

ASME NQA-1 Lead Auditor Training

Brief Course Description:

The overall objective of this four day course is to provide the prospective lead auditor, with sufficient formal training to assist in meeting the training requirement for ASME NQA-1 and N45.2.23 auditors. This course gives each student the body of knowledge and understanding of auditing methods and techniques to conduct audits of nuclear quality assurance programs. The material includes the development, organization and administration of an audit program; the mechanics of an individual audit; audit objectives; and auditing techniques.

Key Topics Covered:

- Identify and become knowledgeable of rules and regulations, standards and guidance applicable to nuclear facilities
- Describe how to establish an audit program and how to plan for conducting audits
- Identify the duties and responsibilities of both an auditor and lead auditor
- Explain how to prepare and perform internal and supplier audits including how to report and follow up on findings
- Explain how to examine the general structure of quality assurance programs such as NQA-1 and ISO 9001
- Identify the four phases of the audit life cycle: 1) preparation, 2) performance, 3) reporting, and 4) follow-up
- Evaluate quality assurance program documents and associated procedures.
- Demonstrate an understanding of auditing methods and techniques through participation in practical exercises and examination

Who Should Attend:

Quality Engineers, Auditors, Engineers, Project Managers, Inspection Personnel, Production Supervisors, Facility Representatives, Procurement Personnel, Safety System Oversight Staff, and Assessment Personnel.

Prerequisites:

Participants must obtain a copy of ASME NQA-1–2008/2009 or newer, *Quality Assurance Requirements for Nuclear Facility Applications*. Copies of NQA-1 may be purchased through the [ASME Publications Website](http://www.asme.org/ASME-Publications-Website). Department of Energy students are encouraged to bring copies of 10 CFR 830, Subpart A – *Quality Assurance Requirements* and DOE O 414.1D, *Quality Assurance*.

Instructor(s):

Norman P. Moreau, P.E., CSQE, CQA, ASME Fellow, Chief Instructor for Theseus Professional Services, LLC, has over 30 years of experience in quality management, project management, engineering, and organizational administration. He has been a member of the ASME since 1982, and since 1992, has been an active participant on the ASME NQA-1 Committee on Nuclear Quality Assurance. Mr. Moreau's significant contributions have been in the areas QA for computer software, records management, and commercial grade dedication. He has been on the Main Committee since 2002, and from 2004 to 2008 he served as the Vice Chair of Subcommittee on Engineering and Procurement Processes. In 2008 he was elected to lead the newly formed Subcommittee on Software Quality Assurance.

Mr. Moreau's nuclear experience includes working as a quality engineer, quality manager, and project manager at several NRC and DOE nuclear facilities, and various vendors within the nuclear supply chain. Representative projects include USQ program implementation, training, and support; successful NQA-1 implementations that include a construction company, testing lab, rebar splicing manufacturer, and two process control system fabricators; software QA program implementation and audits; and software dedications that lead to passing regulatory and industry audits. He is a registered professional engineer and holds a bachelor's degree in mechanical engineering and a master's degree in software engineering administration. Mr. Moreau has been a certified NQA-1 Lead Auditor since 1989 and a certified ISO 9001 lead auditor since 1996.