

From: [Sannon, Jeff](#)
To: [document.control](#)
Subject: QA/QC
Date: Friday, March 02, 2012 2:35:09 PM

From: Betteridge, Kelly
Sent: Friday, March 02, 2012 2:34 PM
To: Sannon, Jeff
Subject: RE: QA/QC Reminder

I have reviewed the QA/QC training materials.

Thanks,

Kelly

From: Sannon, Jeff
Sent: Thursday, February 09, 2012 3:13 PM
To: Betteridge, Kelly
Subject: FW: QA/QC Reminder

From: Sannon, Jeff
Sent: Friday, January 27, 2012 1:19 PM
To: King, Wesley; Egnew, Coral; Novotny Chris; Eskew, Joe; Burlingame, Cory; Hori, Jenna; Betteridge, Kelly; Belokonny, Katy
Cc: Smith, Vicky; Heydenrych, Paul
Subject: RE: QA/QC and PMP

QA/QC reminder. Please shoot me a email when completed.

From: King, Wesley
Sent: Monday, January 23, 2012 12:15 PM
To: Egnew, Coral; Novotny Chris; Eskew, Joe; Burlingame, Cory; Hori, Jenna; Sannon, Jeff; Betteridge, Kelly; Guichard, Marc; Belokonny, Katy
Cc: Smith, Vicky; Heydenrych, Paul
Subject: QA/QC and PMP

Hi Transit Team,

Thank you for taking the time to participate in the QA/QC training that was conducted by Mike Hohbach. Attached is a link to the presentation if you would like a refresher or reminder from the discussion. If you weren't able to attend, just give it a once over. Chances are you're already following this process.

[G:\CRC\CRC Project Files\Meetings \(Mtg\)\QCP Training\QCP Training 11-28-11 ccwi.pptx](G:\CRC\CRC Project Files\Meetings (Mtg)\QCP Training\QCP Training 11-28-11 ccwi.pptx)

Additionally some of us have been briefed about the elusive Project Management Plan which will

now have a home on the G Drive for everyone to review. This is important because in February we're going to have PMOC oversight randomly interviewing team individuals on how they utilize the PMP. I know this might feel like a pop quiz, because it hasn't been seen in over a year but we're going to start covering some of the PMP at each transit team meeting as well as scheduling some other times to discuss and review. I've included the link to the PMPs location. If you would like to take a look at the PMP and review it please do, there is a presentation as well as the full PMP. The presentation is very basic so it will probably be more productive to brush over the full document. As with the QA/QC some of it will be basic and some will be new. I have a copy at my desk, Vicky, Paul, and Marc, do as well. I put one in the transit team library but I think it already got stolen. If you would like to review one of the hard copies please don't hesitate to ask one of us.

<G:\CRC\CRC Project Files\Project Mgt Plan>

Thank you everyone, you're an outstanding team.

Regards,

Wesley A. King
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