

***DIRECTIVES CONTROL FORM - ORO O FINAL DIRECTIVE***

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

1. **NUMBER AND TITLE OF DIRECTIVE:**      **ORO O 220, CHAPTER III, ESTABLISHMENT OF DEPARTMENTAL POSITION ON INSPECTOR GENERAL REPORTS**

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

3. **APPLICABILITY:** Does directive cover work performed by contractor(s)? Check appropriate boxes:

No (all contractors)

Yes If yes, whom?       LMES       ORAU       SURA       LMER

Other contractors (list by type)  
All contractors doing work for DOE

4. **SUMMARY OF SIGNIFICANT PROVISIONS OR CHANGES:**

Incorporates Chapter III in the 220 Series (formerly ORIG 2320.2A).

5. **CONTACT POINT:** Dori Johnson      Evaluation and Control Division, FM-73      576-9898  
Name      Organization      Telephone

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**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>
ORIG 2320.2A	3-3-94	ORO O Control Form	5-31-96
		ORO O 220, Chapter III	5-31-96

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

*Original Signed By Jennifer H. Cusick*      *05/31/1996*

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Signature    Management Analyst, AD-440

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Date

# U.S. Department of Energy

Oak Ridge Operations

ORO O 220 Chapter III
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DATE: 5-31-96

## **SUBJECT: ESTABLISHMENT OF DEPARTMENTAL POSITION ON INSPECTOR GENERAL REPORTS**

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1. **PURPOSE.** This Chapter correlates to DOE O 221.4 (formerly DOE 2320.2B), ESTABLISHMENT OF DEPARTMENTAL POSITION ON INSPECTOR GENERAL REPORTS, dated May 18, 1992, by assigning responsibility and accountability and providing administrative and/or contractual guidance to Oak Ridge Operations (ORO) and its contractors. Nothing in this issuance changes any requirements contained in any DOE Order.
2. **CANCELLATION.** This Chapter cancels and replaces ORIG 2320.2A, ESTABLISHMENT OF DEPARTMENTAL POSITION ON INSPECTOR GENERAL REPORTS, dated March 3, 1994.
3. **APPLICABILITY.** The provisions of this Chapter apply to ORO Principal Staff and contractors.
4. **RESPONSIBILITIES.**
  - a. **Director, Evaluation and Control Division (ECD).**
    - (1) Performs those tasks identified in DOE O 221.4, subparagraph 7b.
    - (2) Serves as the ORO point of contact for all Inspector General (IG) matters.
    - (3) Submits proposed Departmental position(s) to ORO's Chief Financial Officer (CFO) for review and submission to Headquarters CFO.
    - (4) Assists CFO at Headquarters and ORO on the review of proposed Departmental positions by assessing:
      - (a) objectivity and responsiveness to audit findings and recommendations, and
      - (b) the adequacy of the corrective actions indicated.
  - b. **ORO Chief Financial Officer.**
    - (1) Reviews ORO's proposed Departmental positions to assess:

- (a) objectivity and responsiveness to audit findings and recommendations, and
  - (b) the adequacy of the corrective actions indicated.
- (2) Submits ORO's final Departmental position to the CFO at Headquarters.
- c. Principal Staff.
  - (1) Participates in entrance and exit conferences as needed.
  - (2) Prepares and submits draft Departmental positions to ECD for finalization and coordination.
  - (3) Provides support to ECD in performing the tasks identified in subparagraph 4a of this Chapter.
- 5. REQUIREMENTS AND PROCEDURES. None.
- 6. REFERENCES. None.
- 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 that are identified in paragraph 3 of this Chapter shall accomplish the following:

1. Cooperate with ORO in its development of Departmental positions on IG audits, and
2. Safeguard the contents of tentative findings and official draft reports from publication outside of DOE or other improper disclosure.