

CCP-TP-507

Revision 7

CCP Shipping of Remote-Handled Transuranic Waste

EFFECTIVE DATE: 12/29/2010

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PRINTED NAME

APPROVED FOR USE

RECORD OF REVISION

Revision Number	Date Approved	Description of Revision
0	11/14/2006	Initial issue.
1	05/03/2007	Revised to include 40 CFR part 761, Polychlorinated Biphenyls (PCBs) Manufacturing, Processing, Distribution in commerce, and use prohibitions: Marking of PCB's and PCB Items § 761.40 and 40 CFR 761.40, Marking as references.
2	12/04/2007	Revised to incorporate CNS 10-160B requirements and to implement new Waste Isolation Pilot Plant (WIPP) Waste Acceptance Criteria (WAC) requirements.
3	12/12/2007	Minor editorial change to correct error in section cross references.
4	09/02/2009	Revised to incorporate corrective actions from Waste Isolation Pilot Plant (WIPP) Form 09-120 (Controlled Shipment Notifications), Corrective Action Report (CAR)-RHLANL-0001-09, Land Disposal Restrictions (LDR) Form code updates, and peer verifications steps.
5	12/11/09	Revised to incorporate Waste Data System (WDS) operations, remove 10-160B steps, and various editorial changes.
6	04/20/2010	Alignment of the procedure with modifications made to the Waste Data Systems (WDS), and editorial corrections.
7	12/29/2010	Minor revision to update references to the <i>Waste Isolation Pilot Plant Hazardous Waste Facility Permit</i> .

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1.0 PURPOSE

This procedure establishes requirements for certifying and assembling Transuranic (TRU) waste payloads and performance of shipments in the Remote-Handled (RH) TRU 72-B shipping container and ensures that the requirements of CCP-PO-505, *CCP Remote-Handled Transuranic Authorized Methods for Payload Control (CCP RH-TRAMPAC)*, are met.

1.1 Scope

This procedure applies to the personnel who conduct the following transportation functions:

- The Waste Data System (WDS) data entry for transportation certification of RH TRU waste in the RH TRU 72-B.
- RH TRU 72-B payload canister verification.
- Verification of the assembled payload to be loaded into the RH TRU 72-B shipping cask.
- Preparing and certifying shipping paper, marking, labeling, and placarding associated with each shipment of RH TRU waste transported in the RH TRU 72-B shipping cask by the Central Characterization Project (CCP).
- Radiological Control Technician (RCT) or equivalent position functions associated with RH TRU 72-B packaging and transportation operations.

2.0 REQUIREMENTS

2.1 References

Baseline Documents

- CCP-PO-002, *CCP Transuranic Waste Certification Plan*
- CCP-TP-530, *CCP RH TRU Waste Certification and WWIS/WDS Data Entry*
- DOE/WIPP 90-045, *Remote-Handled Transuranic Waste Content Codes, RH TRUCON*
- DOE/WIPP 02-3122, *Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant*

- DOE/WIPP 02-3283, *RH Packaging Program Guidance*
- DOE/WIPP 02-3285, *RH Packaging Maintenance Manual*
- 40 CFR Part 761, *Polychlorinated Biphenyls (PCBs) Manufacturing, Processing, Distribution in commerce, and use prohibitions: Marking of PCB's and PCB Items § 761.40*
- 49 CFR, *Transportation, Part 172, Hazardous Materials Table, Special Provisions, Hazardous Materials Communications, Emergency Response Information, Training Requirements, and Security Plans § 172.200, Applicability*
- 49 CFR Part 173, *Shippers—General Requirements for Shipments and Packagings, Subpart I, Class 7 Radioactive Materials § 173.401 through 173.476*
- *Safety Analysis Report for the RH-TRU 72B Waste Shipping Package (SARP) (Docket 9212, Washington, D.C., U.S. Nuclear Regulatory Commission [NRC], 2002)*

Referenced Documents

- 40 CFR 262, Subpart B, *The Manifest*, and Subpart C, *Pre-Transport Requirements*.
- 40 CFR 262.31, *Labeling*
- 40 CFR 262.32, *Marking*
- 40 CFR 761.40, *Marking requirements*
- 40 CFR 268, Subpart A, *Land Disposal Restrictions*
- 49 CFR 172.200 through 172.205 (*Subpart C, Shipping Papers*)
- 49 CFR 172.300 through 172.338 (*Subpart D, Marking*)
- 49 CFR 172.400 through 172.450 (*Subpart E, Labeling*)
- 49 CFR 172.500 through 172.560 (*Subpart F, Placarding*)
- CCP-PO-505, *CCP Remote-Handled Transuranic Waste Authorized Methods for Payload Control (CCP RH-TRAMPAC)*
- CCP-QP-002, *CCP Training and Qualification Plan*

- CCP-QP-005, *CCP TRU Nonconforming Item Reporting and Control*
- CCP-QP-008, *CCP Records Management*
- DOE/WIPP 02-3284, *RH Packaging Operations Manual*
- *TRANSCOM 2000 Designated User Handbook*
- DOE/WIPP-09-3427, *Waste Data System User's Manual*
- *Waste Isolation Pilot Plant Hazardous Waste Facility Permit, Attachments C-C6, Waste Analysis Plan*

2.2 Training Requirements

- 2.2.1 CCP personnel performing this procedure will be trained and qualified in accordance with CCP-QP-002, *CCP Training and Qualification Plan*, prior to performing this procedure.

