

2009 Award Process - Wave 1

Key Dates, Activities, and Approximate Time Commitment

JUNE						
S	M	T	W	TH	F	S
			3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Red = Independent Review activities	Black = Conference call activities	Blue = Consensus Review activities
Green = Week 1 Site Visits	Pink = Week 2 Site Visits	
← 6/3 - ASQ ships applications and notifies Examiners by e-mail; Examiners begin Independent Review (IR).		
← Examiners continue Independent Review, & by 6/11 all Wave-1 teams complete 1st planning call (1 1/2 hrs).		
← Examiners continue to work on Independent Review.		
← Examiners complete & post IR Scorebook by 6/25 (35 hrs. total); Key Factors Worksheet posted prior to 2nd call (1 1/2 hrs.) by 6/26.		
← Item Leads begin synthesis of Independent Review Worksheets.		

JULY						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

← Item Leads continue synthesis of Independent Review worksheets.		
← Item Leads finalize synthesis of Independent Review worksheets and post version-1 by 7/9 (10 hrs.).		
← Item Backups provide feedback. Item Leads incorporate feedback & post version-2 (5 hr.s); 3rd call (1 hr.) by 7/17.		
← 1st draft Key Themes posted; Examiners providing feedback on version-2 worksheets by 7/24 (10 hrs.).		
← Item Leads incorporate feedback and post version-3 by 7/31 (5 hrs.).		

AUGUST						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	

← Examiners review version-3 worksheets.		
← Examiners review version-3 worksheets & recommend agenda Items. Team Leader posts consensus call agenda by 8/5.		
← All Wave-1 teams complete consensus call (3-4 hours) by 8/12 & adjust Consensus Review worksheets after call (2-3 hrs.).		
← Team Leader assembles, reviews, edits, & posts final Consensus Review Scorebook by 8/21 (8 hrs.).		

OCTOBER						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24

If selected for site visit, preparation begins after the Judges meeting on Sept. 10, including weekly planning calls, (1-2 hrs. weekly) and SVI Worksheet preparation (an additional 8 hrs. for prep.).		
← Week-1 Health Care, Manufacturing, and Service Site Visits (16-18 hr. days)		
← Week-2 Education, Small Business, and Nonprofit Site Visits (16-18 hr. days)		

2009 Award Process - Wave 2

Key Dates, Activities, and Approximate Time Commitment

JUNE						
S	M	T	W	TH	F	S
		9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Red = Independent Review activities	Black = Conference call activities	Blue = Consensus Review activities
Green = Week 1 Site Visits	Pink = Week 2 Site Visits	
<		
<	6/9 - ASQ ships applications and notifies Examiners by e-mail; Examiners begin Independent Review (IR).	
<	Examiners continue Independent Review, & by 6/17 all Wave-2 teams complete 1st planning call (1 1/2 hrs.).	
<	Examiners continue to work on Independent Review.	
<	Examiners continue to work on Independent Review.	

JULY						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

<	Examiners complete & post IR Scorebook by 7/1 (35 hrs. total); Key Factors Worksheet posted prior to 2nd call (1 1/2 hrs.) by 7/2.	
<	Item Leads begin synthesis of Independent Review worksheets.	
<	Item Leads finalize synthesis of Independent Review worksheets and post version-1 by 7/15 (10 hrs.).	
<	Item Backups provide feedback. Item Leads incorporate feedback & post version-2 (5 hr.s.); 3rd call (1 hr.) by 7/23.	
<	1st draft Key Themes posted; Examiners providing feedback on version-2 worksheets by 7/30 (10 hrs.).	

AUGUST						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

<	Item Leads incorporate feedback.	
<	Item Leads incorporate feedback and post version-3 by 8/6 (5 hrs.).	
<	Examiners review version-3 worksheets & recommend agenda Items. Team Leader posts consensus call agenda by 8/11.	
<	All Wave-2 teams complete consensus call (3-4 hours) by 8/18 & adjust Consensus Review worksheets after call (2-3 hrs.).	
<	Team Leader assembles, reviews, edits, & posts final Consensus Review Scorebook by 8/27 (8 hrs.).	

OCTOBER						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24

<	If selected for site visit, preparation begins after the Judges meeting on Sept. 10; Including weekly planning calls, (1-2 hrs. weekly) and SVI Worksheet preparation (an additional 8 hrs. for prep.).	
<	Health Care, Manufacturing, and Service Site Visits (16-18 hr. days)	
<	Education, Small Business, and Nonprofit Site Visits (16-18 hr. days).	

2009 Award Process - Wave 3

Key Dates, Activities, and Approximate Time Commitment

JUNE						
S	M	T	W	TH	F	S
		15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Red = Independent Review activities	Black = Conference call activities	Blue = Consensus Review activities
Green = Week 1 of Site Visits	Pink = Week 2 of Site Visits	
← 6/15- ASQ ships applications and notifies Examiners by e-mail; Examiners begin Independent Review (IR).		
← Examiners continue Independent Review, & by 6/23 all Wave-3 teams complete 1st planning call (1 1/2 hrs.).		
← Examiners continue to work on Independent Review.		

JULY						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

← Examiners continue to work on Independent Review.		
← Examiners complete & post IR Scorebook by 7/7 (35 hrs. total), Key Factors Worksheet posted prior to 2nd call (1 1/2 hrs.) by 7/8.		
← Item Leads begin synthesis of Independent Review worksheets.		
← Item Leads Synthesis Independent Review worksheets and post version-1 by 7/21 (10 hrs.).		
← Item Backups provide feedback. Item Leads incorporate feedback; post version-2 (5 hrs.) & 3rd call (1 hr) by 7/29.		

AUGUST						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2			

← Examiners begin providing feedback on version-2's & draft Key Themes		
← 1st draft Key Themes posted; Examiners providing feedback on version-2 worksheets by 8/5 (10 hrs).		
← Item Leads incorporate feedback & post version-3 by 8/12 (10 hrs.).		
← Examiners review version-3 worksheets & recommend agenda Items. Team Leader posts consensus call agenda by 8/17.		
← All Wave-3 teams complete consensus call (3-4 hours) by 8/24 & adjust Consensus Review worksheets after call (2-3 hrs.).		
← Team Leader assembles, reviews, edits, & posts final Consensus Review Scorebook by 9/2 (8 hours).		

OCTOBER						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24

If selected for site visit, preparation begins after the Judges meeting on Sept. 10, include weekly planning calls (1-2 hrs. weekly) and SVI Worksheet preparation (an additional 8 hrs. for prep).		
← Health Care, Manufacturing and Service Site Visits (16-18 hr. days)		
← Education, Small Business, and Nonprofit Site Visits (16-18 hr. days)		