



Headquarters Policy Flash

FLASH 2004-08

DATE: March 4, 2004
TO: Procurement Directors
FROM: Office of Procurement and Assistance Policy, ME-61
Office of Procurement and Assistance Management
SUBJECT: **Changes to the DOE Acquisition Guide, Chapter 70, Section 7, “Reference Book for Contract Administrators,” Chapter 12, “The Diversity Plan, Equal Employment Opportunity and Small Business”**

SUMMARY: This Policy Flash cancels Acquisition Letter 98-04, Diversity Plans, and establishes Diversity Plan guidance within Chapter 12 of the attached Reference Book for Contract Administrators contained in the Acquisition Guide, Chapter 70. It also updates citations affected by the DEAR 970 Rewrite published December 22, 2000 at 65 FR 80994.

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The Diversity Plan guidance provided in Chapter 12 of the Reference Book for Contract Administrators establishes procedural requirements associated with DEAR Clause 970.5226-1, Diversity Plan, which is a required clause in all Management and Operation (M&O) contracts and provides guidance in the elements and factors to consider in evaluating the contractor's performance against an approved plan. The guidance acts as an assessment tool, linking the Diversity Plan's goal to obtain contractor commitment to diversity sensitivity and inclusion in all aspects of its business practices, the workplace, and relations with the community at large, with performed outcome.

In addition, Chapter 12 is updated to provide consistency with implemented regulations.

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