2.3 Equipment List

- 2.3.1 None.

2.4 Precautions and Limitations

- 2.4.1 Nonconformances related to defects or failure to comply with requirements applicable to Nuclear Regulatory Commission (NRC)-licensed packaging (e.g., RH TRU 72-B cask) shall be reported to the Carlsbad Field Office (CBFO) Office of the National TRU Program. The Waste Isolation Pilot Plant (WIPP) maintenance and operating (M&O) contractor will evaluate issues and nonconformances for reporting to the NRC under 10 CFR Part 21 or Part 71 and provide the results of this evaluation to CBFO.

[A] CCP personnel writing nonconformance reports (NCRs) identified as Transportation-related will provide a copy of these NCRs to the WTS Manager of Transportation in accordance with CCP-QP-005, *CCP TRU Nonconforming Item Reporting and Control*.

- 2.4.2 Filter vents, as specified in Section 2.4 of the CCP RH-TRAMPAC must be installed in payload containers and canisters (as applicable).

2.4.3 Radiation Dose Rates and Removable Surface Contamination

- [A] The external radiation dose rate of a loaded RH TRU 72-B shipping cask to be shipped, shall be less than or equal to 200 millirem per hour (mrem/hr) at the surface, and less than or equal to 10 mrem/hr at two meters for beta/gamma and neutron.
- [B] Removable surface contamination of individual payload canisters and a loaded RH TRU 72-B shipping cask to be shipped to WIPP shall **NOT** be greater than 20 disintegrations per minute (dpm)/100 centimeters square (cm²) for alpha emitting radionuclides and 200 dpm/100 cm² for beta/gamma emitting radionuclides.

2.4.4 Controlled Shipments

NOTE

Receipt sites may use CBFO-approved site-specific Controlled Shipment Receipt Forms in place of Attachment 6, CCP Control Checklist for Receipt of RH Controlled Shipments, provided that the same information is recorded and a completed copy is returned to the applicable Transportation Certification Official (TCO).

- [A] CCP RH Controlled Shipments, (Attachment 5, CCP Control Checklist for RH Controlled Shipments, and Attachment 6), will be used to control and document loading and shipping times.

2.5 Prerequisite Actions

- 2.5.1 Ensure that workers who will be working in a radiation area have read the applicable Radiation Work Permit (RWP) or equivalent site-specific document.

2.6 Definitions

- 2.6.1 **Generator** - The organization/individual that generated the waste and/or are offering the waste for transport.
- 2.6.2 **Land Disposal Restrictions (LDR) Notification** - Notification to a receiving facility that the waste is subject to LDR (from 40 Code of Federal Regulations [CFR] 268, Subpart A, *Land Disposal Restrictions*.)

- 2.6.3 **Shipper** - Authorized personnel who declare by signing the shipping paper that the contents of the package are fully and accurately described, packaged, labeled/placarded, and proper for conditions of transport per appropriate regulations.
- 2.6.4 **Shipping Paper** – Uniform Hazardous Waste Manifest (UHWM) or Straight Bill of Lading-Short Form. The shipping paper accompanies the waste during transportation.
- 2.6.5 **Straight Bill of Lading-Short Form** - Shipping paper used to transport non-mixed radioactive TRU waste.
- 2.6.6 **Uniform Hazardous Waste Manifest (UHWM)** - The U.S. Environmental Protection Agency (EPA) form 8700-22 prepared by a generator who transports, or offers for transportation, hazardous waste for off-site treatment, storage, or disposal (from 40 CFR 262, Subpart B, *The Manifest*.)
- 2.6.7 **Payload Canister/Container** – A fixed lid or removable lid canister (RLC) that contains waste drums or direct loaded waste that is used to ship waste in the RH TRU 72-B or a 55-gallon drum that is used to ship waste in the CNS 10-160B. These packages have Type A certifications.
- 2.6.8 **RH TRU 72-B Cask** – The cask used to ship the payload canister to the WIPP or other remote sites. This package has Type B certifications.
- 2.6.9 **Controlled Shipment** – Shipments that are controlled to a 10 day shipping period in accordance with conditions specified in Appendix 2.4 of the *RH-TRU Payload Appendices* and Section 6.2.3 of the *CCP RH-TRAMPAC*.

NOTE

More detailed, specific interface responsibilities between CCP and the Host site are contained in site-specific interface documents, Statements of Work, etc.

3.0 RESPONSIBILITIES

3.1 CCP Transportation Certification Official (TCO)

- 3.1.1 Interfaces and coordinates with the generator, shipper, Site Project Manager (SPM), Waste Certification Official (WCO), and CCP Operations Leaders to plan payloads and shipments.
- 3.1.2 Documents and certifies that containers prepared for shipments in RH packaging meet specified shipping criteria using the Payload Transportation Certification Document (PTCD), and the WDS, as appropriate.
- 3.1.3 Reviews payload certification documentation to ensure compliance with applicable governing documents (associated Safety Analysis Reports, Certificates of Compliance, WIPP WAC, TRAMPAC's etc.).
- 3.1.4 Requests and obtains approval/authority from the WIPP to effect WIPP shipments.

