

Meeting Minutes Transmittal/Approval
Hanford Project Managers' Meeting
Richland, Washington
November 22, 1994

From/
Appvl.: Robert G. Holt Date: 1/03/95
Robert G. Holt, RL
Acting Hanford Project Manager

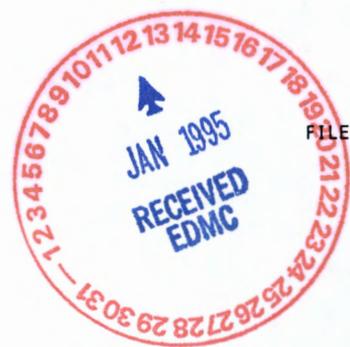
Appvl.: Douglas R. Sherwood Date: 12/20/94
Douglas R. Sherwood, EPA
Hanford Project Manager

Appvl.: Roger F. Stanley Date: 12/20/94
Roger F. Stanley, Ecology
Director, Tri-Party Agreement Implementation

Prepared by
Appvl.: Frank T. Calapristi Date: 1/03/95
Frank T. Calapristi
Westinghouse Hanford Company

DISTRIBUTION

L. D. Arnold	WHC	B2-35	P. J. Krupin	RL	A5-19
F. T. Calapristi	WHC	B2-35	P. S. Kube	RL	A5-15
M. Camblin	MACTEC	S7-70	S. R. Long	WHC	S7-31
A. S. Carlson	WHC	A5-15	R. L. Moller	WHC	S7-80
L. Davies	ECO	Olympia	D. Murphy	RL	A5-15
W. F. Edwards	RL	S7-51	K. R. Nuttall	WHC	G6-64
D. Einan	EPA	B5-01	T. R. Schrimsher	MACTEC	S7-70
D. A. Faulk	EPA	B5-01	D. R. Sherwood	EPA	B5-01
D. C. Frick	WHC	S7-80	R. F. Stanley	Ecology	Olympia
S. D. Godfrey	WHC	B2-35	J. L. Waite	WHC	B2-35
R. B. Harper	ECO	B5-18	R. D. Wojtasek	WHC	S7-84
R. G. Holt	RL	A5-15	EDMC	WHC	H6-08
O. S. Kramer	WHC	B2-35			



TPA Project Managers Meeting
EPA Conference Room
Medical Dental Center
November 22, 1994

1. **Review of Open Action Items (+ F. Calapristi)**

The Open Action Items were reviewed and updated by the Project Managers (Attachment 1).

2. **Signed/Unsigned Change Requests - 14 Day Response Period**

Roger Stanley (Ecology) opened the discussion and spoke of inconsistencies in transmitting change requests and the uncertainty of determining when the 14 day response period starts. Dave Einan (EPA) followed up and said he agreed with the Ecology statement. Roger said stronger control is needed on the process for issuing draft and final change requests. Some change requests have been signed by DOE, others have not been signed, some have a cover letter, others do not, etc.

Bob Holt (DOE) spoke about the 100-DR-1 situation where an unsigned change request was used to initiate discussion by the Project Managers because of an imminent milestone date. This action was in accordance with Article 40, Paragraph 122 of the Tri-Party Agreement. Roger Stanley said the original intent of the Tri-Party Agreement Paragraph 122 was to have the change request signed but agreed this is not stated. It was suggested the Paragraph 122 language may have to be modified to clarify the process. The Issue Resolution process was discussed as an alternative process; however, this may not be practical if a milestone date is almost due.

At the end of the discussion, the following recommendations were agreed to by the Project Managers.

1. Unsigned change requests will be only for discussion purposes.
2. **Action:** Revise the language of Paragraph 122 to reflect the process and intent for signed and unsigned change requests. WHC will write first draft for DOE-RL review.

Resp.: Ron Morrison to P. Willison **Due:** December 9, 1994
3. Encourage Unit Managers to use the "Issue Resolution" process to elevate problems to higher management.
4. The 14 day response time will be initiated only by a signed change request.

The revised Paragraph 122 will be submitted for approval at the next SEC meeting.

3. TPA Appendix F Definition (+ F. Calapristi)

The Project Managers reviewed the proposed Tri-Party Agreement language (Attachment 2) for defining Appendix F (Supporting Technical Plans and Procedures). The Project Managers requested WHC to develop a list of documents that would conform to the new Appendix F definition. The proposed definition and list of documents will be reviewed at the December Project Managers Meeting.

Action: Develop a list of documents in accordance with the proposed Appendix F Definition.

Resp.: F. Calapristi **Due:** December 20, 1994

4. Closure of Tri-Party Agreement "Five Year Review" Requirement (+ F. Calapristi)

Frank Calapristi (WHC) reviewed the background of activities directed at completing the Five Year Review and the impact of recent negotiations to satisfy this requirement.

Roger Stanley said he discussed this with his management and Ecology will propose that the review ought to be done by a committee but after the current negotiations are completed. This would place the committee review in the spring 1995 time period. The following action item was assigned.

Action: Ecology to issue a letter to DOE-RL proposing a committee be established to address the Tri-Party Agreement Five Year Review Requirement.

Resp.: Roger Stanley **Due:** December 9, 1994

5. Regulator Participation in the Tri-Party Agreement Training Course (+ F. Calapristi, K. Nuttall)

Frank Calapristi (WHC) reviewed the recent peer review of the Tri-Party Agreement Training Course and the critique that followed. Frank also mentioned a follow-up meeting with EPA and Ecology to discuss the role of regulators as instructors for specific training modules.

Kent Nuttall (WHC) then reviewed the proposal (Attachment 3) to EPA and Ecology for regulator involvement as part of the instructor pool.

A general discussion followed including questions for clarification, degree of regulator involvement in developing the training modules and conducting the training, frequency of classes, class size, etc.

The discussion concluded with Ecology and EPA agreeing to review the proposal with their upper management within the next week.

6. Location Site for Future Negotiations (+ Bob Holt)

Bob Holt (DOE) discussed the reduced budget situation and the difficulty in justifying funds for off-site meeting locations.

Roger Stanley said he agrees with any plans to reduce costs, but stressed the importance of selecting a location to minimize work interruptions of meeting attendees. DOE agreed to search for locations which satisfy the requirements of reducing costs and provide some degree of isolation from participants work activities.

7. Public Involvement (+ A. Carlson)

Annette Carlson (WHC) distributed the following documents for project manager discussion.

- Facility Transition Public Involvement Schedule (Attachment 4A)
- Hanford Happenings (Attachment 4B)

There were no issues or action items identified, however, the project managers made a proposal for Ecology to make the Facility Transition presentations, for all three parties, at the HAB and public meetings.

8. Facility Transition AIP and Letter to HAB

Because of past events, it was not necessary to discuss the Facility Transition AIP.

There was a short discussion on the letter to the HAB. After which the three parties agreed EPA will draft a letter to the HAB by November 30, 1994, on behalf of the three parties; advising them of the Facility Transition negotiations and the current status.

9. Change Requests (+S. Hajner, S. Godfrey)

The M-15-94-05 Treatability Study change request (Attachment 5A) was discussed by the project managers. However, there was no final decision on the request. Ecology and EPA stated they will review the change request with their cognizant personnel and provide a determination to DOE-RL by December 6, 1994.

A draft copy of change request M-26-94-01 LERF (Attachment 5B) was presented for discussion. Ecology expressed a concern about the "TBD by 8/31/95 date" for the M-26-03 contained in the change request. After a short discussion, the three parties agreed to review the change request with their respective staff, in order to find a common ground for the change request language. The change request will also be discussed at the December 6, 1994 Unit Managers Meeting.

10. Schedule for December Project Managers and Milestone Meeting (+ F. Calapristi)

A three month calendar of current activities was provided for discussion (Attachment 6). After a short discussion of possible schedule days for completion of the Facility Transition Negotiations, the Project Managers agreed to the following:

The ER and Liquid Effluent milestone meeting, originally scheduled for November 22 and later canceled, will be rescheduled to December 20 and combined with the December milestone meeting for Solid Waste, Groundwater, Labs, Spent Nuclear Fuel and Data Management. It was also agreed the Project Managers meeting will follow the completion of the two milestone meetings. If there is not sufficient time to complete the Project Managers meeting on December 20, it will be carried over to the following day.

11. Management of the Tri-Party Agreement and the TWRS Critical Path (+ R. Wojtasek)

Roger Stanley opened the discussion and stated the original commitment was to have the system operational by September 30, 1994. However, Roger said he wanted to focus today's discussion on how we manage the Tri-Party Agreement, utilizing the critical path system. Roger also asked if there was integration with other affected groups during the development. Bill Edwards said DOE was reviewing the critical path application with numerous organizations and also the question of how this would implement a legal document such as the Tri-Party Agreement.

