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Date: January 30, 2018
To: Timothy I. Meyer, COO
From: Martha Michels 
Re: QAM Chapters 12040 and 12050

The chapters referenced above were updated as detailed below and sent for labwide review:

12040 – Corrective and Preventive Actions:

- Removed references to the item type “Opportunities for Improvement” and added references to the item type “Management Concerns”. Corrective and preventive actions are no longer required for opportunities for improvement but instead are required for Management Concerns per QAM chapter 12030.

12050 – Root Cause Analysis:


- Replaced item type “Finding” with “Non-conformance” as they have identical definitions. Finding has been removed from use in iTrack.
- Removed reference to outdated Computing procedures that are no longer relevant to the root cause analysis procedure.
- Removed Barrier Analysis Process procedure from the Technical Appendix.

All comments received during the review period have been addressed by Subject Matter Experts and the updated chapter is ready for approval and release.

The chapters have been sent to you and Lisa Vega electronically. If a paper copy is required, you may either print one out or contact Lisa and she will provide one to you.

After Directorate approval, please return this approval page to T.J. Sarlina at MS119 for posting.

Recommended for Approval:

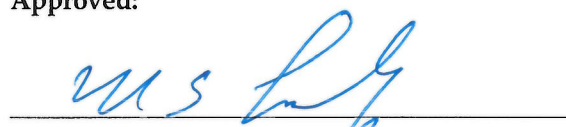


Timothy I. Meyer, COO

01/30/2018

Date

Approved:



Nigel S. Lockyer, Director of Fermilab

2/2/18

Date