

National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Marshall Space Flight Center, AL 35812



NOV 26 1997

Reply to Attn of: DA01

TO: Distribution

FROM: DA01/J. Wayne Littles

SUBJECT: Minutes of the MSFC Quality Council Meeting

The MSFC Quality Council (MQC) met on Tuesday, November 25, 1997. The meeting which began at 9:00 A.M., was held in building 4200, conference room P110. The roster of attendees for the meeting is attached as Enclosure 1. The agenda for the meeting is included as Enclosure 2.

The ISO 9000 Management Representative called the meeting to order and gave the group a brief recap of the purpose of the MQC. The MQC is responsible for assessing the ISO 9001 implementation and the continuing suitability and effectiveness of the overall MSFC Quality System in satisfying the Center's quality policy and objectives. The ISO 9000 Implementation Team consists of representatives from all areas of the Center's organizations. A copy of the Implementation Team is included as Enclosure 3.

RESULTS OF NOA PRE-ASSESSMENT AUDIT (R. Schwingamer/DA01)

The results of the National Quality Assurance (NQA) Pre-Assessment Audit of MSFC October 21-24, 1997, were briefly presented to the group. The NQA audit team members and the areas which they surveyed were presented. The definition of both major and minor non-conformances were explained to the group. During the audit, NQA documented 2 major and 19 minor findings along with 5 observations. The listing of the 26 nonconformance and observations raised are included as Enclosure 4. The Center response to the findings from the Pre-Assessment Audit are due to be returned to NQA by November 25.

It was the decision of the MQC that the NQA Registration Audit should take place at the Center during the last week of February 1998. After the audit, NQA will return to the Center for their first follow-up visit at the end of three months, May 1998. The second follow-up visit will follow after another nine months, February 1999, with subsequent

visits on six month intervals. The date for the inclusion of the remaining MSFC elements not currently in scope will be decided by the Council at a later date.

ACTION:

Make the NQA Audit follow-up visits schedule information available throughout the Center.

(MQC-0005, R. Schwinghamer/DA01, Due: 12-12-97)

A copy of the presentation charts are included as Enclosure 5

DCB MEMBERS AND RESPONSIBILITIES (R. Schwinghamer/DA01)

The MSFC ISO Quality Management System Document Control Board (DCB) was discussed with the group. The DCB is for Levels 1, 2, and 3 documentation and includes a representative on the board from all offices of the Center. A copy of the DCB membership is included as Enclosure 6.

INTERNAL AUDIT REPORT (R. Malone/CR50)

The MSFC ISO Audit Manager gave a report to the group on the status of the internal audits at the Center. During the internal audits to date, 267 nonconformance reports (NCR) have been written. Of the number written, 197 NCRs are still open. Twenty-four per cent of the NCRs documented during the internal audits were in the area of Document Control. This was the area where 4 minor NCRs were documented by NQA.

CORRECTIVE ACTION FOCUS (R. Malone/CR50)

The Corrective Action System is an area of concern for the Center. Currently, there are approximately eight separate corrective action systems in place at MSFC. This was a major nonconformance which prevented JSC from receiving ISO registration during their recent audit. At the present time, the MSFC Nonconformance Reporting system is not being fully utilized. Efforts should be initiated to put a transition plan in place to consolidate all the corrective action plans in use at the Center.

ACTION:

Schedule a special meeting to consolidate the eight (more or less) separate corrective action systems currently in place at the Center into one clearly, defined system.

Assure that the meeting attendance includes representatives from all areas.

(MQC-0006, R. Schwinghamer/DA01, Due: 12-12-97)

METROLOGY FOCUS (R. Malone/CR50)

Both the NQA Pre-Assessment Audit and the MSFC Internal Audits identified the continued use of improperly calibrated metrology at the Center. A revised procedure to correct some of the problem areas has been written and is in review. Plans are to provide

a simplified "How To" instruction to the MSFC users with the possibility of a follow-on internal audit. A copy of the presentation chart is included as Enclosure 7.

OTHER (R. Schwinghamer/DA01)

TASK AGREEMENTS (G. Wallace/EL01)

The method of documenting task agreements at the Center was briefly discussed by the group. It was agreed that this topic should be addressed in more detail in an Implementation Team meeting.