A "Critical Path" handout (Attachment 7A) was distributed and Don Frick (WHC) reviewed the monthly process for reviewing the critical path. It is expected the first change request, resulting from the critical path Analysis, will be submitted in April of FY 1995.

A discussion followed on the degree of regulator involvement in evaluating the monthly critical path analysis. It was generally agreed the regulator reviews will address logic accuracy, critical path output, and not the data output.

R. Wojtasek (WHC) said critical path output information will be presented monthly at the program meetings. W. Edwards added this will be supplemented by discussion at the Unit Managers Meetings. Don Frick then reviewed the flow chart for the TWRS reporting requirements, emphasizing the number of organizations who will be receiving data from one source (the critical path).

Roger Stanley believes there are many months of work remaining before we know the impact of critical path on the administration of the Tri-Party Agreement. Roger then asked the DOE EAP organization to develop an administrative management process for the Tri-Party Agreement and the TWRS milestones.

Rich Wojtasek said the Critical Path will be managed to the milestone baseline signed on September 23, 1994. However, Roger still expressed a concern about the administration of the Tri-Party Agreement which is outside of the TWRS program. The discussion led into the milestone numbering system planned for

use in the critical path analysis. Owen Kramer (WHC) then described the milestone numbering structure (Attachment 7B) and how they are affected by a change request which changes an interim milestone to a target and vice-versa.

Rick Wojtasek said the next step as to assure all the logic and data is correct and to make sure the critical path is a usable management tool. However, Rick stressed that major perturbations such as the budget reduction currently being experienced, will not make this an effective management tool. This issue needs to be addressed.

Bob Holt asked about the status of characterization input to the critical path. It was stated this problem is being resolved and characterization data is now being provided.

AGENDA (REVISED 11/21/94)

TRI-PARTY AGREEMENT PROJECT MANAGERS MEETING

TUESDAY, NOVEMBER 22, 1994

EPA CONFERENCE ROOM
MEDICAL DENTAL CENTER

- 9:00 am REVIEW OF PAST ACTION ITEMS-- ATTACHMENT 1 (F. CALAPRISTI)
- 9:15 am SIGNED/UNSIGNED CHANGE REQUESTS--14 DAY RESPONSE PERIOD
(R. STANLEY, R. HOLT, D. SHERWOOD, R. MORRISON)
- 9:45 am CLOSURE OF "TPA 5 YEAR REVIEW" REQUIREMENT (PARAGRAPH 132)
(R. STANLEY, D. SHERWOOD, R. HOLT, R. MORRISON)
- 10:00 am PROJECT MANAGERS AGREEMENT ON TPA APPENDIX F DEFINITION
(R. HOLT, R. STANLEY, D. SHERWOOD, F. CALAPRISTI)
- 10:15 am PROPOSAL FOR REGULATOR PARTICIPATION IN TPA TRAINING COURSE
(R. HOLT, R. STANLEY, D. SHERWOOD, F. CALAPRISTI, K. NUTTALL)
- 10:30 am BREAK
- 10:45 am LOCATION SITE FOR FUTURE NEGOTIATIONS
(R. HOLT, R. STANLEY, D. SHERWOOD)
- 11:15 am PUBLIC INVOLVEMENT
(J.YERXA, L.DAVIES, D.A.FAULK, A.CARLSON)
- o Facilities Transition Public Involvement
 - o Upcoming Public Involvement Calendar
 - o PNL HEIS Video
- 12:00 pm LUNCH
- 12:45 pm FACILITY TRANSITION AIP AND LETTER TO HAB
(R. HOLT, D. SHERWOOD, R. STANLEY, P. KRUPIN, J. WAITE)
- 1:30 pm CHANGE REQUESTS
(R.HOLT, D.SHERWOOD, R.STANLEY, S. HAJNER, R.MORRISON)
- o Approval: M-15-94-05 Treatability Study 100-DR-1
 - o Discussion: M-26-94-01 LERF
- 1:45 pm SCHEDULE FOR DECEMBER PROJECT MANAGERS/MILESTONE MEETINGS
(R. HOLT, R. STANLEY, D. SHERWOOD)
- 2:00 pm MANAGEMENT OF THE TPA AND THE TWRS CRITICAL PATH
(R.HOLT, R.STANLEY, D.SHERWOOD, W. EDWARDS, R.WOJTASEK)
- 3:00 pm ADJOURN

ATTENDEES

TPA PROJECT MANAGERS MEETING

NOVEMBER 22, 1994

EPA CONFERENCE ROOM
MEDICAL DENTAL CENTER

<u>NAME</u>	<u>ORGANIZATION</u>	<u>MAILSTOP</u>
<u>F.T. CALAPRISTI</u>	<u>WHE/TPA</u>	<u>B2-35</u>
<u>Dave Einar</u>	<u>EPA</u>	<u>B5-01</u>
<u>Dina Murphy</u>	<u>DOE-RL/EAD</u>	<u>A5-15</u>
<u>LARRY ARNOLD</u>	<u>NHC/TPAI</u>	<u>B2-35</u>
<u>PAUL Kube</u>	<u>DOE-RL</u>	<u>A5-15</u>
<u>Robert Stanley</u>	<u>Ecology</u>	
<u>Bob Holt</u>	<u>DOE-RL/EAD</u>	<u>A5-15</u>
<u>Ken Nuttall</u>	<u>WHE/OTRC</u>	<u>C6-67</u>
<u>Patrick Willison</u>	<u>DOE-RL/OCC</u>	<u>A4-52</u>
<u>Annette Carlson</u>	<u>WHE/DOE</u>	<u>B3-35</u>
<u>Laurie Davis</u>	<u>Ecology</u>	
<u>Robert Harper</u>	<u>Ecology</u>	
<u>Dennis Kunk</u>	<u>EPA</u>	<u>B5-01</u>
<u></u>	<u></u>	<u>A-14</u>

ATTENDEES

TPA PROJECT MANAGERS MEETING

NOVEMBER 22, 1994

EPA CONFERENCE ROOM
MEDICAL DENTAL CENTER

<u>NAME</u>	<u>ORGANIZATION</u>	<u>MAILSTOP</u>
<u>JACK WAITE</u>	<u>WHC-TPAI</u>	<u>B2-35</u>
<u>Steve Godfrey</u>	<u>WHC-TPAI</u>	<u>B2-35</u>
<u>W. F. Edwards</u>	<u>DOE/RC TWR5</u>	<u>S7-51</u>
<u>Rick Wojtaszek</u>	<u>WHC/TWRS</u>	<u></u>
<u>Thomas R. Schrems</u>	<u>MACTEC</u>	<u>S7-70</u>
<u>Marilee Camblin</u>	<u>MACTEC</u>	<u>S7-70</u>
<u>DONALD FRICK</u>	<u>WHC/TWRS</u>	<u></u>
<u>Ray Moller</u>	<u>WHC/TWRS</u>	<u></u>
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(ATTACHMENT 1)

**Open Action Items
Project Managers Meetings**

1. Project Managers are to review proposed TPA Appendix F definition with their respective legal counsel and provide feedback to F. Calapristi (WHC) by the next Project Managers meeting. (April 14, 1994)

Resp: S. Wisness
R. Stanley
D. Sherwood

Due: December 22, 1994

Status: The Project Managers reviewed the proposed definition of

Appendix F and the following additional action was assigned to F. Calapristi.

A draft list of documents will be developed in accordance with the revised definition of Appendix F. The list and the Appendix F definition will be reviewed by the Project Managers for approval at the December Project Managers meeting.

2. After the Ecology reorganization is communicated to DOE, issue guidance to Hanford management for the distribution of correspondence to Ecology and EPA (February 24, 1994).

Resp: Larry Arnold

Due: TBD

Status: The Ecology organization charts were provided as required by an earlier action item. A separate meeting will be held between DOE-RL, Ecology and EPA to define specific guidance for the delivery of correspondence.

3. The Five Year Review of the TPA is due and was discussed by the Project Managers. A response is required from the Project Managers to close out this action item. (May 26, 1994)

Resp: S. Wisness
R. Stanley
D. Sherwood

Due: December 9, 1994

Status: The Project Managers discussed closure of the TPA 5 Year Review requirement (Parf. 117) and concluded with Ecology stating they will propose the establishment of a committee to close out this requirement. Ecology will formalize their proposal in a letter to DOE-RL by December 9, 1994.

