inspections. (2) These units have a current annual inspection tag. (3) The units are not tagged "out-of-service." For fire extinguishers, the following must be met to identify the unit as operable: (1) safety seals and tamper indicators are intact, and/or indicated pressure is "normal," (2) assembly is intact, (3) there is no evidence of damage, corrosion, or leakage, and (4) if equipped with a pressure gauge, the indicator is in the "green zone," or the "pop-up" indicator in the fill cap is not in the up position.

Comments

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**SODIUM COMPONENTS MAINTENANCE SHOP (SCMS) (793) DAILY TANK  
INSPECTION FORM HWMA UNIT INSPECTION OF TANKS AND TANK  
STORAGE/PROCESS AREAS**

(Instructions on the reverse side)

COMPLETION			
TSD Technician: (Please Print Full Name)		Date:	
		Time:	
INSPECTION REQUIREMENTS			
LOW BAY		HIGH BAY	
<input type="checkbox"/> Daily (during normal storage operations).		<input type="checkbox"/> N/A (Mixed waste not present in the Water Wash System. <b>Note:</b> SCMS-OI-7 verifies no standing water remains in the water wash system after completion of water wash.) No inspection is required for Items 1 thru 3 below.	
		<input type="checkbox"/> Daily (during processing/treatment operations).	
Item	Results	Item	Results
1. Tank and piping are intact; no leaking or deterioration.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	1. Tank and piping are intact; no leaking or deterioration.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat
2. Tank secondary containment (i.e., pit floor) has no gaps or cracks.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	2. Area floor coating has no cracks, chips, or lifting. (Use colored tape to cover any defects.)	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat
3. Pit floor has no liquids.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	3. Area floor coating has no liquid or leaks accumulated on floor.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat
DEFICIENCIES AND CORRECTIVE ACTIONS			
Deficiency Description	Corrective Action		
	Description		Completion Date
Previously Identified <input type="checkbox"/> Yes <input type="checkbox"/> No	Scheduled <input type="checkbox"/> Yes <input type="checkbox"/> No		
REVIEW			
TSD Shift Supervisor (TSD SS):		Date:	

**SODIUM COMPONENTS MAINTENANCE SHOP (SCMS) (793) DAILY TANK  
INSPECTION FORM HWMA UNIT INSPECTION OF TANKS AND TANK  
STORAGE/PROCESS AREAS**

INSTRUCTIONS

- [1] **TSD Technician** — Perform the following:
  - [a] Prior to performing the inspection, review the RCRA Remedial Description Log (located in the TSD Shift Supervisor’s Office).
  - [b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on this and subsequent inspection logs until the corrective action has been completed.
  - [c] Print your name and record the date and the time.
  - [d] Perform inspections daily.
  - [e] Complete the “Inspection Requirements” checklist for each requirement by marking  Sat=satisfactory or Unsat=unsatisfactory.
  - [f] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark  Sat; and describe the corrective action taken (e.g., labels). On backshift, ensure that the call down list has been informed of any off-normal condition identified during rounds of SCMS.
  - [g] If you are not able to take immediate action; mark  Unsat, describe the deficiency, and immediately contact the TSD SS, Spent Fuel Treatment/Storage Manager, or on backshift the call down list.
  - [h] Place the completed log in the designated location for the TSD SS to review.
  
- [2] **TSD SS** — Perform the following:
  - [a] Record that the inspection was performed on the RCRA Inspection Tracking Index.
  - [b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.
  - [c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Determine if any mixed waste was present in the High Bay and check the  appropriately. If waste was present, assign a tracking number (for example, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.
  - [d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.

