

**QA ENHANCEMENT WORKSHOP
SHORT-TERM RECOMMENDATIONS**

**Presentation to
THE NUCLEAR WASTE TECHNICAL REVIEW BOARD
Joint QA and SG&G Panel Meeting
March 26-27, 1991**

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Short Term Recommendations

Objectives:

- **Begin to address QA issues**
- **Integrate short term with overall process**

**Positive results that will merge with
long term**

Address real "causes" not symptoms

Short Term Recommendations cont.

Benefits:

- **Credibility by producing results
Technical Staff
Management**
- **Relieve staff to work on Workshop
Issues**
- **History to evaluate process (Prototype
change process)**
- **Start dialogue to come to common
understanding**

Short Term Focus Areas

- **Simplify Publications Release Process**
- **Establish Effective (not excessive) Training**
- **Simplify Procedures and Maintain Flexibility**
- **Clarify, Simplify, and Add Traceability to Document Hierarchy**

Publications Release

Approach

- **Emphasize Participant Technical Review**
- **Utilize Normal Scientific Review Process**
- **Accept Risk Typical of Scientific Endeavors**

Progress

- **AP 1.3Q revision approval 2/13/91**
- **Project issues focus--not technical reviews**
- **Clearing out old documents first--implementation effectiveness for recent reports not yet known**

Effective Training

Approach

- **As Needed-not Blanket**
- **Read and Sign When Appropriate**
- **When Needed**

Progress

- **Training to internal procedures without duplicate APQ training**
- **Participants exercising more judgement**
Readiness Reviews trigger training for Quality Affecting work
- **Greater use of read and sign (94% classroom--FY89, 40% FY 91)**
- **Effectiveness Survey**

Simplification and Flexibility

Approach

- **Flexible Implementation**
- **Priority on Technical Quality not Rigid Procedures**

Progress

- **Software QA**
- **Grading**
- **Notebook Procedures**

Document Hierarchy

Approach

- Educate on Existing Hierarchy

Progress

- Participant level discussions-not formalized
Document Review Procedure

Conclusions

Progress has been made

**Additional Benefit--Project Participants technical staff, YMPO
management and QA coming to common understanding**