

## Quality Assurance/Technical Functions Courses

### Corrosion and Surface Treatment of Metals for DLA Supply Centers (S48)

**Course length:** 3 days

**Course number:** QA000000S48

**Continuing Education Units:** 2.4



#### Description

This course provides basic information of metal corrosion factors, types of corrosion, and methods for reducing and eliminating corrosion.

Course subjects include:

- Corrosion of various metals
- Types of corrosion
- Corrosion protection and mitigation

#### Course objectives

- Describe the purpose of surface modification.
- Explain the corrosion process.
- Differentiate between different corrosion mechanisms.
- Describe processes for surface cleaning prior to the application of a coating.
- Describe tests for determining cleanliness.
- Describe processes for coating application.
- Describe tests for determining coating compliance.
- Describe other methods of surface modification.
- Describe packaging, preservation and storage methods which inhibit the onset of corrosion.

#### Who should attend

This course is designed for Technical and Quality Assurance Specialists responsible for contracts/items that require corrosion protection due to operational requirements or are responsible for weapon system parts used in potentially corrosive environments.

**Prerequisite:** Successful completion of the DLA Training course *Metallurgy and Material Sciences* (S50) (QA000000S50) is recommended

**Maximum number of course participants:** 24

**Course manager:** Gary Russell

**Course cost:** \$6,500

**Public offering:** \$325 per student

Contact DLA Training for our same site, back-to-back delivery pricing discount.

**DLA Training: 1-800-458-7903, DSN 850-5990, or Commercial 614-692-5990**

## DLA Quality/Technical Overview

**Course length:** 4 days

**Course number:** DTC03CLS003

**Continuing Education Units:** 3.2



### Description

This course provides **nontechnical** personnel with basic-knowledge-level information as it relates to the quality and technical functions at the DLA supply centers. The course covers a variety of quality and technical functions, stressing the importance of the functions and how they contribute to the DLA supply center mission.

Topics include:

- How the technician interfaces with other functional elements both internal and external to the DLA supply center
- The provisioning process
- Basic cataloging information
- Technical data provided in the SAP Material Master
- Technical and quality preaward support
- ESA support
- Technical and quality postaward support
- Other types of technical and quality support
- Engineering/Technical Support Operations
- Objectives of quality assurance
- Quality assurance provisions
- Quality Notifications
- Defense Standardization Program Overview
- Types of Specifications and Standards
- Use of Defense Specifications
- Use of Defense Standards
- Federal Specification and Standards

### Course objectives

- Explain the various quality and technical functions performed at the DLA supply centers and their contribution to the overall mission.
- Discuss the importance of being able to interpret and apply policies and procedural guidance.
- Discuss the need to perform quality and technical evaluations.
- Identify methodologies used at the DLA supply centers to perform quality and technical functions.
- Discuss the importance of the quality and technical function and explain how it relates to the overall mission.

### Who should attend

This course is designed for the supply and acquisition functions, as well as multifunctional supervisors.

Note: Personnel working in or being trained to work in the technical and quality functions should **not** attend this course. Technical personnel need to take *DLA Supply Center Contract Quality Assurance* (S61), *Technical Functions Overview* (T01), and *Specifications and Standards* (S60).

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**Prerequisite:** None

**Maximum number of course participants:**

Dependent upon number of computers available (maximum 25) at training location

**Course manager:** Steve Rimer

**Course cost:** \$7,700

**Public offering:** \$375 per student

## DLA Supply Center Quality Assurance (S61)

**Course length:** 5 days

**Course number:** QA000000S61

**Continuing Education Units:** 4.0



### Description

This course is conducted in a computer classroom and covers development of Quality Assurance (QA) plans, procedures, strategies, and programs for DOD acquisition activities. The course outlines QA activities taken to support acquisition, supply chain management, storage, and maintenance executed by major procuring commands for procured items/services.

The course covers the QA requirements established by the Federal Acquisition Regulation (FAR), and Defense Federal Acquisition Regulation Supplement (DFARS). DLAD 5025.30 (formerly known as 4105.1)—DLA Acquisition Directive, DLA Technical-Quality Policy and Procedure Deskbook, and DLAR/DLAD/DLAI 4155.24—Product Quality Deficiency Report Program are used extensively.