ACTION:

Address documenting Task Agreement Requirements at a future ISO 9000 Implementation Team Status Meeting.

(MQC-0007, R. Schwinghamer/DA01, Due: 12-12-97)

NEXT MQC MEETING (C. Griner/DD01)

To assure that everything is on schedule for the February 1998 NQA Audit, it was requested by the Deputy Center Director that an MQC meeting be planned for the latter part of January 1998.

ACTION:

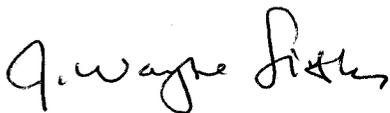
Schedule a MSFC Quality Council meeting for some time near the end of January 1998 to review the Center status in preparation for the February NQA Audit.

(MQC-0008, R. Schwinghamer/DA01, Due: 12-12-97)

ACTION ITEMS - PAST/PRESENT (R. Schwinghamer/DA01)

The action items from the previous MQC meeting were noted as closed. Those assigned during the present meeting were reviewed. A copy of the open actions log is included with the minutes as Enclosure 8.

No other items for record were discussed at the meeting.



J. Wayne Little
Chairman
MSFC Quality Council

cc:
Council Members
Meeting Attendees

ISO 9000 MSFC QUALITY COUNCIL MEETING

November 25, 1997, Building 4200, Conference Room P110

MEETING ATTENDEES (Noted in BOLD Print)

<u>NAME</u>	<u>ORGANIZATION</u>	<u>PHONE</u>	<u>FAX</u>
Rick Bachtel*	RA01	544-7210	544-9614
David Bates*	BC01	544-0052	544-3635
Steve Beale*	GP01	544-0257	544-3214
Jim Blanche	EB13	544-3707	544-0900
Sheila Cloud*	AA01	544-0120	544-5893
Dan Clough	AA01	544-9251	544-5893
Carolyn Griner**	DD01	544-1914	544-7580
Amanda Harris**	CR01	544-2353	544-2053
David Harris	EP01	544-0057	544-3960
Robert J. Jackson	MG20	544-6582	544-5848
Sherman Jobe**	EA01	544-1000	544-5896
Joel Kearns*	MG01	544-5506	544-8369
Ed Kiessling	CR10	544-7421	544-2053
Wayne Littles**	DA01	544-1910	544-5228
Roy Malone	CR50	544-0506	544-9190
Dick Marmann*	JA01	544-1883	544-5590
Alex McCool*	SA01	544-0718	544-2432
Ron Mize	CR20	544-2485	544-8101
Axel Roth*	PA01	544-0451	544-7580
R. J. Schwinghamer**	DA01	544-1001	544-7580
Susan Smith**	DE01	544-1919	544-7920
Jeff Spencer	EE24	544-7498	544-7713
G. R. Wallace	EL01	544-4359	544-4131
Tereasa Washington*	CO01	544-7491	544-6420
Fred Wojtalik*	TA01	544-0647	544-5858
R. G. Zagrodzky	EL02	544-3293	544-0242

* MSFC QUALITY COUNCIL MEMBER

** MQC MEMBER REQUIRED TO ATTEND THE COUNCIL MEETING

Agenda
MSFC Quality Council
November 25, 1997

- 1. Results of NQA Pre-assessment Audit.....Schwinghamer**
- 2. DCB Members & Responsibilities.....Schwinghamer**
- 3. Internal Audit Report.....Malone**
- 4. Corrective Action Focus.....Malone**
- 5. Metrology Focus.....Malone**
- 6. Action Items (Past/Present).....Schwinghamer**
- 7. Closing Remarks.....Dr. Littles**

