

# EFCOG Supply Chain Quality Task Team Conference Call Minutes

February 15, 2023

**\*\*NOTE\*\***

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

Attendance: **61**

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

## 1. Supplier Database Access (Slides 4-7)

- 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.  
\*For assistance, email [msslupport@sandia.gov](mailto:msslupport@sandia.gov)

## 2. Upcoming Conferences / Workshops (Slides 8-9)

- 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 10-13)

- 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 14-15)

- Safety Working Group - Engineering Practices Subgroup (EPSG): None
- Supply Chain Management Center: None
- Packaging Management Council: None \*Remember that they have people that can support audits\*
  - Lori Smith (LANL) – Is there information for training on packaging requirements. Woody indicates he has checklists and documents that could be used. He will send to Bill for distribution. Bill says there are checklists in the LANL Shared folders that she could use. Ron Natali has asked at what point is a trained person needed before. In the process of making a decision as to whether or not you are compliant that individual needs to be trained on a particular document that requires training and testing stating you are certified to make that decision. Michael Houston indicates there is something in Rampac for training but Ron says that is for general training for Type B packaging. You can have an SME on your audit team, but they don't have to be present. As long as you are in communication with them and feed them the information, they can make that decision over phone.
  - Jason Mayse – Provided additional information for training:  
[packaging.llnl.gov/training](http://packaging.llnl.gov/training)  
10CFRPart71 subpart H, Reg guide 7.10  
There is a packaging university at LLNL – contact is Ashley Mata [mata5@llnl.gov](mailto:mata5@llnl.gov)
- EFCOG Software QA Task Team: \*If interested in joining, contact Christy, Teri or Carol\*
- EFCOG Policy & Procedures Task Team: None
- EFCOG Procurement Engineering Quality: Jen Davlin, INL is the new Secretary.
- NNSA: None
- EM-3.113 EM QA: None
- Office of Science: None
- AU: None
- PSL: None
- SC/I: None
- Others: None

## 5. EFCOG Safety Working Group (Slides 16-17)

- 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 3<sup>rd</sup> 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

- Cost Avoidance Tracking
- MSL Data Metrics
- **MSL User Engagement \*NEW\***
- *Task SC-17-03: DOE EM Single Approved Supplier List*
- *Task SC-21-01 – Expand NNSA, DOE EM, & DOE Office Of Science (OOS) Shared Supply Base*  
NSE shared supplier team still meeting every other week – Focus is on MSL metrics and targeting ways to increase user engagement and increase number of records being entered. Current trend is positive on all aspects.
- *Task SC-21-04: NIAC Checklist Revision*  
NIAC Reports and checklists cannot be uploaded in MSL, but you can enter a record acknowledging that one was done
- *Task SC-22-01 SCQWG & FAQ Web Page Managed*
  - Bill requests Jason or Alonzo to start updating and possibly get some questions from today on there.
- *Task SC-22-03 Supplier Performance Metrics*
  - Bill is thinking we should have some kind of metrics for sites soon
  - Elena asks for the DOE lead would be, but Bill indicates that Chris Beaman may be the best person to contact. Bill to locate a new name of DOE liaison for him to keep in the loop and update.
- *Task SC-23-01 – MSL Broadcasting*  
*Just ideas/thoughts at this point.*
  - Amber would like to advertise MSL more broadly at site locations. NSE sites could post information and provide the registration links. Small business advocate teams that regularly help with market surveys. If those teams had access to MSL they could have actual suggestions for using suppliers. Amber will make a draft example and
  - Barb Siciliano (INL) thinks it would be a great endeavor and provide a better explanation of the security levels in MSL to everyone
  - Kristi LLNL, Bill LANL will volunteer to help.
  - Barb Siciliano - Was the MSL specific to a particular group? Has not heard it advertised as it is now. Bill gave a little history on how MASL was created and the idea behind it. It was for all the NSE sites. Ron Natali says it goes back to the Supplier Quality Info group in 1996. They all got together with the idea back then. Early 2000 they switched over to be part of EFCOG. There have been many attempts to make it an approved supplier list, but DOE was not on board with the A for approved. Bill – It is primarily suppliers that have been audited. This started with SQUIG(?)
  - Kristi Haataja wants to know if a limited view only access to MSL could be set up for Procurement/small-business people. Kristin Bell confirms that they would just request view access
  - Melissa Flury would like to help out with this. Added Melissa to the slide
- *Task SC-23-02 – MSL Expanded Data*  
*Just ideas/thoughts at this point.*
  - Amber showed examples of a supply chain assessment survey (similar to PQR1010). It would be a large undertaking to get all this information loaded. Possibly there could be a central group that could send out to vendor, get it back and upload it. There is a lot of potential for sharing much more information other than just audits
  - Barbara thinks this would be a good place to also put attestations, but how do you communicate with your supplier on new requirements for software?
  - Amber and Barbara perform background checks on suppliers and share information about that. Those background checks could be shared with other sites and is encouraged, and they would like to see them in MSL. There would have to be a lot of discussion on what level of sharing (NSE only or all sites). Possibly recommendations included could direct sites in the right direction on considering using them
  - Barbara adds that the general audience should understand the self-assessment and the background assessment. One thing that is different about sharing the one-page document that represents an analysis from one lab based on their own guidelines. This needs to be addressed and kept in mind that is it just in the opinion of that particular site. One lab's risk is not necessarily another site's risk. They would like feedback from others.
- *Task SC-23-03 – Inspection Techniques*  
*Just ideas/thoughts at this point.*
  - Amber and Gabby would like to make short videos showing training. They would like to get them posted and available to everyone

## 7. Audit Opportunities Update (Slide 30-31)

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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. Prototype being built now. More information to come on that. [Sites need to start sending their assessment schedules to mslsupport@sandia.gov on a regular basis in 2023.](mailto:mslsupport@sandia.gov)*  
*\*\*Out of time – if you have new audits please let Bill or Kristin know so we can update slide\*\**

## 8. Old/New Business (Slides 33-46)

- 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 – None
- Spring EFCOG Meeting @ Your Desk Agenda – **Scheduled for the week of May 1st**

## 9. Discussion and Close Out (Slides 47-End)

- Joint Supplier Audit Pre-Planning
  - **Bill said Google Workspace is being used right now at LANL**
  - **Jason Mayse says OneDrive and Kiteworks**
- EFCOG Meeting Improvements
- MSL Requests/Information
  - *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*
  - *New MSL Update Coming: This is for the merged assessment schedule that is planned to be implemented into MSL. ALL SITES need to start sending their schedules monthly to Kristin Bell at [mslsupport@sandia.gov](mailto:mslsupport@sandia.gov). Already receiving Kansas City. Once the tool is in place, EFCOG meeting slides will be removed from this meeting.*
  - *Kristin – I would like to have the prototype built by April, but need to start getting schedules to help me build it. I am only getting the schedules from Kansas City and HMIS right now.*
- MSL Police
  - Common Errors included on slide – Please be mindful of what you are entering. Assure it is complete and usable to another user.*
  - \*\*Watch dates when entering start, end, cost avoidance, etc. There have been instances where 2029 has been entered for 2019. Incorrect dates impact metrics and skew results\*\**