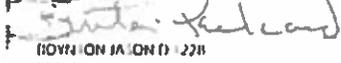
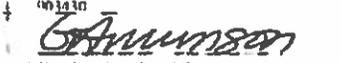


1 - METRIC TON CONTAINER ACCEPTANCE AND STAGING

Title: Metric Ton Container Acceptance and Staging Doc. No. 2015-MMTS-1

Approval Signatures and Date

Prepared/Reviewed by:		Date: 3/12/15	
Approved by:		Date: 3/11/15	
Approved by:		Date:	
Approved by:		Date: 3/11/15	

Initial Release
 Annual Review No Revision Required
 Annual Review Update (see history below)

NOTE: This document will be reviewed at least annually to ensure its suitability.

Revision History

Rev. No.	Change description	Author
1	Change description Crosswalk Between NDEP CAPP Review Comments (dated 2014-12-09, 2015-01-30 and 2015-02-26) and Mercury Storage and Transfer Program Document Contents March 10, 2015	Burton Packard and Renee Rodriguez

NOTE: Hard copies of this document may not be the current version. Refer to the "I Am The Key" to verify the current version.

Reference Documents

Document number	Document title
MSSP-49	Metric Ton Container Quality Assurance Report, Oak Ridge National Laboratory, Oak Ridge, Tenn., August 2013
MSSP-28, Rev. 3	One-Metric Ton Mercury Container Specifications, Oak Ridge National Laboratory, Oak Ridge, Tennessee. June 6, 2013

1.1 PURPOSE

This procedure is designed to ensure that the received metric ton (MT) containers are acceptable for the intended use: long-term storage of elemental mercury at the HWAD. Further, this procedure is designed to ensure safe onsite transport and storage of the MT containers in Building 110-51 prior to moving MT containers to Building 110-66 for feed supply to the MMTS.

1.2 SCOPE

Inspect and evaluate the containers to verify that what is received is in accord with the bill of lading (BOL), including count per shipment. Inspection actions are required to verify transport did not cause physical damage and quality assurance/quality control documentation requirements have been met. Upon site acceptance verification intra-site transport to Building 110-66, unloading, and storing in the 110-66 designated area is required.

NOTE: The initial shipment quantity of metric ton containers is 100, with 10 units stored for use at the end of the overall MMTS operation. A total of approximately 4,440 units will be required for the expected life of the MMTS operation. Multiple suppliers may be used, and each supplier shall have an option to provide 400 units. Each contract shall require 2 % to be stored as empty until the end of the operations; at that time the 100 containers saved for future (potential) DOT testing can be utilized. The supplier for the first 800 units is Tooele Army Depot (TEAD).

1.3 OPERATIONS

1.3.1 Inspection

Inspections are performed on the incoming containers upon initial receipt at HWAD to determine whether the containers meet quality standards and the requirements of the specification document and the Seller's contract. However, the receiver is not limited to the inspections listed below to determine quality and specification conformance. Conformance will be indicated by a Y (yes) or N (no) in the "Y/N" column, and negative responses documented on the Nonconformance Report (NCR) and attached to the checklist.

- Conduct a 100% inspection of receipt of MT containers.

Perform the inspections described on the form in Section 1.6, Attachment 1.1 on the incoming containers to determine whether the containers meet quality standards and the requirements of the specification document and the contract.

1.3.2 Evaluation

Conformance is indicated by a Y (yes) or N (no) in the "Y/N" column, and negative responses are documented on the Nonconformance Report (see Attachment 2) and attached to the checklist.

- Complete the checklist (Section 1.7, Attachment 1.1) for each inspected container.

For any unacceptable containers, fill out a nonconformance report (Attachment 1.2) and attach it to the checklist.

NOTE: Evaluation results will be provided to the MMTS Operations Manager.

1.3.3 Transport and Stage

Transport the empty containers to Building 110-66; unload per approved handling procedure [using a portable dock (see Attachment 1.3) equipped with physical stops on the outboard perimeter]; and store the units in the location designated by the Facility Manager, a possible location is shown in Attachment 1.4.

1.4 METRICS

Inspections will be tracked and the results documented. Deficiencies found will be trended and that information will be used to evaluate the need for more frequent inspections or the need for communication to the Defense Logistics Agency (buyer) and/or supplier.

The QA records for each metric ton container production are organized in individual packets and should be reviewed by the Facility Manager prior to transport of the container from the 110-66 warehouse. This action ensures records are complete and validates the serial number prior to engraving the stainless-steel tag.

1.5 RECORDS

- Inspection records
- Nonconformance reports
- QA records for each metric ton container production, as summarized in MSSP-49, *Metric Ton Container Quality Assurance Report*, Oak Ridge National Laboratory, Oak Ridge, Tenn., August 2013 (CD), and stored in the comfort trailer cabinets.

1.6 FORMS

See Section 3.10.

1.7 ATTACHMENTS

Receipt Inspection Record (Attachment 1.1)

Nonconformance Report (Attachment 1.2)

Portable Dock in Use at Building 110-66 (Attachment 1.3)

Physical Lay-Out for Building 110-66 that Shows Storage for 100 Empty MT Containers (Attachment 1.4)

ATTACHMENT 1.1 Receipt Inspection Record

Receiving Inspections

(Excerpted from MSSP-28, Rev. 3, *One-Metric Ton Mercury Container Specifications*, Oak Ridge National Laboratory, Oak Ridge, Tennessee, June 26, 2013)

The following inspections will be performed on the incoming containers by the Company to determine whether the containers meet quality standards and the requirements of this specification document and the contract. However, the receiver is not limited to the below inspections to determine quality and specification conformance. Conformance will be indicated by a Y (yes) or N (no) in the "Y/N" column, and negative responses documented on the Nonconformance Report (NCR) and attached to the checklist.

