

EFCOG SQA Group Meeting

September 15, 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
- ▶ Software Disasters and the Importance of Proper Testing - Cristy Renner
- ▶ Discussion of Fall Meeting Agenda
- ▶ 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

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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 - October 20, 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
Sept 20-21	ASME NQA-1 Requirements for Computer Software Used in Nuclear Facilities	Theseus Academy - (virtual class)
Sept 20-23	ASME NQA-1 Lead Auditor Training	Theseus Academy - (virtual class)
Sept 21-23	NQA-1 Lead Auditor Training	J-E-T-S Quality (virtual class)
Oct 25-29	NQA-1 Lead Auditor Training	Kinetic 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](#)

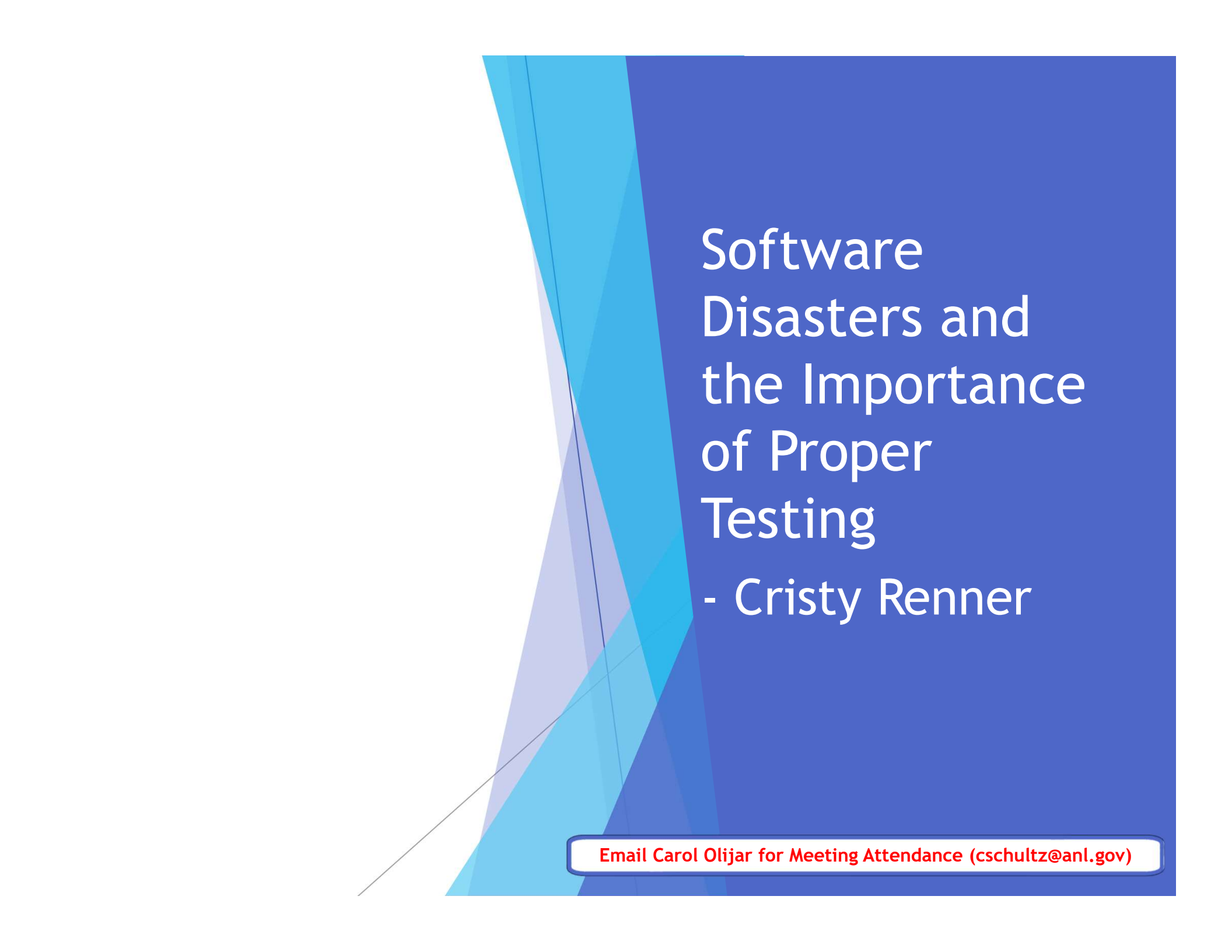
Dates to Remember

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Month	Site	Lead	Subject (If Known)
August			
September	PORTS	Cristy Renner	
October	ORNL	Terry Scoggins	
November	VIRTUAL		FALL MEETING
December	WRPS	Denise Fast	Moved from August
January			
February			
March			
April	VIRTUAL		SPRING MEETING
May			
June			