Additional topics covered include:

- DLA's Enterprise Business System (EBS) program as related to Technical/Quality functions performed at a DLA supply center
- Product Data Reporting and Evaluation Program (PDREP)

### Course objectives

- Describe the quality assurance program within DLA.
- Explain the purpose of Quality Assurance Provisions.
- Define the role of quality assurance in acquisition planning.
- Indicate the role of quality assurance in determining the place of inspection/acceptance.
- Describe the role of quality assurance in determining the contract quality requirements.
- Compare the roles of quality assurance in preaward and postaward actions.
- Identify the role of quality assurance in support actions.
- Explain the role of quality assurance in resolving customer complaints.
- Recognize EBS terms.
- Identify metrics related to technical/quality assurance functions.

### Who should attend

This course is designed for all personnel assigned to DLA supply centers who need training in QA programs.

**Prerequisite:** None

**Maximum number of course participants:**

Dependent upon number of computers available (maximum 25) at training location.

**Course manager:** Gary Russell

**Course cost:** \$9,300

**Public offering:** \$425 per student

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## DLA Supply Center Technical Writing (T04)

**Course length:** 2 days

**Course number:** DTC03CLS002

### Description

This course is conducted in a computer classroom and is designed to provide participants with the basic tools and techniques necessary to

- write in a clear, concise, accurate, and organized manner, and
- present their writing in an ethical way about technical subjects encountered during their DLA supply center job assignments.

This course focuses on

- applying the basic rules of
  - technical writing
  - punctuation, and
  - grammar
- assessing the audience to whom they are writing
- adapting their technical writing style to a variety of audiences, and
- preparing
  - memorandums
  - forms used to communicate with buyers and supply personnel, and
  - letters to contractors and the Military Services.

### Course objectives

- Apply the basics of the technical writing process.
- Apply the basic rules of punctuation and grammar.
- Assess the audience for which you are writing.
- Adapt your technical writing style to a variety of audiences.
- Convey the message in a clear, concise, and consistent manner.

### Who should attend

This course is designed for the following:

- GS-1670, Equipment Specialists
- GS-1910, Product Specialists (Quality Assurance Specialists)
- Interns (GS-1102, 2010, 1910, and 1670's) that will be assigned to the DSCs
- Any other personnel who perform technical functions (e.g., GS-301 and 0800 Engineers)

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**Prerequisite:** None

**Maximum number of course participants:** 20

**Course manager:** Terry L. Martin, Sr.

**Course cost:** \$5,200

**Public offering:** \$325 per student

## DLA Supply Center Technical Writing (T04) Instructor Led Internet (ILI)

**Course length:** 2 days

**Course number:** DTC07ILI001

### Description

This course is delivered via the Internet. While the course is predominately self-paced, certain course requirements and assignments are required to be forwarded to the Instructor before the student can advance to the next unit.

This course provides the participants with the basic tools and techniques necessary to

- write in a clear, concise, accurate and organized manner, and
- present their writing in an ethical way about technical subjects encountered during their DLA supply center job assignments.

This course focuses on

- applying the basic rules of
  - technical writing
  - punctuation, and
  - grammar
- assessing the audience to whom they are writing
- adapting their technical writing style to a variety of audiences, and
- preparing
  - memorandums
  - forms used to communicate with buyers and supply personnel, and
  - letters to contractors and the Military Services.

### Course objectives

- Apply the basics of the technical writing process.
- Apply the basic rules of punctuation and grammar.
- Assess the audience for which you are writing.
- Adapt your technical writing style to a variety of audiences.
- Convey the message in a clear, concise, and consistent manner.