NOTE

TRU waste shipping documentation includes a number of data sheets required by DOE/WIPP 02-3284, *RH Packaging Operations Manual*. CCP treats these data sheets as Quality Assurance (QA) nonpermanent records, and they form part of the overall Transportation and Shipping Packages for TRU waste. However, because the format and content of these data sheets are controlled by DOE/WIPP 02-3284, they are not included as attachments to this procedure.

- 3.1.5 Provides the necessary TRU waste shipping data to the Host site Shipping Coordinator.
- 3.1.6 Ensures all manifests and shipping papers are correct, as required.
- 3.1.7 Ensures all labeling, marking, and placarding is correct, as required.

- 3.2 Radiological Control Technician (RCT) or Equivalent Position
 - 3.2.1 Provides contamination and radiation surveys to the TCO for shipment certification purposes.
- 3.3 CCP RH Packaging and Transportation Team
 - 3.3.1 Ensures the payload canister and the RH TRU 72-B shipping cask are prepared in accordance with the associated approved procedures.
 - 3.3.2 Ensures visible canister/container ID labels, within a payload assembly, are an exact match to the ID numbers listed on the applicable PTCD.
- 3.4 Host Site Shipping Coordinator
 - 3.4.1 Interfaces with TCO and acts as the Host site point-of-contact (POC) for operations, manifesting, and release of shipments.
 - 3.4.2 Assists TCO in scheduling and facilitating TRU waste shipments.
 - 3.4.3 Provides data received from TCO to the Host site transportation and material control/accountability groups (as applicable).

4.0 PROCEDURE

NOTE

The WDS utilizes edit and limit checks when data is entered and selected. The WDS steps in Section 4.1 may be repeated until payloads and shipping compliance is satisfied.

NOTE

Steps in this procedure may be performed in parallel as applicable.

NOTE

Steps in this procedure are performed by the TCO, unless another group/discipline is mentioned in the step or a note preceding the step.

NOTE

Trained and qualified TCO's perform the WDS operation per the guidance found in DOE/WIPP-09-3427, *Waste Data System User's Manual*. The WDS manual is **NOT** required to be opened when performing the task listed below, but shall be available for reference if questions arise.

NOTE

Contact Information of organizations called out in this procedure are listed as follows. Specific email addresses can be obtained by contacting the numbers below:

WIPP Shipment Scheduler 575-234-8993 or 575-234-8230
WIPP Transportation group 575-234-8993 or 575-234-8230
WIPP RCT group 575-234-8657
WIPP Central Monitoring Room (CMR) 575-234-8863 or 575-234-8640

FAX notifications can be made in lieu of emails if needed. FAX numbers can be obtained by contacting the specific group.

4.1 WDS Data Entry/RH Shipment Certification

4.1.1 Creating Payloads Using the WDS

- [A] Select the new button to create/generate a Payload Plan ID
- [B] For each payload enter the following information into the WDS:
 - Payload Number
 - Payload Container Type
 - Current Location (Site ID)

- Destination Site (Site ID)
- Shipping Program (Site ID)

- [C] Select canister until a CCP-PO-505 compliant payload is obtained.
- [D] **ONCE** the virtual CCP-PO-505 compliant payload is built, **THEN** select the accept button.
- [E] Select the submit button.
- [F] Generate PTCD.

NOTE

Canisters designated for Controlled Shipment must be marked accordingly on PTCD. Attachment 5 will be initiated for the applicable RH TRU 72-B.

- [G] Print report.
-

NOTE

The PTCD is signed after the RH TRU 72-B is loaded so that the final information is entered into the WDS.

- [H] Review PTCD report, **AND** confirm that all payload certification parameters have been met.

4.1.2 Creating Shipments Using the WDS

- [A] Enter the following information into the WDS:
- Shipment Number (From WIPP 8-week Rolling Schedule)
 - Shipping Program (Site ID)
 - Current Location (Site ID)
 - Destination Site (Site ID)
- [B] Select payload until a CCP-PO-505 compliant shipment is obtained.

NOTE

Once the submit button is selected, the confirmation process for the shipment is activated.

- [C] **ONCE** the virtual CCP-PO-505 compliant shipment is built, **THEN** select save **AND** the submit button.
-

NOTE

Transporter, Tractor, Trailer, and CH Package numbers are obtained from the WIPP Equipment Assignment email, generated by the WIPP Transportation Group. Default values contained in the WDS system are used for Handling Material Weights and Uncertainty. Handling Material weights uncertainty is left blank in the WDS system.

- [D] **WHEN** the following becomes available, **THEN** enter the information into the WDS:

- Transporter Name
- Tractor Number
- Trailer Number
- RH Package Number(s)
- Handling Material Weights

- [E] For controlled shipments, email the WIPP Shipment Scheduler of impending shipment.

