

EFCOG ISM & QA Working Group  
Semi-Annual Meeting  
November 18-20, 2008 – Las Vegas, NV  
Quality Engineering Task Team Agenda

**Tuesday, November 18, 2008**

<b>Time</b>	<b>Topic</b>	<b>Facilitator/Presenter</b>
8:00 a.m. – 5:00 p.m.	A number of training/discussion courses throughout the day on Tuesday. Course topics range from NQA-1, DOE Hot Topics, and others TBD. Please check for the schedule on the EFCOG ISM & QA Working Group Fall 2008 meeting webpage or upon arrival at the facilities.	ISM Working Group

**Wednesday, November 19 2008**

<b>Time</b>	<b>Topic</b>	<b>Facilitator/Presenter</b>
9:00 a.m.	Welcome & Introductions	Tom Bargeloh
9:15 a.m.	Status on Actions from March 2008 Meeting General discussion on QE Open Tasks: <ol style="list-style-type: none"> <li>1. SQA, Task Lead: Sid Ailes</li> <li>2. Quality Engineer R2A2, Task Lead: Frank Denny</li> <li>3. Hold / Witness Points, Tom Bargeloh</li> <li>4. Commercial Grade Dedication</li> </ol>	Tom Bargeloh
10:00 – 10:15 a.m.	Break	
10:15 - 11:45 a.m.	QE Volunteers and Leads meet in breakout groups to discuss tasks	Frank Denny Tom Bargeloh
11:45 a.m.–1:00 p.m.	Lunch	
1:00 – 2:30 p.m.	Continue on tasks / assignments	All
2:30 - 3:00 p.m.	QE Task Team re-join to discuss actions and path forward on individual tasks	All
3:00 – 3:15 p.m.	Break	
2:45 – 4:30 p.m.	QE Task Team: <ul style="list-style-type: none"> <li>• Continue on Tasks or</li> <li>• Meet on Quality Level Determination draft with the Policy &amp; Programs Task Team</li> </ul>	Tom Bargeloh Dave Shugars
4:30 – 5:00 p.m.	Wrap up and final discussions	Quality Engineering Task Team

Notes: \_\_\_\_\_

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