

## ***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 240, Chapter I, Chg. 1, SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT**

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

3. **CONTRACTOR REQUIREMENTS:** Does directive contain requirements applicable to contractor(s)?  
Check appropriate boxes:

X  No (all contractors) Although the correlating DOE Order applies to contractors to the extent set forth in a contract, no additional requirements intended for contractors are included in this Chapter.

\_\_\_ Yes If yes, whom? \_\_\_ LMES \_\_\_ LMER \_\_\_ ORAU \_\_\_ Bechtel Jacobs Company

\_\_\_ Other contractors (list by type)

*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. **SUMMARY OF SIGNIFICANT PROVISIONS OR CHANGES:** Includes minor editorial revisions to this document to indicate the correct number of the correlating DOE Order.

5. <b>CONTACT POINT:</b> Dennis Gound	ORNL Site Office, LM-11	574-8402
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 240, Chapter I Pages I-1 and I-2	05/31/1996	ORO O Control Form ORO O 240, Chapter I, Chg. 1 Page I-1	05/29/1998 05/29/1998

**ORO Orders are available on the ORO Directives Management Home Page**  
[[http://www.ornl.gov/doe\\_oro\\_dmg/orchklst.htm](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*

*05/29/1998*

\_\_\_\_\_  
Signature Management Analyst, AD-440

\_\_\_\_\_  
Date

# U.S. Department of Energy

Oak Ridge Operations

ORO O 240 Chapter I Change 1
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DATE: 05/29/1998

## **SUBJECT: SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT**

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1. PURPOSE. This Chapter correlates to DOE 1430.1D, SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT, dated June 30, 1994, 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 in any DOE Order.
2. CANCELLATION. This Chapter cancels and replaces ORIG 1430.1C, SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT, dated July 31, 1995.
3. APPLICABILITY. The provisions of this Chapter apply to ORO Principal Staff. Although DOE 1430.1D applies to contractors to the extent set forth in a contract, no additional requirements intended for contractors are included in this Chapter.
4. RESPONSIBILITIES.
  - a. Assistant Manager for Energy Research and Development has formal responsibility for ensuring compliance with DOE 1430.1D.
  - b. Site Manager, Oak Ridge National Laboratory (ORNL) Site Office, delegates STI point of contact responsibility to a program manager at the ORNL Site Office, who will function as a Technical Information Officer (see DOE 1430.1D, subparagraph 6c). The program manager will rely on a team of representatives from Intellectual Property, Procurement and Contracts Division, Information Resources Management Division, and line organizations to manage issues related to STI.
  - c. Principal Staff, under whose supervision procurement requests are initiated, perform those tasks identified in DOE 1430.1D, subparagraph 7d, and serve on the team defined in subparagraph 4b above.
  - d. Contracting Officer's Representatives (COR) perform those tasks identified in DOE 1430.1D, subparagraph 7c.
5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES. None.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. None.
9. ATTACHMENTS. None.