4. Review the SMS Program Managers Assessment form and propose a method to document DOE's assessment of the contractor self-assessment (May 26, 1994).

Resp. J. Yerxa

Due: June 30, 1994

Status: The issue was discussed as a separate item in the August 25 Project Managers meeting. DOE and WHC will issue an internal guidance letter, describing a procedure for the programs to follow when reviewing and signing the SMS Performance Assessment form.

5. Revise TPA Article XL, Paragraph 122 to clarify process and intent of signed and unsigned change requests and the start of the 14 day response period. (November 22, 1994)

Resp. R. Morrison to P. Willison

Due: December 9, 1994

6. Develop an administrative management plan for integrating the TWRS critical path with the TPA. (November 22, 1994)

Resp. R. G. Holt

Due: TBD

F. T. Calapristi
Status date: November 22, 1994

DRAFTTPA Appendix F Protocol

Appendix F is a listing of methods and/or processes which shall be maintained separately from the TPA. The documents selected for the Appendix F listing shall meet the following requirements:

- o The three TPA Project Managers must agree with the listed methods and/or processes which are directly supportive of TPA requirements.
- o The documents shall be referenced in the TPA text and are limited to clarifying or expanding agreements which cannot be effectively addressed in the TPA.
- o The listed document shall have a RL designated number and will be issued as a Federal Agency controlled document.

The procedure for adding or deleting documents to the listing shall be in accordance with the TPA change process discussed in Section 12 of the TPA Action Plan and only with concurrence of the three Project Managers.

1/3/94

APENFR1.R1

Project Proposal

DEVELOPMENT AND DELIVERY OF A TRI-PARTY AGREEMENT TRAINING COURSE

BACKGROUND

On November 3, 1994, personnel from the U.S. Department of Energy, Richland Operations Office (RL) and Westinghouse Hanford Company (WHC) presented a Tri-Party Agreement training course to individuals involved in the implementation of the Tri-Party Agreement for the purpose of receiving feedback on the focus and applicability of the class. The presentation was viewed by individuals representing RL, WHC, the Washington Department of Ecology (WDOE), Bechtel Hanford Inc. (BHI), Pacific Northwest Laboratories (PNL), and Boeing Computer Services-Richland (BCSR).

Among the feedback given was a desire by the WDOE to have their viewpoints represented. The participants also agreed that the viewpoint of the U.S. Environmental Protection Agency (EPA) should be represented as well. This proposal outlines a strategy to meet that request.

COURSE DESCRIPTION

The purpose of the course is to instruct those assigned to implement the activities of the Tri-Party Agreement on their roles and responsibilities. These individuals are the DOE division directors, Hanford contractor managers, TPA project managers, unit managers and others responsible for meeting TPA milestones. The course is divided into eight sections:

- Introduction/History of the Tri-Party Agreement
- Compliance and Enforcement
- Management of the Tri-Party Agreement (change control, dispute and issue Resolution)
- The Tri-Party Agreement Handbook
- Budget Development and Execution
- Public Involvement
- Formal Relationships (tribes and states)
- Sources of Tri-Party Agreement Information
- Changing the Tri-Party Agreement/Summary

The average presentation time of each section is to be approximately 30 minutes, allowing the course to be completed in 4 hours.

This course will be presented free of charge. The WHC Tri-Party Agreement Integration group will pay administrative costs associated with presentation. Instructors are being asked to donate their time.

PROPOSAL STATEMENT

It is proposed that the continued development and the delivery of the Tri-Party Agreement training course be performed by teams of representatives containing members representing DOE-RL, WDOE, and EPA. The development and delivery would be performed as follows:

- 1) At least one representative from each agency would be designated for each of the section in which their viewpoint is desirable.
- 2) These teams would meet at least twice for up to three hours by the end of December, and the team members would put in up to six hours individual work between the meetings.

In the first meeting, the existing lesson plan would be revised by the team to include the viewpoints of all agencies and to present the concepts desired by the team. Individuals will be given assignments to further prepare material to present at the next meeting.

In the final meeting, the team will review prepared material, make adjustments, and prepare all materials for production.

- 3) The Quality Training and Resource Center will produce the materials and provide development consulting to the teams. This ensures consistency of materials and reduces the time and resources expended by individual team members.
- 4) Team members will all participate in course instruction. This participation may come as team teaching or rotational assignments.

Team Teaching:

Two individuals from different agencies may team teach a section. Each individual will present a portion of the section, ensuring viewpoints are well represented.

Rotational Assignments:

Depending on availability, team members will rotate the instructor between the agencies. It has been recognized that time constraints may pose limitations on the number of instructors available from WDOE or EPA.

Of significance is that each section averages about 30 minutes of delivery time. Thus, if an instructor is to present one section, that instructor needs only be at the classroom just before and during the time the section is scheduled, a total of about one hour.

- 5) Frank Calapristi of the WHC Tri-Party Agreement Integration group will coordinate development of this activity for the RL.

**TRI-PARTY AGREEMENT NEGOTIATIONS
FACILITIES TRANSITION
PUBLIC INVOLVEMENT SCHEDULE**

-Draft II-
November 18, 1994

	<u>Date</u>
Negotiating Team consult with affected Tribes and State of Oregon.	September/October
Prepare Executive Summary.	November 3
Negotiating Team present information to the Advisory Board on the intent to start a public comment period.	December 1-2
Prepare, print and distribute notice to communicate public comment period and public meeting dates. --Hanford Cleanup mailing list (4,900)	December 15
Negotiating Team Reach Tentative Agreement.	December 19
Finalize Executive Summary.	December 20
Prepare draft Agreement.	December 21
Send draft Agreement to printers.	December 28
Distribute Executive Summary with cover letter. --Highly-interested stakeholders (list of 1,500)	January 2
Distribute Tentative Agreement to Hanford Advisory Board members.	January 9
Start 45-day public comment period.	January 23
Public meetings on draft Agreement. (Tentative dates) (To be combined with 100 Area Work Plan issues)	February 13-17
End public comment period.	March 8
Compile responses and draft talking points for Hanford Advisory Board presentation on Facilities Transition comments received and responses to date.	March 20
Make presentation to the Hanford Advisory Board on Facilities Transition comments received and responses to date.	April 6-7
Prepare, print and distribute Response to Comment document.	May 1
Sign the final Tri-Party Agreement on Facilities Transition. (At least two weeks after the distribution of the Response to Comment document.)	May

Hanford Happenings

November 1994

Welcome to the Hanford Happenings. Cleanup is underway at Hanford and the pace of work is picking up. The number of actions requiring public participation continues to grow. The three parties, U.S. Department of Energy, Washington State Department of Ecology, and U.S. Environmental Protection Agency, offer this monthly flier to help you keep track of scheduled meetings, comment periods, events, and the inevitable changes in schedules.

Public Meetings

DATE	PROGRAM	CONTACT
November	USDOE scoping meetings for Plutonium Finishing Plant EIS, 1:30-4:30 p.m. and 6:30-9:30 p.m.	Jim Mecca (509) 376-7434
Nov. 28	Spokane; Cavanaugh's Inn at the Park	
Dec. 8	Seattle; Executive Inn/Best Western (6:30 to 9:30 p.m. scoping session only)	
November	Public meetings on the Environmental Restoration Disposal Facility proposed plan and the Environmental Restoration Refocusing Program change package. 7:00 p.m. to 9:30 p.m.	Pam Irwin (509) 376-4919 Doug Sherwood (509) 376-9529
Nov. 30	Portland, Oregon; Red Lion-Lloyd Center, Three Sisters/Mr. Bachelor Room	
Nov. 30	Hanford Advisory Board Cultural and Socio-Economic Impacts Committee. Portland; Red Lion-Columbia River. 9:00 a.m. to 4:00 p.m. <i>Chair: Patty Burnett</i>	Theresa Jensen (503) 873-7709
December 1-2	Hanford Advisory Board meeting. Portland; Red Lion-Columbia River. The Board will be discussing USDOE-Richland's 1995 budget and priorities for Fiscal 1996 and 1997 budgets. <i>Members of the public are encouraged to attend Hanford Advisory Board meetings. All meetings are open to the public and time is available to give public comment.</i>	Elaine Hallmark (503) 243-2663
Dec. 2	Hanford Advisory Board Public Involvement Work Group. Portland; Red Lion-Columbia River. 7:15 a.m. to 8:30 a.m. <i>Chair: Marilyn Reeves.</i>	Mary Forst (503) 243-2663
Dec. 6	Hanford Advisory Board Environmental Restoration Work Group. Kennewick-Ecology offices. 9:00 a.m. to 3:30 p.m. <i>Chair: Ralph Patt.</i>	Nasem Rakha (503) 873-7709
Dec. 8	Hanford Site Natural Resource Trustees Council. Richland. Time and location TBD.	???