Comments \_\_\_\_\_  
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**SODIUM COMPONENTS MAINTENANCE SHOP (SCMS) (793) DAILY/WEEKLY  
INSPECTION FORM**  
**HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE / PROCESS AREAS**  
(Instructions on the reverse side)

COMPLETION				
TSD Technician: (Please Print Full Name)		Date:		Time:
INSPECTION TYPE				
<input type="checkbox"/> Waste not present, inspection for items 1-4 not required.				
<input type="checkbox"/> Daily (during container processing/treatment operations).				
<input type="checkbox"/> Weekly (during normal container - storage operations).				
INSPECTION				
Item	Results			
	793 Hi-Bay	793 Low Bay	793 C	793 G
1. Hazardous waste and barcode labels are in place, legible, and not damaged.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A
2. Containers position: upright, elevated, and securely closed (unless in process).	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A
3. Containers condition: intact with no evidence of leaks or deterioration caused by corrosion, pitting, rusting, dents, or swelling.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A
4. Portable secondary containment: no gaps, cracks, leaks, or liquids.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A
5. An aisle maintained of at least 3 ft for ingress and egress.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat
6. Telephone is working and accessible.		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
7. Spill control materials are in place and accessible. <ul style="list-style-type: none"> <li>• Portable 30-gal can of dry soda, ash, or sand with nonsparking shovel</li> <li>• One 85-gallon salvage drum</li> <li>• Corrosive spill locker including three 5-gal buckets of SPILL-X-C; three 5-gal buckets (empty); two face shields; two pairs of rubber gloves; two rubber aprons; two universal chemical spill kits.</li> </ul>			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat  <input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
DEFICIENCIES AND CORRECTIVE ACTIONS				
Deficiency Description	Corrective Action		Completion Date	
	Description		Completion Date	
Previously Identified <input type="checkbox"/> Yes <input type="checkbox"/> No	Scheduled <input type="checkbox"/> Yes <input type="checkbox"/> No			
REVIEW				
TSD Facility Supervisor (TSD FS):		Date:		

INSTRUCTIONS	
<b>[1]</b>	<b>TSD Technician</b> —Perform the following: <ul style="list-style-type: none"><li><b>[a]</b> Prior to performing the inspection, review the RCRA Remedial Description Log (located in the TSD Shift Supervisor’s Office).</li><li><b>[b]</b> If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on this and subsequent inspection logs until the corrective action has been completed.</li><li><b>[c]</b> Print your name and record the date and the time.</li><li><b>[d]</b> Perform inspections <u>weekly</u> during normal on-going container storage operations and <u>daily</u> during container processing/treatment operations.</li><li><b>[e]</b> Complete the “Inspection Requirements” checklist for each requirement by marking ✓ Sat=satisfactory, Unsat=unsatisfactory, or N/A=not applicable.</li><li><b>[f]</b> If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark <input checked="" type="checkbox"/> Sat; and describe the corrective action taken (e.g., replaced label).</li><li><b>[g]</b> If you are not able to take immediate action mark <input checked="" type="checkbox"/> Unsat, describe the deficiency, and immediately contact the TSD FS or TSD Manager.</li><li><b>[h]</b> Place the completed log in the designated location for the TSD FS to review.</li></ul>
<b>[2]</b>	<b>TSD FS</b> —Perform the following: <ul style="list-style-type: none"><li><b>[a]</b> Record that the inspection was performed on the RCRA Inspection Tracking Index.</li><li><b>[b]</b> Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.</li><li><b>[c]</b> Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (for example, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.</li><li><b>[d]</b> When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.</li></ul>

Comments \_\_\_\_\_

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**SODIUM COMPONENTS MAINTENANCE SHOP (SCMS) (793) MONTHLY INSPECTION FORM  
HWMA UNIT INSPECTION OF CONTAINER AND TANK STORAGE AREA**

(Instructions on the reverse side)