### Who should attend

This course is designed for the following:

- GS-1670, Equipment Specialists
- GS-1910, Product Specialists (Quality Assurance Specialists)
- Interns (GS-1102, 2010, 1910, and 1670's) that will be assigned to the DSCs
- Any other personnel who perform technical functions (e.g., GS-301 and 0800 Engineers)

**Prerequisite:** None

**Maximum number of course participants:** 20

**Course manager:** Terry L. Martin, Sr.

**Course cost:** \$5,200

**Public offering:** \$325 per student

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## DLA Technical-Quality Policy and Procedures Deskbook (T02)

**Course length:** 4 days

**Course number:** DTC02CLS001

**Continuing Education Units:** 3.2



### Description

This course is conducted in a computer classroom and is designed to provide the participant with conceptual knowledge level information about the DLA Technical-Quality Policy and Procedures Deskbook as it relates to technical functions. This course covers a variety of technical functions, stressing the importance of using the policies and procedures in the Deskbook when performing these functions. This course also incorporates skills practice in problem-solving opportunities.

This course will provide opportunities for the students to demonstrate that they know how to utilize the Deskbook when performing the following technical-quality functions:

- Release Strategy Workflow (RSW)
- Purchase Request Referrals
- Contract Referrals
- Support to Supply personnel (Demand/ Supply Planners, Customer Account Specialists)
- Miscellaneous technical and quality assurance assistance

### Course objectives

- Explain the purpose of the Deskbook.
- Utilize the Deskbook when performing job tasks associated with the technical functions to include
  - processing
    - RSW
    - Purchase Requisition (PR) referrals, and
    - contract referrals
  - providing technical support to the
    - Supply Planner
    - Demand Planner, and
    - Customer Account Specialist, and
  - providing other technical-quality assurance assistance as needed by the DLA supply centers.

### Who should attend

This course is designed for personnel and their supervisors who are performing (or being trained to perform) functions that define the technical requirements of material.

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**Prerequisite:** Successful completion of the DLA Training course *Technical Functions Overview* (T01) (DTC01CLS004)

**Maximum number of course participants:** 20

**Course manager:** Terry L. Martin, Sr.

**Course cost:** \$7,700

**Public offering:** \$425 per student

## Drawings, Dimensions, and Tolerancing (S44)

**Course length:** 5 days

**Course number:** QA000000S44

**Continuing Education Units:** 4.0



### Description

This course introduces DLA Quality/Technical, Product Specialists and other Defense personnel managing weapon system parts to basic principles concerning manufacturer's engineering drawings. The participant will gain the ability to converse with contractors, military customers and other DLA personnel, about topics related to characteristics and interpretation of manufacturer's blueprints. The engineering drawing portion of the course introduces the participant to the following:

- Lines
- Symbols
- Projections
- Dimensioning/Tolerancing
- Drawing Format
- Common Part Features
- Conventions

The course also covers established rules, principles, and methods of Geometric Dimensioning and Tolerancing (GD&T) used to define the required condition of a part or component on an engineering drawing. Additional topics presented include:

- Determining material condition
- Bonus tolerances/modifiers
- Rules for interpreting dimensional limits
- Calculating tolerances
- Geometric symbols
- Datum references
- Factors that affect fit
- Brief review of surface textures and screw threads

### Course objectives

- Identify various types of engineering drawings.
- Recognize and interpret information found on drawings.
- Calculate tolerances and allowances.
- Interpret specifications.
- Define GD&T and explain how it is different from the conventional coordinate system of dimensioning and tolerancing.
- Identify geometric characteristics.

### Who should attend

This course is designed for DLA Quality/Technical, Product Specialists whose job or positions requires the reading of engineering drawings.

**Prerequisite:** None

**Maximum number of course participants:** 25

**Course manager:** John Stevens

**Course cost:** \$9,300

**Public offering:** \$425 per student

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**DLA Training:** 1-800-458-7903, DSN 850-5990, or Commercial 614-692-5990

## Electronics I (S54)

**Course length:** Maximum of 10 days

**Course number:** DTC03ILI001

### Description

This Internet course is designed to provide the participant with an understanding of the fundamental principles of direct current (DC) and DC resistive circuits.

This course is made up of the following:

Students will be given 10 working days to successfully complete the course. During this timeframe, the instructor will monitor student progress and be available to respond to student questions. This portion includes the following topics:

- Math Refresher
- DC and Voltage
- Resistance and Resistors (R)
- DC Resistive Circuits
- Circuit Protection Devices

### Course objectives

Upon completion of Electronic I and II course, participants will be able to

- apply the fundamental principles of electronics
- read and interpret schematic drawings
- read and interpret test data, and
- read and interpret manufacturer specification sheets.

