



Department of Energy
Washington, DC 20585

July 2, 2009

MEMORANDUM FOR: INGRID KOLB
DIRECTOR OF MANAGEMENT

THRU: KEVIN T. HAGERTY *Kevin T. Hagerty*
DIRECTOR, OFFICE OF INFORMATION RESOURCES

FROM: *Camille Beben*
CAMILLE BEBEN
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OFFICE OF INFORMATION RESOURCES

SUBJECT: Notice of Intent to Cancel Secretary of Energy Notices (SENs)

PURPOSE: The purpose of this Justification Memorandum is to request DRB concurrence to cancel four (4) SENs:

- SEN-17-90 (2/20/1990, PO) – Coordination of Global Climate Change Activities
- SEN-19A-92 (7/7/1992, PO) – Department of Energy Executive Committee
- SEN-22-90 (5/8/1990, HS) – DOE Policy on Signatures of RCRA Permit Applications
- SEN-35-91 (9/9/1991, HS) Nuclear Safety Policy

JUSTIFICATION: These directives are older than four years and have never been reviewed and certified to verify their continuing relevance. In addition, there may be other directives which duplicate what is contained in these Notices.

IMPACT: The Office of Information Resources is charged with managing the Department's directives program. Per DOE O 251.1C, we must ensure that "directives promote operational consistency throughout the DOE complex and foster sound management." Review and possible cancellation of the aforementioned SENs will accomplish this. Additionally, in anticipation of posting the new directives website, this office is reviewing the current website contents. In order to ensure that the new web site is up-to-date when it goes live, we need to 'clean up' existing directives which are four years and



older as well as duplicative, so we are beginning with review of these SENs. Failure to purge these and other similar directives will negatively impact achievement of our goal of building a better directives system, which is tied directly to the Department's mission as well as our ability in providing an easily accessible directives website to our customers as briefed to the DRB on May 7, 2009.

CONTACT: Camille Beben, 202-586-4014

DECISION:

Concur: _____

Nonconcur: _____

Date: _____