

EFCOG SQA Group Meeting

October 20, 2021

- Chair: Vicki Pope (pope13@llnl.gov)
- Vice Chair: Teri Vincent (teri.vincent@cns.doe.gov)
- Secretary: Carol Olijar (cschultz@anl.gov)



- ▶ Safety/Security Moment
- ▶ Announcements, Updates, and Dates to Remember
- ▶ Finalize Fall Meeting Agenda
- ▶ ORNL Presentation - ORNL Software Registration System Overview
- ▶ List of Sub-Task Groups & Members
- ▶ Next Steps
- ▶ Accessing EFCOG SQA Website, Box, and DOE OrgEx Forums

Email Carol Olijar for Meeting Attendance (cschultz@anl.gov)

Announcements and Updates

Dates for Fall Meeting (Virtual)

<https://efcog.org/events/qa-ism-team-subgroup-operational-meeting/>

November 1 - 4, 2021



Sign up for QA Community of Practice on Organizational Excellence Website: <https://orgex.energy.gov/>



Any site Announcement or concerns?



Next EFCOG SQA WebEx - December 15, 2021

Email Carol Olijar for Meeting Attendance (cschultz@anl.gov)

Date	Conference/Training Title	Teaching Org (linked to Website)
Every 2 nd Tuesday @ 1:00 pm EST	NQA-1 Subcommittee on Software Quality Assurance	NQA-1 Software Quality Assurance Subcommittee
Every Wednesday @ noon CST	Various Software Quality Webinars*	Linda Westfall's Software Excellence Academy
Oct 25-29	NQA-1 Lead Auditor Training	Kinetix Quality Services (in person - Rochester, NY)
Oct 26-28	NQA-1 SQA Subcommittee Fall Meeting	NQA-1 SSSQA - (virtual)
Nov 1-4	Annual DOE Safety and Security Enforcement Workshop	Office of Enterprise Assessments (DOE)
Nov 1-4	EFCOG ISM & QA Fall Meeting	EFCOG - (virtual meeting)
Dec 6-8	NQA-1 Lead Auditor Training	Nuclear Training Institute - (virtual class)

*Check the Linda Westfall website for additional on-demand training titles and dates (including FREE webinars on Wednesdays) - [Westfall Software Excellence Academy](#)

Dates to Remember

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Month	Site	Lead	Subject (If Known)
October	ORNL	Terry Scoggins	ORNL Software Registration System Overview
November	VIRTUAL		FALL MEETING
December	WRPS	Denise Fast	Moved from August
January			
February			
March			
April	VIRTUAL		SPRING MEETING
May			
June			
July			
August			

Future Site Presentations

Email Carol Olijar for Meeting Attendance (cschultz@anl.gov)

Fall Meeting: Tuesday, Nov. 2

Need volunteers or confirm time/topic

Tuesday, November 2, 2021

EST Time	Topic	Presenter(s)
10:30 am - 10:50 am	Welcome, Sign-in, and Safety, Security, and Quality Moments	Vicki Pope, LLNL Safety/Security/Quality: TBD
10:50 am - 11:50 am	AU-32 Update for the EFCOG SQA Task Group	Chris Beaman/Christian Palay (AU-32)
11:50 am - 1:00 pm	Panel Discussion: <ul style="list-style-type: none">• How do you qualify non-NQA-1 acquired safety software?• How do you qualify acquired non-safety software?	Moderator: TBD Panelists: <ul style="list-style-type: none">• Sid Ailes, Atkins Global• Marylou Apodaca, SNL• Pat Auer, LLNL• Greg Smith, LANL
1:00 pm - 1:40 pm	Break/Lunch	Your choice
1:40 pm - 2:50 pm	Safety Software Inventories <ul style="list-style-type: none">• What applications do you have?• What information do you record?• How do you maintain the Inventory and control use?	Presentation/Moderator: Lance Abbott, SRS Panelists (3-4): <ul style="list-style-type: none">• Jeni Turgeon, SNL• TBD
2:50 pm - 3:30 pm	Software Spreadsheets Gone Wrong	Presentation/Moderator: Sid Ailes, Atkins Global Panelists: <ul style="list-style-type: none">• Barbara Hill, ICP• Carol Olijar, ANL• Cristy Renner, PORTS
3:30 pm - 3:40 pm	Break	
3:40 pm - 4:50 pm	Panel Discussion: <ul style="list-style-type: none">• How do you qualify your SQA SMEs, if at all?• How do you help your internal teams implement your SQAP?	Moderator: Cristy Renner, PORTS Panelists: <ul style="list-style-type: none">• Vicki Pope, LLNL• Teri Vincent, CNS/Y-12• TBD
4:50 pm - 5:00 pm	Daily Wrap up	Vicki Pope, LLNL