(ATTACHMENT 4B)

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|------------|--|-----------------------------------|
| Dec. 9 | Hanford Advisory Board Major Safety and Waste Management Work Group meeting. Portland; Portland International Airport. 9:30 a.m. to 3:30 p.m.
<i>Chair: Dick Belsey.</i> | Paul Wilson
(503) 245-1481 |
| Dec. 14 | Technical Steering Panel Communications Subcommittee meeting. Portland; Portland International Airport. 11:00 a.m. to 4:00 p.m. | Greg Combs
(206) 407-7116 |
| Jan. 5-6 | Hanford Advisory Board meeting. Kennewick; Ramada Inn, Clover Island. The Board will be discussing Hanford worker safety, tank safety, and the Board's 1995 work plan.

<i>Members of the public are encouraged to attend Hanford Advisory Board meetings. All meetings are open to the public and time is available to give public comment.</i> | Elaine Hallmark
(503) 243-2663 |
| Jan. 6 | Hanford Advisory Public Involvement Committee. Kennewick; Ramada Inn, Clover Island. 8:30 a.m. to 4:00 p.m.
<i>Chair: Marilyn Reeves.</i> | Mary Forst
(503) 243-2663 |
| Jan. 6 | Hanford Advisory Board Major Safety and Waste Management Work Group meeting. Kennewick; Ramada Inn, Clover Island. 9:00 a.m. to 4:00 p.m.
<i>Chair: Dick Belsey.</i> | Paul Wilson
(503) 245-1481 |
| Jan. 12-13 | Tentative Technical Steering Panel public meeting. Pasco; Pasco Red Lion Inn. Public meeting is scheduled for the 12th, 7:00 p.m. to 9:00 p.m. | Greg Combs
(206) 407-7116 |
| Feb. 3 | Hanford Advisory Public Involvement Committee. Kennewick; Ramada Inn, Clover Island. 7:15 a.m. to 8:30 a.m.
<i>Chair: Marilyn Reeves.</i> | Mary Forst
(503) 243-2663 |
| Feb. 10 | Hanford Advisory Board Major Safety and Waste Management Work Group meeting. Kennewick; Ramada Inn, Clover Island. 9:00 a.m. to 3:30 p.m.
<i>Chair: Dick Belsey.</i> | Paul Wilson
(503) 245-1481 |

Comment Periods

- | | | |
|---------------------|---|---------------------------------|
| Apr. 4-Dec. 31 | C-018, Preliminary Notice of Application. Ecology is accepting public comment now on the issues to be considered in the draft wastewater discharge permit. | Melodie Selby
(509) 736-3021 |
| July 24-Dec. 31 | 400 Area Secondary Cooling Water Wastewater Discharge Permit Notice of Application. Ecology is accepting public comments on the issues to be considered in the draft wastewater discharge permit. Formal public comment on the draft permit will be solicited | Melodie Selby
(509) 736-3021 |
| Oct. 17-
Nov. 30 | Interim Cleanup of the 200-ZP-1 Operable Unit. The proposed plan outlines groundwater cleanup options for carbon tetrachloride. | Dennis Faulk
(509) 376-8631 |

9513338.1553

Oct. 17- Nov.30	Tentative Agreement on the Environmental Restoration Disposal Facility proposed plan. The agencies want your opinion on the design and operating criteria for the landfill.	Pam Innis (509) 376-4919
Oct. 17-Mar.30	200 Area Treated Effluent Disposal Facility (Project W-0491H) Notice of Application for a Wastewater Discharge Permit. Ecology is accepting public comments on the issues to be considered in the draft wastewater discharge permit. Formal public comment on	Joanne Chance (206) 407-7139
Oct. 24-Dec. 8	Environmental Restoration Refocusing change package. The agencies are seeking public comment on the proposed changes to the approach and milestones for environmental restoration work under the TPA.	Doug Sherwood (509) 376-9529
Oct. 27-Dec.10	Plutonium Finishing Plant Cleanout Environmental Impact Statement. USDOE is seeking public comment on the scope of the EIS.	Jim Mecca (509) 376-7434
Oct. 28- Nov. 30	Reconfiguration Programmatic Impact Statement. USDOE is seeking public comment on the Tritium Supply and Management PHS proposal. Call 1-800-776-2765 for more information or to give comment.	???
Jan.9-Feb.22	Facility Transition. The agencies are seeking public comment on proposed changes to the approach and milestones for Facility Transition under the TPA.	Tom Tebb (509) 736-3020
Jan. 9-Mar. 13	Facility Wide Permit proposed modifications. Ecology and EPA are seeking public comment on proposed modifications to the Hanford Facility Wide RCRA Hazardous Waste Treatment, Storage, and Disposal Permit.	Moses Jaraysi (509) 736-3016

Every effort has been made to list correct information, but dates, times, and locations for particular meetings may change. For information on any of these activities, please call 1-800-321-2008 or any of the following Tri-Party Agreement agency/public involvement contacts:

U.S. Department of Energy
U.S. Environmental Protection Agency
Washington State Department of Ecology

Jon Yerxa at (509) 376-9628
Dennis Faulk at (509) 376-8631
Laurie Davies at (206) 407-7113

The Tri-Party Agencies are equal opportunity and affirmative action employers.
If you have special communication needs, contact Michelle Davis (206) 407-1126 (voice) or (206) 407-0200 (TDD).

Change Number M-15-94-05A	Federal Facility Agreement and Consent Order Change Control Form <small>Do not use blue ink. Type or print using black ink.</small>	Date 10/24/94
Originator Phone N. A. Werdel 376-5500		
Class of Change <input type="checkbox"/> I - Signatories <input checked="" type="checkbox"/> II - Project Manager <input type="checkbox"/> III - Unit Manager		
Change Title 100-DR-1 Operable Unit Treatability Study Milestone Extension		
Description/Justification of Change Extend interim milestone M-15-07B completion date from "August 31, 1994" to February 15, 1995". The scope of the milestone remains unchanged, "soil washing pilot scale test activities." The test will be conducted at the 116-D-1 waste site in the 100-DR-1 Operable Unit. The test will evaluate physical separation and attrition scrubbing processes with water only. The milestone will be achieved by the completion of the field testing activities per NPL agreement form #60 (Attachment 1). Testing activities are planned to be conducted during the winter months. Actions will be taken to provide protection against winter weather conditions. However, severe weather conditions could result in a temporary suspension of testing activities and cause a slip in the milestone.		
(Continued on page 2 of 2)		
Impact of Change This change will delay completion of the current scope of milestone M-15-07B by 6.5 months.		
Affected Documents 100 Area Soil Washing Test Plan (DOE/RL-92-51), and Hanford Federal Facility Agreement and Consent Order Action Plan, Appendix D, Work Schedule.		
Approvals		
_____ DOE	_____ Date	___ Approved ___ Disapproved
_____ EPA	_____ Date	___ Approved ___ Disapproved
_____ Ecology	_____ Date	___ Approved ___ Disapproved

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M-15-94-05A
Page 2 of 2
October 24, 1994

Description/Justification of Change (Continued)

Add a new milestone as follows: M-15-07I

Submit 100-DR-1 Pilot Scale Soil Washing Test Report to the regulatory agencies by August 31, 1995. This report will include the following information: results of the pilot scale test and water recycle tests (conducted by PNL in the lab during the fall of FY94); an assessment of the cost benefit and effectiveness of soil washing; and an evaluation of the applicability of pilot scale washing to the bench scale data available from the soils at B/C and F Areas.

Justification for the changes described above is provided in a letter from RL to Ecology dated May 13, 1994 and a letter from EPA and Ecology to RL dated October 20, 1994.

