

U.S. Department of Energy

Oak Ridge Office

ORO O 240
Chapter I
Change 6

DATE: 05/03/2007

SUBJECT: SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT

1. PURPOSE. This Chapter correlates to DOE O 241.1A, Change 1, SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT, dated October 14, 2003, by assigning responsibility and accountability and providing administrative and/or contractual guidance to the Oak Ridge Office (ORO). Nothing in this issuance changes any requirements in any Department of Energy (DOE) Directive.
2. CANCELLATION. This Chapter cancels and replaces ORO O 240, Chapter I, Change 5, SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT, dated July 15, 2005.
3. APPLICABILITY. The provisions of this Chapter apply to ORO Principal Staff. Although the Contractor Requirements Document attached to DOE O 241.1A, Change 1, applies to contractors to the extent set forth in their contract, no additional requirements intended for contractors are included in this Chapter.
4. RESPONSIBILITIES.
 - a. Assistant Manager for Science.
 - (1) Has formal responsibility for ensuring compliance with DOE O 241.1A, Change 1.
 - (2) Delegates a Scientific and Technical Information (STI) point of contact responsibility to a staff member, who will function as a Technical Information Officer (see DOE O 241.1A, Change 1, subparagraph 4c). The staff member will rely on a team of representatives from the Office of Assistant Chief Counsel for Intellectual Property, Procurement and Contracts Division, Information Resources Management Division, and line organizations to manage issues related to STI.
 - b. Principal Staff, under whose supervision procurement requests are initiated, perform those tasks identified in DOE O 241.1A, Change 1, subparagraphs 5b and d, and serve on the team defined in Paragraph 4a above.
5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES. None.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. None.
9. ATTACHMENTS. None.