



## POLICY FLASH 2007-34

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**DATE:** April 17, 2007

**TO:** Procurement Directors


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

**SUBJECT:** Issuances of DOE Order 110.3A Conference Management;  
DOE Order 433.1A Maintenance Management Program for DOE  
Nuclear Facilities; and  
DOE Manual 205.1-4 National Security System Manual

**SUMMARY:** The Department issued the following DOE orders and manual: DOE O 110.3A Conference Management on 1-25-07, DOE O 433.1A Maintenance Management Program for DOE Nuclear Facilities on 2-13-07, and DOE M 205.1-4 National Security System Manual on 3-8-07, which contains a Contractor Requirements Document (CRD). Under the Department's Directive Program (DOE Order 251.1B), Heads of Field Elements are responsible for determining which contracts are to include this CRD, and Contracting Officers, once notified by Heads of Field Elements, are responsible for incorporating the CRD into those contracts. Since some Heads of Field Elements may not be aware that DOE O 110.3A, DOE O 433.1A, and DOE M 205.1-4 has been issued, Contracting Officers should ask them for their determination of which, if any, contracts are affected. Contracting Officers may find it prudent to remind Heads of Field Elements that they can sign up for notification that a directive has been issued at [www.directives.doe.gov](http://www.directives.doe.gov). If requested, the system will automatically send an email announcing the issuance of any directive.

This Flash 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 regarding which contracts are intended to be affected by the CRD should be directed to the office identified in the "Contact" paragraph of the DOE O 110.3A, DOE O 433.1A, and DOE M 205.1-4, and questions regarding contract modification should be directed to Helen Oxberger at 202 – 287-1332 or [Helen.Oxberger@hq.doe.gov](mailto:Helen.Oxberger@hq.doe.gov).



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