

# memorandum

DATE: APR 20 1993

REPLY TO  
ATTN OF: RW-3

SUBJECT: NRC Audit Observations and QARD Overview Comments

TO: Robert Clark, RW-3.1  
Richard Spence, YMPO

During the recent YMPO Audit, the NRC provided two observations that should be considered for future audits.

- As part of the management overview of current work, it would be beneficial to distribute a copy of the current organization chart with names of personnel.
- The amount of time scheduled for the audit was excessive based on the criteria to be audited. I recommend that both of you review the scope of future audits and assure the time is appropriate.

In addition, during the QARD overview, several questions were asked about education and experience verification requirements; and software verification and validation. I recommend the both of you work together and develop the following:

- A Lessons Learned paper on education and experience verification requirements and acceptable methods.
- A workshop or training module on QA software requirements for validation, verification, peer reviews, etc.

If you have any questions about these recommendations, please contact me.



Donald G. Horton, Director  
Office of Quality Assurance

*Read 4/26/93*

*Susan  
Please enter  
Thanks*

*Bill BRUCE*

*cc: QA Section*

*102.7  
WM-11  
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