DRAFT

Change Number M-26-94-01	Federal Facility Agreement and Consent Order Change Control Form <small>Do not use blue ink. Type or print using black ink.</small>	Date 11/16/94												
Originator S. D. Godfrey		Phone (509) 372-0501												
Class of Change <input type="checkbox"/> I - Signatories <input checked="" type="checkbox"/> II - Project Manager <input type="checkbox"/> III - Unit Manager														
Change Title Revise LERF Milestones M-26-03 and M-26-04 Pending Decision Regarding Future Uses of LERF														
Description/Justification of Change <p>This change control form extends the due date for completion of interim milestone M-26-03 from 12/31/94 to 8/31/95 pending the parties decision regarding the future uses of LERF and to maintain consistency with approved change request M-17-93-07, "Revise due dates for completion of milestones M-17-14 and M-17-29," in which the startup date for the 200 Area Effluent Treatment Facility (ETF) was slipped by 8 months due to the SEPA determination process. In addition, the M-26-04 milestone to clean out the LERF basins is deleted due to plans for extending the use of LERF into the future. Closure of the LERF units under RCRA will be addressed in the Part B Permit and does not need to be addressed in the TPA.</p> <p style="text-align: right;">(Continued on next page)</p>														
Impact of Change <p>This change will allow the continued discharge of the 242-A Evaporator process condensate stream to the LERF units pending the parties decision regarding the future uses of LERF and commensurate with approved change request M-17-93-07. This will allow the 242-A Evaporator to operate, as planned, to complete other Tri-Party Agreement milestones, without being impacted by the delays in startup of the 200 Area ETF (Project C-018H) or the decision regarding the continued use of LERF. The M-26-04 milestone is deleted as a result of this change. Upon determination of the future uses of LERF, a final change to the M-26-03 milestone will be addressed.</p>														
Affected Documents <p>Hanford Federal Facility Agreement and Consent Order, Forth Ammendment, January, 1994, Appendix D (Table D, page D-56, and Action Plan Work Schedule, page 21 of 40).</p>														
Approvals <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; border-bottom: 1px solid black;">DOE</td> <td style="width: 15%; border-bottom: 1px solid black;">Date</td> <td style="width: 15%; text-align: center;">___ Approved</td> <td style="width: 15%; text-align: center;">___ Disapproved</td> </tr> <tr> <td style="border-bottom: 1px solid black;">EPA</td> <td style="border-bottom: 1px solid black;">Date</td> <td style="text-align: center;">___ Approved</td> <td style="text-align: center;">___ Disapproved</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Ecology</td> <td style="border-bottom: 1px solid black;">Date</td> <td style="text-align: center;">___ Approved</td> <td style="text-align: center;">___ Disapproved</td> </tr> </table>			DOE	Date	___ Approved	___ Disapproved	EPA	Date	___ Approved	___ Disapproved	Ecology	Date	___ Approved	___ Disapproved
DOE	Date	___ Approved	___ Disapproved											
EPA	Date	___ Approved	___ Disapproved											
Ecology	Date	___ Approved	___ Disapproved											

Description/Justification of Change (continued)

~~SECRET~~

Efforts to bring the ETF on line and to identify additional treatment needs for the Hanford site have recognized the merits of continuing to utilize the LERF as an interim storage unit in the ETF treatment system. Significant cost savings and site benefits are possible through the continued use of LERF. As a result, efforts have been directed toward allowing the continued use of LERF and the milestones are changed as shown below to allow these efforts to continue.

The revised milestones are as follows:

M-26-03 Cease Discharge of 242-A Evaporator Process Condensate Effluent to LERF Units.

12/31/1994
To Be Decided By
8/31/1995

DOE may discharge process condensate effluent from the 242-A Evaporator to Liquid Effluent Retention Facility (LERF) units from December 1990 through December 1994 if (1) the placement of such effluent into LERF is necessary for completion of milestones required by the Agreement; (2) interim status authorization includes these units or a RCRA permit covering these units has been issued; (3) the units satisfy the requirements of 40 CFR Part 264, Subpart K, or 40 CFR Part 265, Subpart K; (4) the units maintain a floating cover which minimizes evaporation; (5) the units comply with all applicable hazardous waste requirements; and (6) prior certification of compliance with 40 CFR 268.4(a)(3) is submitted in accordance with 40 CFR 268.4(a)(4). Discharges of effluent containing hazardous waste subject to the land disposal restrictions other than process condensate from the evaporator to LERF is prohibited.

M-26-04 ~~Remove All Hazardous Waste Residues From the 242 A Evaporator LERF Units.~~

~~6/30/1995
(Deleted)~~

~~Remove all hazardous waste residues (including any liquid waste) that do not meet LDR treatment standards and applicable prohibition levels imposed by regulation or statute and residues from wastes prohibited from land disposal where no treatment standards have been established and no prohibition levels apply, or which are not delisted pursuant to 40 CFR 260.22 and WAC 173 303 072.~~

Tri-Party Agreement Negotiations

November 1994

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3 HAB (Radisson Hotel) Seattle, WA	4 HAB (Radisson Hotel) Seattle, WA	5
6	7	8 Negotiations Cavanaugh's - Kennewick Clearwater A Facility Transition	9 Negotiations Cavanaugh's - Kennewick Clearwater A Facility Transition Proposed Conference with Tribal Representatives 2:00-5:00 p.m.	10 Negotiations Cavanaugh's - Kennewick Clearwater A Facility Transition PFP EIS Meeting Hood River	11 PFP EIS Meeting Portland Veterans Day	12
13	14 ER Public Meeting Hood River	15 HAB - Seattle ER Public Meeting - Seattle PFP EIS Meeting - Richland	16 ER Public Meeting - Tri-Cities	17 Negotiations Cavanaugh's - Kennewick Ball Room 2 & 3 Facility Transition PFP EIS Meeting - Seattle	18	19
20	21	22 Milestone Meeting/ Project Managers Meeting	23	24 HOLIDAY	25 HOLIDAY	26
27	28 PFP EIS Meeting - Spokane	29 Negotiations HAPO 404 Facility Transition Proposed Conference with Tribal Representatives 2:00-5:00 p.m.	30 Negotiations HAPO 404 Facility Transition ER Public Meeting - Portland			

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Tri-Party Agreement Negotiations

December 1994

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 HAB - Portland	2 HAB - Portland	3
4	5	6	7	8	9	10
11	12	13 <i>HAB / Seattle</i>	14	15	16	17
18	19	20 <i>Nov and Dec</i> Milestone Review Meeting	21 Project Managers Meeting	22	23 HOLIDAY	24
25	26 HOLIDAY	27	28	29	30	31

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Tri-Party Agreement Negotiations

January 1995

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 HOLIDAY	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	<ul style="list-style-type: none"> ● Tentative Schedule - Permit Public Comment; January 9 - February 24 ● No Definite Dates for the 100 Area Public Comment Period 			

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Tank Waste Remediation System

CRITICAL PATH PROGRESS

November 22, 1994

D. C. Frick

TRI-PARTY AGREEMENT
FOURTH AMENDMENT

11.7 TANK WASTE REMEDIATION SYSTEM CRITICAL PATH PROCESS

Tank waste remediation milestones will be established using a critical path process as described in this section. The tank waste remediation program will be established and managed as an integrated system and shall include all activities associated with waste characterization, retrieval/closure, tank stabilization, pretreatment, treatment of high-level and low-level tank waste, acquisition of new tanks, and the multi-purpose storage complex. The parties will develop detailed operating procedures and implement the critical path milestone system on a trial basis, in April 1994, with full implementation by September 30, 1994.

- A. For the purposes of critical path analysis, negotiated dates for completion of single-shell tank waste retrieval, the final closure of single-shell tank farms, and completion of all high-level and low-level tank waste treatment shall be designated as program endpoints and shall be major milestones.
- B. Activities and associated schedules for this program shall be included in the Site Management System (SMS). All activities, milestones, and target dates necessary for tracking the program will be negotiated for inclusion in this agreement. Activity definition will be based generally on SMS Level 0 schedules, but may in some instances include SMS Level 1. Based on a critical path analysis, any event appearing on the critical path shall be designated as either a major or an interim milestone. Any event not on the critical path shall be designated a target date.
- C. On a semi-annual basis, the integrated schedule shall be updated by the project managers or their designees and the critical path shall be re-evaluated. Updates shall be based on current Site Management System (SMS) information. Additional events falling on the critical path shall be designated as interim milestones. The integrated management schedule shall be defined as the amount of time available before an activity becomes a critical path activity. Any activity found to be no longer on the critical path shall revert to target date status.
- D. The Department of Energy shall have the ability to reschedule any activity associated with a target date as necessary to efficiently manage the project, provided such movement shall not adversely affect the critical path or the program endpoints. Unit managers shall be advised in advance in writing of any such changes.
- E. Change to any activity or schedule which affects the critical path, a major or interim milestone, or program endpoints must be requested in accordance with Section 12 of the Action Plan, entitled Changes to Action Plan/Supporting Schedules, and approved by the Project managers or signatories.
- F. Based on the information in the monthly SMS report, the Department of Energy shall take all appropriate actions to correct schedule slips in critical path activities.

