

Savannah River

If My Condition Assessment Program Gets Audited, What Documentation Will I Need?

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Source Documentation

- **Keep organized files to ensure you have backup documentation:**
 - CAS Package (paper copy or electronic)
 - Checklist
 - Inspection Records (paper copy or electronic)
 - Drawings
 - Database copies (if source is from SME)
- **Quality Assurance -QA**
 - QA verification on the IU's &/or the CAS Package
 - Validate fields in CAIS database
 - Cross validation Ex. If DM Flag is yes, then the Condition should be Fail, Poor, Adequate or Fair
 - Have scripts (if using Access)
 - Ensure certain fields are populated

Source Documentation

- **Prints - check print validation against the actual structure**
- **May want to perform a Mgt. Self-Assessment**
 - Review CAS process
 - Perform walk downs of inspected assets
 - Review CAS Package (IU's, Checklist, etc.)
- **Have training documentation for CAS Inspectors**
 - Certificates
 - Site Training generated documentation

Questions / Discussion

Open Discussion

Contact Information

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