Fall Meeting: Wednesday, Nov. 3

Time Zone Key

Zone	Time
EST	10:30
CST	09:30
MST	08:30
PST	07:30

Need volunteers or confirm time/topic

Wednesday, November 3, 2021

EST Time	Time	Presenter(s)
10:30 am - 10:45 am	Welcome and Safety, Security, and Quality Moments	Welcome: Vicki Pope, LLNL S/S/Q: Cristy Renner, PORTS
10:45 am - 11:55 am	Panel Discussion: <ul style="list-style-type: none"> How do you audit your own SQA Program? How do you deal with issues of independence? What are key components for a good internal audit? 	Moderator: TBD Panelists: <ul style="list-style-type: none"> Vicki Pope, LLNL TBD
11:55 am - 1:05 pm	Panel Discussion: <ul style="list-style-type: none"> What are you doing for SQAP succession planning? OR Sub-task breakout session	Moderator: TBD Panelists (3-4): <ul style="list-style-type: none"> TBD
1:05 pm - 1:40 pm	Break/Lunch	Your choice
1:40 pm - 2:40 pm	Proposed SQA Taxonomy for the Federal Enterprise Architecture Model	Diana Marquez, WRPS
2:40 pm - 3:00 pm	Sub-task Group Introductions	Sub-task Group Leaders
3:00 pm - 4:45 pm	Sub-task Breakout Session #1	See below for WebEx links
4:45 pm - 5:00 pm	Daily Wrap up	Vicki Pope, LLNL

Fall Meeting: Thursday, Nov. 4

Time Zone Key

Zone	Time
EST	10:30
CST	09:30
MST	08:30
PST	07:30

Need volunteers or confirm time/topic

Thursday, November 4, 2021 - AS NEEDED		
EST Time	Time	Presenter(s)
10:30 am - 10:45 am	Welcome and Safety, Security, and Quality Moments	Vicki Pope, LLNL S/S/Q: TBD
10:45 am - 11:45 am	How is S/CI integrated with your SQA Program? OR CREATION OF SQA-RELATED SURVEYS	Submitted Questions and Group Discussion
11:45 am - 1:00 pm	Sub-task Breakout Session #2	See below for WebEx links
1:00 pm - 1:20 pm	Plan Future Monthly Calls and Fall Meeting	Group Discussion
1:20 pm - 1:40 pm	Wrap-up and Adjourn	Vicki Pope, LLNL

ORNL Presentation - Terry Scoggins

Email Carol Olijar for Meeting Attendance (cschultz@anl.gov)

Sub-Tasks Update

Task Name	Members	Status*
Toolbox Alternatives	➤ Pat Auer, LLNL (Lead) – auer2@llnl.gov	WPID
	➤ Dave Thoman, Amentum ➤ Donna Riggs, Consultant ➤ Diana Marquez, WRPS ➤ Gregory Baker, NA-51 ➤ David Louie, SNL	
Testing Spreadsheets	➤ Greg Pope, LLNL (Lead) – pope12@llnl.gov	WPID
	➤ Sid Ailes, Atkins Global ➤ Colby Carter, WIPP ➤ Laura Cook, LLNL ➤ Denise Fast, WRPS ➤ Orlando Ferrer, RL ➤ Corina Gonzales, LANL ➤ James Hylko, ISOTEK ➤ Eric MacEwen, KCNSC ➤ Dave Thoman, Amentum ➤ Jeni Turgeon, SNL ➤ Al Zuckero, SRS	
Internet of Things	➤ Orlando Ferrer, WRPS (Lead) – Orlando_a_ferrer@rl.gov	On-hold
	➤ Greg Pope, LLNL ➤ Gladys Udentia, NNSA	

