



AUDITS AND ASSESSMENTS

A Complete Feedback Loop

At many organizations, requirements management, auditing activities, and actions resulting from audit findings tend to live in separate systems, despite being highly interrelated parts of an effective continuous improvement strategy. The situation is worsened by the fact that the “system” many companies use for audit activities is paper or, at best, a Microsoft Word template. With the DevonWay Audits and Assessments solution, customers enable a fully integrated feedback loop by combining an all-in-one system to manage documentation, activities, and workflows with structured, yet flexible reporting.

Streamline Processes, Maintain Accuracy

DevonWay's automated workflows allow for auditing processes to be executed as quickly as possible, without sacrificing the accuracy or depth of an audit. Support for multiple auditing and assessment activities reduces the costs that a change management process would incur trying to fit an organization's processes into new software. With planning and reporting natively integrated with every DevonWay solution, reports from auditing and continuous

Summary of Benefits

- **Ensure consistent compliance** with assessment activities directly mapped to compliance requirements, corrective actions, and other key elements of an effective continuous improvement strategy
- **Reduce the need for change management** through custom plans and reports combined with a natively integrated task workflow
- **Enable dependable and accessible record keeping** with DevonWay's built in Document Management system or by automatically pushing documents to your internal file repository/experience directly from the field

improvement activities can be automatically created and tied directly to the activities. More importantly, with all auditing assessment activities mapped to compliance requirements within DevonWay's system, quality and safety managers can trust that all stakeholders are aligned on the goals and findings associated with every audit and assessment.

Key Features

Multiple Activity Types

Use Audits and Assessments to support any type of internal or external assessment or audit activity such as Self Assessments, QA Audits, Management Assessments, Oversight Assessments, Surveillances, and more.

Streamlined Planning

Facilitate annual departmental planning activities by allowing departments to schedule all activities in a single screen. Specify lead personnel, start dates, requirement sources, and more. Automatically generate assessment activities and assign to assessment leaders for planning and execution.

Structured, Reportable Data

Capture assessment information and data in a searchable database instead of PDFs and Word files. Easily find and analyze assessment activities. Create custom reports and views of assessment data and information.

The screenshot displays the DevonWay Assessment (ASMT) interface. At the top, there's a search bar and a navigation menu. The main content area shows a table titled "FY18 Emergency Management Assessment Schedule". The table has columns for MAP Element, Process/Program Controls, Consequence, Worst Consequence, Severity, Likelihood, Risk Factor, Frequency, Priority Level, Periodicity, Requirement Drivers, RQA Periodicity, Baseline Periodicity, and Justification for Change. Below the table, there's a "Workflow Steps" section with a diagram showing the process: Initiate -> Analyze -> Plan -> Quality Review -> FAM Approval -> Close.

MAP Element	Process/Program Controls	Consequence	Worst Consequence	Severity	Likelihood	Risk Factor	Frequency	Priority Level	Periodicity	Requirement Drivers	RQA Periodicity	Baseline Periodicity	Justification for Change
Emergency Response Organization	"DOE O 151-1D, Comprehensive Emergency Management System, CEM Emergency Management Plan, EPP/EPSP"	This is a test of the emergency broadcast system	Emergency response organization does not respond and control an emergency incident	Medium	Possible	Moderate	Frequent	Priority II (2-3 years)	3 years			3-year (36 months)	
Readiness Assurance (and Exercise)	"DOE O 151-1D, Comprehensive Emergency Management System, CEM Emergency Management Plan, EPP/EPSP"	Failure to ensure that emergency management plans and procedures are adequate; Failure to validate emergency management program capabilities.	Had this been an actual emergency	Low	Possible	Very Low	Frequent	Priority III (3-4 years)	4 years	• DOE Order 460.2A, REQUIRED TRANSPORTATION ORDER • 10 CFR 830 Subpart B, SAFETY BASIS REQUIREMENTS	3-year (36 months)	3-year (36 months)	
Training and Drills	This alert would have been followed by more instructions	Failure to develop and maintain emergency response capabilities	Employees and emergency response staff do not effectively respond to emergencies	Medium	Extremely Likely	Moderate	Often	Priority II (2-3 years)	2 years	• 10 CFR 830 Subpart A, QUALITY ASSURANCE REQUIREMENTS • 10 CFR 830, NUCLEAR SAFETY MANAGEMENT • 10 CFR 820, AUDITS AND ASSESSMENTS • 10 CFR 800.5, TRANSITION FROM LUGS LLC TO TRAMP WEST LLC • 10 CFR 830, NUCLEAR SAFETY MANAGEMENT	Quarterly (3 months)	Quarterly (3 months)	

Workflow Steps: Initiate -> Analyze -> Plan -> Quality Review -> FAM Approval -> Close

Custom Plan and Final Reports

Use your organization's existing reports for various activities and display those reports on-screen. Encourage quick adoption by allowing managers to review and approve plans and final reports displayed in a familiar format. Electronically log acceptance or rejections of plans or final reports.

The screenshot displays the DevonWay ASMT (Assessment (ASMT)) interface. The top navigation bar includes the DevonWay logo, a search bar, and a menu icon. The main header shows the assessment ID 'ASMT-00888' and its status 'Status: Factual Accuracy Concurrence | Assigned: Robbie Achramowicz | Due Date: 25-May-2020'. The central section is titled 'Self Assessment Program Implementation' and contains two tables. The first table, 'Factual Accuracy Reviewers', lists reviewers and their current states. The second table, 'Factual Accuracy Comments', lists comments and responses. A 'Workflow Steps' section at the bottom shows a sequence of steps from 'Initiate' to 'Close'. On the right, a 'Report' window is open, displaying a draft report titled 'Internal Independent Self Assessment Program Implementation' with details about the assessment response owner, lead assessor, and executive summary.

Factual Accuracy Reviewer	Factual Accuracy Current State	Did not Respond Review	Did not Respond Concur...	Factual Accuracy Concur...
Matt Sacks	Close			Yes
Robbie Achramowicz	Concurrence			No

Entered by	Entered On	Comments	Section	Paragraph	Minor/Ma...	Response
Robbie Achramowicz	04/02/20...	TEST				Acknowledged - no change - here's why
Matt Sacks	04/02/20...	Results are not clear	Results		Major	I agree - updated results
Matt Sacks	04/02/20...	Executive Summary needs more detail	Exec Summ...	3	Minor	Summary is updated per request

Workflow Steps: Initiate (green) → Plan (green) → Plan Approval (green) → Execute (green) → Factual Accuracy (orange) → Report Approval (grey) → Pending Issue Resolution (grey) → Close (grey)

Map to Compliance Requirements

Link assessment activities directly to their source requirements contained within DevonWay Compliance Tracking in order to achieve greater clarity into assessment drivers, historical compliance, past related activities, and more.

Closed-Loop Quality Management

Generate condition reports, corrective actions, and employee suggestions directly from findings within assessment activities. Retain the linked source and identification method for issues for superior reportability and clarity into value added from assessment activities.

Long-Term Retention

Send final reports to the DevonWay Document Management system or to your external records repository for long-term retention. Send retention criteria and metadata to the repository along with the official assessment report.

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