

CAP Validated: OQ-2009-05-06-4

Description: As-Is Quality Training

Date Validated: 5/12/2011

Responsible Person T. Gehrke Person Validating: T. Gehrke

CAP Problem Statement: Fermilab needs to provide employee training to specifically address Quality Assurance in compliance with Director's Policy #19 on Training. DP#19 states "It is the policy of the laboratory to assure all necessary training has been provided to employees of the laboratory and any others that may perform work at the laboratory.", and with Fermilab's IQA which states ""Personnel are qualified to perform their job based on one or more of the following: previous experience, education, and training; performance demonstrations or tests to verify previously acquired skills; completion of training courses or qualification programs; on-the-job training."" Since QA is a new program for Fermilab the third item listed requires training on Fermilab's IQA program regardless of the status of the other three. Without this training there is no means for Fermilab to clearly inform the employee of Managements expectations and explain to the employee what needs to be done to meet those expectations, and therefore no expectation that employees can comply.

Validation: Introduction to Integrated Quality Assurance released 12/11/2009. This course is in all personnel's ITNAs and has been taken by all at Fermilab.

Findings: None

Signature: T. Gehrke Date: 6/17/11