Enclosure 2

ISO 9000 IMPLEMENTATION TEAM

R. J. Schwinghamer/DA01	Chairman	Associate Director, Technical	544-1001	544-7580
Ron Mize/CR20	Executive Secretary	Safety & Mission Assurance Office	544-2485	544-8101
John Howell/BC01	Team Member	Office of Chief Financial Officer	544-5219	544-5867
Danny Walker/BC01	Team Member (Alternate)	Office of Chief Financial Officer	544-0100	544-5867
Jim Blanche/EB13	Team Member	Astrionics Laboratory	544-3703	544-0900
Terry Roberts/EB13	Team Member (Alternate)	Astrionics Laboratory	544-3717	544-0900
Michael W. Haynes/AB35	Team Member	Institutional & Program Support	544-7933	544-4196
Caroline Wang/AI31	Team Member (Alternate)	Institutional & Program Support	544-0535	544-8892
Bryon Butler/GP20	Team Member	Procurement Office	544-0368	544-4400
Patsy Hoffman/GP24	Team Member (Alternate)	Procurement Office	544-7040	544-9080
Mike Sosebee/GP20B	Team Member (Alternate)	Procurement Office	544-0415	544-4400
Harvey Shelton/JA64	Team Member	Payload Projects Office	544-6600	544-6806
Stan Guest/EJ	Team Member	Space Systems Chief Engineers Office	544-1540	544-0705
Ed Kiessling/CR10	Team Member	Safety and Mission Assurance Office	544-7421	544-4155
Jack Beasley/CR10	Team Member (Alternate)	Safety and Mission Assurance Office	544-0630	544-8470
Don Miller/CR10	Team Member (Alternate)	Safety and Mission Assurance Office	544-8361	544-4857
Michael Langley/CR10	Team Member (Alternate)	Safety and Mission Assurance Office	544-0056	544-4155
Sandy Kirkindall/MG01	Team Member	Microgravity Research Program Office	544-7233	544-5892
David Cockrell/MG01	Team Member (Alternate)	Microgravity Research Program Office	544-1279	544-5848

Roy Malone/CR50	Team Member (Alternate) Audit Manager	Representing SA01 Space Shuttle Projects Office	544-0506	544-9190
John Pea/SA71	Team Member	SA01 Space Shuttle Projects Office	544-8437	544-5799
Jolene Martin/SA71	Team Member (Alternate)	SA01 Space Shuttle Projects Office	544-8540	544-5799
Dennis Smith/RA01	Team Member	Huntsville Operations Location OAST Space Transportation Division	544-9119	544-4103
Jan Monk/EE61	Team Member (Alternate)	Huntsville Operations Location	544-7110	544-4103
Don Thurman/PD01	Team Member	Program Development Office	544-1908	544-4225
Gary Johnson/PS03	Team Member (Alternate)	Program Development Office	544-0636	544-5861
Richard Wegrich/EH44	Team Member	Materials and Processes Laboratory	544-2626	544-5786
Richard Lamb/EH52	Team Member (Alternate)	Materials and Processes Laboratory	544-1037	544-4307
Bob Zagrodzky/EL02	Team Member	Systems Analysis and Integration Lab	544-3293	544-0242
Brenda Bailey/EL32	Team Member (Alternate)	Systems Analysis and Integration Lab	544-1889	544-7292
Jeff Spencer/EE24	Team Member	STS Chief Engineers	544-7498	544-7713
Hank Miller/EE11	Team Member	STS Chief Engineers Office	544-9279	544-5831
Mike Rudolphi/EE11	Team Member (Alternate)	STS Chief Engineers Office	544-8031	544-5831
Pat Schultz/CM21/TRNG	Team Member	Human Resources & Admin. Sup. Ofc.	544-7559	544-4809
LaVerta McGlathery/CM21	Team Member (Alternate)	Human Resources & Admin. Sup. Ofc.	544-7560	544-4809
Annette Tingle/CN31S	Team Member	Management Operations Office	544-4522	544-8610
Ricky Wilbanks/ED72	Team Member	Structures and Dynamics Laboratory	544-4147	544-0236

