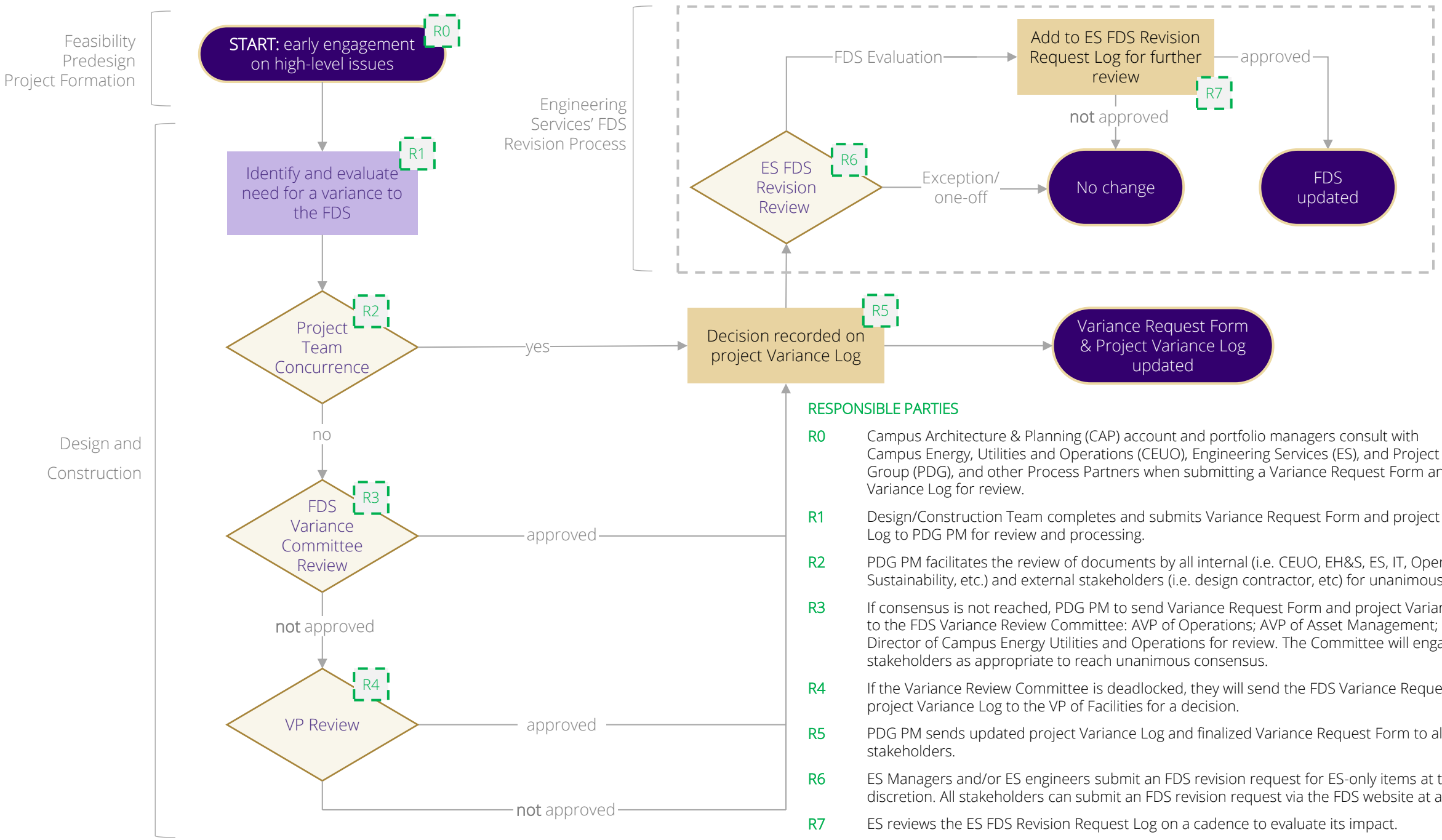

RESPONSIBLE PARTIES

R0 Campus Architecture & Planning (CAP) account and portfolio managers consult with Campus Energy, Utilities and Operations (CEUO), Engineering Services (ES), and Project Delivery Group (PDG), and other Process Partners when submitting a Variance Request Form and project Variance Log for review.

R1 Design/Construction Team completes and submits Variance Request Form and project Variance Log to PDG PM for review and processing.

R2 PDG PM facilitates the review of documents by all internal (i.e. CEUO, EH&S, ES, IT, Operations, Sustainability, etc.) and external stakeholders (i.e. design contractor, etc) for unanimous consensus.

R3 If consensus is not reached, PDG PM to send Variance Request Form and project Variance Log to the FDS Variance Review Committee: AVP of Operations; AVP of Asset Management; Executive Director of Campus Energy Utilities and Operations for review. The Committee will engage other stakeholders as appropriate to reach unanimous consensus.

R4 If the Variance Review Committee is deadlocked, they will send the FDS Variance Request Form and project Variance Log to the VP of Facilities for a decision.

R5 PDG PM sends updated project Variance Log and finalized Variance Request Form to all stakeholders.

R6 ES Managers and/or ES engineers submit an FDS revision request for ES-only items at their discretion. All stakeholders can submit an FDS revision request via the FDS website at any time.

R7 ES reviews the ES FDS Revision Request Log on a cadence to evaluate its impact.