



Department of Energy
Washington, DC 20585

July 10, 2009

MEMORANDUM FOR INGRID KOLB
DIRECTOR
OFFICE OF MANAGEMENT

FROM:

*for K. Houghton
7/15*

[Signature]
EDWARD R. SIMPSON
DIRECTOR
OFFICE OF PROCUREMENT
AND ASSISTANCE MANAGEMENT

SUBJECT: Notice of Intent to Revise Department of Energy (DOE) Order 350.1,
Contractor Human Resource Management Programs

PURPOSE: This Order establishes responsibilities, requirements, and cost
allowability criteria for the management and oversight of contractor
human resource management programs.

JUSTIFICATION: The Order is being revised to: (1) align the various chapters with
organizational changes that have occurred since the Order was issued in
1996; (2) better align roles and responsibilities; and (3) institutionalize
existing contractor human resource practices currently in existence.
For your information, DOE Order 350.1 has nine chapters that are
sponsored by three different DOE organizations. Chapters 1-3 are
sponsored by the Office of Legacy Management. Chapters 4-7 are
sponsored by my organization, and Chapters 8-9 are sponsored by the
Office of Health, Safety and Security.

IMPACT: Revision of DOE Order 350.1 will improve Departmental oversight
over contractor human resource programs. This Order has not been
updated since 1996 and expired on September 30, 2000.

CONTACT: Robert M. Myers (202) 287-1584.

DECISION:

Concur: _____

Noncur: _____

Timeframe: _____ 30 days _____ 60 days _____ 90 days _____ 120 days

Date: _____

*REC'D IN MA-90-7/15/09
Cebien*

