

**Charge for the Director's CD-2/3a Mini-Review
of the
MINERvA Project
November 2, 2006**

This charge is for the Committee to conduct a Director's CD-2/3a Mini-Review of the proposed MINERvA project at Fermilab. The review is to assure that all the requirements have been met for DOE to approve CD-1/2/3a. The DOE CD-1/2/3a 1 day review has been scheduled for December 5, 2006 in Germantown. The main focus of this mini-review is to assure that MINERvA has properly addressed the recommendations from the August 1-3, 2006 Director's CD-2/3a Review and that the resulting update to the cost and schedule baseline is credible and ready for the DOE review.

In carrying out this charge the Review Committee should respond to the following questions:

1. Has MINERvA appropriately responded to the recommendations from the August, 2006 Director's CD-2/3a Review and have they suitably implemented the resulting corrective actions?
2. Is the cost and schedule baseline credible and supported by the Resource Loaded Schedule (RLS), the Bases of Estimate (BOE) and the project costing tool?
3. Has the cost and schedule baseline information been appropriately incorporated into the project documentation (e.g. Project Execution Plan (PEP), Acquisition Strategy (AS), and the Project Management Plan (PMP))?
4. Is the MINERvA Project appropriately prepared for a DOE CD-1/2/3a Review?

In addition to answering the above questions, the Committee is asked to assess MINERvA's "Scorecard" that will be discussed at the DOE Review to substantiate how MINERvA meets the Critical Decision (CD) requirements. Constructive comments on the Scorecard's content, format, and style are requested.

Finally, the committee should present their conclusions at a closeout meeting with MINERvA's and Fermilab's management.