Lee Foster/ED31	Team Member (Alternate)	Structures and Dynamics Laboratory	544-1589	544-5874
David Harris/EP01	Team Member	Propulsion Laboratory	544-0057	544-3960
Lee Jones/EP01	Team Member (Alternate)	Propulsion Laboartory	544-7094	544-3960
Roslin Hicks/ES92	Team Member	Space Sciences Laboratory	544-7795	544-7128
Fred Wills/ES92	Team Member (Alternate)	Space Sciences Laboratory	544-2527	544-7128
Warren Woods/EO46	Team Member	Mission Operations Laboratory	544-2275	544-5685
Bill Mordan/EO02	Team Member (Alternate)	Mission Operations Laboratory	544-2011	544-5685
Marc Osborne/TA11	Team Member	Observatory Projects Office	544-2300	544-5858
Greg Wright/TA21	Team Member (Alternate)	Observatory Projects Office	544-0935	544-5858
Tom Dollman/LA10	Team Member	Technology Transfer Office	544-6568	544-8500
Jerry L. Seemann/LA10	Team Member (Alternate)	Technology Transfer Office	544-6580	544-8500
Sid Smith/HEI	Team Member	Hernandez Engineering Incorporated	544-5930	544-4470
Brent Heard/HEI	Team Member	Hernandez Engineering Incorporated	544-6025	544-8615
Randy Reed/Raytheon	Team Member	Raytheon Corporation	544-6056	544-4470
Mary Chamblee/Raytheon	Team Member	Raytheon Corporation	544-1342	544-4470
Gerald Bishop/EE52	Team Member	MESA Representative	544-2311	544-5177
Linda Carpenter/CN21	Team Member	AFGE Representative	544-8236	544-5867
Darlene McQuay/BR20	Team Member (Alternate)	AFGE Representative	544-0123	544-5867

AUDIT REPORT NUMBER 97/35812/PRA01

(~~X~~ Major)



Ref No.	Clause No.	NONCONFORMANCE AND OBSERVATIONS RAISED	NC	0
1	4.10 <u>EL</u>	Cable Assembly, Drawing No. 96M70800, revision -, located in the Electrical Piece Part Receiving Inspection area, required the item to be tested in accordance with test specification no. NHB 5300.4(3G). However, test personnel indicated the item is tested in accordance with test specification no. NAS 5300.4(3G-1).	NC	
2	4.10 <u>ED</u>	Measuring and Test Equipment utilized in a Vibration Qualification Test was not recorded in Vibration Test Report MSL-1-ALPT-ED97-0099 as required by OWI-ED73-P16.1-002, Test Report Control, Draft 2.	NC	
3	4.11 <u>EL</u>	Mass Spectrometer Leak Standard, Asset No. M64163, located in the Mechanical Components Test Lab, was verified to be overdue for calibration. The calibration decal showed a calibration due date of October 10, 1994.	NC	
4	4.11 <u>ED</u>	Measuring and Test Equipment in the Vibration Test area has not been properly categorized as required by the Control of Measuring & Test Procedure No. MSFC-P11.1, dated July 29, 1997.	NC	
5	4.11 <u>ED</u>	System Test Software, utilized in the Vibration area, has not been verified as required by Control of Measuring & Test Procedure No. MSFC-P11.1, dated July 29, 1997.	NC	
6	4.13 <u>CR</u>	Procedure P13.1 does not establish methodology to address trending analysis and corrective action application for discrepancy records of nonconforming material.	NC	
7	4.14 <u>CR</u>	Effective handling of customer complaints is not documented within MFSC procedures. Procedures do not address how customer complaints will be addressed if a complaint is initiated from a source other than the Quality Comment Form.	NC	
8	4.18 <u>CM</u>	Procedures require that supervisors record OJT, but do not provide an adequate mechanism.	O	
X 9	4.2 <u>ALL</u>	All elements of the Quality System have not been fully defined, reviewed, approved, and released. many procedures remain in draft form.	Major	
10	4.20 <u>CR</u>	The scope of procedure P20.1 has not included application of statistical techniques to quality system metrics, other process and product characteristics.	NC	
11	4.20 <u>CR</u>	Procedure P20.1 does not establish methodology to meet the standard's requirements of 4.20.2.	NC	
X 12	4.4 <u>EL</u> <u>RA</u> <u>MG</u> <u>SA</u> <u>TA</u> <u>JA</u>	Evidence indicates that the company procedure (MFSC-P04.2) which defines configuration management has not been implemented - Fast Trac configuration management plan is still in draft form. - Fast Trac configuration management not in compliance with company procedure. - No level III configuration management for Fast Trac. - No configuration management plan level II for X-34 project.	Major	
13	4.4 <u>EL</u> <u>EB</u>	Design Control Procedures; P04.1, Design Control, P04.2, Configuration management and WI FB41-SS-007, Software Development, do not indicate minimum tailoring restrictions.	O	
14	4.4 <u>EB</u>	The Software Development work instruction does not address all development actions. - Peer Reviews/Code Walk Throughs. - Software development folders (SDF). - Audits of SDF.	O	
15	4.4 <u>EB</u>	Software Development Tools are not placed under Configuration Management controls with associated software releases.	NC	
16	EL 4.5 <u>ER</u>	Uncontrolled form in use. (PDT Change Proposal Form).	NC	
17	4.5 <u>CN</u>	A methodology which would allow the reliable determination of the release/revision status of a project plan was unavailable.	NC	

