

**Charge for the Fermilab Director's
Follow-up CD-2/3a Review of the NOvA Project
August 21-22, 2007**

Please conduct a Director's Review of NOvA to assess the project's readiness for a DOE Lehman CD-2/3a Baseline Review. This review is a follow-up to the June 2007 Director's Review. It should be a technical, cost, schedule, management, and risk review that assesses project progress on near term recommendations from the June review. Please answer the following questions.

1. Has each L2 manager completed a Risk Assessment? Have mitigation plans been incorporated in the Cost and Schedule Plan (CSP) and / or have appropriate contingencies been identified?
2. Has the NOvA project adequately addressed the 16 lines of inquiry (LOI) items?
3. Have the Bases of Estimate (BOEs) been generated and completed? Do they match the Resource Loaded Schedule (RLS)?
4. Has the schedule been adequately developed and is it ready to be baselined?
5. Is there a one page high-level schedule that depicts the critical path?
6. Does the obligation roll-up match the funding profile guidance? Is the cost profile from the baseline schedule consistent with the incurrence of actual costs in order to facilitate earned value management?
7. How is NOvA doing at addressing recommendations from the Director's CD-2/3a Review that are needed for Baseline Development?
8. How is NOvA doing at addressing the recommendations from the Fermi Director's/DOE Fermi Site Office's Performance Management System (PMS) Review needed for Baseline Development?

Please share your assessment with NOvA and Fermilab's management in a closeout briefing and submit a report to the Directorate soon after the review.