4.1.3 Finalizing Shipments Using the WDS

- [A] Enter the following information into the WDS:

- Manifest Number
- Outer Containment (OC) Lid Number (from DOE/WIPP 02-3284, Attachment 2, Packaging Loading Data Sheet)
- Inner Vessel (IV) closure date and time (from DOE/WIPP 02-3284, Attachment 2, Packaging Loading Data Sheet)
- Dose Rate Surface (mrem/hr) from Radiological Survey Report
- Dose Rate 1-meter (mrem/hr) from Radiological Survey Report

- Dose Rate 2-meter (mrem/hr) from Radiological Survey Report
- Alpha contamination survey results in dpm from Radiological Survey Report
- Beta/gamma contamination survey results in dpm from Radiological Survey Report
- U.S. Department of Transportation (DOT) Description from Bill of Lading or UHWM.
- RQ or HRCQ flag(s) (as applicable) from Bill of Lading or UHWM.

[B] Select SAVE.

[C] Print final PTCD.

[D] Review PTCD, **AND** sign report if all parameters are in compliance with CCP-PO-505.

[E] Enter the send date and time in WDS.

[F] Select the Finalize Button to complete the WDS process.

4.2 Shipping Preparations

NOTE

Email notifications may be performed by Host site Shipping Coordinator.

- 4.2.1 Transmit the draft PTCDs (if applicable), WDS Shipment Summary Report, and WDS Shipment Data report to the Host site Shipping Coordinator for preparation of shipping papers.
- 4.2.2 Host site Transportation Personnel, develop shipping papers.
- 4.2.3 Host site Shipping Coordinator, provide TCO with draft copy of shipping paper and RadCalc work sheets (or equivalent).
- 4.2.4 Review the shipping documentation (Bill of Lading or UHWM) in accordance with 49 CFR Part 172, Subpart C, *Shipping Papers*.

NOTE

Completion of an LDR is necessary only for each initial shipment of a mixed waste stream. The LDR is completed in accordance with 40 CFR Part 268.

- 4.2.5 Complete Attachment 3, Land Disposal Restriction Exemption Notification.
 - 4.2.6 Print name, sign, date, and initial Attachment 3.
 - 4.2.7 Provide copy of Attachment 3 to Host site Shipping Coordinator.
 - 4.2.8 Host site Shipping Coordinator, attach copy of Attachment 3 to the shipping papers.
 - 4.2.9 As soon as available, prior to releasing the shipment, email a copy of the Draft Manifest and LDR (if applicable), to the WIPP Transportation Group.
-

NOTE

If the Transportation Tracking and Communications (TRANSCOM) system is out of service, secondary shipment protocol is followed as directed by the WIPP Transportation group. Step 4.2.10 can be omitted.

- 4.2.10 Prior to releasing the shipment to the carrier, prepare the TRANSCOM system by entering a Draft Bill of Lading or UHWM in TRANSCOM per the guidance found in the TRANSCOM 2000 Designated User Handbook.
 - 4.2.11 Email Draft Bill of Lading or UHWM to TRANSCOM. TRANSCOM email transcom@transcom.energy.gov.
 - 4.2.12 Host site Shipping Coordinator, notify the applicable State Motor Vehicle Department (SMVD) at least 24-hours prior to releasing a shipment.
 - [A] Request the performance of a Commercial Vehicle Safety Alliance (CVSA) inspection at the Host site of the trailer, tractor, and loaded RH Packaging Containers.
- 4.3 Inspections and Loading Operations
- 4.3.1 Verify that payload canisters or containers are DOT Type 7A or equivalent by reviewing the procurement record, specific certification report, or actual canister markings.

NOTE

Evidence of specific filter information is listed on the applicable site Canister Loading Record.

NOTE

Canister Integrity inspections, Marking/Labeling and/or Filter verification, may be performed by reviewing remote camera inspections or by reviewing recent recorded video.

- 4.3.2 Verify filter vents, as specified in Section 2.4 of the CCP RH-TRAMPAC, are installed in payload containers.
 - 4.3.3 Perform Integrity Inspection on the payload canister identified for shipment per Attachment 4, CCP RH Canister Integrity Checklist.
 - 4.3.4 Print name, sign, and date Attachment 4.
-

NOTE

Each canister shall be labeled with a unique payload canister identification (ID) number that includes a site identifier as a prefix. The characters composing the canister ID number shall be approximately 2 inches high and of a color contrasting with their background. Canister ID numbers shall be placed at approximately equal intervals around the circumference of the canister and within 18-inches of the top of the canister.

NOTE

Variances from the marking and labeling requirements listed in step 4.3.5, require CBFO approval. CCP will develop and transmit a formal letter requesting the variance to CBFO. CBFO will respond in writing of approval on specific deviation from these requirements.

- 4.3.5 Ensure the following Marking and Labeling is clearly legible on the payload canister:
 - [A] Minimum of three canister ID number labels spaced equally around canister
 - [B] Minimum of one "Caution Radioactive Material" label
 - [C] Minimum of one, when applicable, "Hazardous Waste" label
 - [D] Minimum of one, when applicable, PCB label

- 4.3.6 Ensure that each payload canister is checked to see that there are NO HOLD TAGS attached.
- [A] **IF** a HOLD TAG is found,
THEN determine the disposition to ensure that the canister is acceptable for shipment.
- 4.3.7 Host site RCT or equivalent position, provide Canister Contamination Survey Report to the TCO.
- 4.3.8 Host site RCT or equivalent position, provide a Dose Rate Survey Report of the payload canister to the TCO (dose rate readings: on contact, including Neutron contribution).