TSD Technician: (Please Print)		Date:		Time:
SIGNS				
THE FOLLOWING ACCESS DOORS ARE POSTED WITH A LEGIBLE SIGN THAT STATES: "DANGER - UNAUTHORIZED PERSONNEL KEEP OUT"				
Item	793 Hi-Bay	793 Low Bay	793 C	793 G
1. East door	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
2. West door		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat
FIRE ALARM PULLBOXES AT THE FOLLOWING LOCATIONS ARE ACCESSIBLE:				
1. East door	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
2. West door		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
SODIUM BURN KIT IS PRESENT AND ACCESSIBLE. EYEWASH STATION AND EMERGENCY SHOWER ARE PRESENT, ACCESSIBLE, AND OPERABLE (see Note)				
1. Southeast corner	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat			
FIRE EXTINGUISHERS ARE PRESENT, ACCESSIBLE, AND OPERABLE (see Note)				
1. Two MLX, south wall	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat			
2. ABC, south wall	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat			
3. Portable MLX-350	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat			
4. ABC, northeast corner	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat			
5. ABC, near east door		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
6. ABC, solidification area		<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
7. MLX, near east door			<input type="checkbox"/> Sat <input type="checkbox"/> Unsat	
DEFICIENCIES AND CORRECTIVE ACTIONS				
Deficiency Description	Previously Identified	Corrective Action		
		Description	Scheduled	Completion Date
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	
REVIEW				
TSD Facility Supervisor (TSD/FS):		Date:		

**SODIUM COMPONENTS MAINTENANCE SHOP (SCMS) (793) MONTHLY INSPECTION FORM  
HWMA UNIT INSPECTION OF CONTAINER AND TANK STORAGE AREA**

INSTRUCTIONS	
[1]	<b>TSD Technician</b> —Perform the following: <ul style="list-style-type: none"><li>[a] Prior to performing the inspection, review the RCRA Remedial Description Log (located in the TSD Shift Supervisor’s Office).</li><li>[b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on the subsequent inspection log until the corrective action has been completed.</li><li>[c] Print your name and record the date and the time.</li><li>[d] Perform inspections <u>monthly</u> (once every 30 days) in all container and tank storage/treatment areas.</li><li>[e] Complete the “Inspection Requirements” checklist for each requirement by marking ✓ Sat=satisfactory or Unsat=unsatisfactory.</li><li>[f] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark <input checked="" type="checkbox"/> Sat; and describe the corrective action taken (e.g., replace sign).</li><li>[g] If you are not able to take immediate action mark <input checked="" type="checkbox"/> Unsat, describe the deficiency, and immediately contact the TSD/FS or TSD Manager. On backshift, notify the appropriate contacts on the TSD/FS call-down list (as applicable).</li><li>[h] Place the completed log in the designated location for the TSD/FS to review.</li></ul>
[2]	<b>TSD/FS</b> —Perform the following: <ul style="list-style-type: none"><li>[a] Record that the inspection was performed on the RCRA Inspection Tracking Index.</li><li>[b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.</li><li>[c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (i.e., TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.</li><li>[d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.</li></ul>

**Note:** Present, accessible, and operable are satisfactorily met when the following criteria have been met:  
**Present:** Means that the emergency shower, eyewash, or fire extinguisher is physically present.  
**Accessible:** Means there is a clear path to the emergency shower, eyewash, or fire extinguisher.  
**Operable:** Means the emergency shower, eyewash, or fire extinguisher is maintained so personnel handling hazardous waste have emergency equipment available that operates to minimize harm to those individuals during an emergency. For the inspector checking emergency shower and eyewash units, the following must be met to identify the unit is operable: (1) These emergency units have a supply of water (hard-piped or available as part of the self-contained unit), are not tagged “out-of-service.” Note: No discharge of water is required for these monthly inspections. (2) These units have a current annual inspection tag. For fire extinguishers, the following must be met to identify the unit as operable: (1) safety seals and tamper indicators are intact, (2) assembly is intact, (3) there is no evidence of damage, corrosion, or leakage, and (4) if equipped with a pressure gauge, the indicator is in the “green zone,” or the “pop-up” indicator in the fill cap is not in the up position.

