

U.S. Department of Energy

Oak Ridge Operations

ORO O 250
Chapter II

DATE: 8-13-96

SUBJECT: OAK RIDGE DIRECTIVES SYSTEM

1. PURPOSE. This Chapter correlates to DOE O 251.1, DIRECTIVES SYSTEM, dated October 16, 1995, and describes implementation of the directives system within Oak Ridge Operations (ORO). It assigns responsibility and accountability, describes ORO participation in the development of DOE-wide directives, defines the types of local directives used within ORO, and prescribes the process for their development and issuance. Nothing in this Chapter changes any requirements contained in any DOE Order.
2. CANCELLATION. This Chapter cancels and replaces ORO N 251.1, OAK RIDGE DIRECTIVES SYSTEM, dated October 31, 1995.
3. APPLICABILITY. The provisions of this Chapter apply to ORO organizations.
4. RESPONSIBILITIES.
 - a. Assistant Manager for Administration (AMA).
 - (1) Approves ORO directives, except changes thereto that are approved in accordance with subparagraph d(4) below.
 - (2) Decides whether ORO will challenge a contractor appeal to the Directives Management Board concerning imposition of additional requirements through an ORO directive.
 - (3) Approves ORO comments on Directives Management Documents (DMD) and draft DOE directives. Decisions to take unresolved major issues to the Directives Management Board must be cleared with the Manager or Deputy Manager.
 - b. Divisions of Primary Interest (DPI).
 - (1) Determine, subject to concurrence of the Directives Management Group (DMG), whether an ORO directive or revision is needed, and, if so, prepare a draft that conforms to the requirements of this Chapter.
 - (2) Prepare justifications and cost analyses for new requirements when requested by the DMG.
 - (3) Review existing directives for which they are responsible to ensure they are current; submit requests for cancellation, revisions, or recertifications of accuracy to the DMG as necessary.
 - (4) Resolve comments from reviewers and provide feedback to them on major issues prior to preparation of a final draft directive.

c. Principal Staff.

- (1) Provide comments to the DMG on draft ORO directives in a timely manner.
- (2) Provide the DMG with directives distribution requirements for DOE personnel and contractors under their jurisdiction.
- (3) Review draft DOE directives for operational and cost impact, clarity, and consistency with related directives, and provide comments to the DMG in sufficient time to allow for consolidation and coordination of comments before Headquarters due dates.

d. Leader, Directives Management Group.

- (1) As the ORO Directives System Manager, establishes and updates systems, processes, and procedures affecting the ORO directives system.
- (2) Concurs in the determination of need or lack of need for each directive, update, and revision, and assists the DPI in developing ORO directives that conform to the objectives and requirements of this Chapter prior to forwarding them for approval.
- (3) Coordinates ORO and contractor review of draft ORO directives, ensures that comments are considered and dispositioned, and prepares directives for final approval.
- (4) Approves minor changes to directives, such as updating organizational nomenclature, effecting minor editorial clarifications, and correcting typographical, printing, or assembly errors.
- (5) Distributes DOE and ORO directives, and develops and maintains a directives distribution and control system that provides for electronic and paper distribution of directives.
- (6) Manages the sunset review process by which ORO directives are reviewed biennially for accuracy and sufficiency.
- (7) Coordinates staff review of DMD and draft DOE directives, including Policy Statements, Orders, Chapters, Notices, Guides, DOE Technical Standards, and Price-Anderson Rules (Code of Federal Regulations); coordinates resolution of conflicting positions; and consolidates comments for the AMA's signature.

5. REQUIREMENTS AND PROCEDURES.

a. Types of ORO Directives.

- (1) ORO Orders correlate to DOE Orders by subject matter category, (i.e., a single ORO Order will correlate to all DOE Orders within subject matter series 440, Worker Protection; a separate ORO Order will correlate to all DOE Orders within subject matter series 450, Protection of the Public and Environment, etc.).