### Who should attend

This course is designed for DLA supply center personnel responsible for imposing or interpreting the technical/ quality assurance requirements for electrical/ electronic items. Target job series include:

- GS-1910—Quality Assurance Specialist
- GS-1670—Equipment Specialist
- GS-301—Product Specialist

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**Prerequisite:** None

**Maximum number of course participants:** 12

**Course manager:** Robert Shea

**Course cost:** \$7,700

**Public offering:** \$825 per student

## Electronics II (S55)

**Course length:** 15 days

**Course number:** DTC03CLS001

**Continuing Education Units:** 12.0



### Description

This course is conducted in a computer classroom and is designed to provide the participant with an understanding of the fundamental principles of electronics and the ability to read and interpret

- schematic drawings
- test data, and
- manufacturer specification sheets.

The course highlights include:

- Safety and Measurement
- Alternating Current (AC)
- Capacitors (C)
- Inductors (L)
- Transformers
- Relays
- Resistor/Capacitor/Inductor (RCL) Circuits
- Diodes
- Power supplies
- Amplifiers
- Oscillators and timers
- Other electronic circuits
- Operation amplifiers
- Electric motors, alternators, and generators
- Digital circuits

### Course objectives

Upon completion of Electronic I and II course, participants will be able to

- apply the fundamental principles of electronics
- read and interpret schematic drawings
- read and interpret test data, and
- read and interpret manufacturer specification sheets.

### Who should attend

This course is designed for DLA supply center personnel responsible for imposing or interpreting the technical/quality assurance requirements for electrical/electronic items. Target job series include:

- GS-1910—Quality Assurance Specialist
- GS-1670—Equipment Specialist
- GS-301—Product Specialist

**Prerequisite:** Successful completion of the DLA Training course *Electronics I (S54)*.

**Maximum number of course participants:** 12

**Course manager:** Robert Shea

**Course cost:** \$24,900

**Public offering:** \$2,500 per student

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**DLA Training: 1-800-458-7903, DSN 850-5990, or Commercial 614-692-5990**

## Engineering Support Process (339) Program

**Course length:** 2 days

**Course number:** DTC05CLS002

**Continuing Education Units:** 1.6



### Description

This course provides instruction to optimize and expedite the Engineering Support Process (339) used by the DLA supply centers and the Military Services' Engineering Support Activities (ESA). The course covers various processes performed by functional specialists at the DLA supply centers and the ESAs in support of the acquisition process. Emphasis is placed on providing maximum customer support in the most expedient and cost-effective manner.

The provided "Implementation Guidance Material" will emphasize the benefits of integrated support among technical, quality, and ESA personnel. The course material provides a solid foundation for effective material management and customer/weapons system support. The course incorporates the following:

- Introduction and background of the Product Data Management (PDM) components of the SAP system
- DLA supply center's and ESA's organization structures
- Procurement process interface with the DLA Form 339
- Supply problems requiring utilization of DLA Form 339
- Quality Assurance issues requiring utilization of DLA Form 339
- Mandatory utilization requirements of the DLA Form 339
- Military Services and DLA policies and procedures that govern the Engineering Support Automation (339) System
- DLA supply center and ESA interface utilizing the 339 system

### Description, continued

- DLA supply center task functions associated with various types of engineering support request
- Optimize and create support document files Procurement support solutions to the warfighter
- Supply management support solutions to the warfighter
- DLAI/DLAD 3200.1/Joint Engineering Support Instruction (JESI)
- Military Services Performance Based Agreement (PBA)
- DLA Technical-Quality Policy and Procedures Handbook
- Practical application of the 339 document preparation will be included in daily class sessions

### Course objectives

- Identify the requirements for using the 339.
- Prepare the 339 in a clear and concise manner.
- Explain the input required in each of the sections of the 339.
- Identify who is responsible for each input.