*Status

- IP = In Process
- WPID - White Paper in development/draft
- WPIR = White Paper in review
- WPF/STC = White Paper Finalized/Sub-Task Completed

Email Carol Olijar for Meeting Attendance (cschultz@anl.gov)

Sub-Tasks Update

*Status

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Task Name	Members	Status*
Graded Approach for Software	<ul style="list-style-type: none"> ➤ Lance Abbott, SRS (co-lead) – lance.abbott@srs.gov ➤ Jeni Turgeon, SNL (co-lead) – jturgeo@sandia.gov 	WPF
	<ul style="list-style-type: none"> ➤ Marylou Apodaca, SNL ➤ Carol Olijar, ANL ➤ Teri Vincent, Y-12/Pantex 	
Software Standards and Orders	<ul style="list-style-type: none"> ➤ Cristy Renner, Fluor BWXT (Lead) - cristy.renner@ports.pppo.gov 	WPID
	<ul style="list-style-type: none"> ➤ Clyde Armstrong, Tru Project ➤ Orlando Ferrer, RL ➤ Faith Girolamo, SRS ➤ Kamie Hopper, SNL ➤ Alvin McClerkin, NNSA-NFO ➤ Abhijit Sengupta, HQ ➤ Dave Thoman, Amentum ➤ Teri Vincent, Y-12/Pantex 	
Cloud-based Hosting Software	<ul style="list-style-type: none"> ➤ Russell Swannack, PNNL (lead) – Russell.Swannack@pnnl.gov 	WPID
	<ul style="list-style-type: none"> ➤ Lisa Cooper, Paducah ➤ Orlando Ferrer, RL 	

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Next Steps

- ▶ Consider participating in Fall Meeting presentations/panels
- ▶ Volunteer to present your site's tool or process @ Monthly WebEx - 20 minutes or less (contact SQA leadership)
- ▶ Sub-task groups to meet prior to December WebEx
- ▶ Don't forget to post your Sub-task products to Box
- ▶ Volunteer for Sub-task groups or Survey creation
- ▶ Register for the Fall Meeting
- ▶ **Next SQA Monthly WebEx: Dec. 15**



EFCOG SQA Web Site

<https://efcog.org/safety/quality-assurance-subgroup/software-quality-assurance-task-group/>

- New content has been posted to:
 - Meeting Minutes and Presentations from the Spring Meeting now in MEETING RECORDS → 2021 SPRING, VIRTUAL folder
 - Meeting files from the last three years have been restored to the MEETING RECORDS folder
 - Final Sub-task White Papers are in the WHITE PAPERS folder

Home Organization Working Groups COVID-19 Information Best Practices Join EFCOG Library

SQA QUICK LINKS

WebEx – 3rd Wednesday of each month at @1pm PST
https://lnl.fed.webex.com/lnl/fed/j.php?MTID=mb5f29ec2c54568454297c9627f0cc3b
Meeting number (access code): 807 541 418
Meeting password: Tp6p72PK
Or
Join by phone
+1-415-655-0001 US TOLL

BOX Account
Create your BOX account
https://app.box.com/

SOFTWARE QUALITY ASSURANCE TASK TEAM

CHARTER

Charter

The Software QA Task Group (SQATG) serves Energy Facility Contractors Group (EFCOG) and its members by identifying, analyzing, assessing, and recommending methods that support effective implementation of Software Quality Assurance (SQA) requirements and resolve SQA program performance issues.