- (2) ORO Chapters are discrete directives within ORO Orders that correlate typically, but not always, to individual DOE Orders. They assign responsibility and accountability for carrying out requirements of the DOE directive, define procedures for carrying out work within ORO, and, where appropriate, identify requirements to be observed by contractors. They also apply to the Office of Scientific and Technical Information in those functions where ORO provides service to that organization.
- (3) ORO Notices also typically correlate to a specific DOE directive and serve the same purpose as an ORO Chapter. They are used to transmit time-limited information or when immediate issuance without full coordination is required. They are also used to cancel ORO directives. They expire no later than 1 year from issuance.
- (4) ORO Manuals supplement ORO Order Chapters when it is necessary to establish detailed requirements and procedures that exceed 10 pages in length; otherwise, that information is included in the ORO Chapter.
- (5) Oak Ridge Implementation Guidance (ORIG) is an ORO directive that was issued between June 1991 and October 1995. ORIGs are being replaced by ORO Orders and Chapters.

b. ORO Directives Numbering System.

- (1) ORO Orders are assigned the three-digit number of the DOE subject matter series to which they relate. Amendments are identified as Revision 1, Revision 2, etc.
- (2) ORO Chapters correlate to individual DOE Orders within a subject matter series and are assigned Roman numerals (i.e., Chapter I, Chapter II, etc.). Revisions become Chapter I A, Chapter I B, etc. There is no correlation between the Chapter's Roman numeral and the number of the DOE Order to which it relates.
- (3) ORO Manuals are tied to the number of the ORO Order Chapter they supplement rather than to any existing DOE Manual in the same subject area.
- (4) ORO Orders and Notices that do not correlate to a particular DOE directive, or that correlate to a DOE Rule, are issued a new Chapter number in the applicable lead subject category. Chapters not listed under lead subject categories in DOE M 252.1-1, Attachment I-3, use the next Chapter number in the ORO Order lead subject category.

c. Directives Development Process.

- (1) ORO Orders and Manuals.
 - (a) The DPI, in coordination with the DMG, determines the need for a new or revised directive and establishes a schedule for completion of a draft.

- (b) The DPI prepares a draft version of the directive or revision in accordance with the format specified in subparagraph 5d below. The DPI then submits an electronic copy of the package formatted in WordPerfect to the DMG, including a brief justification and impact analysis for requirements to be imposed on contractors by ORO.
- (c) The DMG analyzes the draft directive by examining its organization and internal consistency, verifying its compatibility with other directives and external regulations, and ensuring that its provisions are clearly and succinctly stated. The DMG shall work with the DPI until both organizations are satisfied with the draft.
- (d) The DMG transmits the draft directive and impact analysis, if applicable, to appropriate ORO and contractor organizations, which shall have at least 15 days for review and comment.
- (e) Reviewers prepare comments thereon. If the DMG receives no comments or requests for additional time by the identified response date, the reviewing organization is assumed to have no concerns with the directive.
- (f) The DPI and DMG shall review and resolve all comments. Issues are raised to whatever level of management is necessary to reach a decision.
- (g) The DMG assists the DPI to prepare a final directive that incorporates accepted comments, which is then forwarded to the AMA for approval.
- (h) The DMG reproduces and distributes the approved directive in accordance with approved distribution lists.

d. Content and Format Requirements for ORO Directives.

- (1) Compatibility with DOE Directives. ORO Orders, Chapters, Notices, and Manuals must not contradict or ignore provisions in any applicable DOE Policy Statement, Regulation, Order, Notice, or Manual, unless an exemption has been formally granted. In this case, the date of the exemption approval must be indicated in the ORO directive. This does not preclude inclusion of additional requirements, although the benefit, impact, and cost of such requirements should be carefully considered.
- (2) ORO Umbrella Orders. The following standard paragraphs are used for each umbrella Order in the sequence given below. If a particular paragraph does not apply, enter "None." Each umbrella Order must have a Table of Contents.
 - (a) Purpose. This paragraph states why the Order is being issued. Refer to paragraph 1 of ORO O 250, Standardization, for an example.
 - (b) Significant Changes. This paragraph states that the Order incorporates as Chapters in the series the current ORIG directives and ORO Orders.

