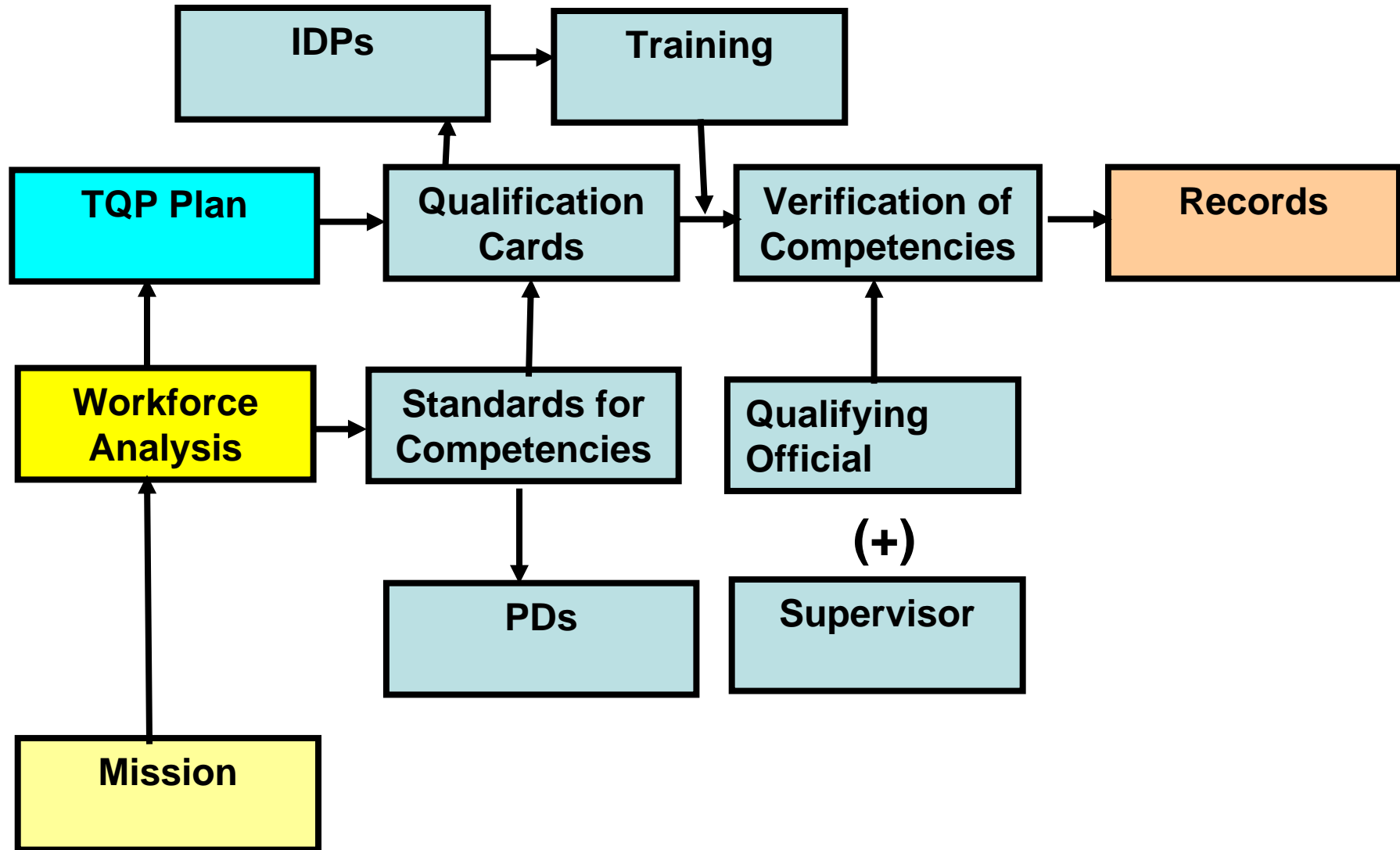


Federal Technical Capability Panel

Evaluation, Revision of TQP Objectives and Criteria

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TQP Approach



Lessons Learned from Recent Accreditation Assessments

- Objective and criteria were formulated before significant recent efforts to improve TQP
- There is some overlap among criteria for various objectives
- Additional objectives and criteria may be needed to better focus on more essential elements of TQP

