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405

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To: Duncan fr. Hedges

**DRAFT OUTLINE**

**QUALITY ASSURANCE AWARENESS WORKSHOP**

**CER CORPORATION**

**CONTRACT NO. P-6959-1005-S**

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**I. INTRODUCTION**

- 1.1 Review purpose of the Workshop - Present QA concepts from a management perspective and application of these concepts to the day-to-day work functions.**
- 1.2 Review Workshop objectives:**
  - 1.2.1 Understanding of QA concepts.**
  - 1.2.2 Understanding of the Regulatory, DOE, and Industry basis for Quality Assurance.**
  - 1.2.3 An increased awareness and understanding of the application of the QA concepts for day-to-day activities.**
- 1.3 Establish theme for the Workshop: interactive, questions by facilitator, practical examples, and discussions with attendees.**
- 1.4. Review Workshop subject outline, schedule, etc.**

**I. INTRODUCTION (Continued)**

**1.5 Introduction of attendees - the facilitator will ask each attendee to introduce themselves and provide a brief summary of their job function. Throughout this process, the facilitator will randomly ask questions of the attendees such as; their exposure to QA, experience with Regulatory Agencies, personnel experiences, etc.**

**II. QUALITY ASSURANCE CONCEPTS**

**2.1 What is Quality Assurance?**

**2.1.1 Facilitator to seek input from attendees on what their perception of QA is, and the impact of the QA concepts on their day-to-day work functions. Facilitator to list key words of these perceptions for use throughout the Workshop.**

**2.2 Management attitudes towards the Quality Assurance concepts.**

**2.2.1 The facilitator will conduct a survey of the attendees based on the following two questions: 1) Do you support QA?, and 2) Do you believe the workers/contractors believe in QA?**

**II. QUALITY ASSURANCE CONCEPTS (Continued)**

**2.2.2 Compare these responses with the H. J. Kirschemann Survey of 1983 - "Management Attitudes Toward Quality Assurance".**

**2.2.3 Discuss in detail "WHY" such a difference exists between the indicated management support and the worker support. The primary theme throughout this discussion is the impact managers/supervisors have on peers, subordinates, and contractors based on their own actions, perceptions, etc. relative to QA.**

**2.3 Formal definition of Quality Assurance.**

**2.3.1 Using this definition, discuss in detail the objective of Quality Assurance. Management controls to provide a reasonable level of confidence. Through discussions with attendees take day-to-day activities being performed and relate to this definition.**

**2.4. Functional responsibilities for Quality Assurance.**

**2.4.1 Those activities/functions performed to obtain some objective.**

**II. QUALITY ASSURANCE (Continued)**

**2.4.2 Activities/Functions to provide verification that defined objectives have been met.**

**2.4.3 Management for achieving quality objectives.**

**2.5 QA Terms and Definitions**

<b>Quality</b>	<b>Significant Quality Problems</b>
<b>Quality Assurance</b>	<b>Q-List</b>
<b>Quality Achievement</b>	<b>Overview</b>
<b>Quality Control</b>	<b>Non-Conformance</b>
<b>Quality Verification</b>	<b>Corrective Action</b>
<b>Quality Audit</b>	<b>Objective Evidence</b>
<b>Readiness Review</b>	

**2.6 Practical application of QA concepts from a management perspective.**

**2.6.1 Using the definition of QA coupled with discussion by the attendees to identify management controls to be applied to a non-regulated project.**

### **III. QUALITY ASSURANCE DOCUMENTS**

#### **3.1 Regulatory Documents**

**3.1.1 10-CFR, Parts 60, 71, 72, 50. Review the 18 criteria of 10CFR50, Appendix B referring to the discussions entitled "Practical Application on QA".**

**3.1.2 Regulatory Guides**

**3.1.3 NUREGS**

**3.1.4 Generic Technical Positions**

**3.1.5 NRC Review Plan**

**- Review purpose and scope**

#### **3.2 Department of Energy Documents**

**3.2.1 OCRWM Mission Plan**

**3.2.2 Program Management System Manual**

**3.2.3 Quality Assurance Management Policies and Requirements**

**3.2.4 5700.6, Quality Assurance**

**III. QUALITY ASSURANCE DOCUMENTS (Continued)**

**3.2.5 OCR/B-3, Quality Assurance Plan for High-Level  
Radioactive Waste Repositories**

**3.2.6 QA Administrative Procedure**

**3.2.7 Technical Procedures**

**3.3 Industry Documents**

**3.3.1 ASME, NQA-1**

**3.3.2 IEEE 30, Software QA**

**3.3.3 ANSI**

**3.4 Relationship of Regulatory, DOE, and Industry Documents**

**3.4.1 Identify hierarchy of documents showing the process from  
the Law, down to implementing procedures.**

**IV. APPLICATION OF FORMALIZED QUALITY ASSURANCE CONCEPTS**  
**FOR COMPLIANCE TO IDENTIFIED DOCUMENTS**

- 4.1 Application of graded Quality Assurance - OCR/B-3, Supplement 8.
- 4.2 Formulating a Q-List for Mined Geologic Disposal Systems, OGR/B-3, Attachment A.
- 4.3 Decision criteria for determining quality levels for items and activities. OGR/B-3, Supplement No. 8, Attachment B
- 4.4 Referencing back to 2.6, Practical application of QA concepts from a management perspective, ask CER's Mr. Dale Hedges to lead a discussion addressing the application of QA concepts to a repository activity.

The application of these QA concepts will be responsive from the following two (2) needs:

- o Good Management Practice
- o Regulatory Compliance

**V. REVIEW AND SUMMARY**

**5.1 Quality Assurance Basic Principles**

**5.2 Quality Assurance Process**