Future Site Presentations

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



Software Disasters and the Importance of Proper Testing - Cristy Renner

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Fall Meeting: Tuesday, Nov. 2

Confirmed

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 Recap of Mission 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: <ul style="list-style-type: none"> Lance Abbott, SRS Panelists (3-4): <ul style="list-style-type: none"> TBD
2:50 pm - 3:30 pm	Software Gone Wrong <ul style="list-style-type: none"> Spreadsheet templates not categorized as Safety - Carol Olijar (need suggestions for articles and who will speak to each) 	Group Discussion
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"> Carol Olijar, ANL 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

Confirmed

Need volunteers or confirm time/topic

Time Zone Key

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

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) Safety/Security/Quality:
10:45 am - 11:55 am	Panel Discussion: <ul style="list-style-type: none"> How do you audit your own SQAP? 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"> TBD
11:55 am - 1:05 pm	Panel Discussion: <ul style="list-style-type: none"> What are you doing for SQAP succession planning? 	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

Confirmed

Need volunteers or confirm time/topic

Time Zone Key

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

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)
10:45 am - 11:45 am	How is S/CI integrated with your SQA Program?	Need a presenter or moderator/panelists
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

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	IP
	➤ 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

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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 	WPIR
	<ul style="list-style-type: none"> ➤ Marylou Apodaca, SNL ➤ Carol Olijar, ANL 	
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 	
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 	

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Next Steps

- ▶ Think about agenda for Fall Meeting and presentations you can give or want to hear about
- ▶ Volunteer to present your site's tool or process 20 minutes or less (contact Vicki, Teri, or Carol)
- ▶ Sub-task groups to meet prior to October 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 WebEx: October 20**



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EFCOG SQA Web Site

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

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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://ln1fed.webex.com/ln1fed/j.php?MTID=mb5f29ec2c54568454297c9627fc0cc3b>
Meeting number (access code): 807 541 418
Meeting password: Tp6p72PK
Or
Join by phone
+1-415-655-0001 US TOLL

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 sites or across sites or across sites. Accordingly, the group regularly plans and reports on performance, categorize issues, and initiatives related to the charter. The SQATG includes interpreting requirements, deriving tools, disseminating learned, and es

Leadership
Chair: Vicki Page
Co-Chair: Teri Vincent
Secretary: Carol Olujar

DOE Point of Contact
VICKI PDPE
TERI VINCENT
CAROL OLUJAR
GARRETT SMITH

Documents
Software QA /

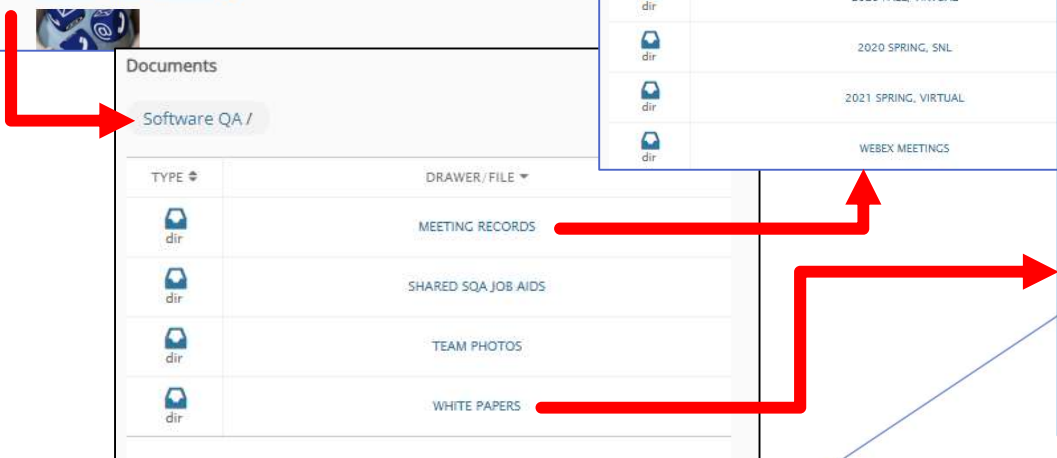
TYPE	DRAWER / FILE
dir	MEETING RECORDS
dir	SHARED SQA JOB AIDS
dir	TEAM PHOTOS
dir	WHITE PAPERS