NOTE

Host site personnel will provide payload canister/containers to loading area under the direction of the TCO.

- 4.3.9 Perform the following:
- [A] Verify from the applicable PTC D that the selected payload canister is correct for the designated RH TRU 72-B to be loaded.
- [B] Verify that all of the visible container ID labels are an exact match to the ID numbers listed on the PTC D.
- [C] **IF** not already performed,
THEN provide PTC D CCP RH Packaging and Transportation Team.
- 4.3.10 CCP RH Packaging and Transportation Team, perform the following:
- [A] Verify from the applicable PTC D that the selected canister is correct for the designated RH TRU 72-B to be loaded.
- [B] Verify that all of the visible container ID labels are an exact match to the ID numbers listed on the PTC D.
- [C] Load the payload canister/containers into the RH TRU 72-B in accordance with DOE/WIPP-02-3284.
- [D] Provide TCO with completed loading documentation.

4.3.11 Host site RCT or equivalent position, provide the dose rate and contamination surveys of the RH TRU 72-B exterior to the TCO (dose rate readings: on contact, 1-meter, and 2-meter, including Neutron contribution).

4.3.12 Review the Radiological Survey Report of the loaded RH TRU 72-B, **AND** verify that the survey data meets applicable radiation/contamination requirements in step 2.4.3.

4.3.13 Controlled Shipment Processing

- [A] **IF** Controlled Shipment Payload, **THEN** record applicable dates and times of IV lid installation on Attachment 5, **AND** ensure 24-hour Loading Time will not be exceeded.
- [B] **IF** total loading time is calculated to be \geq 24-hours, **THEN** vent the package, **AND** repeat the lid installation process.
- [C] Provide a copy of completed Attachment 5, to the Host Site Shipping Coordinator.

4.4 Shipping Completion

4.4.1 Host site Transportation personnel, perform marking, labeling, and placarding (if applicable) of the RH Package and Transport Trailer.

4.4.2 Ensure correct marking, labeling, and placarding (if applicable) per the following:

- [A] Marking of RH Packaging Container shipments of RH TRU waste is conducted in accordance with 49 CFR Part 172, Subpart D, *Marking*, § 172.300 through 172.338; 40 CFR Part 262, Subpart C, § 262.32, *Marking*; and 40 CFR 761.40, Subpart C, *Marking of PCBs and PCB Items*.
- [B] Labeling of RH Packaging Container shipments of RH TRU waste is conducted in accordance with 49 CFR Part 172, Subpart E, *Labeling*, § 172.400 through 172.450; and 40 CFR Part 262, Subpart C, § 262.31, *Labeling*.
- [C] Placarding of RH Packaging Container transport vehicles of RH TRU waste is conducted in accordance with 49 CFR Part 172, Subpart F, *Placarding*, § 172.500 through 172.560; and 40 CFR Part 262, Subpart C, § 262.33, *Placarding*.

- 4.4.3 Trucking company, attach tractor and trailer.
 - 4.4.4 Host site Transportation personnel, sign the shipping documentation (Bill of Lading or UHWM) in accordance with 49 CFR Subpart C.
 - 4.4.5 Host site Transportation personnel, provide carrier with appropriate shipping documentation package, including LDR (if applicable), and controlled shipment package Attachment 5 (if applicable).
 - 4.4.6 SMVD, perform CVSA inspection of the tractor, trailer, and RH package.
 - 4.4.7 Host site Transportation personnel, provide TCO with a signed copy of the shipping documentation (Bill of Lading or UHWM).
 - 4.4.8 Ensure Shipment Radiological Information is emailed to WIPP RCT group.
 - 4.4.9 **IF** the shipment contains a Controlled Shipment Package, **THEN** ensure Attachment 5, is emailed to WIPP Transportation.
 - 4.4.10 Ensure the PTCO is signed to certify that the payload in the RH Packaging Container meets the requirements of CCP-PO-505.
 - 4.4.11 TCO **OR** Host Site Shipping Coordinator, contact WIPP Central Monitoring Room **AND** request to release shipment.
 - 4.4.12 **ONCE** approval is granted, **THEN** TCO or Host Site Shipping Coordinator, release shipment.
 - 4.4.13 Change WDS status to "In Transit."
- 4.5 Shipment Receipt

NOTE

Receipt sites may use CBFO-approved site-specific Controlled Shipment forms in place of CCP-TP-507, Attachment 6, provided that the same information is recorded **AND** a completed copy is returned to the applicable TCO.

- 4.5.1 **IF** the shipment contains a Controlled Shipment Package, **THEN** request the Receipt Site to fax/email the completed Attachment 6, or a site equivalent form, once the payloads are unloaded.

- 4.5.2 **ONCE** the shipment status in WDS is “Shipment Received,”
THEN send a fax/email to the Host site Shipping Coordinator,
stating shipment received with the date of receipt.

- 4.5.3 **ONCE** the shipping data entry is complete,
THEN compile and submit items listed in Section 5.1.1, to CCP
Records.

5.0 RECORDS

- 5.1 Records generated during the performance of this procedure are maintained as QA records in accordance with CCP-QP-008, *CCP Records Management*. The records are the following:

NOTE

Records generated by DOE/WIPP 02-3284 (see Section 3.1.4) as applicable, are included in the Shipping Documentation Package.

