

# Quality Assurance @CD

## December 2010



Bakul Banerjee  
CD Department Heads'  
Meeting  
December 8, 2010

# Overview



- ⌘ **Purpose of today's meeting**
- ⌘ **Philosophy of our approach to upcoming QA assessment**
- ⌘ **Line management communication to staff**
- ⌘ **Items to be familiar with**
- ⌘ **Plan of action**
- ⌘ **Future**

# Purpose of today's meeting



- ⌘ Begin socializing QA concepts in Division
- ⌘ Begin education campaign about upcoming Quality Assurance assessments led by Office of Quality Assurance and Best Practices (OQBP)
- ⌘ Assessments will be done against the requirements specified in the following Integrated Quality Assurance (IQA) criteria:
  - ☒ Inspection and Acceptance Testing (exclude the section on Control of Measurement and Test Equipment)
  - ☒ Suspect and Counterfeit Items (S/CI)
- ⌘ Period of 1<sup>st</sup> set of assessment interviews February 1-4, 2011

# Philosophy of our approach to upcoming QA Assessment



- ⌘ **Don't change your processes**
- ⌘ **Continue doing things the way you have been, but begin to be aware of how QA concepts relate to what you do**
- ⌘ **Don't initiate any crash program to try to prepare for the assessment**

# Familiarize Yourself with IQA Terms

## ⌘ Read the following two IQA criteria

[http://www.fnal.gov/directorate/OQBP/index/oqbp\\_active\\_procedures/IQA\\_Rev\\_001.pdf](http://www.fnal.gov/directorate/OQBP/index/oqbp_active_procedures/IQA_Rev_001.pdf)

☑ **Chapter 8, Inspection and Acceptance Testing**  
(exclude the section on Control of Measurement and Test Equipment) – about 1.5 pages

☑ **Chapter 10, Suspect and Counterfeit Items** – 1 page

## ⌘ Review QA Resources Web Page:

<http://cdorg.fnal.gov/prmgt/qa-resources.htm>

# Communicate to Staff



- ⌘ **Doing quality work is the responsibility of every employee**
- ⌘ **Line management is responsible for implementing requirements specified in IQA**
- ⌘ **Talk to staff members about the two criteria on previous slides**
- ⌘ **Think about how you already fulfill some of the requirements specified in IQA using input from your staff members**
- ⌘ **Consult, if needed, with the Divisional QAR (Bakul Banerjee, xt5251, WH 629 - new office)**

# Future



- ⌘ **More detailed information about the assessment will be announced**
- ⌘ **Look for the December CD Tracks general awareness article on S/CI**
- ⌘ **Stay tuned!**