



# U.S. Department of Energy

Oak Ridge Operations

ORO O 220 Chapter II
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**DATE:** 9-30-96

**SUBJECT: COOPERATION WITH THE OFFICE OF INSPECTOR GENERAL**

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1. PURPOSE. This Chapter correlates to DOE O 221.3 (formerly DOE 2320.1C), COOPERATION WITH THE OFFICE OF INSPECTOR GENERAL, dated May 18, 1992, which has now been renumbered in accordance with the new DOE Order Numbering System, as published in DOE M 251.1-1, Change 1, dated December 12, 1995. Nothing within the DOE Order has been changed at this point, but if a new DOE Order is published, it will be numbered in this manner. Until that time, the new number is assigned to the previous DOE Order. This new Oak Ridge Operations (ORO) Chapter assigns responsibility and accountability and provides administrative and/or contractual guidance to ORO and its contractors. Nothing in this issuance changes any requirements contained in any DOE Order.
2. CANCELLATION. This Chapter cancels and replaces OR 2320.1B, COOPERATION WITH THE OFFICE OF INSPECTOR GENERAL, dated August 28, 1990.
3. APPLICABILITY. The provisions of this Chapter apply to ORO Principal Staff and ORO contractors and subcontractors.
4. RESPONSIBILITIES.
  - a. Director, Evaluation and Control Division (ECD).
    - (1) Serves as the ORO point of contact for Inspector General (IG) matters.
    - (2) Maintains files on IG activities, including reports and related correspondence.
    - (3) Refers ORO investigation requests to the IG.
    - (4) Keeps Principal Staff advised of IG investigations and periodically briefs senior management on the status of investigations involving ORO.
  - b. Principal Staff.
    - (1) Assist ECD in carrying out the coordinating, reporting, and tracking responsibilities associated with IG activities.
    - (2) Inform employees and contractors of their responsibility to comply with the provisions of DOE O 221.3, subparagraphs 4a (cooperation with IG) and 4b (reporting of fraud, waste, inefficiency, or other forms of wrongdoing) and this Chapter.
5. REQUIREMENTS AND PROCEDURES. None.

6. REFERENCES.
  - a. ORO O 220, CHAPTER VII, AUDIT RESOLUTION AND FOLLOWUP, dated May 31, 1996.
  - b. ORO O 220, CHAPTER III, ESTABLISHMENT OF DEPARTMENTAL POSITION ON INSPECTOR GENERAL REPORTS, dated May 31, 1996.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. See Contractor Requirements Document, Attachment 1 of this Chapter.
9. ATTACHMENTS.

Attachment 1 - Contractor Requirements Document.

**CONTRACTOR REQUIREMENTS DOCUMENT**

Contractors that are identified in paragraph 3 of this Chapter shall accomplish the following:

1. Advise their employees of the obligation to cooperate fully with the IG during audits, investigations, and inspections.
2. Advise employees of their responsibility to report fraud, waste, inefficiency, or other forms of wrongdoing to their supervisor, DOE Office of General Counsel, or the IG.