Signed for Company

Signed for NQA

Enclosure 4

Ref No.	Clause No.	NONCONFORMANCE AND OBSERVATIONS RAISED	NC	
18	4.5 <u>RA</u>	Lacking effective operator instructions for the use of the Task Assignment Database within the X-33 program.	O	
19	4.5 <u>EL</u>	Level 1-3 Document Server Work Instruction incomplete for the process for posting approved procedures on the Intranet.	NC	
20	4.5 <u>EB</u>	Process for placing procedures on the Electronic Packaging Procedures Server allows for procedures to available f use prior to appropriate review and approval.	NC	
21	4.6 { <u>CR</u> <u>GP</u>	IDR for DCN P-7-16-B5206 Serial numbers did not match PR, Purchasing Corrective Action response was that the product/material was no longer QA sensitive. Incomplete Corrective Action as described on IDR form.	NC	
22	4.6 { <u>CR</u> <u>GP</u>	ISO Requirements Checklists not available for QA Supplier Surveys per procedures.	NC	
23	4.8 <u>EH</u>	BOA (FAB area), purchasing documents did not specify drawing Revision, drawing in package was rev. 5	NC	
24	4.6 <u>GP</u>	Award Fee Tracking Database operator/administrator work instructions not completely developed.	O	
25	4.6 { <u>GP</u> <u>EH</u>	BOA Past Performance Database not available as required per procurement procedures.	NC	
26	4.9 <u>EH</u>	Chart recorder sheets are not being maintained at defined frequencies in EH31 Composite manufacturing area.	NC	

Signed for Company

R. J. S. [Signature]

Signed for NQA

[Signature]

Results of Pre-Assessment Audit

by National Quality Assurance (NQA)

- **Audit October 21-24**
- **NQA Audit Team and Expertise**
 - **Lead, Lee Bravener - Software design control, training, statistical techniques & quality records**
 - **Keith Thorson - Process control, non-confirming material**
 - **Jim Dozier - Corrective & preventive action, internal quality audits, test & calibration**
 - **Mark Stevens - Purchasing & contract review**
- **The category of non-conformances: Major & Minor**
 - **Major - A single one precludes registration**
 - **Minor - Does not preclude registration unless systemic (widespread)**

Results of Pre-Assessment Audit (Continued)

- **The category of “observations”**
 - **“Pointers” on how to do better and prevent transgression into minor or even major findings - prevalence and evidence of systematic problem scrutinized by auditors**
- **NQA Findings**
 - **2 Majors - Quality System (Documentation/Procedures) Not baselined**
 - **Not implementing configuration management**
 - **19 Minors - Measuring & test equipment & calibration were the most frequently mentioned**
 - **5 Observations - Nothing Systemic**

Results of Pre-Assessment Audit (Continued)

- **Correcting the majors**
 - **Accelerated documentation development & initiated a major drive to baseline**
 - **Convened configuration management tiger team (Jim Ellis) including programs & S&E - Have document PO4.2 modified according to the mutually agreed to plan - “tailoring” resolved**
- **Beneficial exit interview with NQA team**
 - **Were candid but considerate about what they found**
- **Findings Response to NQA**
 - **Due the 25th**
- **When NQA returns (last week of February?)**
 - **Want a precursor debrief on in-scope**
- **When do we include rest of Center (in-scope)?**
 - **NQA recommends not before their 3 month revisit (end of May)**

National Aeronautics and
Space Administration

DCB

George C. Marshall Space Flight Center
Marshall Space Flight Center, AL 35812



Reply to Attn of: EL32(97-011)

TO: Distribution
FROM: DA01/R. J. Schwinghamer
SUBJECT: MSFC ISO Quality Management System Document Control Board (DCB)
Charter for Levels 1, 2, and 3 Documentation

1. SCOPE

This charter establishes the MSFC ISO Quality Management System Document Control Board (DCB) for Levels 1, 2, and 3 documentation and the membership for this Board. The purpose of the DCB, the responsibilities of the DCB membership, and the basic instructions by which the DCB will function are addressed in MSFC-P05.1-C04, *Document Control Board (DCB)*, and MSFC-P05.1, *Document and Data Control*.

