



Department of Energy  
Washington, DC 20585

MEMORANDUM FOR INGRID KOLB  
DIRECTOR, OFFICE OF MANAGEMENT

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

FROM: STEVE ISAKOWITZ *Steve Isakowitz*  
CHIEF FINANCIAL OFFICER

SUBJECT: ACTION: Notice of Intent to Develop DOE Order 120. x  
Performance Measurement Requirements

PURPOSE: The CFO has undertaken an initiative to strengthen internal controls to ensure the accuracy of reported performance data and to maintain supporting documentation related to DOE performance measurement. Management is also strengthening procedures and improving guidance with respect to quality control over performance results and management oversight. The proposed DOE Order facilitates the implementation of these initiatives by outlining the requirements for internal controls, reporting, measurement development, inventory maintenance and the performance measures approval/change control process.

JUSTIFICATION: The Office of Program Analysis and Evaluation developed and issued guidance on Performance Measurement dated June 30, 1996, DOE G 120.1-5. The information contained in this guidance is outdated and, in some cases, incomplete and needs to be revised. The proposed Order will institutionalize the performance measurement and internal control processes for the Department.

IMPACT: The proposed Order and the revised guidance are in compliance with the requirements of the Government Performance and Results Act (GPRA) and OMB Circular A-11. There is no cost impact to implementing this Order because Departmental Elements have the infrastructure in place to develop and track performance measures. This Order will institutionalize a standard Departmental methodology for performance measurement.



**CONTACT: David Abercrombie, Sr. Program Analyst, Program Analysis and Evaluation Staff, Rm. 4D-035, tel. 202-596-8664.**

**DECISION:**

**Concur:** \_\_\_\_\_

**Non concur:** \_\_\_\_\_

**Timeframe:** \_\_\_ 30 days \_\_\_ 60 days \_\_\_ 90 days \_\_\_ 120 days

**Date:** \_\_\_\_\_

**Attachment**