



Headquarters Policy Flash

FLASH 2004-11

DATE: March 25, 2004
TO: Procurement Directors
FROM: Office of Procurement and Assistance Policy, ME-61
Office of Procurement and Assistance Management

SUBJECT: **DOE Acquisition Guide Updates**

SUMMARY: The Office of Procurement and Assistance Policy is in the process of updating the Acquisition Guide. Our objective is to introduce some new chapters, update chapters that are outdated, and improve the style and

appearance of the remaining chapters. This Flash transmits the first installment of this project. Additional installments will follow as they are completed. Most of the updated chapter revisions are editorial in nature but there are also chapters with significantly updated materials and a few new chapters as well. Copies are not attached but have been posted to the Home Page. A listing is attached.



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Acting Director
Office of Procurement and
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Department of Energy Acquisition Guide
March 2004 Updates

Chapter	Title	Author	Nature of Change
New Chapters			
42.5	Contract Management Planning	ME-62, J. Tower	New Coverage (Issued 02/04)
70.31	Costs Associated with Whistleblower Activities	ME-61, T. Sheppard	New Coverage – Replaces AL 2001-03
Revised Chapters			
4.1	Procurement and Assistance Data System (PADS) Reporting	ME-651, P. Coombs	Content Update – FPDS-NG and Financial Assistance Coverage Added
7.1	Acquisition Planning	ME-62, T. Brown	Materials updated and 2 new attachments are added which include an Acquisition Plan Preparation Guide and an Acquisition Plan Template
17.3	Acquisition, Use and Disposal of Real Estate	ME-90, A. Duran	Content Update – New Organizational Contacts and Editorial Updates
71.1	Headquarters Review of Contract and Financial Assistance Actions	ME-62, T. Brown	Revised to Address Contract Management Planning and Editorial Updates (Issued 02/04)
Editorial Revisions			
1.1	Acquisition Regulation System	ME-61, M. Righi	Editorial Only
1.2	Balanced Scorecard Performance Assessment	ME-62, S. Logan	Editorial Only
3.1	Procurement Integrity	ME-61, S. Zvolensky	Editorial Only
3.2	Antitrust Teaming	ME-61, R. Webb	Editorial Only
9.1	Organizational Conflicts of Interest	ME-61, R. Webb	Editorial Only
9.2	Performance Guarantees	ME-61, R. Webb	Editorial Only
9.3	Debarment and Suspension	ME-65, C. Yee	Editorial Only
15.2	Unsolicited Proposals	NETL, J. Augustine	Editorial Only
31.1	Cost Reasonableness	ME-61, T. Sheppard	Editorial Only