



QA: QA

George K. Beall
Commitments Management
Bechtel SAIC Company, LLC (BSC)
1180 Town Center Drive
Las Vegas, NV 89144

ISSUANCE OF DEFICIENCY REPORT (DR) BSC(B)-02-D-154 CONCERNING LACK OF NOTIFICATION TO DOCUMENT CONTROL FOR TRANSFER OF DOCUMENT OWNERSHIP WHEN REASSIGNED TO ANOTHER ORGANIZATION

Enclosed is the subject DR generated as a result of Condition/Issue Identification and Reporting/Resolution System (CIRS) Item 2757 associated with implementation of Administrative Procedure AP-6.1, *Controlled Distribution*. The condition adverse to quality relates to failure to notify document control for transfer of document ownership when reassigned to another organization.

Please provide the original copy of the response within 10 working days from the date of this correspondence to James E. Clark, Bechtel SAIC Company, LLC, 1180 Town Center Drive, Las Vegas, Nevada 89144, with a copy to Deborah G. Opielowski, Navarro Quality Services, P. O. Box 364629, YMSCO Mail Stop 455, North Las Vegas, Nevada 89036-8629.

If you have any questions, please contact either James E. Clark (702) 295-1629 or Richard E. Powe at (702) 295-2725.

A handwritten signature in black ink, appearing to read 'D. T. Krishna'.

Donald T. Krishna, Manager
Quality Assurance

7/16/02
Date Signed

JEC:bw-0712023321

Enclosure:
DR BSC(B)-02-D-154

MMSEC 7
6/27-11

July 16, 2002

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cc w/encl:

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A. G. Burningham, BSC, Las Vegas, NV
J. E. Clark, BSC, Las Vegas, NV
J. L. Harding, BSC, Las Vegas, NV
M. J. Johnson, BSC, Las Vegas, NV
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U.S. DEPARTMENT OF ENERGY
WASHINGTON, D.C.

8. DEFICIENCY REPORT
 CORRECTIVE ACTION
REPORT
NO. BSC(B)-02-D-154
PAGE 1 OF
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DEFICIENCY REPORT/CORRECTIVE ACTION REPORT

1. Controlling Document: (Document ID and Revision or Date)
AP-6.1Q, Rev 6, ICN 3

2. Related Report No.:
CIRS Item 2757

3. Responsible Organization:
BSC Projects

4. Discussed With:
James Clark, Martha Johnson, E. P. Woody Stroupe

5. Requirement:
AP-6.1Q, Rev 6, ICN 3 section 5.6.3.1 States the Responsible Individual [e.g. document owners] will "Notify DC and the new Responsible Individual, in writing, if for any reason the ownership of one or more documents requires change (e.g., reorganization, reassignment, termination)."

6. Description of Condition:
Contrary to the above requirement, the Manager of Special Projects did not notify document control when reassigned to another organization in January 2002, even though transfer of ownership of documents should have occurred. The annual document owners report for the Manager of Projects initiated 4/16/02 identified that 5 documents (B00000000-01717-4600-0078, TDR-PCS-SE-000001, TWP-MGR-SE-000001, TWP-PCS-SE-000001, and TDP-NBS-HS-000097) should have been transferred upon his reassignment.

In a discussion held 6/28/02, the Document Control Manager confirmed that her organization is typically not notified by document owners when they are reassigned and a change of ownership is required.

Has work been stopped? Yes No

7. Initiator:
Andrew Burningham *ASB* 7/19/02
Printed Name Signature Date

9. Does a stop work condition exist?
 Yes No N/A
If Yes, Check One: A B C D

10. Recommended Actions:
Remedial actions should include completion of appropriate reassignment notices to Document Control so that Document Owners Report can be updated. Corrective action should ensure that Document Owners are fully cognizant of their responsibilities as specified in AP-6.1Q, Section 5.6.3.1.

11. QA Review:
James E. Clark *James E. Clark* 7/2/02
Printed Name Signature Date

12. Response Due Date:
10 Working Days after Issuance

13. QAM Issuance Approval:
Printed Name Donald T. Krishna Signature *D. T. Krishna* Date 7/16/02

14. Corrective Actions Verified/Closure
QAR Printed Name Signature Date

15. QAM Closure Approval:
Printed Name Signature Date