- 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

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

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

Scroll down to page bottom



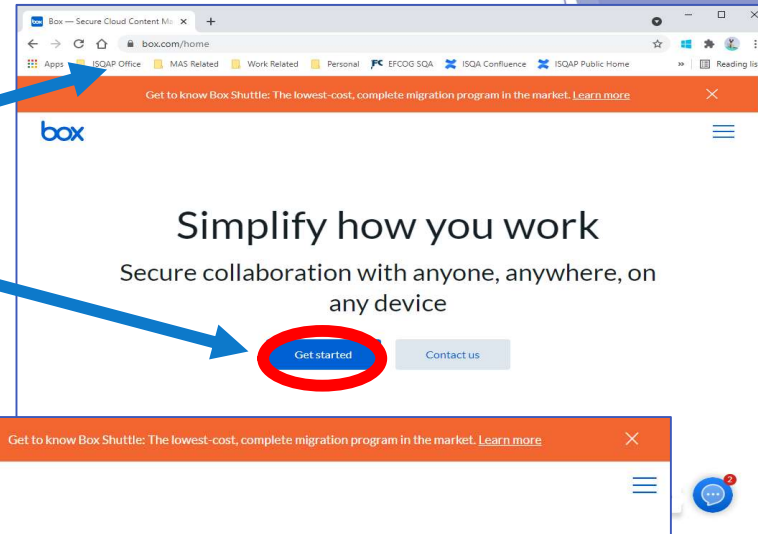
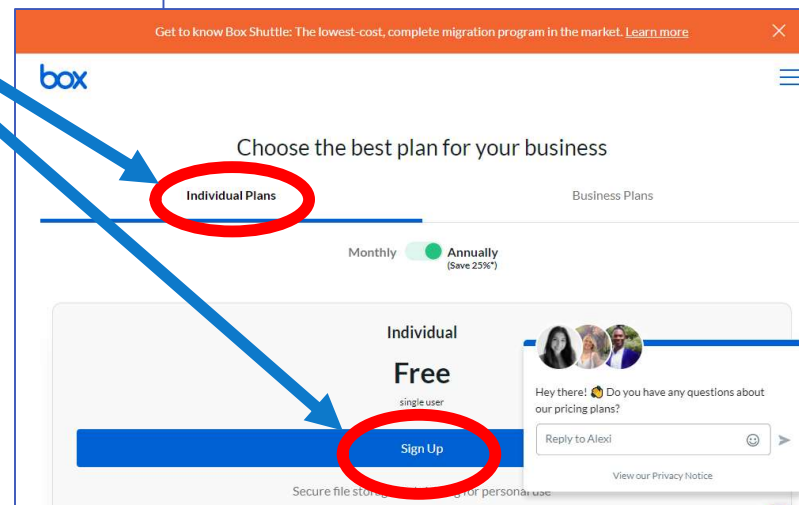
Create your BOX account

- ▶ 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 heading is "Start Using Your Box Account Today" with the subtext "Tell us a bit about yourself". The form is divided into two columns. The left column is titled "Your Information" and contains fields for "Full Name", "Email Address", "Password", and "Confirm Password". Below these fields are several checkboxes, including "I live in the European Economic Area or U.K.", "By checking this box, you agree to Box's Terms of Service and confirm you have read Box's Privacy Policy.", and "I'm not a robot". The right column is titled "Your Current Plan:" and shows "Box Individual" with features like "10 GB Storage" and "250 MB file upload limit". A blue arrow labeled "3" points from the "Individual Plans" button in the previous screenshot to this form. Another blue arrow labeled "4" points from the "Individual Plans" button to the "Individual Free" plan in the next screenshot.

- 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/>

ORGANIZATIONAL EXCELLENCE
U.S. DEPARTMENT OF ENERGY

User login

Username *

Password *

- Create new account
- Request new password

I'm not a robot

Log in

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

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Employee Engagement QA Community of Practice
Enterprise Risk Management Safety Culture
EnergyVets Sustainability

View Forums

Safety Culture

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

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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Next Meeting: October 20, 2021