

GEOSCIENCES AND ENGINEERING DIVISION NONCONFORMANCE REPORT

Project No. Scientific Notebook (SN) # 781E

NCR No. 2007-01

PART 1: DESCRIPTION OF NONCONFORMANCE: QAP-001, *Scientific Notebook Control*, Section 3.2.5 states, "In-process entries document the specific conduct of the technical activity and results. Scientific notebook in-process entries shall be made at the time the work is performed." Contrary to this requirement, SN 781E consists of one all-inclusive entry made significantly after the performance of the work and concurrently with, or possibly even subsequent to, preparation of the corresponding technical report.

Note: Response date extended due to unavailability of cognizant staff member.

Initiated by: Mike Simpson

Date: 01/25/07

Action Required by: Shannon Colton

Response Due Date: 02/22/07

PART 2: PROPOSED DISPOSITION AND CORRECTIVE ACTION

Disposition: Scientific Notebook #781E will be updated to bring it into compliance with QAP-001 requirements.

Basis of Disposition: Technical work conducted under the GED QA program must comply with the requirements of GED QA procedures, including those in QAP-001.

Action to Correct Nonconformance: (1) Scientific Notebook#781E will be reviewed by technical staff to determine what additional information related to the development of the technical report needs to be documented in the scientific notebook. (2) QAP-06 for Milestone 20.06002.01.272.621 will be reviewed to ensure technical review of the report properly included review of the information in Scientific Notebook QAP-001. (3) Technical staff will be retrained in the application of QAP-001. (4) Technical staff will update Scientific Notebook#781E as necessary.

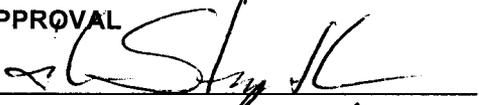
Additional information on attachment. ml

Target date for completion: 4/6/07 ml
~~04/02/2007~~

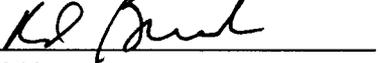
Proposed by: John Stamatakos (for S. Colton)

Date: 02/26/2007

PART 3: APPROVAL

Manager: 

Date: 2/26/07

Director of QA: 

Date: 2/26/07

Comments/Instructions:

PART 4: CLOSE OUT

Comments:

All actions completed.

Verified by: *C.M. Sanja* Date: *4/9/07*

Distribution:

Original-QA Records

ORIGINATOR

PRINCIPAL INVESTIGATOR:(staff member): Colton

MANAGER: Stamatakos

ASSISTANT DIRECTOR: Wittmeyer

Mike Simpson*Attachment to NCR 2007-01*

From: John Stamatakos [jstam@cnwra.swri.edu]
Sent: Monday, April 09, 2007 9:39 AM
To: Shannon Colton
Cc: 'Mike Simpson'; 'rbrient'; lmckague@cnwra.swri.edu
Subject: NCR 2007-01

Shannon,

To answer the NCR related to your scientific notebook, I committed to four steps.

(1) Scientific Notebook#781E will be reviewed by technical staff to determine what additional information related to the development of the technical report needs to be documented in the scientific notebook.

Larry McKague completed this review (attached) and his recommendations are included in his review. There are a few items that he suggest you add to the notebook.

(2) QAP-06 for Milestone 20.06002.01.272.621 will be reviewed to ensure technical review of the report properly included review of the information in Scientific Notebook QAP-001.

Larry also completed this and he noted one small error that need to be changes in the scientific notebook.

(3) Technical staff will be retrained in the application of QAP-001.

Please reread QAP-001 and send me and Mike an email that you have read and understood the requirements

(4) Technical staff will update Scientific Notebook#781E as necessary

Send a note to all of us indicating that you have completed the revisions discussed in Larry's review.

Thanks

JOHN

John Stamatakos, Ph.D.
Manager, Geology and Geophysics group, CNWRA
Southwest Research Institute
6220 Culebra Road
San Antonio, TX 78238
210-522-5247
jstam@swri.edu

4/9/2007

Maria J. Padilla

From: Mike Simpson [msimpson@swri.edu]
Sent: Wednesday, April 11, 2007 11:03 AM
To: maria.padilla@swri.org
Cc: 'rbrient'
Subject: FW: NCR 2007-01

Maria, Please print out this email (without its attachment) and include as part (last page) of the attachment to NCR-001. Please then resend the entire NCR to the same people.

Thanks.

Mike

-----Original Message-----

From: Shannon Colton [mailto:scolton@swri.edu]
Sent: Wednesday, April 11, 2007 8:39 AM
To: 'Mike Simpson'
Subject: RE: NCR 2007-01

I completed the changes to Scientific Notebook #781E recommended by Larry McKague. The revised notebook is attached. I have also reread QAP-001 and I understand the requirements.

Shannon

-----Original Message-----

From: John Stamatakos [mailto:jstam@cnwra.swri.edu]
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Cc: 'Mike Simpson'; 'rbrient'; lmckague@cnwra.swri.edu
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