

EFCOG ISM Working Group
Semi-Annual Meeting
November 3 - 4, 2009 – Las Vegas, NV
QA Policies & Procedures Task Team Agenda

Tuesday, November 3, 2009		
Time	Topic	Facilitator/ Presenter
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 webpage or upon arrival at the facilities.	ISM Working Group

Wednesday, November 4, 2009		
Time	Topic	Facilitator/ Presenter
8:00 a.m.		
8:00 – 9:00 A.M.	<i>Task Team meeting</i> This session is a closed session for the task team to meet the new team lead and discuss task planning	QA Policies and Procedures Task Team
9:00 A.M.	<i>Welcome and Introductions</i>	Bob Thompson
9:00 – 10:00 A.M.	<i>Task Team Actions</i> <ul style="list-style-type: none"> • Status of actions: • QA Program matrices collection and posting, • Audit Support and Interface Activity, • Trend Analysis Improvement, • Lessons Learned Support, 	Bob Carter Bob Thompson Bob Thompson Howard Payne
10:00 – 10:15 A.M.	Break	
10:15 – 11:00 A.M.	Task Team Action Status – continued <ul style="list-style-type: none"> • QA Attributes Matrix Development, • NQA-1 Part II White Paper, • Graded Approach, • Management Assessment Improvement 	Bob Thompson
	Management Assessment	
11:00 – 11:45 A.M.	<ul style="list-style-type: none"> • Open discussion on management assessment issues across the complex and potential improvements at individual sites 	Bob Thompson
11:45 – 1:00 P.M.	Lunch	
1:00 – 2:30 P.M.	<ul style="list-style-type: none"> • Information exchange – Bring your trend analysis methodologies and spend time sharing with other across the complex 	Bob Thompson
2:30 – 2:45 P.M.	Break	
2:45 - 4:00 P.M.	<i>Daily Wrap Up Discussions</i> <ul style="list-style-type: none"> • Open discussion • Discuss path forward topics • Develop action item list and personnel assignments • Target dates for next scheduled team conference call 	QA Policies and Procedures Task Team