TRU SOLUTIONS MANAGEMENT CHARTER TITLE: WTS CHANGE CONTROL BOARD	Number/Rev. MC 2.2, Rev. 1 Page 1 of 2
COGNIZANT SENIOR MANAGER: Approval on File 5/16/05 D. G. Haug Date Chief Financial Officer Business Management	APPROVED BY: Approval on File 5/20/05 R. D. Raaz Date WTS General Manager

1.0 ROLE

The Washington TRU Solutions LLC (WTS) Change Control Board (CCB) will serve as the baseline change control board in recommending changes to WTS's baseline documents. The CCB will provide guidance on the relative priority of work, resource requirements, milestones, and integrated approaches to baseline changes. The CCB will oversee use of resources allocated by the U.S. Department of Energy (DOE) to WTS and will review and control changes to WTS's integrated baseline documents.

2.0 MEMBERSHIP

The CCB consists of the following members:

- WTS General Manager (Chair)
- WTS Assistant General Manager for Site Operations and Disposal (Alternate Chair)
- WTS Assistant General Manager for Retrieval, Characterization, and Transportation
- WTS Chief Financial Officer
- WTS Chief Nuclear Engineer
- WTS Project Analysis and Control (PA&C) Manager

Representatives from the following groups, or other groups as needed, may be designated with the approval of the Chair:

- WTS Contract Administrator
- WTS PA&C Program Manager
- WTS Change Control Coordinator (CCB Secretary designated by the PA&C Manager)

3.0 RESPONSIBILITIES

- The PA&C Manager is responsible for facilitating the change control process. This includes technical and management oversight of WTS baseline change control procedure(s). The PA&C Manager is also responsible for documenting actions taken or recommended by the CCB and assuring adequate and thorough follow-up. As necessary, the PA&C Manager will coordinate with other groups to secure additional technical expertise and/or recommendations to the board.

- Board members are responsible for attending meetings, as scheduled, and evaluating topics on the agenda(s), as required. Meetings will be held as required.

- The Secretary is responsible for coordinating agendas for meetings with the Chair and PA&C Manager, scheduling meetings, distributing meeting notices, completing the appropriate documentation for approvals, obtaining the appropriate expertise or information as designated by the Chair or PA&C Manager, preparing and distributing the minutes of the meetings, and maintaining a record of proposed changes and CCB disposition of those changes.

- Proposers (normally affected WTS managers or their respective Cost Account Managers) are responsible for proposing baseline changes to the CCB for its consideration.

4.0 AUTHORITY

The CCB Chair or Alternate Chair shall have the final authority to approve or disapprove baseline changes. Decisions will be based on recommendations from the CCB.

5.0 KEY EXTERNAL INTERFACES

DOE Carlsbad Field Office
Carlsbad Technical Assistance Contractor
Sandia National Laboratories
Los Alamos National Laboratories
External Generator Sites