

QUALITY COUNCIL TASK PLANNING DOCUMENT

Task Number: TPD – 2012.04

Date: 03 April 2012

Title: Suspect Counterfeit Item Prevention in the Department of Energy

Statement:

The Department of Energy has taken significant measures to ensure the effective implementation of a process to both prevent the introduction of and to remove suspect counterfeit items (S/CI) in safety related and mission sensitive applications. A special study of the Department's management of S/CI was conducted in August 2003 resulting in recommendations for program improvements. Comprehensive improvements were undertaken by Headquarters' line organizations, the Office of Environment, Safety and Health, and Department sites including both field elements and contractors. A foundation for the avoidance, detection and disposition of suspect counterfeit parts has been established within the Department and was first specified in the Quality Assurance (QA) Order, DOE O 414.1B (now 414.1D). Although requirements are provided in the order and other department directives, and those are contained on several S/CI websites, counterfeit items are still getting into the Departments' supply chains. There are approximately 100 Occurrence Reporting and Processing System (ORPS) reports concerning S/CI generated annually. Reporting of potential S/CI through ORPS ensures appropriate and timely identification of S/CI, and denotes a good questioning program. Although no broad impact issues such as injuries or shutdowns were associated with S/CI, there were instances where S/CI items were found that could have produced serious consequences, for example, defective ammunition, airplane parts, or lifting equipment. In recent years, Department of Defense agencies have reported an increasing number of S/CI incidents related to electronics infiltrating the supply chain and affecting mission critical system reliability. The responsibility for managing S/CI is that of the line organization.

Description/Purpose/Scope:

The purpose of the Focus Group is to provide a forum to develop recommendations as well as identify lessons learned for continuous improvement in the area of S/CI. In addition, the group will evaluate other actions that may be appropriate for the Department to consider. The QA Order requires that DOE and its contractor organizations establish effective controls and processes that will prevent entry of S/CI into the DOE supply chain and ensure detection, reporting and disposition of S/CIs. The Focus Group will promote improved communication, consistency, and collaboration across the DOE complex.

The overall objectives of the task are as follows:

1. Evaluate the White House Task Group report (draft at this time) on S/CI for potential changes to DOE rules, guides, contracts (DEAR/FAR), etc.

2. Evaluate how H.R. 1540, National Defense Authorization Act for Fiscal Year 2012, might affect DOE procurement requirements;
3. Develop and perform trending analysis for S/CI related safety reports and databases received at Headquarters for the last five years. This will be done by coordinating the overall analysis task with line program representatives and integrating all analysis (PSO, HSS) results into one report;
4. Evaluate the existing S/CI training awareness manual for Federal and contractor employees and recommend changes if needed. To accomplish this as part of this TPD initiative, HS-24 will lead, coordinating with TPD members, an initiative to update this resource document in partnership with EFCOG, and other S/CI Subject Matter Experts;
5. Evaluate guidance, industry standards, available reports, Congressional testimony, and governmental agency guidance to determine if changes are warranted in DOE's S/CI prevention process in procurement;
6. Identify generic DOE S/CI issues and make recommendations for improvement in the area of S/CI; and
7. Develop additional objectives, if necessary.

Deliverables:

The Focus Group will report to the Quality Council on any findings, recommendations, lessons learned, and subsequent actions. The Quality Council will approve and sponsor the task planning document. Focus Group members will provide the necessary information and analysis to establish a position with respect to S/CI. The Quality Council may seek assistance from other groups or experts to assist in making accurate assessments.

Proposed Milestones:

	Description	Due Date
1.0	Form a team and secure TPD approval	March 30, 2012
2.0	Post S/CI related information on Website	April 2012
3.0	Develop trend analysis based on sites or DOE programs (This will be performed by the team, HS-20 will provide assistance) This will be done by coordinating the overall analysis task with line program representatives and integrating all analysis (PSO, HSS) results into one report	June - 2012

	Description	Due Date
4.0	Review NNSA training materials on S/CI and determine if those training materials can be used DOE-wide. (This task may require a review of existing HSS training awareness manual on S/CI to ensure training on electronic components/parts is included. Also review NASA training materials)	December 2012 (This activity will be done in parallel with Milestones 5, 6, and 7)
5.0	HS-24 will lead, coordinating with TPD members, an initiative to update the existing S/CI training awareness resource document in partnership with EFCOG, and other S/CI Subject Matter Experts	December 2012 (This activity will be done in parallel with Milestones 4, 6, and 7)
6.0	Evaluate impact of White House Working Group recommendations on DOE requirements and guides.	November 2012
7.0	Evaluate how H.R. 1540: H.R. 1540: National Defense Authorization Act for Fiscal Year 2012 affects DOE or NNSA procurement requirements.	October 2012
8.0	Review HS-40 assessments if any, industry standards, best practices and lessons learned for effective S/CI programs (SAE AS5553, IAEA-TECHDOC 1169, etc.)	November 2012
9.0	Develop recommendations and lessons learned after completing one or more tasks described above	December 2012 (status report)
10.0	Continue efforts, if anything warrants future actions on S/CI related issues	Ongoing

Team Members:

1. Duli Agarwal - Team Lead (HS - 33)
2. Dale Govan - Team Co-Lead (HS - 1.1)
3. Bud Danielson (CNS)
4. Bob Toro (EM - 23)
5. Sam Johnson (NA - 162)
6. Paul Chimah (NA - SH - 32)
7. Anita Leivo (NNSA - LASO)
8. Steven Chalk (RL)
9. Sonya Barnette (HS - 33)
10. Sharon Brown (HS - 24)
11. Carol Sohn (SC - 3)
12. Charles Romeo (IG - 20)
13. NE
14. GC

Additional Resources:

1. Stephanie Thorne (HS -1.1, PEC)
2. Theodore Wald (NNSA - LASO)
3. Steve Domotor (HS - 24)
4. San Horton (DNFSB)
5. Ashley Ruocco (HS-24)
6. Steven Ross (EM-43)

TPD Approval:



Quality Council Chair

4/19/12

Date

Date Deliverable(s) Approved/Council Chair Initial: (If more than one deliverable is prepared, provide the date each deliverable was approved. Council Chair initials are required to reflect deliverable was approved.)

- Deliverable
1. Task report
 2. Interim Status Reports

Task Completion/Approval: (Signature is obtained after all deliverables are complete)

TPD Team Lead

Date

Deliverable(s) Distributed:

_____ Website

_____ Other

If other, description: