



POLICY FLASH 2007-51

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DATE: July 12, 2007

TO: Procurement Directors

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

SUBJECT: **Chief Financial Officer's June 13, 2007 Memorandum Titled "Coordination of Major Program Announcements"**

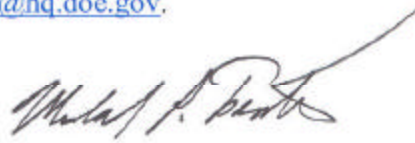
SUMMARY: The subject memorandum (see attached) provides information on a new policy requiring notification to the Office of Management and Budget (OMB) of major procurement awards and other significant program decisions. Announcements of major awards and program decisions must be coordinated with your local budget office which will provide the information to DOE's Office of Budget, within the Office of the Chief Financial Officer, for coordination with OMB.

This OMB notification is in addition to the Advanced Award Notification to the Office of Congressional and Intergovernmental Affairs (CI). Both notifications should be processed concurrently. DOE Acquisition Guide [Chapter 5.1](#) provides guidance on completing and submitting DOE F 4220.10, Congressional Contract/Grant Award Notification, for the Advanced Award Notification.

Contracting Officers should work with their local budget and congressional/public affairs offices to coordinate the notifications for major awards.

This Flash will be available online within a day, at the following website:
http://www.management.energy.gov/policy_guidance/policy_flashes.htm.

Questions concerning this policy flash should be directed to Jackie Kniskern at 202-287-1342 or Jacqueline.Kniskern@hq.doe.gov.

A handwritten signature in black ink, appearing to read "Michael P. Fischetti". The signature is fluid and cursive, with a long, sweeping line extending from the end of the name.

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

FY1 - Direct Reports



Department of Energy
Washington, DC 20585

June 13, 2007

MEMORANDUM FOR DISTRIBUTION

FROM:

Steve Isakowitz
STEVE ISAKOWITZ
CHIEF FINANCIAL OFFICER

SUBJECT:

Coordination of Major Program Announcements

The Office of Congressional and Intergovernmental Affairs (CI) has an established process for providing notifications of major procurement awards and other significant program decisions to the cognizant Congressional committees, delegations, members, and staff. However, a similar process for apprising the Office of Management and Budget (OMB) staff of these types of decisions does not currently exist. Therefore, after consultation with the Department's senior leadership, the following guidance is provided.

OMB has an important policy and oversight role with respect to the execution of the programs, projects, and activities contained in the President's Budget and, therefore, we should share appropriate program milestone and performance information with OMB staff. On major program decisions and announcements, you are encouraged to identify press releases or other announcement materials that should be shared with OMB. These materials should be provided to the Director, Office of Budget, within DOE's Office of the Chief Financial Officer, who will coordinate the release of this information to OMB concurrent with CI's notification to Congress.

With respect to any proposed announcement that departs from the Administration Budget, engagement with OMB is required before any public announcement can be made. As with other budget-related materials, please provide information about the proposed announcement to the Director, Office of Budget, who will work with the program to coordinate with OMB on behalf of the Department.

Thank you in advance for your cooperation in this matter. If you have any questions, please do not hesitate to call Eli Bronstein on 6-2955 or me on 6-4171.

cc:

- B. Getto, S-1
- A. Ingols, S-2

