

ORO CONTROL FORM - 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, Change 5, SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT**

2. PURPOSE OF TRANSMITTAL: New Directive Revised Directive

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

No (all contractors)

Yes If yes, whom? Bechtel Jacobs Co. ORAU UT-Battelle ISOTEK (Bldg. 3019, ORNL)

Other contractors (list by type)

Many ORO contractors have approved Standards/Requirements Identification Documents (S/RIDs) or Work Smart Standards (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 impacts? No Yes
If yes, describe: This ORO Chapter is part of the ORO sunset review process. Changes to this Chapter include (1) update correlating Directive and organizational titles; and (2) reflect change to Paragraph 3 to add statement regarding YSO applicability.

5. CONTACT POINT: Dennis Gound Business Management Division, SC-12 574-8402
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 Control Form	07/10/2003	ORO Control Form	07/15/2005
ORO O 240, Ch. I, Chg. 4	07/10/2003	ORO O 240, Ch. I, Chg. 5	07/15/2005

ORO Directives are available on the ORO Directives Management Group Home Page at http://www.ornl.gov/doe/doe_oro_dmg/oro_dir.htm. The ORO Directives 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
Wayne H. Albaugh 07/15/2005
Signature: DMG Team Leader, AD-440 Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED

Rev. 06/14/2004

U.S. Department of Energy

Oak Ridge Office

ORO O 240 Chapter I Change 5

DATE: 07/15/2005

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 Oak Ridge Office (ORO), and the National Nuclear Security Administration Y-12 Site Office (YSO). 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 4, SCIENTIFIC AND TECHNICAL INFORMATION MANAGEMENT, dated July 10, 2003.
3. APPLICABILITY. The provisions of this Chapter apply to ORO and YSO 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. References to the YSO are to clarify the interface between ORO and YSO and are not intended to indicate direction to YSO by ORO. This guidance does not assign responsibility or authority for the YSO to ORO.
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.