QA/Nonpermanent

5.1.1 Shipping Documentation Package:

- PTCD Spreadsheet(s), as applicable
- WDS Shipment Summary Report
- Copy of Attachment 1 - Uniform Hazardous Waste Manifest (mixed waste only), if applicable
- Copy of Attachment 2 - Straight Bill of Lading - Short Form (non-mixed waste only), if applicable
- Attachment 3 - Land Disposal Restriction Exemption Notification (initial shipment of a waste stream only)
- Attachment 4 - CCP RH Canister Integrity Checklist
- Attachment 5 - CCP Control Checklist for RH Controlled Shipments
- Attachment 6 - CCP Control Checklist for Receipt of RH Controlled Shipments
- Fax or e-mail correspondence, if applicable

5.1.2 Radiological Surveys

- [A] Dose Rate Survey Report
- [B] Contamination Survey

Attachment 1 – Uniform Hazardous Waste Manifest (EXAMPLE)

Please print or type. (Form designed for use on elite (12-pitch) typewriter.) Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator ID Number	2. Page 1 of	3. Emergency Response Phone	4. Manifest Tracking Number				
		5. Generator's Name and Mailing Address		Generator's Site Address (if different than mailing address)					
Generator's Phone:									
6. Transporter 1 Company Name				U.S. EPA ID Number					
7. Transporter 2 Company Name				U.S. EPA ID Number					
8. Designated Facility Name and Site Address				U.S. EPA ID Number					
Facility's Phone:									
GENERATOR	9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))	10. Containers		11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes		
			No.	Type					
	1.								
	2.								
	3.								
4.									
14. Special Handling Instructions and Additional Information									
15. GENERATOR/SOFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27 (a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.									
Generator/Sofferor's Printed/Typed Name				Signature		Month	Day	Year	
TRANSPORTER	16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S.			Port of entry/exit: _____					
	Transporter signature (for exports only):			Date leaving U.S.: _____					
	17. Transporter Acknowledgment of Receipt of Materials								
Transporter 1 Printed/Typed Name				Signature		Month	Day	Year	
Transporter 2 Printed/Typed Name				Signature		Month	Day	Year	
DESIGNATED FACILITY	18. Discrepancy								
	18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection								
	18b. Alternate Facility (or Generator)				Manifest Reference Number:				
	Facility's Phone:				U.S. EPA ID Number				
	18c. Signature of Alternate Facility (or Generator)				Month				Day
19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)									
1.		2.		3.		4.			
20. Designated Facility Owner or Operator. Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a									
Printed/Typed Name				Signature		Month	Day	Year	

Attachment 3 – Land Disposal Restriction Exemption Notification

Page 1 of 2

The non-waste water identified in this shipment, Manifest Number _____, and bearing the EPA hazardous waste number(s) listed below are exempted from the land disposal prohibitions of 20 NMAC 4.1, 268 because the waste is exempted by the WIPP Land Withdrawal Act. The Land Withdrawal Act also exempts this waste from the treatment standards in 20 NMAC 4.1, 268. This waste is **NOT** prohibited from land disposal.

EPA Hazardous Waste Number (No additional codes to those listed below can be accepted at the WIPP, Check only those that are included in this shipment.):

Waste Stream Profile Number: _____

<input type="checkbox"/>	D004	Arsenic	05/08/92	<input type="checkbox"/>	D038	Pyridine	09/19/96
<input type="checkbox"/>	D005	Barium	08/08/90	<input type="checkbox"/>	D039	Tetrachloroethylene	09/19/96
<input type="checkbox"/>	D006	Cadmium	08/08/90	<input type="checkbox"/>	D040	Trichloroethylene	09/19/96
<input type="checkbox"/>	D007	Chromium	08/08/90	<input type="checkbox"/>	D043	Vinyl Chloride	09/19/96
<input type="checkbox"/>	D008	Lead	08/08/90	<input type="checkbox"/>	F001	Spent Solvents	11/08/86
<input type="checkbox"/>	D009	Mercury	05/08/92	<input type="checkbox"/>	F002	Spent Solvents	11/08/86
<input type="checkbox"/>	D010	Selenium	08/08/90	<input type="checkbox"/>	F003	Spent Solvents	11/08/86
<input type="checkbox"/>	D011	Silver	08/08/90	<input type="checkbox"/>	F004	Spent Solvents	11/08/86
<input type="checkbox"/>	D018	Benzene	09/19/96	<input type="checkbox"/>	F005	Spent Solvents	11/08/86
<input type="checkbox"/>	D019	Carbon Tetrachloride	09/19/96	<input type="checkbox"/>	F006	Sludges	09/08/88
<input type="checkbox"/>	D021	Chlorobenzene	09/19/96	<input type="checkbox"/>	F007	cyanide salts	07/08/89
<input type="checkbox"/>	D022	Chloroform	09/19/96	<input type="checkbox"/>	F009	cyanide salts	07/08/89
<input type="checkbox"/>	D026	Cresol	09/19/96	<input type="checkbox"/>	P015	Beryllium Powder	08/08/90
<input type="checkbox"/>	D027	1,4-Dichlorobenzene	09/19/96	<input type="checkbox"/>	P030	Cyanides (soluble cyanide salts), not otherwise specified (H)	06/08/89
<input type="checkbox"/>	D028	1,2-Dichloroethane	09/19/96	<input type="checkbox"/>	P098	Potassium Cyanide (H)	06/08/89
<input type="checkbox"/>	D029	1,1-Dichloroethylene	09/19/96	<input type="checkbox"/>	P099	Potassium Silver Cyanide (H)	08/08/90
<input type="checkbox"/>	D030	2,4-Dinitrotoluene	09/19/96	<input type="checkbox"/>	P106	Sodium Cyanide (H)	06/08/89
<input type="checkbox"/>	D032	Hexachlorobenzene	09/19/96	<input type="checkbox"/>	P120	Vanadium Pentoxide	08/08/90
<input type="checkbox"/>	D033	Hexachlorobutadiene	09/19/96	<input type="checkbox"/>	U002	Acetone	08/08/90
<input type="checkbox"/>	D034	Hexachloroethane	09/19/96	<input type="checkbox"/>	U003	Acetonitrile (I,T)	08/08/90
<input type="checkbox"/>	D035	Methyl ethyl ketone	09/19/96	<input type="checkbox"/>	U019	Benzene	08/08/90
<input type="checkbox"/>	D036	Nitrobenzene	09/19/96	<input type="checkbox"/>	U037	Chlorobenzene	08/08/90
<input type="checkbox"/>	D037	Pentachlorophenol	09/19/96	<input type="checkbox"/>	U043	Vinyl Chloride	08/08/90