- (c) Summary. This paragraph identifies the Chapters in the Umbrella Order and the ORIG/ORO Orders being canceled and replaced by each Chapter.
 - (d) Contractor Requirements Document. This paragraph identifies where to find contractor responsibilities.
- (3) ORO Chapters. The following standard paragraphs are used for each Chapter in the sequence given below. If a particular paragraph does not apply, enter "None."
- (a) Purpose. This paragraph states why the Chapter is being issued. It also tells whether the Chapter stands alone or correlates to a DOE directive. Refer to paragraph 1 of this Chapter for an example.
 - (b) Cancellation. This paragraph identifies all directives or parts of directives being canceled. Directives are identified by number, title, and date of the directive; section and paragraph numbers are noted if only a portion of the directive is being canceled.
 - (c) Applicability. This paragraph identifies ORO organizations, other DOE organizations, if any, and contractors to which the Chapter applies.
 - (d) Responsibilities. This paragraph identifies responsibilities for DOE organizations using concise declarative statements, without excess detail. Officials assigned responsibilities shall be listed in the following order: Manager, Deputy Manager, Assistant Managers, the Division of Primary Interest, other Divisions with assigned responsibilities, Principal Staff, Contracting Officers/Contracting Officers' Representatives, and others.
 - (e) Requirements and Procedures. This paragraph contains requirements ORO is imposing on itself and the procedures by which compliance with requirements is to be achieved. Processes shall be described in sequential steps at a level of detail appropriate to the intended audience. If this section is more than 10 typed pages, the material is incorporated into a Manual attached to the Chapter, and the Manual is referenced in this paragraph. Material included in a DOE directive or external requirement may be referenced but must not be repeated in this section.
 - (f) References. This paragraph lists DOE directives, other ORO directives, laws, regulations, and other documents covering closely related material that are referenced in the ORO Chapter or that provide additional information to assist in implementation of the ORO Chapter. Referenced documents are listed by number, title, and date of issuance. If the relationship of the referenced document to the subject matter of the ORO Chapter is not clear, an explanatory sentence is also included. Referenced documents are not requirements merely because they are listed in this section.
 - (g) Definitions. Generally, terms used in the directive are defined in the text or are common usages included in standard dictionaries. Occasionally, terms used have a specific meaning or must be defined to ensure adequate understanding and implementation of the document. Such terms are included and defined in this section.

If the list of definitions is more than one page, it is referenced here and included as an attachment.

- (h) Contractor Requirements Document (CRD). This paragraph identifies where to find contractor responsibilities.
- (i) Attachments.
 - 1 Contractor Requirements Documents. The CRD identifies tasks that contractors are required to perform and the universe of subcontractors to which the prime contractor is to flow down requirements. Instructions for application of the CRD to a contractor are included in the Applicability paragraph. A CRD is not necessary for an ORO Chapter unless additional requirements not included in the correlating DOE Order are being imposed on the contractor, or unless the DOE Order does not contain a CRD but is applicable to contractors and it is not clear which requirements may apply to contractors.
 - 2 Manuals. List by title and number.
 - 3 Attachments. List by number designation. Attachments should not exceed several pages in length. Sample forms and definition lists are examples of attachments.
- (4) ORO Manuals. Manuals are not stand-alone documents; they are attachments to ORO Chapters prepared when the requirements and procedural information in the Chapter exceeds 10 pages. Each manual must have a Table of Contents and may be divided into Chapters.
- (5) ORO Notices. Following are examples of material that may be included in a Notice.
 - (a) Time-limited material such as information on pilot programs or the conduct of short-term projects. For this type of Notice, the material may be presented in whatever format is appropriate.
 - (b) Material that needs to be distributed quickly, without full editorial analysis and coordination with all parties that may be affected by the material. In this case, the Notice typically follows the format and content requirements for ORO Orders, unless the DMG agrees to an alternate approach.
 - (c) Notification that an ORO directive has been canceled. The DMG originates this type of Notice using a standard format.
- e. Exemptions. For information on processing and approval of exemption requests, see Chapter VI, paragraph 5, of this Order and DOE M 251.1-1, Chapter II, paragraph 4.
- f. Revisions. Changes are made to directives through complete revision or page changes. A transmittal sheet must summarize content changes and include filing instructions as necessary.