Comments \_\_\_\_\_  
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**SODIUM STORAGE BUILDING (SSB) (703) WEEKLY INSPECTION FORM**  
**HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE AREAS**

(Instructions on the reverse side)

COMPLETION			
TSD Technician: (Please Print Full Name)		Date:	Time:
INSPECTION TYPE			
<input type="checkbox"/> Waste not present, inspection for items 1-4 not required, mark N/A			
<input type="checkbox"/> Weekly (during normal container - storage operations).			
<input type="checkbox"/> Weekly HRA inspection from outside the HRA.			
<input type="checkbox"/> Monthly HRA inspection from within the HRA (if all items listed below are not visible for inspection).			
INSPECTION			
Item	Results		
	General Area		High Rad Area
1. Hazardous waste and barcode labels are in place, legible, and not damaged.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	
2. Containers position: upright, elevated, and securely closed (unless in process).	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	
3. Containers condition: intact with no evidence of leaks or deterioration caused by corrosion, pitting, rusting, dents, or swelling.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	
4. Portable secondary containment: no gaps, cracks, leaks, or liquids	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat <input type="checkbox"/> N/A	
5. An aisle maintained of at least 3 ft for ingress and egress.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
6. Radio working.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
7. Spill control material is in place and accessible. • Portable 30-gal can of dry soda, ash, or sand with nonsparking shovel.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
DEFICIENCIES AND CORRECTIVE ACTIONS			
Deficiency Description	Corrective Action		Completion Date
	Description		
Previously Identified <input type="checkbox"/> Yes <input type="checkbox"/> No	Scheduled <input type="checkbox"/> Yes <input type="checkbox"/> No		
REVIEW			
TSD Facility Supervisor (TSD FS):		Date:	

**SODIUM STORAGE BUILDING (SSB) (703) WEEKLY INSPECTION FORM**  
**HWMA UNIT INSPECTION OF CONTAINERS & CONTAINER STORAGE AREAS**

INSTRUCTIONS

- [1] TSD Technician—Perform the following:
- [a] Prior to performing the inspection, review the RCRA Remedial Description Log (located in the TSD Shift Supervisor’s Office).
  - [b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on this and subsequent inspection logs until the corrective action has been completed.
  - [c] Prior to performing inspection obtain radio and verify radio works. Document operability on Item #6.
  - [d] Print your name and record the date and the time.
  - [e] Perform inspections of the general area and Hot Repair Area (HRA) from outside the HRA weekly during normal on-going container storage operations. Perform an inspection of the HRA monthly if a thorough inspection can not be performed from outside the HRA.
  - [f] Complete the “Inspection Requirements” checklist for each requirement by marking ✓  
Sat=satisfactory, Unsat=unsatisfactory, or N/A=not applicable.
  - [g] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark  Sat; and describe the corrective action taken (e.g., replaced label).
  - [h] If you are not able to take immediate action, mark  Unsat, describe the deficiency, and immediately contact the TSD FS or TSD Manager.
  - [i] Place the completed log in the designated location for the TSD/FS to review.
- [2] TSD FS—Perform the following:
- [a] Record that the inspection was performed on the RCRA Inspection Tracking Index.
  - [b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.
  - [c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (for example, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.
  - [d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.

Comments \_\_\_\_\_

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**SODIUM STORAGE BUILDING (SSB) (703) MONTHLY INSPECTION FORM**  
**HWMA UNIT INSPECTION OF CONTAINER STORAGE AREAS**  
(Instructions on the reverse side)