2. DCB MEMBERSHIP

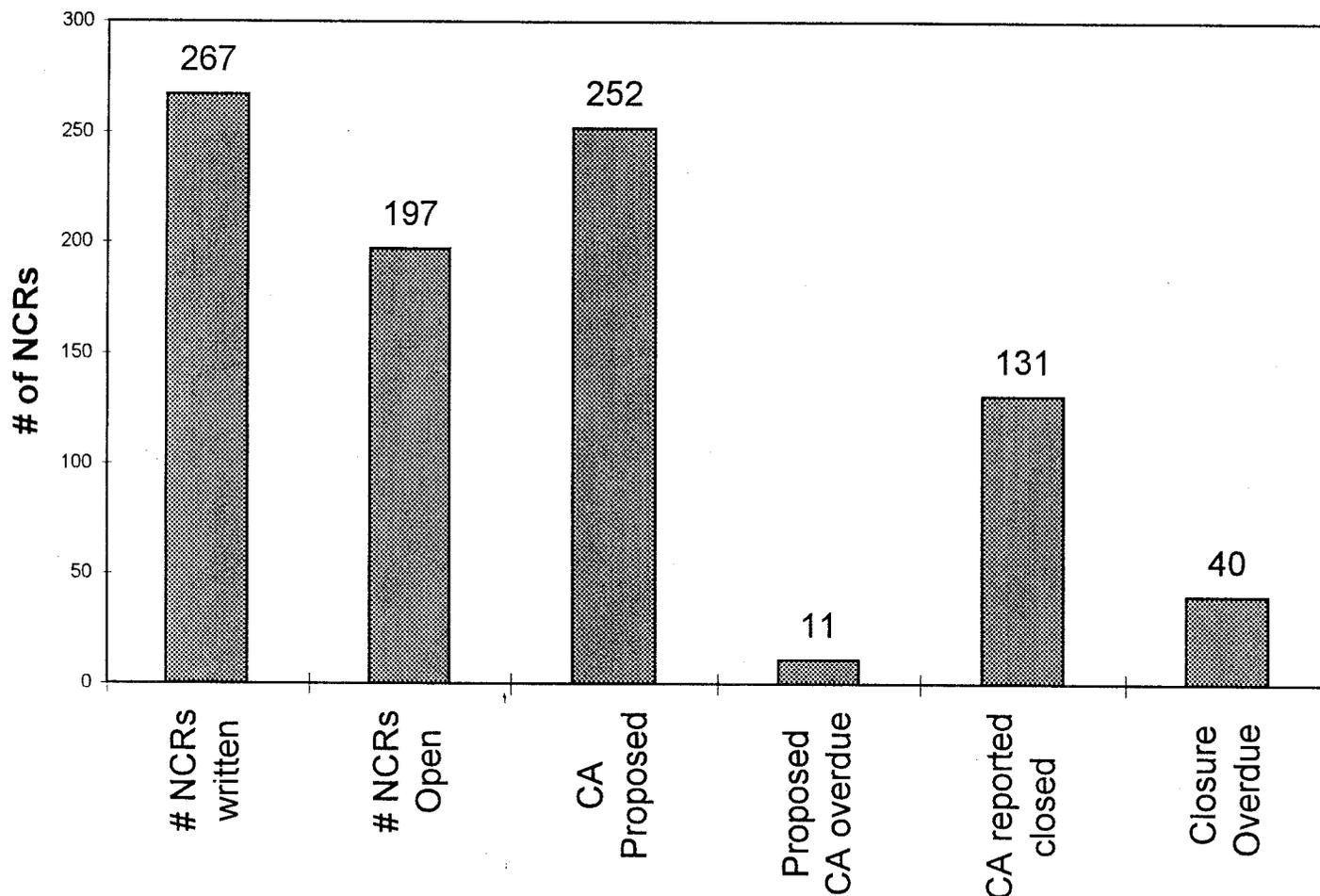
Enclosure 6

OFFICE SYMBOL	PRIMARY DCB MEMBER	ALTERNATE DCB MEMBER	TITLE OR OFFICE
DA01	R. J. Schwinghamer	As Designated	Chairperson
AA	*Ronald E. Burns	Michael W. Haynes	Organizational Representative
BC	John H. Howell	Danny G. Walker	Organizational Representative
CC	H. Gray Marsee	James J. McGroary	Organizational Representative
CO	Annette K. Tingle	Patricia R. Schultz	Organizational Representative
CR	Edward H. Kiessling	Charles H. Shivers	Organizational Representative
EB	James F. Blanche	Terry S. Roberts	Organizational Representative
ED	Ricky L. Wilbanks	Benjamin E. Goldberg	Organizational Representative
EE	Edwin H. Miller	Mike U. Rudolphi	Organizational Representative
EH	Richard T. Wegrich	Richard D. Lamb	Organizational Representative
EJ/JA	Harvey L. Shelton	Stan H. Guest	Organizational Representative
EL	Robert G. Zagrodzky	Johnny F. Robinson	Organizational Representative
EM	Sandra O. Dickerson	William C. Baker	Organizational Representative
EO	Warren K. Woods	*Gustav W. Mordan	Organizational Representative
EP	David C. Harris	Lee W. Jones	Organizational Representative
ES	Roslin Hicks	Fred D. Wills	Organizational Representative
GP	Lydia H. Butler	Byron W. Butler Mellina R. Hudgins	Organizational Representative
LA	Thomas S. Dollman	Jerry L. Seemann	Organizational Representative
MG	Robin Neely	Arthur S. Kirkindall	Organizational Representative
PA	Don W. Thurman	Gary W. Johnson	Organizational Representative
RA	Dennis E. Smith	Jan C. Monk	Organizational Representative
SA	Jolene J. Martin	John M. Pea	Organizational Representative
TA	Marcus S. Osborne	Ronald C. Marshall	Organizational Representative
*Support Personnel:			
EL	Brenda K. Bailey	As Designated	Secretariat
EL	Gary S. McGriff	As Designated	Document Control Custodian