### Who should attend

This course is designed for the following:

- GS-301—Product Specialist
- GS-1670—Equipment Specialist
- GS-1910—Quality Assurance Specialist
- GS-301 or 1101—Multifunctional Supervisor
- Interns (GS-301, 1670, 1910) that will be assigned to the supply centers
- Any personnel who performs technical, quality, engineering, or ESA military support

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**Prerequisite:** None

**Maximum number of course participants:**

Dependent upon the number of computers available (maximum 25) at training location.

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**Course manager:** Steve Rimer

**Course cost:** \$5,200

**Public offering:** \$275 per student

## Introduction to Nondestructive Testing (NDT)

**Course length:** 3 days

**Course number:** DTC11CLS010

**Continuing Education Units:** 2.4



### Description

This course is designed to provide a working knowledge of NDT methodologies and their uses for DLA material. This course introduces the student to five main NDT methods and provides an opportunity to operate various NDT equipment. Participants will discuss the relationship between NDT requirements in respect to DLA.

### Course objectives

After the completion of the NDT course, the participants will be able to learn the following:

- Understand the history of NDT
- Understand the NDT certification process
- Identify key terms that relate to NDT
- Identify different methods of NDT
- How DOD uses NDT

### Who should attend

The following list identifies who should attend this training.

- DLA Quality and Acquisition personnel
- Product Specialist
- Equipment Specialist
- Product Data Specialist
- Contracting Specialist
- DOD Quality and Acquisition personnel
- Active duty, Guard, and Reserve Military Quality and Acquisition personnel

**Prerequisite:** None

**Maximum number of course participants:** 12

**Course manager:** Gary Russell

**Course cost:** \$ 6,500

**Public offering:** \$325 per student

Contact DLA Training for our same site, back-to-back delivery pricing discount.

**DLA Training: 1-800-458-7903, DSN 850-5990, or Commercial 614-692-5990**

## ISO 9000 Standard

**Course length:** 3 days

**Course number:** QA000ISO001

**Continuing Education Units:** 2.4



### Description

This course introduces the student to International Organization for Standardization (ISO) 9000, and provides various structured scenarios that place the student in an auditor position within a company attempting to gain ISO 9000 registration. The course also discusses DOD policy for ISO 9000, reviews the Federal Acquisition Regulation (FAR) as it relates to ISO 9000 and other quality systems, and discusses higher-level quality requirements.

### Course objectives

- Evaluate the elements of ISO 9001:2008.
- Identify the concept of first, second, and third party audits.
- Determine the existence of nonconformances while conducting an audit.
- Determine the degree of corrective action required when nonconformances have been found.
- Perform an effective ISO 9001 management system audit, through the use of auditing principles and techniques.
- Explain contract quality assurance requirement tailoring to meet Government needs.

### Who should attend

This course is designed for all military and civilian personnel in acquisition, quality, or technical areas who are currently working on or have input to contracts where higher-level quality requirements are called out, or have a need to understand contractor Quality Management Systems.

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**Prerequisite:** Participants should be familiar with contract quality requirements.

**Maximum number of course participants:** 24

**Course manager:** Gary Russell

**Course cost:** \$6,500

**Public offering:** \$325 per student

## Measuring Techniques (S06)

**Course length:** 5 days

**Course number:** QA000000S06

**Continuing Education Units:** 4.0



### Description

This course is an introduction to measurement by utilizing various precision instruments found in the manufacturing sector. A variety of precision measuring equipment are introduced, discussed, and demonstrated. The student will learn proper techniques used in handling the instruments and will be able to select and set up the apparatus needed to measure and verify geometric characteristics being controlled on a manufacturer's drawing. This course emphasizes the DLA Product Specialists' interaction with DOD customers, Defense Contract Management Agency (DCMA), distribution personnel and the manufacturer. Included is information on the accuracy that can be expected and the limitations of each measuring device. The course gives participants the opportunity to practice the techniques as well as allowing the student to become proficient in using the instruments through a number of practical exercises, beginning with the simple and progressing towards the complex.

