

National Aeronautics and Space Administration
Headquarters
Washington, DC 20546-0001



October 9, 2007

Reply to Attn of: Office of Safety and Mission Assurance

TO: Distribution

FROM: Chief, Safety and Mission Assurance

SUBJECT: 2007 Quality and Safety Achievement Recognition (QASAR) Award
Program - Request for Nominations

The QASAR Award Program promotes quality, safety, leadership, productivity, performance, teamwork, and improvement throughout NASA. The award recognizes individual government and contractor employees at NASA Headquarters and Centers who have demonstrated exemplary performance in contributing to the quality and/or safety of products, services, processes, or management programs and activities.

All NASA employees may nominate individuals for the 2007 QASAR awards. The QASAR award process will be performed electronically using the Safety and Mission Assurance Requirements Tracking System (SMARTS) at <http://smarts.grc.nasa.gov/app/index.cfm>. QASAR award contacts and Safety and Mission Assurance Directors should open an account. Each Center and Headquarters may submit one nomination for each category to the QASAR Award Board for review and selection. QASAR award nomination guidelines are enclosed and nominations are due by December 15, 2007.

The QASAR awards will be presented at the NASA Honor Awards Ceremony at the Project Management Challenge 2008, on February 26, 2008, at the Hilton Oceanfront Hotel, Daytona Beach, Florida (see <http://pmchallenge.gsfc.nasa.gov>). Thank you for your continued support of this program. If you have any questions or need to reassign a QASAR POC, please feel free to contact Ms. Kelly Kabiri, QASAR Program Manager, on (202) 358-0590.


Bryan O'Connor
Enclosure

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SMA Directors, NASA Centers:

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DFRC/Mr. Davis
GRC/Mr. Hartline
GSFC/Mr. Watkins
HQ/Ms. Johnson
IV&V/Mr. Caffall
JPL/Mr. Landano
JSC/Ms. Marshall
KSC/Ms. Bartell
LaRC/Mr. Watson
MSFC/Mr. Malone
NESC/Mr. Roe
NSC/Mr. Phillips
SSC/Mr. Smiles

QASAR Contacts, NASA Centers:

ARC/Mr. Smith
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GRC/Ms. Truong
GSFC/Mr. Issac
HQ/Ms. Stowes
JPL/Ms. Zieger
JSC/Ms. Lancaster
KSC/Ms. Dininny
LaRC/Mr. Porter
MSFC/Mr. Spacek
SSC/TBD

2007 Quality and Safety Achievement Recognition (QASAR) Award Nomination Guidelines

I. QASAR Award Purpose

The QASAR Award recognizes individuals from NASA, other government entities, and prime/subcontractor organizations who have exhibited exemplary performance contributing to significant quality improvements to products or services for NASA, or safety initiatives within products, programs, processes, the environment, or management activities.

II. QASAR Award Nomination Responsibilities

Any NASA employee or NASA contractor may nominate an eligible individual to receive a QASAR Award through Safety and Mission Assurance Requirements Tracking System (SMARTS) at <http://smarts.grc.nasa.gov/app/index.cfm>. QASAR Award nominations may also be submitted to the cognizant Headquarters or Center QASAR Award representative (see QASAR POC column in table below). The QASAR POC will interface with the Center Director and SMA Director to ensure nominations entered are approved prior to submission. Centers may send one nomination in each category. Nominations must be submitted through SMARTS no later than December 15, 2007, and scored by SMA Directors by January 15, 2008. With respect to this award process, Jet Propulsion Laboratory is considered a NASA Center.

III. QASAR Award Categories

Category 1: Most significant quality or safety contribution from within the NASA SMA organization.

Category 2: Most significant quality and safety contribution from a NASA employee external to the NASA SMA organization.

Category 3: Most significant quality and safety contribution from a government (non-NASA) employee.

Category 4: Most significant quality and safety contribution from a NASA prime or subcontractor employee.

IV. QASAR Format Requirements

The entire award process will be conducted using the QASAR Award SMARTS. The SMARTS application requires the same nomination information as previous years: QASAR category, name of nominee, organization, justification, citation, date, and signature of Center Director. A downloadable version of the QASAR Award nomination form is posted on the SMARTS home page.

V. QASAR Eligibility Requirements

All NASA employees and NASA contractors, and employees from other government entities, are eligible to be nominated for the QASAR award in the category that reflects their status at the time of submittal. The award period is January 1 – December 15, 2007.

VI. QASAR Process Participants

The Chief, Safety and Mission Assurance, Office of Safety and Mission Assurance, annually requests nominations for the QASAR Awards. Nominations are approved by the nominating Center SMA Director and Center Director's office. The QASAR Award Board, composed of the Center SMA Directors, and chaired by the Deputy Chief, Safety and Mission Assurance, review and score the nominations and select the QASAR Award recipients.

Location	SMA Director	QASAR POC
ARC	Michael Dudley	Douglas L. Smith
DFRC	Lawrence Davis	Michael Relja
GRC	Tom Hartline	Thuy Truong
GSFC	Marcus A. Watkins	Eric Issac
HQ	Judy Johnson	Angela Stowes
JPL	Matthew Landano	Yvonne Zieger
JSC	Yolanda Marshall	Brenda Lancaster
KSC	Shannon D. Bartell	Suzanne Dininny
LaRC	Grant Watson	Donald J. Porter
MSFC	Roy Malone	Dave Spacek
SSC	Michael Smiles	TBD

VII. QASAR Award Selection, Evaluation, and Validation Factors

The Center SMA Directors will review and score the nominations and the QASAR Award Board selects one recipient in each category. They may not score their own Center's nominee. Nominations should indicate how the individual impacted the Agency, mission, and program or project he or she is supporting. An individual must accomplish at least one of the following:

- identify or implement significant quality or safety improvements to NASA products, services, or processes
- institute continuous quality or safety improvement through NASA and/or contractor action teams
- identify potential quality or safety problems and recommended corrective action to preclude mishaps or major system failures or unavailability impacts
- advance the quality and safety profession through other significant accomplishments.

Metrics must be included in the nomination to demonstrate improvement in specific areas of consideration. The supplemental questions below are provided as possible examples and only to assist the writer in preparing the nomination.

- 1.0 Safety, quality, maintainability, and reliability
 - Did the individual identify an operational hazard, a failure mode, or a quality defect that, if not corrected, could cause injury to personnel and/or damage to or failure of ground support equipment or flight ware?
- 2.0 Productivity and teamwork
 - Did the individual contribute substantially to a significant improvement in NASA/Contractor teamwork and partnership for quality and safety? Did the individual identify something that was undetected? Did they assure corrective action was

accomplished? Did this teamwork result in a significant savings in resources due to an increase in productivity or a reduction in waste.

3.0 Savings and improvement

- Did the individual make recommendations that resulted in significantly improved product or service quality or safety, safety methods, safety procedures, and/or significant process savings? Or did the changed process result in better reliability and safety even if the changes resulted in additional cost?

4.0 Leadership

- Did the nominee display exceptional leadership in contributing actively to the safety and mission success goals of NASA and/or the Center or Component Facilities and its safety program? Has this individual ensured that safety and mission success requirements are communicated, understood, implemented, and not comprised?

VIII. Awards

Winners are notified and presented a plaque at the NASA Project Management Challenge 2008, at the Hilton Oceanfront Hotel in Daytona Beach, February 26-27, 2008.