



**POLICY FLASH 2007-25**

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**DATE:** June 6, 2007

**TO:** Procurement Directors


**FROM:** Office of Procurement and Assistance Policy, MA-61  
Office of Procurement and Assistance Management

**SUBJECT:** Issuance of Acquisition Letter 2007-06 on Safeguarding  
Government Property and Sensitive Information

**SUMMARY:** The attached Acquisition Letter provides guidance on the duties of contracting officers and other responsible DOE officials to provide appropriate guidance to contractors on their responsibility to safeguard: (1) Government Property, especially sensitive property such as laptops, blackberries, and other information technology equipment; and (2) personally identifiable information and other sensitive information.

This Flash and its attachment will be available online within a day, at the following website: [http://www.management.energy.gov/policy\\_guidance/policy\\_flashes.htm](http://www.management.energy.gov/policy_guidance/policy_flashes.htm).

Questions concerning this policy flash should be directed to: for DOE Government Furnished Property, Jerry G. Hanley, Director, Personal Property Management Division, MA-632, (202) 287-1563, or by email at [Jerry.Hanley@hq.doe.gov](mailto:Jerry.Hanley@hq.doe.gov); for NNSA Government Furnished Property, Ronald Dugger, Supply Management Officer, NA-63, (202) 586-5144, or by email at [Ronald.Dugger@nnsa.doe.gov](mailto:Ronald.Dugger@nnsa.doe.gov); and for cyber security, Bill Huntman, Associate CIO for Cyber Security, (202) 586-1090, or by email at [Bill.Huntman@hq.doe.gov](mailto:Bill.Huntman@hq.doe.gov).



Michael P. Fischetti, Director  
Office of Procurement and  
Assistance Policy

Attachment