In particular, SQATG focuses on cross-cutting issues across sites or across regularly planned report on performance categorize issue initiatives recharter. The SQATG include interpreting requirements, deriv and tools, disseme learned, and es

Leadership

DOE Point of Contact

VICKI PDPE
TERI VINCENT
CAROL OLIJAR

GARRETT SMITH

Scroll down to page bottom



Documents

Software QA /

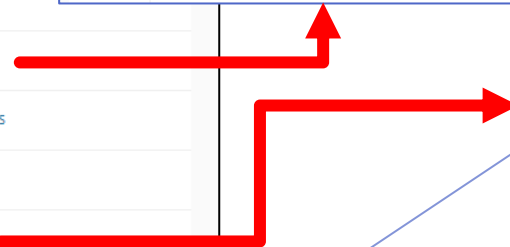
TYPE	DRAWER / FILE
dir	MEETING RECORDS
dir	SHARED SQA JOB AIDS
dir	TEAM PHOTOS
dir	WHITE PAPERS

Software QA / Meeting Records /

TYPE	DRAWER / FILE
dir	2018 FALL
dir	2018 SPRING
dir	2019 FALL, Y 12
dir	2020 FALL, VIRTUAL
dir	2020 SPRING, SNL
dir	2021 SPRING, VIRTUAL
dir	WEBEX MEETINGS

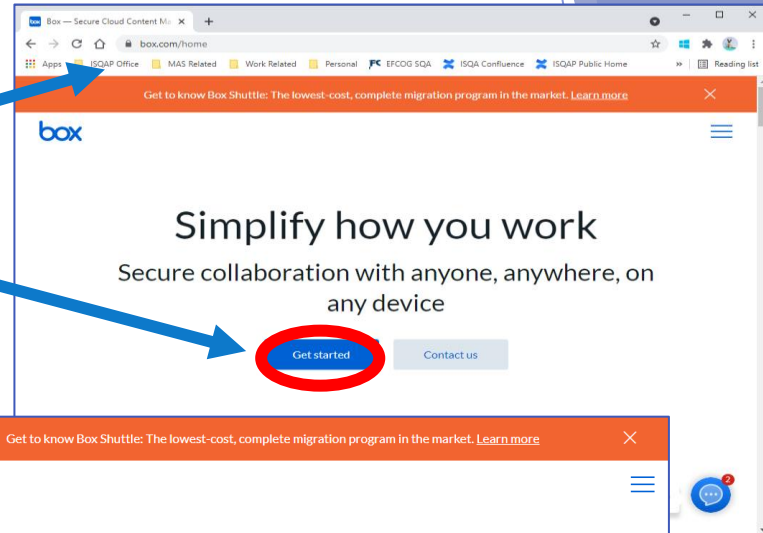
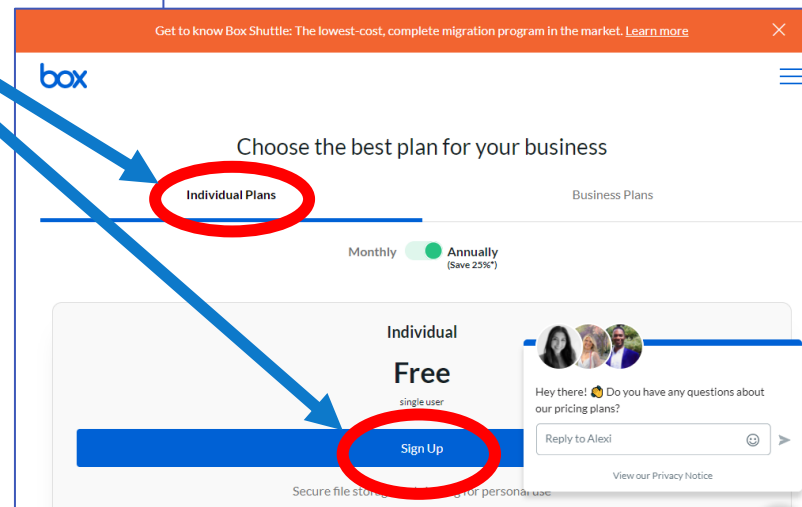
Software QA / White Papers /