Evaluations Approach

- Collect, organize lessons learned from YSO, NNSA SC, SSO, CBFO, and recent fast track TQP evaluations/assessments
- Review evaluation/assessment plans, write-up of each specific criteria and the final reports
- Interview the Team Leaders, TQP evaluators and management of organizations evaluated
- Based on this information examine the need for
 - Removing overlap among existing criteria associated with different objectives
 - Better articulation of existing objectives and aligning criteria with objectives
 - Additional criteria to better evaluate significant objectives e.g., objective 7 addressing whether technical competency of personnel who have completed the requirements of TQP is adequate and appropriate for performing their assigned duties
 - Deleting selected existing objectives, combining objectives, defining new objectives and criteria for areas such as verification of competencies and continuing education

TQP-1 – Demonstration of Competence

- The program clearly identifies and documents the process used to demonstrate employee technical competence
 - Criteria
 - At minimum, personnel providing management direction or oversight that could impact the safe operation of a defense nuclear facility have been identified as TQP participants.
 - IDPs, training plans, technical qualification records, or other related documents are updated to reflect the activities required for each individual to satisfy competencies.
 - A formal evaluation process is in place to objectively measure the technical competency of employees. The rigor of the evaluation process is commensurate with the responsibilities of the position.

TQP-2 – Competency Levels

- Competency requirements are clearly defined and consistent with applicable industry standards for similar occupations
 - Criteria
 - Clearly defined knowledge, skill, and ability elements.
 - Recognized experts help establish competency requirements
 - Related professional accreditation requirements are considered in the program as applicable
 - Requirements for Competency are identified in basic technical knowledge, technical discipline, and position/office/facility specific areas

TQP-3 – Plans and Procedures

- Plans and/or procedures are developed and implemented to govern administration of the program
 - Criteria
 - Senior management is committed to TQP
 - Written procedures that adequately define the processes and requirements to implement TQP are in place
 - Roles and responsibilities for implementing TQP are clearly defined and understood by all involved
 - The procedures that govern implementation of TQP are understood by all involved and are being implemented as written
 - A training and qualification records system is established for each employee in TQP.

TQP-4 - Qualification Tailored to Work Activities

- The program identifies unique Department- and position-specific work activities and specifies the knowledge and skills necessary to accomplish that work
 - Criteria
 - An analysis has been performed to identify the related knowledge, skill, and ability elements to accomplish the duties and responsibilities for each TQP functional area or position.
 - The program includes job-specific requirements related to the rules, regulations, codes, standards, and guides necessary to carry out the mission of the office.
 - The program supports the mission needs of the office.

TQP-5 – Credit for Existing Technical Qualification Programs

- The program is structured to allow credit, where appropriate, for other TQP accomplishments
 - Criteria
 - Credit (equivalency) is granted for previous training, education, experience, and completion of related qualification/accreditation programs, where applicable.
 - Equivalency is granted based upon a review and verification of objective evidence, such as transcripts, course certificates, test scores, or on-the-job experience.
 - Equivalencies are formally validated, approved, and documented

TQP-6 – Transportability

- Competency requirements identified as applying throughout the Department are transferable
 - Criteria
 - The program includes all competencies that have been identified as applying throughout the Department
 - Formal documentation of the completion of Department-wide competencies is maintained in a manner that allows for easy transferability .
 - The TQP is integrated with personnel-related activities, such as position descriptions, vacancy announcements, recruiting, and performance appraisals

TQP-7 Measurable

- The program contains sufficient rigor to demonstrate compliance to the principles
 - Criteria
 - The technical competency of personnel who have completed the requirements of TQP is adequate and appropriate
 - The program allows for continuous feedback and periodic evaluation to ensure that it meets the needs of the Department and the missions of the office
 - TQP provides for continuing training