- (1) When a directive is substantially changed (i.e., a Chapter is added or a major change in responsibilities occurs), the umbrella Order must be updated to reflect the changes and reissued.
 - (2) Changes to an ORO Order or Chapter that involve fewer than half the pages shall be issued as page changes. Each changed page contains the change number and date of the change beneath the directive's number.
 - (3) Orders and ORIGs issued prior to January 1992 may not be modified through a page change. These documents must be reformatted using standard Chapter format and included as Chapters under the lead subject category.
 - (4) ORO Notices cannot be revised through page changes. They must be reissued in their entirety.
- g. Cancellations. The DPI and the DMG must approve the cancellation of an ORO directive or part thereof. The DMG handles cancellations as follows:
- (1) The cancellation of one Chapter by another when both correlate to the same DOE Order is noted in paragraph 2 of the new Chapter.
 - (2) The cancellation of one Chapter by another when they do not correlate to the same DOE Order is also noted in paragraph 2 of the new Chapter. In addition, to ensure that all interested parties are informed, an ORO Notice will be issued in the subject matter of the canceled Chapter that identifies both the canceled Chapter and its replacement.
- h. Unauthorized Directives. Any ORO or contractor employee may request the DMG to determine if a document contains directives-type material issued outside the directives system. If the document was originated in ORO, the DMG works with the originator to determine if the document truly contains directives material and if so, to cancel the document or capture the information in an ORO directive. If the document was originated in Headquarters, the DMG refers the issue to the DOE Directives System Manager.
- i. Sunset Review. ORO Orders and Chapters shall be reviewed every 2 years to determine whether cancellation, revision, or continuation is appropriate. If not canceled, revised, or formally certified for continuation by the DPI, the directive automatically expires on the fourth anniversary of its issuance. Only the Chapters of ORO Orders close to their 2-year anniversary date need be reviewed, not the entire Order.
- (1) The DMG sends a quarterly notice and sunset review form to the DPI for each Chapter under its jurisdiction where more than 2 years has passed since the last revision.
 - (2) Upon determining whether the Chapter should be canceled, revised, or recertified as still accurate and necessary, the DPI returns the completed form to the DMG. If the Chapter is to be revised, the DPI provides a proposed date for completing and forwarding to the DMG a draft revision.

- (3) The DMG shall distribute a quarterly report to all ORO and management and operating contractor elements listing Chapters that have been reviewed, canceled, revised or scheduled for revision, or recertified.

j. DMD and Draft DOE Directives.

- (1) The DMG receives DMD and draft DOE directives for coordination and determines which organizations will be asked to comment.
- (2) Organizations forward comments to the DMG and recommend which comments should be classified as major issues or suggested comments. (Criteria for these categories are given in DOE M 251.1-1, Chapter III, paragraph 3d.) If comments are more than 2 pages, the commenting organization also provides an electronic copy to the DMG.
- (3) The DMG analyzes comments for clarity and consistency, resolves differences among organizations, and prepares a consolidated reply that represents ORO's position on the draft directive. Contractor comments are included in the package along with ORO's position on those comments.
- (4) The DMG forwards the package to the AMA for approval. Thereafter, the DMG forwards the signed comment package to Headquarters and sends copies to commenting organizations and the DPI.
- (5) The DMG coordinates resolution of major issues with Headquarters, provides copies of any written comment resolution packages to commenters, and maintains files of draft directives, comments made, and responses received.

6. REFERENCES. None.

7. DEFINITIONS.

- a. Directives include DOE Policy Statements, Orders, Notices, Manuals, Regulations (Code of Federal Regulations), Technical Standards, and Guides, as well as ORO Orders, Chapters, Notices, and Manuals.
 - b. Division of Primary Interest is the organization, typically at the Division level, that has principal responsibility for the subject matter of a particular directive and which originates ORO directives related to that subject.
8. CONTRACTOR REQUIREMENTS DOCUMENT. None. Although DOE O 251.1 is applicable to contractors, no additional requirements are imposed in this Chapter.