COMPLETION				
TSD Technician: (Please Print)		Date:		Time:
SIGNS				
THE FOLLOWING ACCESS DOOR IS POSTED WITH A LEGIBLE SIGN THAT STATES: "DANGER - UNAUTHORIZED PERSONNEL KEEP OUT"				
1. East Door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
2. South west door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
FIRE ALARM PULLBOXES AT THE FOLLOWING LOCATIONS ARE ACCESSIBLE:				
1. Outside east door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
2. Inside east door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
3. Near south door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
FIRE EXTINGUISHERS ARE PRESENT, ACCESSIBLE, AND OPERABLE (see Note)				
1. MLX-350, South of 703 in Tin Shed *		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
2. MLX, near east door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
3. ABC, near east door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
4. ABC, near south door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
5. MLX, near south door		<input type="checkbox"/> Sat	<input type="checkbox"/> Unsat	
* If snow depth will impede use of this fire extinguisher, mark <input checked="" type="checkbox"/> Unsat.				
DEFICIENCIES AND CORRECTIVE ACTIONS				
Deficiency Description	Previously Identified	Corrective Action		
		Description	Scheduled	Completion Date
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	
REVIEW				
TSD Facility Supervisor (TSD/FS):		Date:		

**SODIUM STORAGE BUILDING (SSB) (703) MONTHLY INSPECTION FORM  
HWMA UNIT INSPECTION OF CONTAINER STORAGE AREAS**

**INSTRUCTIONS**

- [1] **TSD Technician**—Perform the following:
  - [a] Prior to performing the inspection, review the RCRA Remedial Description Log (located in the TSD Shift Supervisor’s Office).
  - [b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on the subsequent inspection log until the corrective action has been completed.
  - [c] Print your name and record the date and the time.
  - [d] Perform inspections monthly.
  - [e] Complete the “Inspection Requirements” checklist for each requirement by marking ✓ Sat=satisfactory or Unsat=unsatisfactory.
  - [f] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark  Sat; and describe the corrective action taken (e.g., replaced label).
  - [g] If you are not able to take immediate action mark  Unsat, describe the deficiency, and immediately contact the TSD/FS or TSD Manager. On backshift, notify the appropriate contacts on the TSDF call-down list (as applicable).
  - [h] Place the completed log in the designated location for the TSD/FS to review.
  
- [2] **TSD/FS**—Perform the following:
  - [a] Record that the inspection was performed on the RCRA Inspection Tracking Index.
  - [b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.
  - [c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (i.e., TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.
  - [d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.

**Note:** Present, accessible, and operable are satisfactorily met when the following criteria have been met:

**Present:** Means that the fire extinguisher is physically present.

**Accessible:** Means there is a clear path to the fire extinguisher.

**Operable:** Means the fire extinguisher is maintained so personnel handling hazardous waste have emergency equipment available that operates to minimize harm to those individuals during an emergency. For the inspector checking fire extinguishers, the following must be met to identify the unit as operable: (1) safety seals and tamper indicators are intact, (2) assembly is intact, (3) there is no evidence of damage, corrosion, or leakage, and (4) if equipped with a pressure gauge, the indicator is in the “green zone,” or the “pop-up” indicator in the fill cap is not in the up position.

Comments \_\_\_\_\_  
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**RADIOACTIVE SCRAP AND WASTE FACILITY (RSWF) (771) WEEKLY INSPECTION FORM  
HWMA UNIT INSPECTION OF MISCELLANEOUS UNIT**

**INSTRUCTIONS**

- [1] **TSD Technician**—Perform the following:
  - [a] Prior to performing the inspection, review the RCRA Remedial Description Log (located in the TSD Shift Supervisor’s Office).
  - [b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on this and subsequent inspection logs until the corrective action has been completed.
  - [c] Print your name and record the date and the time.
  - [d] Perform inspections weekly.
  - [e] Complete the “Inspection Requirements” checklist for each requirement by marking ✓  
Sat=satisfactory or Unsat=unsatisfactory.
  - [f] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark  Sat; and describe the corrective action taken (e.g., replaced sign).
  - [g] If you are not able to take immediate action, mark  Unsat, describe the deficiency, and immediately contact the TSD FS or TSD Manager.
  - [h] Place the completed log in the designated location for the TSD FS to review.
  
- [2] **TSD FS**—Perform the following:
  - [a] Record that the inspection was performed on the RCRA Inspection Tracking Index.
  - [b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.
  - [c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (for example, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.
  - [d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.

