EFCOG Supply Chain Quality Task Team Conference Call Minutes

August 16, 2023

NOTE - The information on the slides is sensitive information and should be treated accordingly.

Attendance: 64

Red font = New or action items/Green font = reminders

1. Supplier Database Access (Slides 4-9)
- Slides provide information for using the new Master Supplier List (MSL).
- If your supplier is not in MSL, please contact Kristin Bell for assistance to assure consistency with supplier information
- Continue to fill out cost avoidances. This will help justify continued support for MSL
- Please keep your supplier information in the MSL up-to-date
- Be sure you are filling out all fields when entering new assessments, check for existence before entering a new supplier, CAR closure included. Owners will be contacted for clarity if an entry is not clear
- Common Errors included on slide – Please be mindful of what you are entering. Assure it is complete and usable to another user.
  *For assistance, email mslsupport@sandia.gov
  **New function implemented – Automatic Status updates, Automatic Notifications
  Owners of assessments will now receive periodic notifications that an assessment is 90, 60 and 30 days from expiring. If there has been another assessment done and entered, there is no action. If one has been done, but not entered, this will serve as a reminder that that needs to be done. If the expiration or other information is incorrect, please update. The MSL support mailbox will also get a copy of the notification, so if it is known that person has retired or is no longer with company, it will be updated accordingly. Otherwise, there is no action. There is an example in the slides.
  There is new detailed metrics that will be posted in slides now. Information that was previously reported in the NSE Shared Team Meetings

2. Upcoming Conferences / Workshops (Slide 10)
- Reviewed upcoming conferences/workshops. Most workshops/conferences are virtual instead of in person.
  *See slides for new events scheduled

3. Industry Supplier Issues / Feedback (Slides 11-14)
- Slides provide recent GIDEP SC/I Notifications
  *Remember to share information and avoid supplier relationship strains associated with multiple/duplicated audits.
  *Remember NOT to tell suppliers they will not be audited for 3 years if in MSL (other sites could require different standards, or the audit material may not be acceptable for some sites)
  *Remember to include SMEs (DOT packaging, welding) on supplier audits (not a requirement, but a good practice)

4. Interface Representative(s) Update (Slide 15)
- Safety Working Group - Engineering Practices Subgroup (EPSG): None
- Supply Chain Management Center: None
- Packaging Management Council: *Remember that they have people that can support audits*
  Stephen McGaughey - Annual meeting with CTMA just completed. Starting new working group to address closure bolts for drums. Looking to possibly standardize to help lead times.
- EFCOG Software QA Task Team: *If interested in joining, contact Christy, Teri or Carol* None
- EFCOG Policy & Procedures Task Team: None
- EFCOG Procurement Engineering Quality –John Verderber – Lunch and learn today on Design documents used for technical evaluation. 1PM EST
- NNSA: Nate Morley – Past revcom, working on comments from 414.1E, draft in progress.
- EM-3.113 EM QA: None
- Office of Science: None
- EHSS: None
- PSL: None
- SC/I: Gabby Holcomb – gabrielle.holcomb@hq.doe.gov - Be sure to enroll in GIDEP to get news. Fake news will come out soon with some new fraud update. FAKE News is Fraudulent, Adulterated, Knockoff, and Erroneous News. s.
- Others: None

5. EFCOG Safety Working Group (Slides 16-18)

- EFCOG Safety Working Group Organizational Structure & SWG Tech Subgroup Chairs.
  Note: Continue to put in cost avoidances. There is a positive trend so far. It has been made easy if detailed information is not desired to be disclosed, you can add a lump sum on one side in the miscellaneous field (what it would have cost the team to go) and a lump sum on the other side in the miscellaneous field (what it costs you to do the 3rd party review)
- Note: Contractor Assurance System (CAS) which used to be under Integrated Safety Management (ISM) has been elevated to a higher level.

6. Supply Chain Project Updates (Slides 19-31)

- Cost Avoidance Tracking
- MSL Data Metrics
- MSL User Engagement
- *Task SC-17-03*: DOE EM Single Approved Supplier List – No updates
- *Task SC-21-01 – Expand NNSA, DOE EM, & DOE Office Of Science (OOS) Shared Supply Base – No updates*
- *Task SC-22-01 – SCQWG & FAQ Web Page Management – No updates*
- *Task SC-22-03 – Supplier Performance Metrics*
  Lisa Enstrom (ANL) – LANL process may not be mature enough to handle this. Possibly turn to another site to lead. Has input from 3 sites already, so has that information.
- *Task SC-23-01 – MSL Broadcasting*
  Amber Romero (SNL) – Want to be sure internal sites have information about MSL. Specific focus on small business teams that look for particular suppliers. Demo will be done 8/17 with SNL small business group. Hopefully will start using not long after. Also looking to have a page to stand up across labs on sharepoint site. Presentation of a web page draft was show in EFCOG Spring meeting
- *Task SC-23-02 – MSL Expanded Data*
  Amber Romero (SNL) – New hire starts Monday. She will be trained on how to do the Subcontractor Risk Assessments. Once trained, other NSE sites will be allowed to request assessments from Sandia. This will be provided through MSL. Will need to meet with the MSL team to find a storage place and method of requesting this information through MSL. Looking to have it in place late October. TBD
- *Task SC-23-03 – Inspection Techniques*
  Amber Romero (SNL) – Trial and error. Spring meeting showed a sample video, however~~but~~ did not get much feedback. Steve (Inspection Coordinator) is working on updating training material to share as best practice. New data sources have been found and wants to put more emphasis on laptops, cell phones, etc~~.~~. DOE 414.1E has a new focus on suspect counterfeit, so more info is needed to be sent out. S/CI current version is on external website:
- *Task SC-23-04 – Multi-Site Assessment Schedule*
  Kristin Bell (SNL) - ~~More ne~~MSL support team has idea of how this will be handled. Hopefully more specifics next month in slides.

7. Audit Opportunities Update (Slide 32-34)

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- Reviewed schedules through 2022
  *Any additional updates, please email Bill or Kristin to have added to the slides
  *We would like to get away from having this information in the slide presentation and allow it to be managed within MSL. More information to come on that.

8. Old/New Business (Slides 35-47)

- Project Update (Common Suppliers)
- EFCOG SCQWG
- Supply Chain POC List – Changes to Veronica Ballew (veronica.ballew@wipp.ws)
- Proposed additions to NAP-24B (401.1A)
- S/CI Line of Inquiry in Checklists –*Reminder to add in questions during assessments*
- Supplier ISO Certification Validation/Verifications – *Reference pages only – Any updates send to Bill Wingfield or Kristin Bell*
- Recent Complex Organizational Moves – *Keeping slides just as reminders – Any updates send to Bill Wingfield or Kristin Bell*
- Future EFCOG ISM & QA Working Group Meetings
- Fall EFCOG Meeting @ Your Desk Agenda
  If you have speakers or topics, please send this information to Bill and/or Vince.

9. Discussion and Close Out (Slides 48-End)

- Joint Supplier Audit Pre-Planning
- EFCOG Meeting Improvements
- MSL Requests/Information

~~Additional Information:~~

Add November meeting on slide 10
Pull off May and June GIDEP
Add gabby's email.
New name for Robin Dillman – Possibly Jessica ?? Slide 18