9. ATTACHMENTS.

- a. Attachment 1 - CROSSWALK OF OR/ORIG DIRECTIVES NUMBERS TO NEW DIRECTIVES NUMBER STRUCTURE, dated July 29, 1996.
- b. Attachment 2 - OAK RIDGE OPERATIONS ORDER NUMBER STRUCTURE, dated July 29, 1996.

***CROSSWALK OF OR/ORIG DIRECTIVES NUMBERS
TO NEW DIRECTIVES NUMBER STRUCTURE***

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
ORO N 251.1	ORO O 250 Chapter II	DOE N 251.1	Oak Ridge Directives System	AD-440
ORO N 251.X1	ORO O 250 Chapter II	ORO N 251.X1	Cancellation of Directives	AD-440
ORO N 471.2	ORO O 470 Chapter III	DOE O 471.2	Technical Surveillance Countermeasures (TSCM) Program	DP-82
OR 1000.3A	ORO O 410 Chapter IV	DOE O 413.1	Internal Control Systems	FM-73
ORIG 1100.X1B	ORO O 110 Chapter I	ORO O 112.X10	Organization and Functions - Oak Ridge Operations	AD-440
ORIG 1270.2B	ORO O 140 Chapter II	DOE O 142.2	Safeguards Agreement With the International Atomic Energy Agency (IAEA)	FM-73
OR 13XX.1C	ORO O 220 Chapter V	ORO O 223.X10	Appraisal of DOE Contractor Performance	FM-73
ORIG 1300.X1A	ORO O 250 Chapter I	ORO O 250.X10	Oak Ridge Operations Standards Management Program	AD-440
ORIG 1300.2A	ORO O 250 Chapter III	ORO O 250.X10	Oak Ridge Operations Office (ORO) Technical Standards Program	AD-440
ORIG 1322.2A	ORO O 240 Chapter II	DOE O 244.1	Forms Management	AD-41
ORIG 1324.5B	ORO O 240 Chapter II	DOE O 244.1	Records Management Program	AD-41
ORIG 1360.2A	ORO O 560 Chapter I	DOE O 565.1	Unclassified Computer Security Program	DP-82
ORIG 1430.1C	ORO O 240 Chapter I	DOE O 241.1	Scientific and Technical Information Management	ER-11
OR 1500.2	ORO O 550 Chapter I	DOE O 550.1	Travel Policy and Procedures	FM-71
OR 1500.3	ORO O 550 Chapter II	DOE O 551.1	Foreign Travel Authorization	ER-11

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
OR 1500.4	ORO O 550 Chapter III	DOE O 552.1	Travel Charge Card Program	FM-71
ORIG 1540.1C	ORO O 460 Chapter II	DOE O 460.2	Materials Transportation and Traffic Management	EW-92
ORIG 1540.2A	ORO O 460 Chapter II	DOE O 460.2	Hazardous Material Packaging and Transport - Administrative Procedures	EW-92
ORIG 1540.3	ORO O 460 Chapter II	DOE O 460.2	Base Technology for Radioactive Material Transportation Packaging System	EW-92
ORIG 2030.4A	ORO O 220 Chapter I	DOE O 221.2	Reporting Fraud, Waste, and Abuse	FM-73
OR 2100.10A	ORO O 530 Chapter III	DOE O 534.1	Financial Policy and Procedures for Reimbursable Work	FM-71
ORO O 2100.12A	ORO O 140 Chapter III	DOE O 143.3	Payments for Special Burdens and in Lieu of Taxes	FM-71
ORIG 2200.2C	ORO O 530 Chapter I	DOE O 532.1	Collection From Current and Former Employees for Indebtedness to the United States	FM-71
OR 2200.4A	ORO O 530 Chapter III	DOE O 534.1	Accounting Overview	FM-71
ORIG 2200.6	ORO O 530 Chapter III	DOE O 534.1	Financial Accounting - Receivables	FM-71
OR 2200.10A	ORO O 530 Chapter III	DOE O 534.1	Accounts, Codes, and Illustrative Entries	FM-71
ORO O 2200.11A	ORO O 530 Chapter II	DOE O 532.2	Processing Garnishment Orders for Child Support and/or Alimony	FM-71
ORIG 2200.13	ORO O 220 Chapter VI	DOE O 224.1	Oversight of Integrated Contractor Financial Management	FM-73
ORIG 2300.1B	ORO O 220 Chapter VII	DOE O 224.2	Audit Resolution and Follow-up	FM-73
OR 2320.1B	ORO O 220 Chapter II	DOE O 221.3	Cooperation With the Office of the Inspector General	FM-73
ORIG 2320.2A	ORO O 220 Chapter III	DOE O 221.4	Establishment of Departmental Position on Inspector General Reports	FM-73
ORIG N 2321.1	ORO O 220 Chapter V	DOE O 223.1	Coordinating and Scheduling Reviews, Assessments, and Other Oversight Activities at DOE Operations Office/Elements	FM-73