* Indicates changes

Original Signed By:
R. J. Schwinghamer
ISO 9000 Management Representative

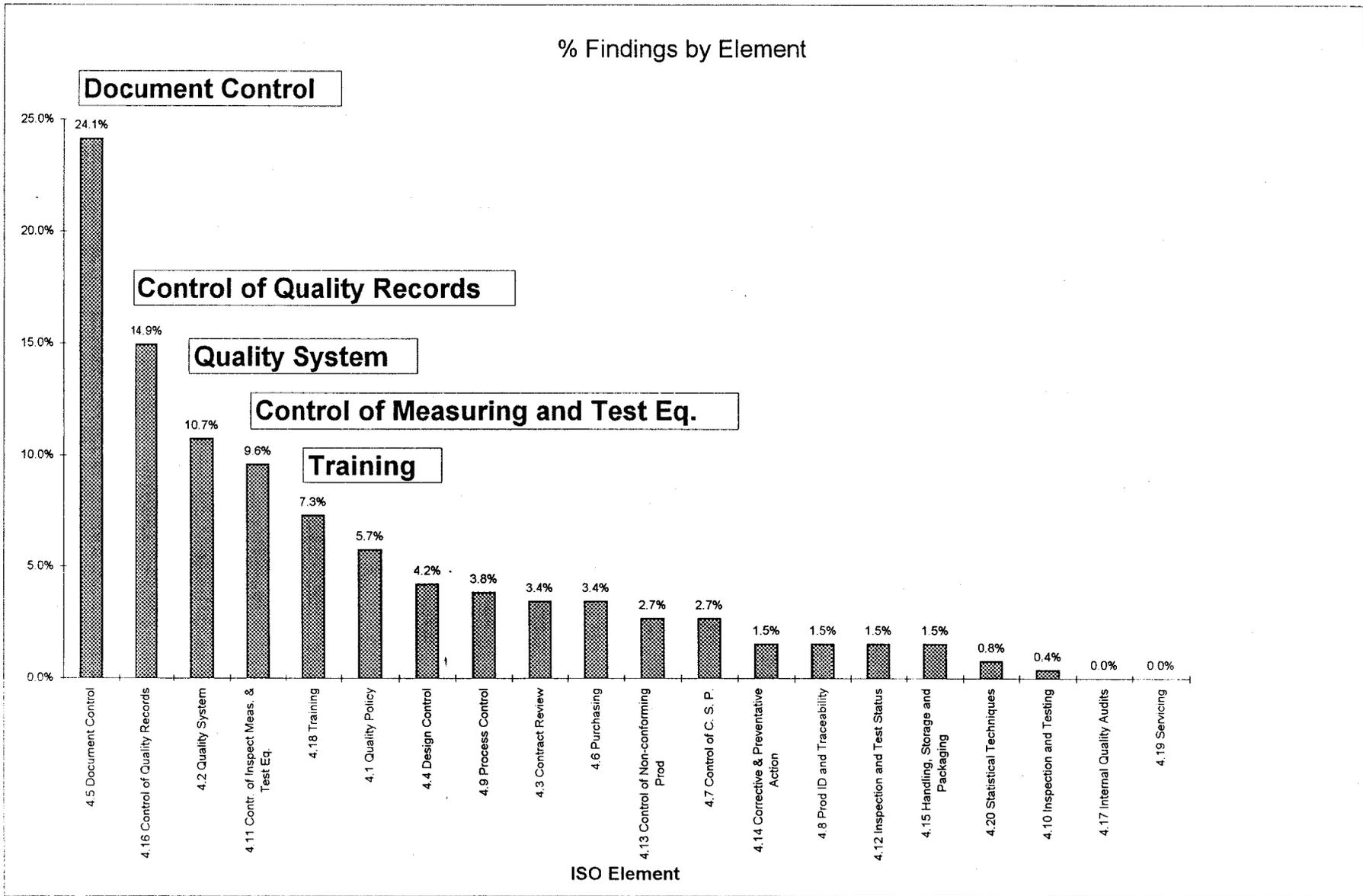
MSFC NCR STATUS



Enclature 7

First Round Audit Results for MSFC Internal Audits

% Findings by Element



First Round Internal Audit Nonconformances

- Document Control - **24%** (NQA - **4** minor NCRs)
 - Use of incorrect/outdated documents
- Control of Quality Records - **15%** (NQA - **0** NCRs)
 - Missing or improperly maintained
- Quality System - **11%** (NQA - **1 Major** NCR)
 - Lack of Qual & Project Plans - documents not baselined
- Measuring & Test Equipment - **10%** (NQA - **3** Minor NCRs)
 - Use of uncalibrated metrology
- Training - **7%** (NQA - Observation)
 - Training requirements not documented
- Design Control - **4%** (NQA - **1 Major** NCR)
 - Design Review & Configuration Management

MSFC AREAS OF CONCERN

- MSFC Corrective Action System
 - Major nonconformance which prevented JSC Registration
 - MSFC received 1 minor NCR
 - Nonconformance Reporting System, which drives Corrective Action System received 1 minor NCR
 - MSFC Nonconformance Reporting is not being fully used

Corrective Action - Use Project Management Team to identify and implement corrective action with possible follow-on internal audit

