

**ENERGY FACILITY CONTRACTORS GROUP (EFCOG)
SUBGROUP TEAMING AGREEMENT CHARTER
on
ENGINEERED PROCUREMENT EFFECTIVENESS
Revision 0, May 2020**

1.0 PURPOSE

The purpose of this charter is to establish a teaming agreement between the Procurement Engineering (PE), Engineering Practices (EPSG), and Supply Chain Quality Assurance (SCQA) EFCOG subgroups to collaboratively develop and communicate best practices, lessons learned, etc. for Engineered Procurement effectiveness for the Department of Energy (DOE) complex.

For the purposes of this initial teaming agreement, Engineered Procurements are defined to include but not limited to the following :

- an acquisition of mission critical safety or non-safety related (as defined in facility Safety Basis documentation) systems, structures, or components (SSC) using a detailed engineered specification, scope of work, etc. where effective supply chain performance is critical for facility safety and DOE mission (e.g., vessel design and fabrication, skid units, specialty pumps, systems with unique functional requirements for specialized mission needs, services on safety related or mission critical systems, etc.). This includes acquisitions using any quality program (e.g., NQA-1, Quality Assurance Requirements for Nuclear Facility Applications, NAP-401.1, Weapons Quality Policy)
- Acquisitions of safety related items or services as defined in the facility Safety Basis where Commercial Grade Dedication programs per ASME NQA-1 are utilized (e.g., NQA-1a 2009, Requirement 7 Paras 200 thru 700).
- Acquisition of commercial commodities requiring special engineering analysis and/or engineering special testing, modification, inspections, etc. for use in Weapons applications.

2.0 ROLES AND RESPONSIBILITIES

The collaborative team is responsible for identifying best practices, needed improvement areas, and taking necessary actions to consolidate the best practices for effective Engineered Procurements in the DOE complex.

The PE subgroup will provide overall leadership for this scope. Representatives from PE, EPSG, and SCQA will form a core group for this collaborative effort.

DOE Sponsors for this team will be the existing DOE representatives for the three core subgroup members.

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2.1 Members

PE will designate an overall chair for this team with one vice chair assigned each by EPSG and SCQA.

Each subgroup will nominally provide two to three members for the core team representing multiple DOE Program Offices if possible (e.g., National Nuclear Security Administration, Environmental Management, Science).

One core team member should be an early or mid-career professional to support career development.

The core team may also include other subject matter experts such as procurement representation and Nuclear Safety as needed for task item effectiveness.

One core team representative (or appointed administrative support individual) will act as Secretary for meeting notes, meeting coordination, action tracking, etc. for the core team.

One representative from the team (initially provided by SCQA) will be Liaison to the EFCOG Board of Manager Supply Chain Improvement Initiative task team while that task team is active (related to Meet Mission Demands and Expectations with a Qualified Supplier Base EFCOG Task Sheet)

One representative from each team will constitute a quorum for any actions by the collaborative team.

3.0 WORK SCOPE

The scope of the collaborative team will be to facilitate supply chain effectiveness in the DOE complex related to engineering procurements. This includes but is not limited to practices for

- engineering specifying technical and quality requirements
- procurement specification/commercial grade dedication development and approval approaches
- acquisition planning
- vendor selection
- vendor oversight
- product acceptance/delivery
- obsolescence evaluations and mitigation approaches
- supply chain analysis and improvement (e.g., vulnerabilities in supply chain performance and improvement actions (e.g., welding), foreign national company issues for weapons materials, techniques to better utilize commercial vendors for nuclear safety fabrications, etc.)

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The initial task for the collaboration will focus on compiling currently available EFCOG and selected individual DOE site or external DOE complex best practices relative to this overall scope in a centralized location. Currently, multiple EFCOG best practices for effective engineered procurements and supply chain management (e.g., Master Supplier List use) have been developed, but the information is not centralized or recognized for use broadly in the DOE complex. In addition, there are best practices at individual sites or external sources that may be beneficial for others to consider for effective Engineered Procurements. This Engineered Procurement Effectiveness collaboration effort will compile this readily available information and centrally locate it (or reference its location) on a newly established PE EFCOG website. The website should have the information tied to selected categories such as supplier selection tools, specification/scope of work development strategies, welding controls, etc. for ease of use. This initial task is targeted to be completed no later than the end of FY20 (contingent upon COVID-19 impact considerations).

This collaboration team will also develop communications to the EFCOG/DOE community to utilize these newly compiled/developed resources on the PE website to help drive effectiveness for engineering procurements

Longer term actions for task specific DOE complex improvement will be developed by the core team after initially compiling current best practices on the PE website. This issue task list may be determined by gaps found in the initial best practice compilation and sharing effort. Example longer term tasks for FY 21 may include:

- Identify common supply chain issues to help establish risk reduction approaches (e.g., welding, consistency of requirements for items such as ASME B31.3, Process Piping)
- Evaluate establishing common supplier forums to facilitate complex wide vendor improvements (e.g., Meeting with key suppliers on common performance health issues and needs, what issues vendors see with DOE technical and quality specifications, etc.)
- Spare equipment/spare parts and equipment obsolescence issues
- Alternate assessment and surveillance techniques using alternatives to vendor visits (e.g., video inspection techniques)
- Cross site-collaboration of resources for efficiencies (e.g., one DOE contractor audits a local vendor for a DOE contractor in another state to address travel restriction issues).

4.0 DELIVERABLES

All deliverables will be maintained or referenced on the EFCOG Website under the newly established PE Subgroup section.

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Website content will be directed by the PE subgroup with input from other core team members.

EFCOG website will continue to be configured by the EFCOG website manager provided by EFCOG administrative teams.

Core team will develop communications to the EFCOG community on resources available on the PE EFCOG website once developed to help improve effectiveness of engineering procurements for the DOE complex.

5.0 EFFECTIVE PERIOD

This Charter will remain in effect through end of Fiscal Year 21 and updated extended as necessary at that time or as deemed necessary by the core team.

APPROVED BY:

Spencer Daw

Spencer Daw
Procurement Engineering Subgroup Lead

May, 27th 2020

Date

Bradley K (BKY) Walker
Digitally signed by Bradley K (BKY) Walker
Date: 2020.05.27 09:30:50 -04'00'

Bradley Walker
Engineering Practices Subgroup Lead

May 27, 2020

Date

William R Wingfield
Digitally signed by William R Wingfield
Date: 2020.05.27 07:39:38 -06'00'

William Wingfield
Supply Chain Quality Assurance Subgroup Lead

Date