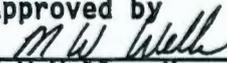
WESTINGHOUSE HANFORD COMPANY
TANK WASTE REMEDIATION SYSTEM

Business Management
Administrative Operating Procedures

Document Section Page Revision Effective Date
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October 1, 1994

TITLE:

Integrated Program Element Schedule
and Critical Path Process

Approved by

M W Wells, Manager
TWRS Business Management

1.0 PURPOSE

This procedure defines the Westinghouse Hanford Company (WHC) process for development and maintenance of the Tank Waste Remediation System (TWRS) Integrated Program Element Schedule (IPES) and use of critical path analysis for program management and milestone monitoring and control.

2.0 SCOPE

This procedure is applicable to the TWRS Integrated Program Element Schedule and interfaces to the TWRS Program Element Schedules. Direction for the development and maintenance of other schedules can be found in WHC-CM-2-5, Management Control System, Section 1.2, SCHEDULING, Section 4.1, Change Control and the Scheduling Notices issued by the TWRS Program Office.

3.0 DEFINITIONS

Baseline Schedule - The approved Integrated Program Element Schedule and all subsequently approved changes.

Controlled Milestones - Milestones that have been incorporated into the TWRS Integrated Program Element Schedule. These include Hanford Federal Facility Agreement and Consent Order (commonly known as the Tri-Party Agreement, TPA), Department of Energy - Headquarters (DOE-HQ), Department of Energy - Richland Operations Office (DOE-RL), and Contractor milestones as defined in RLID 5000.11, SCHEDULING, and TWRS Scheduling Notices.

Critical Path - The logical set of activities that controls the schedule finish date. It comprises the set of activities with the least amount of total float. Any schedule delay of any critical path activity will cause a corresponding delay in the overall schedule.

Current Schedule - The data in the schedule data base after the latest progress has been applied to the network.

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Total Float - The amount of time that the finish of an activity can be delayed without affecting the schedule end date. Float can be negative, zero, or positive.

TPA Interim Milestone - An interim milestone represents the actions necessary to ensure acceptable progress toward Hanford Site compliance with the Resource Conservation and Recovery Act (RCRA), the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), and the Washington State Hazardous Waste Management Act. Interim Milestones are enforceable under terms of the TPA.

Intertie - Logical relationships between Program element activities.

Intertie Log - A list of the Program element inter-ties.

TPA Major Milestone - A major milestone represents the completion of a scope of work necessary to ensure acceptable progress toward Hanford Site compliance with RCRA, CERCLA, and the Washington State Hazardous Waste Management Act. Major Milestones are enforceable under terms of the TPA.

Controlled Milestone Log - A milestone list that documents all controlled milestones and their status.

Performing Organization - A group doing a specified unit of work.

Program Element Manager - The individual responsible for the planning and execution of a specific work scope assigned to a specific area of the TWRS Program Work Breakdown Structure (WBS) at Level 4.

Integrated Program Element Schedule - Is the sequence of events of the Program life cycle plan. It is the lowest level, life of Program, schedule and logically depicts at a minimum controlled milestones and the TWRS Program critical path(s). The Integrated Program Element Schedule is updated by merging and integrating currently statused Program Element Schedules.

Resource Loading - The process of applying resource estimates to a discrete schedule activity. Resources are those items required to accomplish the scope of work, such as manhours, equipment, materials, and contracts.

Responsible Organization - A group chartered with the responsibility for the completion of specified tasks.

TPA Target Milestone - A target milestone represents the actions necessary to ensure acceptable progress toward Hanford Site compliance

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with RCRA, CERCLA, and the Washington State Hazardous Waste Management Act. Target milestones are not enforceable under the terms of the TPA.

4.0 RESPONSIBILITIES

4.1 Business Management - Baseline Development and Management Systems

The Baseline Development and Management Systems group, is responsible for merging the Program Element Schedules into the TWRS Integrated Program Elements Schedules and the performance of critical path analysis. In addition, this group is responsible for the verification of the integrity of the Integrated Program Element Schedule including proper incorporation of approved change requests.

The Baseline Development and Management Systems group will maintain a milestone control log that documents changes to controlled milestones.

4.2 Program Element Managers

The Program Element Managers are responsible for providing the following:

- Monthly Schedule status to TWRS Business Management Schedule Control

- Impact evaluations; Issues and concerns

- Recovery action or work around plans

- Lessons learned, if applicable

- Change requests, if required

4.3 Business Management - Program Schedule Control

The Program Schedule Control group is responsible to the Program Element Managers to initially build the program element schedules, for collecting and entering monthly status from the Program Element Managers, incorporation of approved changes to the individual program element schedules, and forwarding the schedules to the Baseline Development and Management Systems group.

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5.0 REQUIREMENTS

5.1 General

The Integrated Program Element Schedule provides a basis for an approved baseline schedule of all program milestones and activities for comparison of actual to planned performance. Milestones in the Integrated Program Element Schedule will be designated using a critical path process as described in the TPA, Section 11.7, TWRS CRITICAL PATH PROCESS. Any TPA Milestone appearing on the critical path shall be designated as either a major or an interim milestone. Any TPA Milestone not on the critical path shall be designated as a target milestone.

At the program level the purpose of the Integrated Program Element Schedule is to provide information to support timely management decisions regarding corrective actions, recovery plans or, if necessary, schedule change requests.

Changes to any activity that affects a controlled milestone must be requested and processed in accordance with TPA, Section 12, CHANGES TO ACTION PLAN/SUPPORTING SCHEDULES, and/or the TWRS Program change control process defined in WHC-CM-2-5, Management Control System, Section 4.1, CHANGE CONTROL, as required.

5.2 TPA Critical Path Analysis

A change request will be submitted to RL semi-annually, if needed, to revise milestone designations on TPA-I and TPA-T. As progress is entered and as changes are processed, target events may appear on the critical path and should be re-designated as interim milestones. Conversely, interim milestones no longer on the critical path would become target events.

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6.0 PROCEDURE

Step Number	Responsible Organization	Activity / Action (See Figure 1 for graphical flow)
6.1	Monthly Status PES Schedule Control	Receive monthly progress from Program Element Managers, enter progress, into the PESs. Forward updated schedule networks to Baseline Development and Management Systems group.
6.2	PES Merged Into IPES Baseline Development and Management Systems	Merge Program Element Schedules into one data base to create the Integrated Program Element Schedule. Proceed to step 6.4.
6.3	Add & Verify Inter-Ties Baseline Development and Management Systems	Add inter-ties between the program elements and verify that the inter-ties are consistent with the inter-tie log. Remove any constraints associated with the program element schedule inter-ties to facilitate critical path analysis of the Integrated Program Element Schedule. Proceed to step 6.4.
6.4	Schedule Flow & Review Baseline Development and Management Systems	Calculate the updated Integrated Program Element Schedule network and complete a compliance review. Proceed to 6.20 and 6.5
6.5	Current vs Baseline Schedule Comparison Baseline Development and Management Systems	Compare current data with baseline data and distribute preliminary reports to the Program Element Managers .
6.6	Program Office Evaluation Baseline Development and Management Systems/ Program Element Managers	Program Element Managers evaluation of the Integrated Program Element Schedule. Program Element Managers provide narrative for critical path analysis of their section.
6.7	Issue Critical Path Analysis & Reports Baseline Development and Management Systems	Issue critical path analysis and monthly reports to Program Element managers, WHC senior management, and DOE. Semi-annually there is a feed to step 6.8 and a monthly feed to step 6.9.
6.8	Semi-Annual Reports Baseline Development and Management Systems	Semi-annual distribution of monthly critical path analysis reports to RL and other parties of the TPA. These are the reports that provide the basis for TPA change requests. This should occur at the start of the fiscal year and fiscal mid year. This feeds step 6.18.
6.9	Has Critical Path Changed? Baseline Development and Management Systems	Determine if any new activities have appeared on the critical path. If yes, go to step 6.12. If no, go to step 6.10.
6.10	Is Mgmt Action Required Due To Approaching CR? Program Element Mgr.	Determine, with RL coordination, if management actions are required due to events that are approaching the critical path. If yes, proceed to step 6.12. If no, go to step 6.11.
6.11	Proceed with Program Program Office	Proceed with Program as scheduled. Return to step 6.1.
6.12	Develop/Implement Recovery Plan Program Element Managers/ Program Office Management	Develop and implement a recovery plan. Notify RL, WDOE, and EPA of plan.