Attachment 3 – Land Disposal Restriction Exemption Notification (Continued)

Waste Stream Profile Number: _____

<input type="checkbox"/>	U044	Chloroform	08/08/90	<input type="checkbox"/>	U226	1,1,1-Trichloroethane	08/08/90
<input type="checkbox"/>	U052	Cresol	08/08/90	<input type="checkbox"/>	U228	Trichloroethylene	08/08/90
<input type="checkbox"/>	U070	1,2-Dichlorobenzene	08/08/90	<input type="checkbox"/>	U239	Xylene	08/08/90
<input type="checkbox"/>	U072	1,4-Dichlorobenzene	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U078	1,1-Dichloroethylene	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U079	1,2-Dichloroethylene (T) 156-60-5	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U103	Dimethyl Sulfate (T)	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U105	2,4-Dinitrotoluene (T) 121-14-2	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U108	1,4-Dioxane (T)		<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U122	Formaldehyde	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U133	Hydrazine	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U134	Hydrofluoric Acid	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U151	Mercury	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U154	Methanol	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U159	Methyl Ethyl Ketone	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U196	Pyridine	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U209	1,1,2,2-Tetrachloroethane	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U210	Tetrachloroethylene	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A
<input type="checkbox"/>	U220	Toluene	08/08/90	<input type="checkbox"/>	N/A	N/A	N/A

_____/_____/_____/_____
TCO Printed Name Signature Date Initials

REFERENCE:

20 NMAC 4.1, 268.7(a) (3)
OCT. 30, 1992–PUBLIC LAW 102-579 as amended Sept. 23, 1996–PUBLIC LAW 104-201, Subtitle F
WIPP Hazardous Waste Facility Permit, Attachment C-5b(2)
WIPP Hazardous Waste Facility Permit, Table 2.3.4

Attachment 4 – CCP RH Canister Integrity Checklist

Record Canister ID number _____

RH TRU 72-B Cask Number (if applicable) _____

Any YES answer on the inspection checklist will result in the TCO immediately contacting the facility supervisor. The facility supervisor will have the canister/container segregated **AND** the appropriate site-specific corrective actions invoked. The TCO will select a new waste canister/container for shipment. The new waste canister/container will require the same inspection per the checklist.

Visually examine 100% of each canister/container for selected payload assembly per the checklist below.

CANISTER/CONTAINER EXAMINATION		DISCUSSION OF CRITERIA	CHECK ONE	
1.	Is the canister/container obviously degraded?	Obviously degraded means clearly visible and potentially significant defects in the canister/container or canister/container surface.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2.	Is there evidence that the canister/container is, or has been, pressurized?	Pressurization can be indicated by a fairly uniform expansion of the sidewalls, bottom or top. Past pressurization can be indicated by a notable outward deflection of the bottom or top. Verify that the canister/container is not warped.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
3.	Is there any potentially significant rust or corrosion such that wall thinning, pin holes, or breaches are likely or the load bearing capacity is suspect?	<p>Rust shall be assessed in terms of its type, extent, and location. Pitting, pocking, flaking, or dark coloration characterizes potentially significant rust or corrosion. This includes the extent of the canister/container surface area covered, thickness, and, if it occurs in large flakes or built-up (caked) areas. Rusted canisters/containers may not be accepted if:</p> <ul style="list-style-type: none"> • Rust is present in caked layers or deposits • Rust is present in the form of deep metal flaking, or built-up areas of corrosion products <p>In addition, the location of rust should be noted; for example on a drum: top lid; filter region; locking chine; top one-third, above the second rolling hoop; middle one-third, between the first and second rolling hoops; bottom one-third, below the second rolling hoop; and on the bottom.</p> <p>Canisters/containers may still be considered acceptable if the signs of rust show up as:</p> <ul style="list-style-type: none"> • Some discoloration on the canister/container • If rubbed would produce fine grit or dust or minor flaking (such that wall thinning does not occur) 	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Attachment 4 – CCP RH Canister Integrity Checklist (Continued)

