

***DIRECTIVES CONTROL FORM - ORO O FINAL DIRECTIVE***

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

1. **NUMBER AND TITLE OF DIRECTIVE: ORO O 540, PROCUREMENT AND GRANTS MANAGEMENT**

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

3. **CONTRACTOR REQUIREMENTS:** Does directive contain requirements applicable to contractor(s)? Check appropriate boxes:

No (all contractors)

Yes If yes, whom?         LMES         ORAU         SURA         LMER

Other contractors (list by type)

**SEE INDIVIDUAL CHAPTERS**

4. **SUMMARY OF SIGNIFICANT PROVISIONS OR CHANGES:**

5. **CONTACT POINT: SEE INDIVIDUAL CHAPTERS**

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Name	Organization	Telephone
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**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>
ORIG 4200.3C	8-19-92	ORO O Control Form	9-30-96
OR 4210.7A	1-30-90	ORO O 540 Pages 1, i, and Chapters I & II	9-30-96

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

*Original Signed By Jennifer H. Cusick* *09/30/1996*

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Signature    Management Analyst, AD-440 Date

# U.S. Department of Energy

Oak Ridge Operations

**ORDER**

ORO O 540

**DATE:** 9-30-96

**SUBJECT: PROCUREMENT AND GRANTS MANAGEMENT**

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1. PURPOSE. This Order provides detailed requirements for the Oak Ridge Operations (ORO) activities under Series 540, Procurement and Grants Management, by assigning responsibility and accountability and providing administrative and/or contractual guidance to ORO and its contractors.
2. SIGNIFICANT CHANGES. This Order incorporates as Chapters in the 540 Series the current Oak Ridge Implementation Guidance (ORIG) directives and OR Orders identified in paragraph 3 below.
3. SUMMARY. This document transmits the following chapters:
  - a. Chapter I, MANAGEMENT OF SUPPORT SERVICES ACTIVITY, which cancels and replaces ORIG 4200.3C, same title, dated August 19, 1992.
  - b. Chapter II, INDIRECT COST RATE RESPONSIBILITIES FOR COMMERCIAL ORGANIZATIONS, which cancels and replaces OR 4210.7A, same title, dated January 30, 1990.

For information on applicability and assignment of responsibility, refer to these individual chapters.

4. CONTRACTOR REQUIREMENTS DOCUMENT. For contractor requirements, refer to the attachments to the Chapters listed in paragraph 3 above.

*Original Signed By*

Daniel H. Wilken  
Assistant Manager  
for Administration

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