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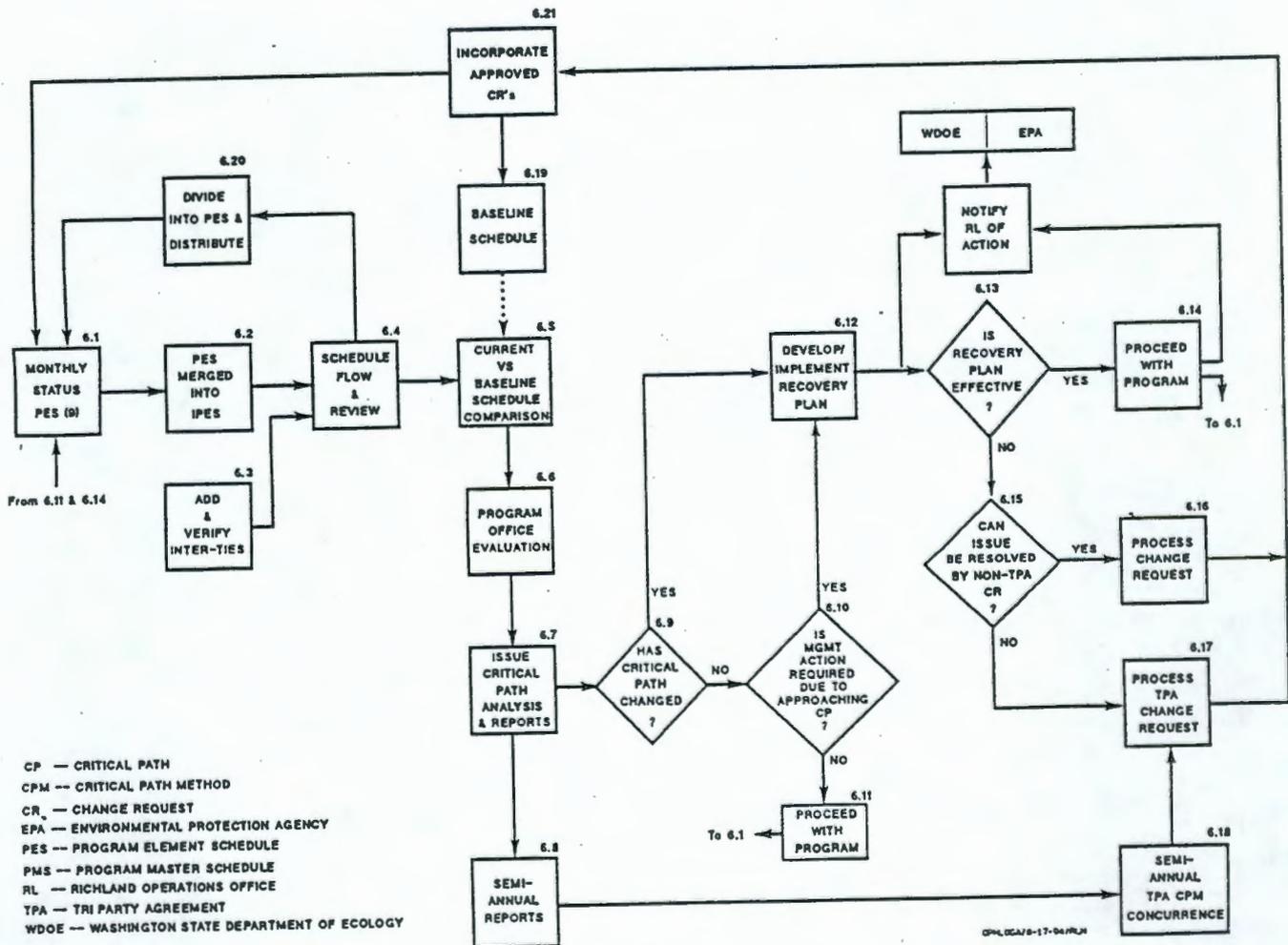
Step Number	Responsible Organization	Activity / Action (See Figure 1 for graphical flow)
6.13	Program Element Managers	Is Recovery Plan Effective? Monitor recovery plan to determine if it is effective. If no, proceed to step 6.15. If yes, go to step 6.14.
6.14	Program Element Managers/ Program Office Management	Proceed with Program Recovery plan effective, proceed with program. Notify RL, Washington Department of Ecology (WDOE), and The Environmental Protection Agency (EPA) of status. Proceed to step 6.1.
6.15	Program Element Managers	Can Issue Be Resolved By Non-TPA CR? Recovery plan not effective, determine if issue can be resolved by internal change requests. If no, proceed to step 6.17. If yes, go to step 6.16.
6.16	Program Element Managers/ Baseline Development and Management Systems	Process Change Request Issue can be resolved by internal change request. Process and issue change request. Proceed to step 6.21.
6.17	Program Element Managers/ Baseline Development and Management Systems	Process TPA Change Request Issue can not be resolved by internal change request. Initiate and process TPA change request according to TWRS Program change process. Proceed to step 6.21.
6.18	Program Element Managers/ Baseline Development and Management Systems	Semi-Annual TPA CPM Concurrence Semi-annual TPA critical path schedule concurrence. Obtain concurrence from DOE-HQ, DOE-RL, WDOE, and EPA for revisions of milestone designations. Proceed to step 6.17.
6.19	Baseline Development and Management Systems	Baseline Schedule Maintain baseline schedule by incorporation of approved change requests.
6.20	Baseline Development and Management Systems	Divide Into PES & Distribute Divide Integrated Program Element Schedules into the nine Program Element Schedules and distribute to the Schedule Control group. Ready for monthly status and update, step 6.1.
6.21	Schedule Control	Incorporate Approved CR Into PES Approved Change Requests are incorporated into the baseline and current schedules.

7.0 FLOW CHART

The flow chart used in this procedure represent the major steps involved in the effective administration of TWRS Integrated Program Element Schedule and Critical Path Process.

FIGURE 1

TWRS PROGRAM CRITICAL PATH METHOD LOGIC FOR STATUS & ANALYSIS



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8.0 REFERENCES

HANFORD FEDERAL FACILITY AGREEMENT AND CONSENT ORDER, Executive Summary, Section 11.0 and Section 12.0. This reference is commonly known as the Tri-Party Agreement and applies to the latest amendment.

RLID 5000.11, SCHEDULING DIRECTIVE

Westinghouse Controlled Manual, WHC-CM-2-5, Management Control System, Section 1.2, Scheduling

Westinghouse Tank Waste Remediation System Scheduling Notices

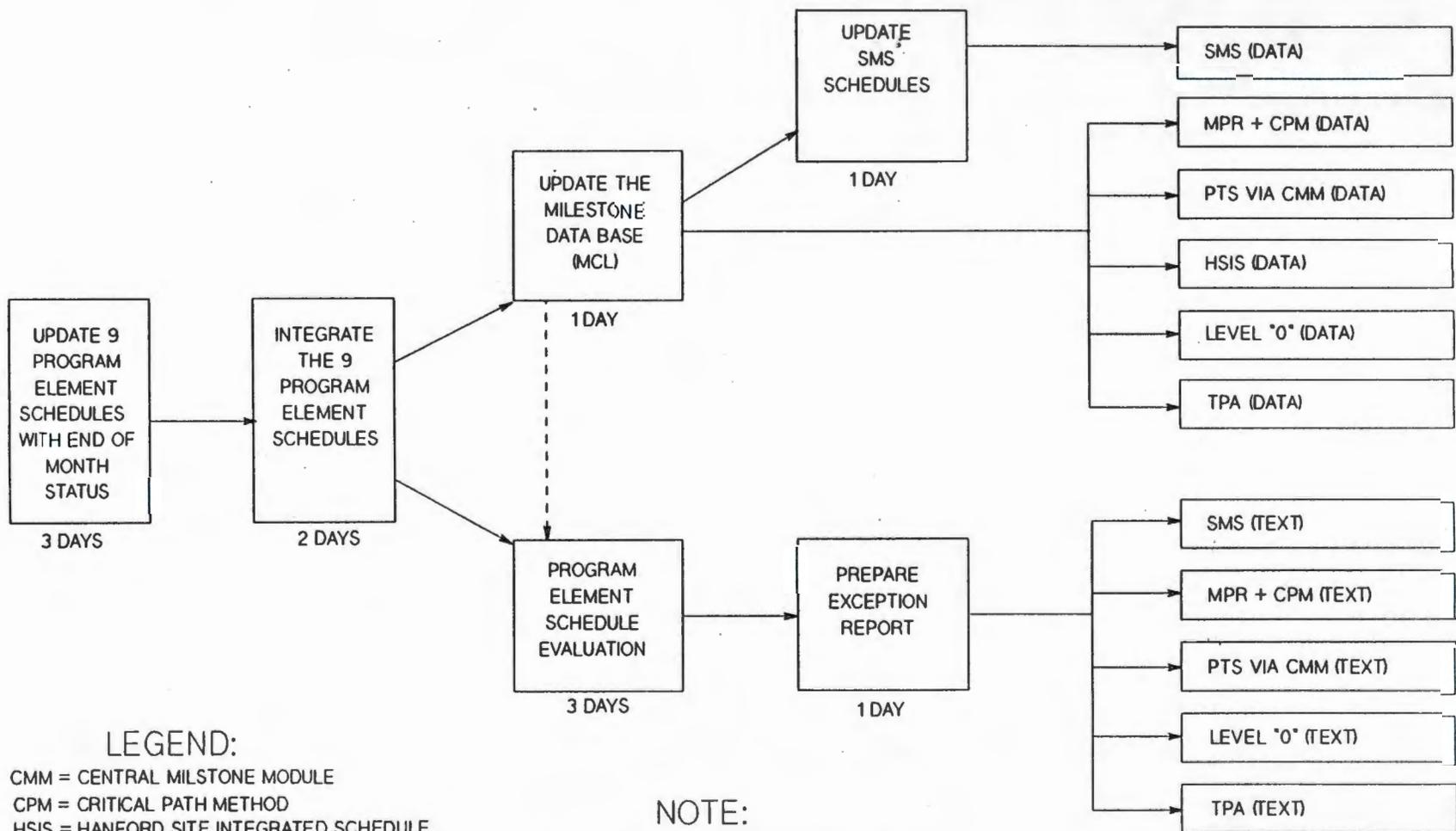
Note: References are applicable to latest revision unless stated otherwise.

