Office of River Protection (ORP) and Washington River Protection Solutions, LLC (WRPS) Partnering Agreement for the DOE-EM Tank Operations Project

MISSION

The Mission of the Office of River Protection is to safely retrieve and treat Hanford's tank waste and close the Tank Farms to protect the Columbia River.

VISION

The Tank Farms Project is highly valued for its operating experience, efficiency, and technical expertise in tank waste cleanup in the EM complex, and its ability to protect its workers, the environment and the public.

STRATEGIC GOALS

1. Safeguard our workers, the surrounding communities, and the environment.
2. Achieve the mission in full compliance with applicable regulations and requirements.
3. Implement the safest, most-efficient, and cost-effective methods to achieve the mission.
4. Develop a robust nuclear safety culture by practicing candid and open communications, mutual respect, a questioning attitude and positive and proactive collaboration.

5. Seek consensus within the team on key issues, priorities, and contract execution matters, and ensure that positions are communicated with one voice.
6. Develop and maintain trusting working relationships with all stakeholders and customers.
7. Conduct work with a clear understanding and prioritization of the associated risks. Risk will be packaged with clear agreement within the team and communicated throughout the two organizations to key stakeholders.
8. Interface and integrate seamlessly with the Waste Treatment Plant Project through programs, approaches and tools such as the Vision 2020.

Operating Principles

The execution of this Partnering Agreement is guided by the following Operating Principles:

1. We operate under the principle of "no surprises." Through continuous communication up and down the respective organizations, our Team will communicate as a single entity.

2. We resolve issues at the lowest level whenever possible. Where it is necessary to elevate an issue, we do so in a manner that is respectful of the views of the other party.

3. We measure our progress. The team will establish mutually agreed upon metrics in support of this partnering agreement.

4. We tell each other the truth at all times. There will be no "shooting the messenger."

5. We take time to celebrate our successes as well as learn from our mistakes.

6. We develop and live by a spirit of continuous improvement.

1. Issue Resolution Process

The Partnering Team agrees to resolve any issues that arise out of this Partnering Performance Agreement as follows:

- Normal management processes and systems will be used to resolve issues.
- The functional managers, as identified in the Functional Alignment Chart, are expected to resolve the issue.
- If an issue is unresolved for 10 business days, it is moved to the next level in the respective management chains.
- If corrective actions are needed to resolve an issue, the Partnering Co-Leads will track completion of the corrective actions through full resolution of the issue.

2. Logistics

The Partnering Team agrees to track progress against partnering goals and periodically meet to discuss this progress.

- The full Partnering Team, which includes all signatories to the Partnering Agreement, will meet on a quarterly basis. The initial meeting of this group will be held within 90 days of the date the agreement is signed. The Partnering Team can change the frequency of this meeting if they choose, and other meetings of the full team may be required at times to discuss and resolve emergent issues of significant nature. In preparation for the meetings of the Partnering Team, the Co-Leads will develop and issue a formal agenda.
- The Partnering Team will develop metrics to measure and gauge performance and evaluate the effectiveness of the partnering initiative.
- The Core Integrated Project Team (IPT) will meet monthly to discuss Partnering Agreement progress, issues, and lessons learned. The Partnering Co-Leads will be responsible for developing an agenda for these monthly meetings with input from the other IPT members.
- A Secretary will be appointed to be responsible for meeting minutes and recording and tracking of team commitments and actions from the quarterly meetings. The Secretary may also assist the Co-Leads in the tracking of corrective actions associated with issue resolution.
- Minutes will be issued within 15 working days of the monthly and quarterly meetings.
- The Partnering Co-Leads will have frequent interactions, either by phone or in person, to monitor and discuss status of the Partnering Agreement and take action to address and resolve any concerns that require immediate attention.
- The Co-Leads will brief the DOE-ORP Manager and WRPS Project Manager on a quarterly basis with respect to Partnering Team status and notable actions/activities.
- Co-Lead and other Partnering Team member changes will require approval of either the DOE-ORP Manager or WRPS Project Manager as applicable.

ORP/WRPS Partnering Team

Functional Alignment Chart

DOE	Function	WRPS
Scott Samuelson	Mission/Strategy/Senior Management	Chuck Spencer
Stacy Charboneau	Mission/Strategy/Senior Management	Chuck Spencer
Tom Fletcher	Tank Farm Project	Chuck Spencer/ Mike Johnson
Glyn Trenchard	Tank Farm Project	Mike Johnson
Steve Pfaff	Tank Farm Project	Paul Rutland
Joni Norton	Tank Farm Project	Kent Smith
Mat Irwin	Facility Representatives	Mike Johnson/ Bob Wilkinson
Ben Harp	Waste Treatment and Immobilization	Ray Skwarek
Paul Harrington	Nuclear Safety/ESH&Q	Richard Garrett/ Jack Donnelly
Marc Mccusker	Acquisition Management	Brian Thomas
Susan Bechtol	Acquisition Management	Abe Dunning
Susan Johnson	Acquisition Management	Susan Husa
Tom Toon	Finance	Brian Thomas
William Neff	Legal	Gloria Johnson
Dan Knight	Project Controls	Amy Basche

Commitment Statement

Our partnering process will facilitate and promote effective contract management and project execution through collaborative work relationships. Together, our focus is on the 'how' and not the 'what' and 'when.'

We, the following, as attested by our signatures on this Partnering Agreement, make a personal commitment to the Tank Operations Project and to the achievement of the Team's vision, mission, goals, and objectives.

Scott Samuelson ORP Manager	Stacy Charboneau ORP Deputy Manager	Ben Harp ORP WTP Start-up and Commissioning Integration
Paul Harrington ORP Assistant Manager, Engineering & Nuclear Safety	Tom Fletcher ORP Assistant Manager, Tank Farms Project	William Neff DOE Counsel
Marc McCusker ORP Director, Acquisition Management Division	Glyn Trenchard ORP Director, Tank Farms Programs and Projects Division	Tom Toon ORP Director, Office of Project Administration
Joni Norton ORP Retrieval Project Federal Project Director	Stephen Pfaff ORP Supplemental Treatment Project Federal Project Director	Mat Irwin ORP Director, Tank Operations Division
Susan Bechtol ORP Contracting Officer	Susan Johnson ORP Contracting Officer	Dan Knight ORP Tank Farms Programs and Projects Division

ORP/WRPS Partnering Team

Commitment Statement

Chuck Spencer
WRPS President and Project Manager

Mike Johnson
WRPS Project Operations Manager

Amy Basche
WRPS Project Integration Manager

Rob Gregory
WRPS Tank Farm Projects Manager

Bob Wilkinson
WRPS Base Operations Manager

Jack Donnelly
WRPS Acting ESH&Q Manager

Kent Smith
WRPS SST Retrieval and Tank Closure

Richard Garrett
WRPS Engineering Manager

Brian Thomas
WRPS Business Operations Manager

Abe Dunning
WRPS Contract Manager

Susan Husa
WRPS Contracts Compliance Officer

Gloria Johnson
WRPS General Counsel

Ray Skwarek
One System IPT Manager