Comments \_\_\_\_\_  
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**RADIOACTIVE SCRAP AND WASTE FACILITY (RSWF) (771) LINER  
INSPECTION AND RADIATION READING FORM  
(HWMA UNIT INSPECTION OF MISCELLANEOUS UNIT)  
(Instructions on the reverse side)**

COMPLETION			
TSD Technician: (Please Print Full Name)		Date:	Time:
INSPECTION			
<input type="checkbox"/> Quarterly visual inspection of all HW/MW liners (see FRM-1592)			
<input type="checkbox"/> Quarterly visual inspection of HW/MW liners not performed (all liners covered by snow)			
<input type="checkbox"/> Quarterly visual inspection of some HW/MW liners (see FRM-1592)			
<input type="checkbox"/> Annual radiation readings – 3 ft above each HW/MW liner (see FRM-1592)			
Item	Results	Comments Row/Liner No. (if unsatisfactory)	
1. Exposed portion of liners: no cracks and no severe corrosion or deterioration.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
2. Radiation readings above MW liners are less than 5mr/hr increase from previous year.	<input type="checkbox"/> Sat <input type="checkbox"/> Unsat		
DEFICIENCIES AND CORRECTIVE ACTIONS			
Deficiency Description	Corrective Action		
	Description	Completion Date	
Previously Identified <input type="checkbox"/> Yes <input type="checkbox"/> No	Scheduled <input type="checkbox"/> Yes <input type="checkbox"/> No		
REVIEW			
TSD Facility Supervisor (TSD FS):		Date:	

**RADIOACTIVE SCRAP AND WASTE FACILITY (RSWF) (771) LINER  
INSPECTION AND RADIATION READING FORM  
(HWMA UNIT INSPECTION OF MISCELLANEOUS UNIT)  
(Instructions on the reverse side)**

INSTRUCTIONS	
[1]	<b>TSD Technician</b> —Perform the following: <ul style="list-style-type: none"><li>[a] Prior to performing the inspection, review the Resource Conservation and Recovery Act (RCRA) Remedial Description Log (located in the TSD Shift Supervisor’s Office).</li><li>[b] If open deficiencies are identified on the RCRA Remedial Description Log, record the associated tracking number on this and subsequent inspection logs until the corrective action has been completed.</li><li>[c] Print your name and record the date and the time.</li><li>[d] Perform <u>quarterly</u> visual inspections of liners and arrange for <u>annual</u> HPT radiation readings.</li><li>[e] Complete the “Inspection Requirements” checklist for each requirement by marking <input type="checkbox"/> Sat=Satisfactory, or <input type="checkbox"/> Unsat=Unsatisfactory.</li><li>[f] If you are able to take immediate corrective action; record the deficiency, correct the deficiency, mark <input checked="" type="checkbox"/> Sat; and describe the corrective action taken (for example, replaced sign).</li><li>[g] If you are not able to take immediate action mark <input checked="" type="checkbox"/> Unsat, describe the deficiency, and immediately contact the TSD FS or TSD Manager.</li><li>[h] Place the completed log in the designated location for the TSD FS to review.</li></ul>
[2]	<b>TSD FS</b> —Perform the following: <ul style="list-style-type: none"><li>[a] Record that the inspection was performed on the RCRA Inspection Tracking Index.</li><li>[b] Review the log, and facility, if necessary, to ensure that the inspection and any immediate corrective actions have been satisfactorily completed. Sign and date the log and file it in the designated area.</li><li>[c] Record on the RCRA Inspection Tracking Index if the deficiency was satisfactorily corrected immediately or is still outstanding. Assign a tracking number (for example, TSD-06-001) to the unresolved deficiency and record a detailed description of the deficiency on the RCRA Remedial Description Log.</li><li>[d] When deficiencies have been corrected, enter the corrective action taken and completion date on the original inspection form(s) and complete the entries for the deficiencies on the RCRA Inspection Tracking Index and the RCRA Remedial Description Log.</li></ul>

Comments \_\_\_\_\_

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