

Memorandum

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DATE: APR 28 1987

REPLY TO: RW-24
ATTN OF:

'87 ABR 30 P3:09

SUBJECT: Project Office Management Assessments

DDR-1
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WM-11 (2)
WM-16 (2)

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WM Project 10, 11, 16
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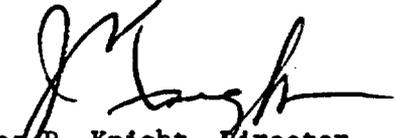
TO: J. Neff, SRPO
D. Vieth, WMPO
J. Antonnen, BWID
S. Mann, RTD

The question has been raised whether the Operations Office management appraisals of the Program Project Office will satisfy the OGR QA Plan requirements for the Program Project Office management assessments.

OGR is cognizant of the duplicate requirements for Program management assessments and audits contained in DOE Order 5700.6B and the OGR QA Plan, and the co-assignment of responsibilities for these activities to ES&H/Operation Office(s) and OPO/OGR/Program Project Offices. OPO is pursuing resolution of this issue by means of attempting to establish a memorandum of understanding (MOU) between the Assistant Secretary for Environment, Safety and Health and the OCRWM Program Director to delineate and define Program QA responsibilities.

It is HQ-OGR's position that it is the responsibility of the Program's Project Office(s) to plan, organize, perform and document the management assessments required by the OGR QA Plan, including the analysis and reporting of the results and the tracking of recommendations. The objectives of these management assessments are to determine a) the status, adequacy and effectiveness of the Program specific system of management controls that are established to achieve and assure program quality, and b) the adequacy of project resources and personnel provided to the Project QA program, and c) the status, adequacy and effectiveness of the Project QA program's implementation.

It is recommended that the planning and conduct of the required Project Office management assessments be coordinated with the Operations Office organization to minimize overlap/duplication of effort. The Program Project Office(s) may invite the responsible Operations Office organization(s) to participate in these Program Project Office management assessments.


James P. Knight, Director
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Waste Management

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SUBJECT: Project Office Management Assessments

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