TYPE	DRAWER / FILE
dir	SOFTWARE ASSESSMENT CHECKLIST
xlsx	Orders and Polices Affecting SW Last Update 11-11-2020
pdf	WP 2018 SAF QA SQA 001 Guidance For Audited Organizations
pdf	WP 2019 SAF QA SQA 001 SQA of Firmware
pdf	WP 2019 SAF QA SQA 002 Toolbox Codes Voting
pdf	WP 2020 SAF QA SQA 002 Toolbox Qualification Streamlining Recommendations
pdf	WP2020 SAF QA SQA 003 Definition Of Software
pdf	WP2021 SAF QA SQA 001 Better Application of DOE O 414 to All SW
docx	Whitepaper Development Guidance



Create your BOX account

- ▶ Go to URL:
<https://www.box.com/home>
- ▶ Click on the “Get Started” button
- ▶ Select “Individual Plans”

A screenshot of the Box account creation form. The title is 'Start Using Your Box Account Today' with the subtitle 'Tell us a bit about yourself'. The form is divided into two columns. The left column is 'Your Information' and contains fields for 'Full Name', 'Email Address', 'Password', and 'Confirm Password'. The right column is 'Your Current Plan:' and shows 'Box Individual' with features like '10 GB Storage' and '250 MB file upload limit'. At the bottom, there are checkboxes for 'I live in the European Economic Area or U.K.', 'By checking this box, you agree to Box's Terms of Service...', and 'I'm not a robot'. A blue arrow labeled '3' points from the 'Individual Plans' selection in the previous screenshot to this form, and another blue arrow labeled '4' points from the 'Sign Up' button in the next screenshot to this form.

- 5 • Complete the form
- 6 • Send your user ID/email to: cschultz@anl.gov *

* You may need to ask your IT group to grant you special access through your site's firewall to Box. Justified as member of EFCOG SQA Working Group.

DOE Organizational Excellence Forums

<https://orgex.energy.gov/>

1) Click create new account

ORGANIZATIONAL EXCELLENCE
U.S. DEPARTMENT OF ENERGY

User login

Username *
Password *

- Create new account
- Request new password

I'm not a robot

Log in

2) Enter Information

User account

Create new account | Log in | Request new password

Create new account

Username *
E-mail address *
First Name *
Last Name *
Phone *
Work Location *

I'm not a robot

3) Click QA Community of Practice

ORGANIZATIONAL EXCELLENCE
U.S. DEPARTMENT OF ENERGY

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Forum

View Forums

- New Forum Ideas
- Accident Investigation
- Contractor Assurance
- Employee Concerns Program
- Energy Facility Contractors Group
- Environmental Policy and Compliance
- Employee Engagement
- Enterprise Risk Management
- EnergyVets
- Human Performance Improvement
- INFO Resources
- Integrated Safety Management
- ORPS/DOE
- Performance & Reliability
- Publications
- QA Community of Practice**
- Safety Culture
- Sustainability

Forum	Topics	Posts	Last post
Department of Energy Safety Culture Website	1	2	Department of Energy's Safety Culture Website by Bill Schreyer 03/16/2020
General Discussion	7	12	Suggest a Fire Protection Area by Christian Patsy 03/19/2020
Safety Culture Improvement Panel	6	8	SCIP Bulletin December 2019 by Cecilia Kenney 12/03/2019
Safety Culture Sustainment Plans Safety Culture Sustainment Plans for DOE sites	1	5	Safety Culture Sustainment Plans by David Weizman 04/12/2018

Best practices such as guides, lessons learned, webinars, etc.



We do quality software,
and we can prove it.



Chair
Vicki Pope



Co-Chair
Teri Vincent



Secretary
Carol Olijar

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- Vice Chair: Teri Vincent (teri.vincent@cns.doe.gov)
- Secretary: Carol Olijar (cschultz@anl.gov)

Next Meeting: October 20, 2021