QA planning process for National Estuary Program grantees in Washington state

Project manager emails scope of work to NEP quality coordinator.

Quality coordinator: Is a QAPP required?

- YES: Quality coordinator emails project manager that a QAPP is required.
  - Project manager uses QAPP template to draft QAPP.
  - Project manager sends draft QAPP to quality coordinator.
  - Quality coordinator provides comments in consultation with agency QA officer.
  - QA officer approves QAPP.
  - Project manager collects other QAPP approval signatures.
  - Begin project work.

- NO: Quality coordinator emails project manager that a QAPP is not required.
  - Begin project work.

Project manager revises QAPP, as necessary.