

Appendix F CONSTRUCTION SUBPLAN

1. Purpose

This appendix provides the general policies and procedures for the execution of quality management activities in the Technical Engineering and Construction Division, Military and Technical Services Directorate (MT), South Pacific Division and of the Construction-Operations Divisions of the Districts within the South Pacific Division. . Guidance provided includes:

Main Body of Appendix F	Quality Management of Construction Activities/Products
Enclosure 1	QM Guidance on Construction

2. Applicability

This plan applies to construction activities within CESPD and its districts, including those associated with civil works, OMA, MILCON, HTRW, FMS, WFO and SFO. The quality management process applies to all Construction services and products, including those reports and other sub-products which are integral parts of decision and implementation documents developed as part of the planning, engineering and other programs.

3. References

- 3.1. CESPD R 1110-10, Design Construction Evaluations (DCE).
- 3.2. ER 415-1-13, Construction - Design and Construction Evaluation (DCE)
- 3.3. ER 1110-1-12, Engineering and Design - Quality Management
- 3.4. ER 1180-1-6, Contracts - Construction Quality Management

**ENCLOSURE 1
QUALITY MANAGEMENT GUIDANCE ON
CONSTRUCTION**

1. Purpose

This plan provides South Pacific Division's annual construction quality assurance organizational operating plan pursuant to ER 1180-1-6 (Construction Quality Management).

2. Applicability

This plan applies to construction activities within CESPD and its districts. Construction programs include civil works, OMA, MILCON, HTRW, FMS, WFO and SFO.

3. Organization

3.1. Within CESPD, construction quality assurance is the responsibility of CESPD-MT-E (Technical Engineering and Construction Division), which is currently staffed by three construction managers. Program responsibilities are divided among the three construction managers as follows: 1 Military Construction Manager, 1 Civil Works Construction Manager, and 1 HTRW/SFO/WFO Construction Manager.

3.2. Staffing needs: no additional staffing needs are presently projected; however, pending reorganization plans may require an updated analysis within FY 03.

4. Responsibilities

4.1. CESPD-MT-E shall review and recommend approval of each district's annual quality assurance plan (required per ER 1180-1-6) prior to its being forwarded to HQUSACE.

4.2. CESPD-MT-E shall make periodic visits to district and field offices to verify that QA plans are in place and are effective.

4.3. CESPD-MT-E shall manage Division S&A targets, construction placement and expenses in coordination with District Construction Divisions and the Regional Management Board (RMB). CESPD-MT-E is responsible for the stewardship of the S&A regional accounts, financial reporting and analyzing fiscal data related to actual S&A income and expense reports. The RMB and Division Commander approve the District's budgets.

4.4. Design Construction Evaluations (DCE). As of 1 October 1998, HQUSACE no longer conducts DCEs. As part of CESPD's quality assurance responsibilities, CESPD-MT-E shall be responsible for execution of the DCE program within CESPD that conforms to the requirements prescribed in ER 1110-1-12 and ER 415-1-13. The DCE program generally shall utilize the

processes in the QA Focus Areas outlined in the Main Body of this_QMP. DCE visits shall be conducted according to Regulation CESPD R 1110-1-10 dated 20 August 1999.

4.5. CESPD-MT-E shall participate in annual Command Assistance Visits to each district and will evaluate district QA plans as part of that visit.

4.6. CESPD-MT-E shall participate in the Lab certification process.

4.7. Each construction manager will provide construction expertise to District Support Teams (DST) according to his or her assigned areas. A main focus of this DST participation shall be to ensure that the special needs of the field offices for timely responses to required actions is provided by the DSTs.

4.8. As part of the evaluation of District performance, CESPD-MT-E will determine the degree to which the District Construction Branch and field offices practices conform to the Regional Project Management Business Process (RPMBP). This evaluation shall focus on SOP 3C, PM/Construction Manager Roles and Responsibilities, but shall also include the other RPMBP requirements.

5. Training

5.1. Planning: training plans (including both organizational unit and individual development plans) within CESPD-MT-E will evaluate both technical and management training needs to assure maintenance of technical expertise and construction management expertise of construction managers to facilitate their quality assurance roles.

5.2. Facilitation: CESPD-MT-E personnel will continue to facilitate QA training within SPD. Emphasis during this planning period will be on continuation of HTRW Manifest Training facilitation, HTRW safety refresher training and on facilitation of testing training. Districts shall have primary responsibility for the QA/QC labs are certified in accordance with established USACE and CESPD policies.

5.3. Districts shall be required to maintain training matrices that display which personnel have what QA expertise within each field office.

6. Pre-award QA

6.1. CESPD-MT-E shall participate in all Advance Acquisition Planning Conferences.

6.2. Districts shall have primary responsibility for pre-award construction QA activities including BCOE reviews, Plan-In-Hand reviews, Independent technical review Teams (ITRT), input to special contract provisions, and design review conferences. However, CESPD QA shall on occasion include participation in any of the foregoing activities on a "spot check" or as-requested basis. CESPD-MT-E shall evaluate the participation of District construction representatives in these activities.

CESPD R1110-1-8
App F (Encl 1)
30 December 2002

6.3. CESPD-MT-E shall participate in project working groups as required.

7. Post-award QA

7.1. Districts shall have primary responsibility for post-award QA activities including QA reporting, participation in the 3 phase inspection system, ad hoc problem solving, deficiency monitoring, QA testing, construction safety, and schedule maintenance. However, CESPD QA shall on occasion include participation in any of the foregoing activities on a "spot check" basis. CESPD QA personnel shall provide exit briefs to responsible district personnel after any spot checks and shall include in the briefs both deficiencies noted and recommended solutions.

7.2. CESPD-MT-E shall manage those programs that recognize outstanding achievement in quality assurance, e.g. the Hard Hat of the Year award, the Construction Manager of the Year award, the Military Construction Contractor of the Year award, the Civil Works Construction Contractor of the Year award, and the Dredging Contractor of the Year award.

7.3. The review and approval responsibility for construction quality control plans has been delegated by CESPD to the districts.

7.4. CESPD-MT-E shall identify selected District technical personnel to act as Division representatives when needed to supplement CESPD-MT-E expertise.

8. Supplements

8.1. CESPD-MT-E shall assure that each district annually supplements ER 1180-1-6 with its own QA plan. District QA plans shall be due in Division no later than the close of the first month of each fiscal year.

8.2. CESPD-MT-E shall combine annual district QA plans with the annual CESPD-MT-E QA plan and forward all plans to HQUSACE in accordance with ER 1180-1-6.