### Course objectives

- Describe the principles of measuring techniques.
- Read and use a variety of measuring tools.
- Determine the value of an appropriate measurement for an item of supply on a continuously variable scale.
- Conduct precision measurements to determine the value of a part feature or geometric characteristic.
- Determine whether an item of supply meets precision dimensional requirements.
- Identify and demonstrate measurement techniques for each of the 14 geometric characteristics used in feature control frames.
- Demonstrate part layout "setups" for common measurements.
- Explain the limitations of each piece of measurement equipment and each measurement technique.

### Who should attend

This course is designed for DLA Quality/Technical and Product Specialists and all personnel whose job requires an in-depth knowledge of measuring techniques.

**Prerequisite:** Participants **must** have successfully completed or have been granted equivalency for the DLA Training course *Drawings, Dimensions, and Tolerancing* (S44) (QAS000000S44), or demonstrate an ability to read engineering drawings.

**Maximum number of course participants:** 12

**Course manager:** Trevor Sajdak

**Course cost:** \$9,300

**Public offering:** \$930 per student

Contact DLA Training for our same site, back-to-back delivery pricing discount.

**DLA Training: 1-800-458-7903, DSN 850-5990, or Commercial 614-692-5990**

## Metallurgy and Material Sciences (S50)

**Course length:** 4 days

**Course number:** QA000000S50

**Continuing Education Units:** 3.2



### Description

This course introduces metallurgy principles, including metal types, advantages and disadvantages of metals, phase diagrams for alloys, and various techniques used to develop, form, and finish metal parts and assemblies.

Course subjects include:

- History of metals
- Phase diagrams/solidification of metal
- Ferrous and nonferrous metals
- Hot and cold working
- Welding and heat treatment
- Introduction to composites

### Course objectives

- Determine the acceptability of materials based on contractual requirements.
- Explain the mechanical and physical properties of common metals and their alloys.
- Describe testing procedures used to prove compliance.
- Describe the effects of heat application, melting points, magnetism, and crystalline structure on various physical attributes of metals.
- Describe various hot and cold metalworking techniques for ferrous and nonferrous metals.
- Explain basic failure modes for structural metals and the nondestructive testing (NDT) techniques used to validate metal integrity.

### Who should attend

This course is designed for personnel responsible for technical/quality requirements in contracts that require a basic knowledge of metals.

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**Prerequisite:** None

**Maximum number of course participants:** 24

**Course manager:** Gary Russell

**Course cost:** \$7,700

**Public offering:** \$375 per student

## Specifications and Standards (S60)

**Course length:** 3 days

**Course number:** QA000000S60

**Continuing Education Units:** 2.4



### Description

This course is conducted in a computer classroom. It covers DOD concepts and policies involved in the selection and use of specifications and related documents, i.e., standards, handbooks and bulletins; non-Government standards; Federal specifications and standards; guide specifications, commercial item descriptions, and data item descriptions. It incorporates the following:

- Using standardization documents in contracting
- Identifying policies
- Discussing packaging requirements in specifications
- Applying and tailoring specifications as they relate to DLA supply centers
- Identifying related documents in contracts
- Locating information in specifications and standards
- Tiering of documents
- Hands-on utilization of the Acquisition Streamlining and Standardization Information System (ASSIST)
- Discussing Military Specification (MILSPEC) reform
- Discussing the shift to commercial documents
- Defense Standardization Program Overview

Practical application of standardization documents will be included in daily work sessions.

### Course objectives

- Recognize the objectives of the Defense Standardization Program.
- Recognize types/application of Specifications and Standards.
- Locate information in Specifications and Standards.
- Determine which revision of the Specifications and Standards to use.
- Utilize ASSIST Web site.
- Distinguish between performance and detail requirements.
- Submit corrections and additions to Specifications and Standards.

### Who should attend

This course is designed for personnel, whose position calls for knowledge of specifications and/or standards, including Technical/Quality Assurance Specialists and Contract Specialists in contract management, inventory control, or distribution functions.

Note: Students are encouraged to obtain account access to ASSIST prior to course.