PROGRAM ELEMENT MANAGER CRITICAL PATH RESPONSIBILITIES

- Ensure that the Program Element Schedule (PES) represents the program accurately.
- Ensure that monthly status is entered into PES accurately.
- Following integration of the 9 PESs, review the Critical Path reports for activities/milestones which meet one or more of the following conditions: a) on the critical path; b) behind the original baseline schedule; c) total float decreased from baseline schedule; d) Tri-Party Agreement milestones with forecast dates later than Tri-Party Agreement due date.
- Determine what is causing these activities/milestones to be highlighted. Is it a true condition or has it been caused by incorrect statusing? Are interfaces with another program element driving these activities?
- Prepare a critical path analysis summary for the Monthly Performance Review.
- Prepare a corrective action plan for schedule recovery to address activities/milestones behind schedule or Tri-Party Agreement milestones forecasted to be late.
- Be prepared to discuss the above during the Monthly Performance Review.

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TWRS REPORTING REQUIREMENTS



LEGEND:

CMM = CENTRAL MILESTONE MODULE
 CPM = CRITICAL PATH METHOD
 HSIS = HANFORD SITE INTEGRATED SCHEDULE
 MCL = MILESTONE CONTROL LOG
 MPR = MONTHLY PERFORMANCE REVIEW
 PTS = PROGRESS TRACKING SYSTEM
 SMS = SITE MANAGEMENT SYSTEM

NOTE:

DATA= MILESTONE ACTUALS OR FORECAST
 TEXT= VARIANCES / EXCEPTIONS

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TWRS - FY1995 REPORTING SCHEDULE

<i>INFORMATION/PROCESS FLOW</i> 							Report Types	Schedule for Reporting Milestone Forecast(s)
PRODUCT	Accounting Month Close - FDS	Performance Data	PE Schedules to Integration	Integration Completed	MCL Updated	SMS Due		
DAY OF THE WEEK DUE (NOT COUNTING MONTHS WITH HOLIDAYS)	Last Sunday	COB - WED	FRI	COB - TUES	COB - WED	THURS		
MONTH	Day Due	Day Due	Day Due	Day Due	Day Due	Day Due		
OCT (Reporting Sept Status)	25-Sep						TPA	After MCL Updated
NOV (Oct Status)	30-Oct	3-Nov	15-Nov	17-Nov	9-Dec	17-Dec	CMM (PTS)	After MCL Updated
DEC (Nov Status)	27-Nov	30-Nov	2-Dec	6-Dec	7-Dec	15-Dec	HSIS	After MCL Updated
JAN (Dec Status)	25-Dec	28-Dec	30-Dec	4-Jan	5-Jan	12-Jan	Level 0	Derived from SMS
FEB (Jan Status)	29-Jan	1-Jan	3-Jan	7-Jan	8-Jan	16-Jan	MPR/CPM	After MCL Updated
MAR (Feb Status)	26-Feb	1-Mar	3-Mar	7-Mar	8-Mar	16-Mar		
APR (Mar Status)	26-Mar	29-Mar	31-Mar	4-Apr	5-Apr	13-Apr		
MAY (Apr Status)	30-Apr	3-May	5-May	9-May	10-May	18-May		
JUN (May Status)	28-May	31-May	2-Jun	6-Jun	8-Jun	15-Jun		
JUL (Jun Status)	25-Jun	28-Jun	30-Jun	6-Jul	7-Jul	13-Jul		
AUG (Jul Status)	30-Jul	2-Aug	4-Aug	8-Aug	9-Aug	17-Aug		
SEP (Aug Status)	27-Aug	30-Aug	1-Sep	6-Sep	7-Sep	14-Sep		
OCT FY96 (Sep Status)	24-Sep	27-Sep	29-Sep	3-Oct	4-Oct	12-Oct		

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**TWRS Critical Path
Action Plan**

9513338.1575

Actions by which WHC Program Management will improve schedules and critical path analysis procedures.

- **Characterization Schedule**

- **For October status, all of the inter-ties between program elements will be placed in the Characterization schedule with constraints holding the interface dates required for the other program elements. This will allow integration of the schedules without the Characterization interfaces adversely affecting other programs.**
- **For November status, the Characterization schedule will be revised to the extent necessary to show the detail required for other program elements inter-ties to be logically tied correctly. This will be accomplished by adding tank by tank detailed activities to the existing schedule as required. This will be completed prior to the regular November status cycle.**

- **Corrections to other Schedule Areas**

All of the program elements have been requested to review and correct items in the following two areas prior to the integration of the schedules for October status:

- **Activities/milestones which have excessive total float with emphasis on Hanford Federal Facility Agreement and Consent Order (Tri-Party Agreement) milestones.**
- **Differences between the Milestone Control Log and controlled milestones in the schedule.**

- **Each program element manager shall review the October 27, 1994, Critical Path Analyses Reports to identify Tri-Party Agreement milestones with negative float, and prepare a corrective action plan for schedule recovery.**

will develop detailed operating procedures and implement the critical path milestone system on a trial basis, in April 1994, with full implementation by September 30, 1994.

- A. For the purposes of critical path analysis, negotiated dates for completion of single-shell tank waste retrieval, the final closure of single-shell tank farms, and completion of all high-level and low-level tank waste treatment shall be designated as program endpoints and shall be major milestones.
- B. Activities and associated schedules for this program shall be included in the Site Management System (SMS). All activities, milestones, and target dates necessary for tracking the program will be negotiated for inclusion in this agreement. Activity definition will be based generally on SMS Level 0 schedules, but may in some instances include SMS Level 1. Based on a critical path analysis, any event appearing on the critical path shall be designated as either a major or an interim milestone. Any event not on the critical path shall be designated a target date.
- C. On a semi-annual basis, the integrated schedule shall be updated by the project managers or their designees and the critical path shall be re-evaluated. Updates shall be based on current Site Management System (SMS) information. Additional events falling on the critical path shall be designated as interim milestones. The integrated management schedule shall identify schedule float for each task. Schedule float shall be defined as the amount of time available before an activity becomes a critical path activity. ~~Any activity found to be no longer on the critical path shall revert to target date status.~~
- D. The Department of Energy shall have the ability to reschedule any activity associated with a target date as necessary to efficiently manage the project, provided such movement shall not adversely affect the critical path or the program endpoints. Unit managers shall be advised in advance in writing of any such changes.
- E. Changes to any activity or schedule which affects the critical path, a major or interim milestone, or program endpoints must be requested in accordance with Section 12 of the Action Plan, entitled Changes to Action Plan/Supporting Schedules, and approved by the Project Managers or signatories.
- F. Based on the information in the monthly SMS report, the Department of Energy shall take all appropriate actions to correct schedule slips in critical path activities.

PROPOSED TPA NUMBERING SCHEME

EXISTING MILESTONE NUMBERS

PROPOSED MILESTONE NUMBERS

M-41-00

M041-000-00
MAJOR

M-41-02

M041-020-00
INTERIM

M-41-01-T03

M041-010-03
TARGET

M-41-03B

M041-03B-00
INTERIM

M-41-16A-T1

M041-16A-01
TARGET