

# DIRECTIVES CONTROL FORM - ORO O FINAL DIRECTIVE

## PART A (To be completed by the Division of Primary Interest (DPI))

1. NUMBER AND TITLE OF DIRECTIVE: **ORO O 220, Chapter II, Chg. 1, COOPERATION WITH THE OFFICE OF INSPECTOR GENERAL**

2. PURPOSE OF TRANSMITTAL:  New Directive  Revised Directive  Page Change

3. THIS DOCUMENT MAY AFFECT THE WORK PERFORMED BY THE FOLLOWING CONTRACTORS: (Check appropriate boxes)

No (all contractors)

Yes If yes, whom?  LMES  LMER  ORAU  SURA

Bechtel Jacobs Company

Other contractors (list by type) All other ORO contractors and subcontractors

*Many ORO contractors have approved S/RIDs or WSS sets that may affect applicability of contractor requirements from this directive. Applicability of contractor requirements must take into account the approved standards set for each particular contract.*

4. SIGNIFICANT PROVISIONS: Are there any significant changes or impact?

No  Yes If yes, describe: This ORO Chapter is part of the ORO sunset review process. Changes to this Chapter include minor editorial revisions to indicate the correct number of the current correlating DOE Order (DOE 2320.1C) and the current organizational title of the ORO Financial Evaluation and Accountability Division.

5. CONTACT POINT: Jeanette Miller Financial Evaluation and Accountability Division, FM-73 576-2654  
Name Organization Telephone

## PART B (To be completed by the Directives Management Group (DMG)):

6. FILING INSTRUCTIONS:

<u>Remove</u>	<u>Dated</u>	<u>Insert</u>	<u>Dated</u>
ORO O 220, Chapter II	09/30/1996	ORO O Control Form	01/07/1999
Pages II-1 through II-3		ORO O 220, Chapter II, Chg. 1, Pages II-1 through II-3	01/07/1999

*ORO Orders are available on the ORO Directives Management Home Page [http://www.ornl.gov/doe\_oro\_dmg/orchklst.htm] within 5-10 working days after receipt of this Control Form. The ORO Orders will no longer be mailed in printed copy unless you do not have Internet capabilities.*

7. APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH THE OFFICIAL DIRECTIVES DISTRIBUTION LIST:

Original signed by

Jennifer H. Cusick, AD-440  
Signature Management Analyst, AD-440

01/07/1999  
Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED  
Rev. 08/04/1998

# U.S. Department of Energy

Oak Ridge Operations

ORO O 220 Chapter II Change 1
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**DATE: 01/07/1999**

**SUBJECT: COOPERATION WITH THE OFFICE OF INSPECTOR GENERAL**

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1. PURPOSE. This Chapter correlates to DOE 2320.1C, COOPERATION WITH THE OFFICE OF INSPECTOR GENERAL, dated May 18, 1992, by assigning responsibility and accountability and providing administrative and/or contractual guidance to ORO and its contractors. Nothing in this issuance changes any requirements contained in any DOE Order.
2. CANCELLATION. This Chapter cancels and replaces ORO O 220, Chapter II, COOPERATION WITH THE OFFICE OF INSPECTOR GENERAL, dated September 30, 1996.
3. APPLICABILITY. The provisions of this Chapter apply to ORO Principal Staff and ORO contractors and subcontractors, to the extent set forth in their contract.
4. RESPONSIBILITIES.
  - a. Director, Financial Evaluation and Accountability Division (FEAD).
    - (1) Serves as the ORO point-of-contact for Inspector General (IG) matters.
    - (2) Maintains files on IG activities, including reports and related correspondence.
    - (3) Refers ORO investigation requests to the IG.
    - (4) Keeps Principal Staff advised of IG investigations and periodically briefs senior management on the status of investigations involving ORO.
  - b. Principal Staff.
    - (1) Assist FEAD in carrying out the coordinating, reporting, and tracking responsibilities associated with IG activities.
    - (2) Inform employees and contractors of their responsibility to comply with the provisions of DOE 2320.1C, subparagraphs 4a (cooperation with IG) and 4b (reporting of fraud, waste, inefficiency, or other forms of wrongdoing) and this Chapter.
5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES.
  - a. ORO O 220, CHAPTER VII, AUDIT RESOLUTION AND FOLLOWUP, dated May 31, 1996, and subsequent revisions.

- b. ORO O 220, CHAPTER III, ESTABLISHMENT OF DEPARTMENTAL POSITION ON INSPECTOR GENERAL REPORTS, dated May 31, 1996, and subsequent revisions.
- 7. DEFINITIONS. None.
- 8. CONTRACTOR REQUIREMENTS DOCUMENT. See Contractor Requirements Document, Attachment 1 of this Chapter.
- 9. ATTACHMENTS.  
Attachment 1 - Contractor Requirements Document.

**CONTRACTOR REQUIREMENTS DOCUMENT**

Contractors identified in paragraph 3 of this Chapter will accomplish the following, to the extent set forth in their contract:

1. Advise their employees of the obligation to cooperate fully with the IG during audits, investigations, and inspections.
2. Advise employees of their responsibility to report fraud, waste, inefficiency, or other forms of wrongdoing to their supervisor, DOE Office of General Counsel, or the IG.