**Prerequisite:** None

**Maximum number of course participants:**  
Dependent upon number of computers available (maximum 25) at training location

**Course manager:** Steve Rimer

**Course cost:** \$6,500

**Public offering:** \$325 per student

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## Statistical Quality Control (S92)

**Course length:** 10 days

**Course number:** QA000000S92

**Continuing Education Units:** 8.0



### Description

This course is conducted in a computer classroom. It is designed to provide the participant with a working knowledge of the basic statistical techniques currently utilized in the interpretation and evaluation of process control and acceptance sampling plans. Topics include:

- Statistical and probabilistic concepts
- Statistical process controls
- Process capability analysis
- Selection and evaluation of sampling plans
- Procedures for sampling inspection by attributes and variables

Course materials include copies of MIL–STD–1916, MIL–HDBK–1916, and Control Chart application using Microsoft® Excel.

Note: This course is a compilation of the material covered in the former DLA Training courses: *Statistical Process Control for Short Runs* (S91), *Statistical Process Control* (S81), and *Statistical Sampling* (S09). Satisfactory completion of this course meets all the requirements for S91, S81, and S09.

### Course objectives

- Recognize statistical definitions and concepts.
- Explain the basic purpose and use of quality control charts.
- Identify the different types of quality control charts.
- Explain the advantages and disadvantages of each different type of quality control chart.
- Construct a control chart using a data set.
- Identify probability distribution functions.
- Explain how probability distribution functions apply to the field of statistical sampling and statistical process control.
- Apply sampling plan criteria (i.e., ANSI Z1.4, ANSI Z1.9) to determine the appropriate sampling plan.
- Interpret the operating curve characteristics for a sampling plan to determine its overall effectiveness.

### Who should attend

This course is designed for personnel engaged in ensuring satisfactory performance of processes for products or services.

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**Prerequisite:** Participants should be familiar with using the Microsoft® Excel program and **must** have a working knowledge of advanced algebraic techniques.

**Maximum number of course participants:**

Dependent upon number of computers available (maximum 24) at training location

**Course manager:** Robert Shea

**Course cost:** \$17,600

**Public offering:** \$820 per student

## Technical Functions Overview (T01)

**Course length:** 4 days

**Course number:** DTC01CLS004

**Continuing Education Units:** 3.2



### Description

This course is conducted in a computer classroom, which must be located on a Government facility. This course is designed to provide the participants with basic requirements and responsibilities of their position as it relates to technical functions at the DLA supply centers. In addition, the participants will be exposed to concepts that will require comprehension of some of the processes that are performed by Product Specialists. The course covers a variety of technical functions, stressing the importance of the functions and how they contribute to the DLA supply center mission. The course highlights include:

- DLA Technical-Quality Policy and Procedure Deskbook
- Market Research
- Technical data interpretation
- Cataloging
- SAP Material Master and Document Management System (DMS)
- Source qualification
- Interface with other functional areas within the Center
- Engineering Support Activity (ESA)
- Waivers and deviations
- Surplus Material/Alternate Offers
- First Article Testing (FAT)
- Logistics Reassignment (LR)
- Disposal actions
- Diminishing Manufacturing Source Cases
- Automated systems

### Course objectives

- Explain the various technical functions performed at the DLA supply centers and their contribution to the overall mission.
- Perform commodity-specific analysis, including research, interpretation of technical data, and problem solving.
- Discuss the importance of being able to interpret and apply policies and procedural guidance.
- Discuss the need to perform technical evaluations.
- Identify methodologies used at DLA supply centers to perform the technical functions.
- Describe the automated systems used by personnel performing the technical functions.
- Discuss the importance of the technical function and explain how it relates to the overall mission.

### Who should attend

This course is designed for the following:

- GS-1910—Quality Assurance Specialists (Product Specialists)
- GS-1670—Equipment Specialist
- GS-301 or 1101—Multifunctional Supervisor
- Interns (GS-1102, 2001, 2010, 301, and 1910) that will be assigned to the DSCs
- Any other personnel who will perform technical functions (i.e., Quality Assurance Specialist and Engineers)

**Prerequisite:** None

**Maximum number of course participants:**

Dependent upon number of computers available (maximum 24) at training location

**Course manager:** Terry L. Martin, Sr.

**Course cost:** \$7,700

**Public offering:** \$375 per student

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