CANISTER/CONTAINER EXAMINATION		DISCUSSION OF CRITERIA	CHECK ONE	
4.	Are any of the following apparent? <ul style="list-style-type: none"> • wall thinning • pin holes • breaches 	Wall thinning, pin holes, and breaches can be a result of rust/corrosion (see discussion for #3).	YES <input type="checkbox"/>	NO <input type="checkbox"/>
5.	Are there any split seams, tears, obvious holes, punctures (of any size), creases, broken welds, or cracks?	Canisters/containers with obvious leaks, holes or openings, cracks, deep crevices, creases, tears, broken welds, sharp edges or pits, are either breached or on the verge of being breached. Verify that there is no warpage that could cause the canister/container to be unstable or prevent it from fitting properly in the applicable package.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
6.	Is the load-bearing capacity suspect?	The load-bearing capacity could be reduced for excessive rust (see discussion for #3), wall thinning (see discussion for #4), breaches, cracks, creases, broken welds, etc. (see discussion for #5).	YES <input type="checkbox"/>	NO <input type="checkbox"/>
7.	Is the canister/container improperly closed?	Inspect the fastener and fastener ring (chine) if applicable for damage or excessive corrosion. Check the alignment of the fastener to ensure that it is in firm contact around the entire lid and the canister/container will not open during transportation.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
8.	Are there any dents, scrapes, or scratches that make the canister's/container's structural integrity questionable or prevent the top and bottom surfaces from being parallel?	Deep gouges, scratches, or abrasions over wide areas are not acceptable. If top and bottom surfaces are not parallel, this would indicate that the container is warped. Dents should be less than ¼ inch deep by 3 inches long and between ½ inch to 6 inches wide. All other dents must be examined to determine impact of structural integrity.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
9.	Is there discoloration which would indicate leakage or other evidence of leakage of material from the canister/container?	Examine the canister/container regions near vents, top lid fittings, bottom fittings, welds, seams and intersections of one or more metal sheets or plates. Canisters/containers must be rejected if evidence of leakage is present.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
10.	Is the canister/container bulged?	For the purposes of this examination, bulging is indicated by: <ul style="list-style-type: none"> • A fairly uniform expansion of the sidewalls, bottom, or top (e.g., in the case of a drum, either the top or bottom surface protrudes beyond the planar surface of the top or bottom ring, • A protrusion of the side wall (e.g., in the case of a drum, beyond a line connecting the peaks of the surrounding rolling hoops or a line between a surrounding rolling hoop and the bottom or top ring), or Expansion of the sidewall (e.g., in the case of a drum, such that it deforms any portion of a rolling hoop).	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Note: Remote Camera Inspections can be performed by reviewing recent recorded video.

Attachment 4 – CCP RH Canister Integrity Checklist (Continued)

Comments: _____

Inspected by: _____ / _____ / _____
TCO Printed Name Signature Date

Attachment 5 – CCP Control Checklist for RH Controlled Shipments*

Shipment No. _____

Packaging No. _____

To be completed by CCP Transportation Certification Official, or designee, for package designated as a controlled shipment.

Activity	Recorded Date	Recorded Time	Completion of Activity (√)
Record date and time of IV closure and installation of IV vent port plug, DOE/WIPP 02-3284, <i>RH Packaging Operations Manual</i> .			
Record date and time the shipment containing the loaded package is ready to depart from site to destination			
Calculate and record total Loading Time (Limit = 24 hours)			
<i>Total Loading time ≤ 1 day, proceed to certification signature block Total Loading time > 1, STOP. Vent package and repeat closure process</i>			
I certify the above data is accurate and compliant with the Loading Time limit of 24 hours, as specified in Section 6.2.3 of the RH-TRAMPAC.			
Transportation Certification Official (or designee)		Date	

*Controlled shipments (10 days) shall be made in accordance with the conditions specified in RH-TRAMPAC Section 6.2.3

_____/_____/_____/_____
TCO Printed Name Signature Date Initials

Attachment 6 – CCP Control Checklist for Receipt of RH Controlled Shipments*

Shipment No. _____

Packaging No. _____

To be completed by Site Operations personnel for package designated as a controlled shipment:

Activity	Recorded Date	Recorded Time	Completion of Activity (√)
Record date and time of package receipt			
Vent package within 24 hours of date and time recorded above and record vent date and time			
I certify the above data is accurate and compliant with the Unloading Time limit of 24 hours, as specified in Section 6.2.3 of the RH-TRAMPAC.			
Designated Site Personnel	Site	Date	

*Controlled shipments (10 days) shall be made in accordance with the conditions specified in RH-TRAMPAC Section 6.2.3. This attachment may be reformatted for Receipt Site use provided that the same information is recorded.

Contact TCO _____, at Ph# _____, upon completion of attachment for notification of completion of 24 hour unloading time, completion of 10 day controlled shipment and to arrange return email/FAX of "Attachment 6" copy, for Shipping Documentation Package.