

CHAPTER J-7

QUALITY MANAGEMENT PLAN **for CIVIL WORKS PROJECTS**

1. **Background and Purpose:** Savannah District is responsible for quality control (QC) and technical review of designs for civil works projects. Technical review starts in the reconnaissance phase of a project and continues through the completion of construction plans and specifications. Quality control responsibilities include an independent technical review (ITR) of all decision and implementation documents. The Division has responsibility for quality assurance (QA) of District ITR and QC processes. Programs for which these responsibilities apply include, but are not limited to, General Investigation (GI), Construction General (CG), and Operation and Maintenance (O&M).
2. **Applicability:** Much of the quality management plan (QMP) presented in Parts A through K of this document is applicable to the civil works program as well as the military program. Information that is applicable to both programs has not been duplicated in this appendix. This appendix will, however, document the quality control procedures that are specifically applicable to civil works projects. This procedure applies to all Savannah District technical elements and A-E's performing technical work for the design and construction of civil works projects.
3. **References:**
 - a. ER 1110-2-1150, Engineering and Design for Civil Works Projects, see appendix K-8.
 - b. Savannah District Quality Control and Technical Review Guidelines for Civil Works, 06 October 1995, see appendix K-9.
 - c. South Atlantic Division Technical Quality Guidelines, 13 March 1997, see appendix K-10.
4. **Responsibilities:** The responsibility to perform QC reviews of decision documents has been delegated to the District level. The chiefs of technical functions are responsible for developing and maintaining a professional and technically competent workforce. They shall establish and maintain the necessary systems, technical processes and environment to produce quality products as well as provide the technical oversight to assure production of quality products. The functional chiefs are also responsible and accountable for the quality of the organization's technical products, assigning qualified members to the technical teams, keeping commitments made in management plans, and for ensuring that their technical processes produce the desired results. Within Engineering Division, the proponent for the civil works program is responsible for updating this appendix to the Design Manual on an as needed basis to meet changing needs and customer expectations. This update shall be based on input from each of the technical branches and Programs and Project Management Division (PPMD).

5. Procedures: Appendix K-8 describes the engineering responsibilities, requirements, and procedures to be followed during the planning, design, construction, and operation phases of civil works projects. An internal management control checklist for engineering and design of civil works projects is included as Appendix F to this regulation. The checklist should be used as a guide in establishing local internal management control programs. Appendix K-9 and K-10 provide guidelines to be used in implementing the Division's QA role and the District's QC responsibilities. Two key aspects to ensuring the development of quality products are the implementation of a QMP and an ITR. A QC plan shall be prepared and included in the QMP for each civil works study. This plan shall be prepared by the project manager in PPMD and shall be included in the project management plan (PMP). The QC plan shall include provisions for an ITR of the designs and engineering documents prepared for the project. Architect-Engineering (A-E) firms that perform work for civil works projects shall follow these same procedures and policies in establishing and implementing their own QA and QC program. Documents describing the A-E's QA and QC procedures and documentation of the reviews shall become part of the PMP.