

DIRECTIVES CONTROL FORM - DOE FINAL ORDER

DISTRIBUTED JUN 28 1995

PART A (To be completed by the DIRECTIVES MANAGEMENT GROUP, AD-440):

TO: DIRECTOR, DIVISION OF PRIMARY INTEREST: Patricia Howse-Smith, Director, Personnel Division, AD-44

NUMBER, TITLE, AND DATE OF DIRECTIVE: DOE G 3305.1, SENIOR EXECUTIVE SERVICE PERSONNEL GUIDE

The attached directive, which is within your area of functional responsibility, is forwarded for review and necessary action. Complete Part B and forward this form to AD-440 by 6-30-95.

PART B (To be completed by the DIVISION OF PRIMARY INTEREST (DPI)):

1. APPLICABILITY: Is directive applicable to contractor(s)? Check appropriate boxes below:

- X No (all contractors)
Yes If yes, whom? MMES MK-Ferguson (Oak Ridge) ORAU SURA
Other contractors (list by type)

2. IMPLEMENTATION: Does the Order contain special implementation requirements and/or dates?

No X Yes If yes, describe:

3. SUMMARY OF SIGNIFICANT PROVISIONS OR CHANGES AND IMPACT:

Distribute to Personnel Division and SES employees only.

4. OAK RIDGE IMPLEMENTATION GUIDANCE: Is new ORIG or revision required? Yes No X

If yes, target date for submission of draft ORIG to AD-440 is

5. IDENTIFY CONTACT POINT: Lois Jago, PMAB, AD-442 576-0680
Name Telephone
6. APPROVED BY DIRECTOR: Patricia Howse-Smith, Director, Personnel Division, AD-44 576-0928
Signature Date Telephone

PART C (To be completed by the DIRECTIVES MANAGEMENT GROUP, AD-440):

APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH OFFICIAL DIRECTIVE DISTRIBUTION LIST:

Jennifer H. Cusick, AD-440 6/28/95
Name Date

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