

<p align="center">WASHINGTON TRU SOLUTIONS MANAGEMENT CHARTER</p> <p>TITLE: WIPP FORM SCREENING COMMITTEE</p>	<p>Number/Rev. MC 1.7, Rev. 4 Page 1 of 4</p>
<p>COGNIZANT SENIOR MANAGER:</p> <p><u>Approval by H. Bellows 11/11/10</u> W. H. Bryan, Manager Date Site Operations and Disposal</p>	<p>APPROVED BY:</p> <p><u>Approval by P. Yocum 11/17/10</u> M. F. Sharif Date WTS General Manager</p>
<p>1.0 PURPOSE</p> <p>The WIPP (Waste Isolation Pilot Plant) Form Screening Committee will serve as subject matter experts and facilitators of the Issues Management Program and will ensure that issues submitted through the program are dispensed for pertinent reviews, appropriate actions, and verifications.</p> <p>2.0 MEMBERSHIP</p> <p>Membership on the Committee will consist of the Chairperson (who will be appointed by the General Manager's office), Committee members (interviewed and recommended by the Committee Chairperson and approved by the WTS General Manager's office), and a Coordinator. The selected members will also be approved by their respective department management. The selected members are expected to be technical experts in their respective fields and to provide a high degree of professionalism in objectively dealing with issues. As such, a Committee member may be assigned to cover multiple areas when needed.</p> <p>The Committee will consist of members from the following areas:</p> <ul style="list-style-type: none"> • Engineering • Industrial Safety • Nuclear Safety • Operations (more than one member may be assigned to ensure that both surface and underground issues are adequately addressed) • Quality Assurance • Site Environmental Compliance <p>Other organizations may supply technical experts upon request.</p> <p>The Committee will meet when deemed necessary by the Committee Chairperson. WP 04-IM1000, Issues Management Processing of WIPP Forms, describes the WIPP Form process and required committee actions.</p>	

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<p>3.0 RESPONSIBILITIES</p> <p>3.1 General Manager</p> <ul style="list-style-type: none">• Appoint the Committee Chairperson.• Concur with the Committee Chairperson's recommendation of prospective Committee members.• Assign approved individuals duties as Committee members.• Ensure that the company management team uses and supports the WIPP Form program.• Ensure that trend reports are reviewed for effective feedback and improvement, and any potential program issues are identified. <p>3.1 Committee Chairperson</p> <ul style="list-style-type: none">• Interview and recommend potential members of the Screening Committee.• Assign Program Coordinator.• Arrange and conduct required meetings.• Ensure that WIPP Forms and relevant documentation are presented to the Committee.• Concur with determination of Committee members related to assignment and routing of issue.• Ensure that affected department managers are informed of activities and/or recommendations.• Sign and date the "Issue Closed" block of the WIPP Form, signifying the consensus of the committee for closure.• Ensure that completed WIPP Form record files are managed in accordance with WP 04-IM1000 and site processes. <p>3.2 Coordinator</p> <ul style="list-style-type: none">• Ensure that the WIPP Forms are assembled for the committee to review.• Notify Responsible Managers of assigned actions.	

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<ul style="list-style-type: none"> • Ensure that appropriate signatures are obtained for reviews. • Assist in timely closure of issues. • Submit completed WIPP Form package to the Committee and obtain Committee concurrence for closure. Following concurrence, obtain signature of the Committee Chairperson signifying closure. • Maintain the electronic WIPP Form on the WIPPnet. • Maintain the electronic WIPP Form database on the WIPPnet. <p>3.3 Committee Members</p> <ul style="list-style-type: none"> • Attend and participate in committee meetings and required training sessions. • Assist in the routing of WIPP Forms to appropriate organizations for development of corrective action plans and resolution of issues. • Ensure that appropriate corrective action plan reviewers are assigned. • Maintain confidentiality of issues, when appropriate. • Review corrective actions, and provide pertinent comments to the lead manager assigned for resolution of the issue. • Assist the WIPP Form coordinator with documentation as requested. • Review actions taken for resolution and concur with final closure of issue. <p>3.4 Management Team</p> <ul style="list-style-type: none"> • Communicate expectations to all employees regarding WIPP Form use. • Foster a "no-fault" attitude to encourage their staff to report issues and nonconformances. • Upon receipt of WIPP Form from originator, expedite processing and determination of appropriate mitigative actions. Route approved WIPP Form to WIPP Form Coordinator. • Upon assignment of WIPP Form actions by the Screening Committee, conduct reviews, investigation, causal analyses, etc., as appropriate. 	

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<p>4.0 AUTHORITY</p> <p>The Committee will have the authority to implement the Issues Management Program in accordance with management policy, and make assignments accordingly. Their activities are subject to oversight by department management and the General Manager's office.</p>	