

DIRECTIVES CONTROL FORM - ORO FINAL DIRECTIVE

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

1. NUMBER AND TITLE OF DIRECTIVE: **ORO O 530, Chapter II, Change 3, PROCESSING GARNISHMENT ORDERS FOR CHILD SUPPORT AND/OR ALIMONY**

2. PURPOSE OF TRANSMITTAL: New Directive Revised Directive

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

No (all contractors)

Yes If yes, whom? Bechtel Jacobs Co. BWXT Y-12 ORAU UT-Battelle SURA

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 change is to update Y-12 Area Office (YAO) to Y-12 Site Office (YSO) and to update related DOE directive number to Change 1.

5. CONTACT POINT: Kathy Braden Oak Ridge Financial Service Center, FM-71 576-0777
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 Control Form	03/30/2001	ORO Control Form	10/11/2002
ORO O 530, Chapter II, Chg. 2, Page II-1	03/30/2001	ORO O 530, Chapter II, Chg. 3, Page II-1	10/11/2002

ORO Directives are available on the ORO Directives Management Home Page at http://www.ornl.gov/doe_oro_dmg/oro_dir.htm. The ORO Directives 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
Wayne H. Albaugh 10/11/2002
Signature: DMG Team Leader, AD-440 Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED

Rev. 01/30/2002

U.S. Department of Energy

Oak Ridge Operations

ORO O 530
Chapter II
Change 3

DATE: 10/11/2002

SUBJECT: PROCESSING GARNISHMENT ORDERS FOR CHILD SUPPORT AND/OR ALIMONY

1. PURPOSE. This chapter correlates to DOE 2200.11, Change 1, PROCESSING GARNISHMENT ORDERS FOR CHILD SUPPORT AND/OR ALIMONY, dated May 3, 1990, by assigning responsibility and accountability and providing administrative guidance to Oak Ridge Operations (ORO), the National Nuclear Security Administration Y-12 Site Office (YSO), and the Office of Scientific and Technical Information (OSTI). The responsibilities described in paragraph 4 below also apply to garnishments for purposes other than child support and/or alimony. Nothing in this issuance changes any requirements contained in any Department of Energy (DOE) directive.
2. CANCELLATION. This chapter cancels and replaces ORO O 530, Chapter II, Change 2, PROCESSING GARNISHMENT ORDERS FOR CHILD SUPPORT AND/OR ALIMONY, dated March 30, 2001.
3. APPLICABILITY. The provisions of this chapter apply to ORO, YSO, and OSTI Principal Staff.
4. RESPONSIBILITIES.
 - a. Office of Chief Counsel, upon receipt, reviews and determines the validity of garnishment orders for collection and, if appropriate, forwards to the Director, Oak Ridge Financial Service Center, for appropriate action.
 - b. Director, Oak Ridge Financial Service Center, reviews garnishment orders and forwards them to the ORO Personnel Security Branch and the designated agent in the DOE Headquarters Office of the Chief Financial Officer for collection in accordance with DOE 2200.11 and this chapter.
5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES. None.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. None.
9. ATTACHMENTS. None.