

<p align="center">WASHINGTON TRU SOLUTIONS MANAGEMENT POLICY</p> <p>TITLE: ISSUES MANAGEMENT "WIPP FORM"</p>	<p>Number/Rev. MP 1.41, Rev. 4 Page 1 of 2</p>
<p>COGNIZANT SENIOR MANAGER:</p> <p>Approval on File 11/19/10 W. H. Bryan, Manager Date Site Operations and Disposal</p>	<p>APPROVED BY:</p> <p>Approval on File 11/19/10 M. F. Sharif Date WTS General Manager</p>
<p>1.0 POLICY</p> <p>Washington TRU Solutions LLC (WTS) is committed to achieving the highest standards of an integrated safety and quality management system developed around a culture of continuous improvement at the Waste Isolation Pilot Plant (WIPP). Based on that commitment, WTS has established the WIPP Form Issues Management process to document, evaluate, and track corrective actions to noted issues, deficiencies, Conditions Adverse to Quality, and process improvements. It is the policy of WTS management that the WIPP Form be used for the identification of issues that may require correction, improvement, or management attention. The scope of the program is open and includes issues of both high and low significance including not only those types of incidents that require reporting through the Occurrence Reporting and Processing System or the Noncompliance Tracking System, but also process improvements and issues that have not been corrected through procedure changes, design changes or other established processes. Assessment findings, whether independent assessments, management assessments, or self-assessments, use the WIPP Form process to formally track the resolution of those findings. Safety issues are also identified and tracked through the WIPP Form process.</p> <p>The WIPP Form does not take the place of the following:</p> <ul style="list-style-type: none"> • Notification of the Central Monitoring Room of the stop work process, when immediate safety issues occur • Human Resources employee concerns process • Action Requests (ARs) and Work Orders (WOs) • Grievances • Routine landlord issues process • Routine communications or the open door policy • Nonconformance Reports • Engineering Change Orders 	

WASHINGTON TRU SOLUTIONS MANAGEMENT POLICY TITLE: ISSUES MANAGEMENT "WIPP FORM"	Number/Rev. MP 1.41, Rev. 4 Page 2 of 2
<p>Management retains the authority and responsibility for the resolution of issues. The WIPP Form process ensures that appropriate reviews and screening of issues are performed; long-term effective corrective actions are developed/documented; and lessons learned are implemented. The process will provide an enhanced feedback, improvement, and issue identification mechanism in keeping with the expectations of an integrated safety and quality management system.</p> <p>2.0 PROCESS</p> <p>Any employee may submit a WIPP Form for any deficiency, discrepancy, safety issue, CAQ, process improvement, or concern, except for those issues noted in Section 1.0 covered by existing processes. WIPP Forms are processed in accordance with WP 04-IM1000, Issues Management Processing of WIPP Forms.</p> <p>After identification of an issue, the WIPP Form Screening Committee will review WIPP Form(s) to ensure that the issue has been assigned to the appropriate manager(s) for resolution, that the proposed corrective actions appropriately address the issue, and that closure documentation provides objective evidence that the corrective actions have been completed. A final review will be conducted by Quality Assurance for trending such that any adverse trends are analyzed for feedback and improvement.</p>	