- Measuring and Test Equipment
 - Both NQA and Internal Audits have identified the continued use of improperly calibrated metrology
 - Revised Procedure in review to correct some problem areas

Corrective Action - Provide simplified “How To” instruction to MSFC users with possible follow-on internal audit

11/24/97

3 release 7

ISO 9000 MANAGEMENT COUNCIL ACTIONS LOG

[OPEN ACTIONS ONLY]

- MQC-0005 (O) Make the NQA Audit follow-up visits schedule information
11-25-97 available throughout the Center.
(R. Schwinghamer/DA01, Due: 12-12-97)
- MQC-0006 (O) Schedule a special meeting to consolidate the eight (more or less)
11-25-97 separate corrective action systems currently in place at the Center
into one clearly, defined system. Assure that the meeting
attendance includes representatives from all areas.
(R. Schwinghamer/DA01, Due: 12-12-97)
- MQC-0007 (O) Address documenting Task Agreement Requirements at a future
11-25-97 ISO 9000 Implementation Team Status Meeting.
(R. Schwinghamer/DA01, Due: 12-12-97)
- MQC-0008 (O) Schedule a MSFC Quality Council meeting for some time near the
11-25-97 end of January 1998 to review the Center status in preparation for
the February NQA Audit.
(R. Schwinghamer/DA01, Due: 12-12-97)