Container Serial Number(s)		
Receiver Inspection Quality Control (QC) Checklist for Incoming Containers		
Quality Control Conformance	Y/N	"No's" are to be documented on DLA Strategic Materials Nonconformance Report, with checklist attached.
1	Dimensions	Container dimensions are in accordance with the design drawing (see Section 4).
2	Exterior/Interior	Container is painted safety blue (see Sections 3.4 and 5.4.5).
		No significant scratches, corrosion, dents, bare metal areas, etc (see Section 6.2.2).
		Container is clean (see Section 5.4.5.2).
3	Welds	Container welding per specification and drawing requirements (see Section 5.4).
4	Container Identification	Container marked per specification requirements (see Section 3.5).
5	Container Documentation	One (1) hard copy of container documentation for each container (inspection results, certified material test reports (CMTRs), Certificates of Compliance, etc.), and one (1) complete electronic copy being submitted to Company Buyer (see Section 5.7.1).
6	Suspect/Counterfeit Components	There are no suspect/counterfeit components (see Section 3.1.1).

Remarks:

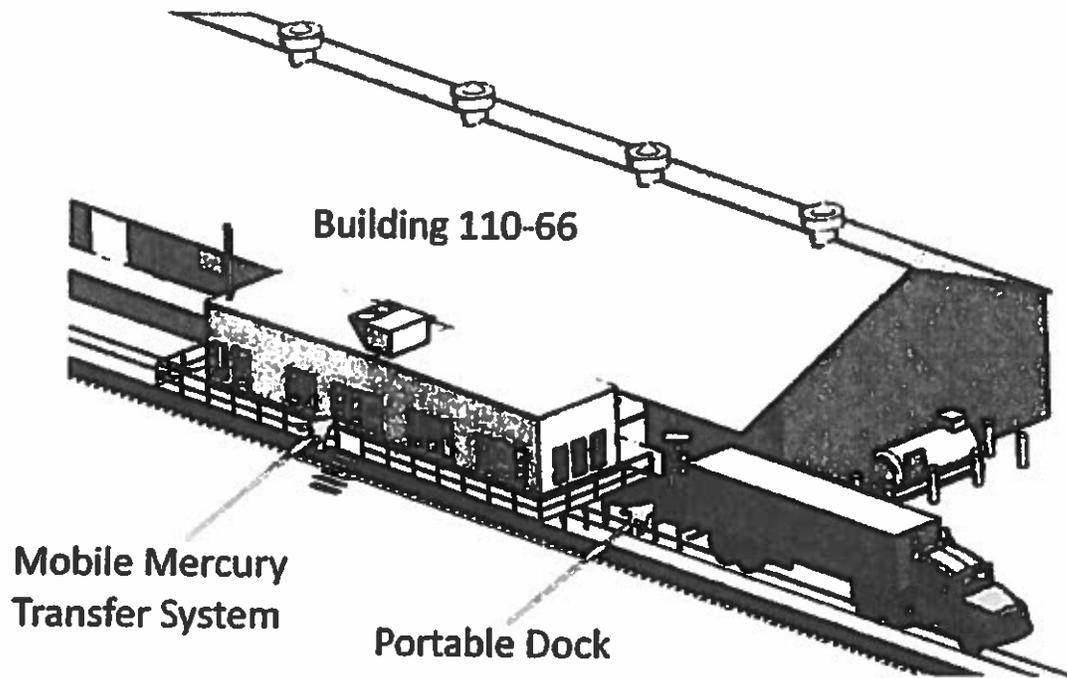
Signature	Date
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ATTACHMENT 1.2 Nonconformance Report

Nonconformance Report

MMTS	MMTS Receipt Inspection	Report Number
Section 1 <i>To be completed by the Inspector</i>		
1. Contract number and Item Number(s): 2. Contract title: 3. Contractor: 4. Item identification: 5. Requirement: 6. Description of the non-conformance: 7. Proposed remedial action: <input type="checkbox"/> use as is <input type="checkbox"/> rework <input type="checkbox"/> repair <input type="checkbox"/> reject <input type="checkbox"/> all. use 8. List of attachments: 9. Proposed non-conformance category: <input type="checkbox"/> MINOR non-conformance <i>(Report to be sent to DLA for information and remedial action implemented)</i> <input type="checkbox"/> MAJOR non-conformance <i>(Remedial action to be implemented only after DLA written acceptance)</i>		
Contractor's Responsible Officer Name Date Signature		Contractor's Quality Officer Name Date Signature
Section 2 <i>To be completed by DLA</i>		
Technical Responsible Officer Decision: Name Date Signature		QA Technical Officer Comment. Name Date Signature
Chief Engineer Comment: Name Date Signature		

ATTACHMENT I.3 Portable Dock in Use at Building 110-66



ATTACHMENT 1.4 Example of Physical Lay-Out for Building 110-66 that Reflects Storage for 100 Empty MT Containers (Attachment 27.3 is an improved/completed layout which shows eight (8) pallets of four (4) MT containers per pallet.)

