

DIRECTIVES CONTROL FORM - ORO O FINAL DIRECTIVE

PART A (To be completed by the Division of Primary Interest (DPI))

1. **NUMBER AND TITLE OF DIRECTIVE:** **ORO O 220, Chapter IV, Chg. 1, COORDINATION OF GENERAL ACCOUNTING OFFICE ACTIVITIES**

2. **PURPOSE OF TRANSMITTAL:** New Directive Revised Directive Page Change

3. **THIS DOCUMENT MAY AFFECT THE WORK PERFORMED BY THE FOLLOWING CONTRACTORS:** (Check appropriate boxes)

No (all contractors)

Yes If yes, whom? LMES LMER ORAU SURA

Bechtel Jacobs Company

Other contractors (list by type)

Many ORO contractors have approved S/RIDs or WSS sets that may affect applicability of contractor requirements from this directive. Applicability of contractor requirements must take into account the approved standards set for each particular contract.

4. **SIGNIFICANT PROVISIONS:** Are there any significant changes or impact?

No Yes If yes, describe: This ORO Chapter is part of the ORO sunset review process. Changes include minor editorial revisions to this Chapter to indicate the correct number of the correlating DOE Order (DOE 2340.1C) and the current organizational title of the Financial Evaluation and Accountability Division.

5. **CONTACT POINT:** Jeanette Miller Financial Evaluation and Accountability Division, FM-73 576-9653
Name Organization Telephone

PART B (To be completed by the Directives Management Group (DMG)):

6. **FILING INSTRUCTIONS:**

<u>Remove</u>	<u>Dated</u>	<u>Insert</u>	<u>Dated</u>
ORO O 220, Chapter IV	05/31/1996	ORO O Control Form	07/28/1998
Pages IV-1 through IV-3		ORO O 220, Chapter IV, Chg. 1, Pages IV-1 through IV-3	07/28/1998

ORO Orders are available on the ORO Directives Management Home Page [http://www.ornl.gov/doe_oro_dmg/orchklst.htm] within 5-10 working days after receipt of this Control Form. The ORO Orders will no longer be mailed in printed copy unless you do not have Internet capabilities.

7. **APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH THE OFFICIAL DIRECTIVES DISTRIBUTION LIST:**

Original signed by

Jennifer H. Cusick, AD-440
Signature Management Analyst, AD-440

07/28/1998
Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED
Rev. 08/04/1998

U.S. Department of Energy

Oak Ridge Operations

ORO O 220
Chapter IV
Chg. 1

DATE: 07/28/1998

SUBJECT: COORDINATION OF GENERAL ACCOUNTING OFFICE ACTIVITIES

1. PURPOSE. This Chapter correlates to DOE 2340.1C, COORDINATION OF GENERAL ACCOUNTING OFFICE ACTIVITIES, dated June 8, 1992, by assigning responsibility and accountability and providing administrative and/or contractual guidance to Oak Ridge Operations (ORO) and its contractors. Nothing in this issuance changes any requirements contained in any DOE Order.
2. CANCELLATION. This Chapter cancels and replaces ORO O 220, Chapter IV, COORDINATION OF GENERAL ACCOUNTING OFFICE ACTIVITIES, dated May 31, 1996.
3. APPLICABILITY. The provisions of this Chapter apply to ORO Principal Staff and to contractors to the extent set forth in a contract.
4. RESPONSIBILITIES.
 - a. Director, Financial Evaluation and Accountability Division (FEAD).
 - (1) Serves as the ORO point of contact for handling General Accounting Office (GAO) matters. Arranges for entrance conferences with GAO and applicable ORO and contractor personnel.
 - (2) Performs those tasks identified in DOE 2340.1C, subparagraph 7e.
 - (3) Keeps informed of the status of ongoing GAO reviews, and arranges for timely exit interviews with the GAO team following its completion of any review, survey, or study (see DOE 2340.1C, Attachment 3).
 - (4) Receives and coordinates draft and final GAO reports in accordance with the requirements of DOE 2340.1C, Attachments 4 and 5.
 - b. Principal Staff.
 - (1) Informs FEAD of any contact, inquiry, or request received from any GAO representative that cannot be related to previously-cleared GAO action. The FEAD is also to be notified if additional information is requested after the GAO field work has been completed on a previously-cleared GAO action.
 - (2) Provides comments to FEAD, within stated time frames of DOE 2340.1C, Attachments 4 and 5, for responding to GAO requests.

- (3) Safeguards draft reports as specified in DOE 2340.1C, Attachment 1, subparagraph 3(i).
- (4) Participates in entrance and exit conferences as needed.
- 5. REQUIREMENTS AND PROCEDURES. See DOE 2340.1C, Attachments 3, 4, and 5.
- 6. REFERENCES. None.
- 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. Perform those tasks identified in subparagraphs 4b(1)-(4) of this Chapter.
2. Cooperate fully with ORO regarding GAO activities.
3. Immediately notify FEAD of any initial contacts by GAO.
4. Direct all correspondence regarding GAO activity to FEAD.