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
OR 2321.1A	ORO O 220 Chapter IX	DOE O 223.1	Auditing of Programs and Operations	FM-73
ORIG 2340.1C	ORO O 220 Chapter IV	DOE O 222.1	Coordination of General Accounting Office Activities	FM-73
OR 3000.1	ORO O 320 Chapter I	DOE O 321.1	Administration of General Personnel Authorities	AD-44
ORIG 3220.2A	ORO O 310 Chapter I	DOE O 311.1	Equal Opportunity in Operating and Onsite Service Contractor Facilities	AD-44
ORIG 3220.4	ORO O 350 Chapter V	DOE O 358.1	Contractor Personnel and Industrial Relations Reports	AD-44
ORIG 3220.6	ORO O 350 Chapter III	DOE O 353.1	Federal Labor Standards	AD-44
OR 3296.1A	ORO O 320 Chapter VI	ORO O 321.X11	Processing Personnel Actions	AD-44
OR 3300.1A	ORO O 320 Chapter I	ORO O 321.X10	Assignment of Departmental Personnel Outside the Department	AD-44
OR 3304.1	ORO O 320 Chapter III	DOE O 321.2	Employment of Experts and Consultants	AD-44
OR 3309.1	ORO O 350 Chapter IV	DOE O 355.1	Reduction in Employment of Operation and Onsite Service Contractors	AD-44
OR 3315.1	ORO O 320 Chapter I	DOE O 321.1	Probationary Period for Managers and Supervisors	AD-44
OR 3330.1	ORO O 320 Chapter VI	DOE O 324.1	Repromotion Consideration for Employees Entitled to Grade or Pay Retention	AD-44
OR 3335.1A	ORO O 320 Chapter V	DOE O 323.1	Merit Promotion Program - Competitive Service	AD-44
OR 3340.1	ORO O 320 Chapter I	DOE O 321.1	Part-Time Career Employment Program	AD-44
OR 3351.1A	ORO O 320 Chapter I	DOE O 321.1	Reduction in Force	AD-44
ORIG 3410.1B	ORO O 360 Chapter I	DOE O 360.1	Training	AD-44
OR 3430.3A	ORO O 330 Chapter I	DOE O 331.1	Performance Appraisal	AD-44

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
ORIG 3450.1C	ORO O 330 Chapter II	DOE O 332.1	Incentive Awards	AD-44
ORIG N 3450.31	ORO O 330 Chapter II	DOE O 332.1	Time Off Awards	AD-44
OR 3510.1	ORO O 320 Chapter VII	DOE O 325.1	Position Management	AD-44
OR 3511.1A	ORO O 320 Chapter VII	DOE O 325.1	Position Classification	AD-44
OR 3550.1B	ORO O 320 Chapter IV	DOE O 322.1	Pay Administration and Hours of Duty	AD-44
ORIG 3600.1B	ORO O 530 Chapter IV	DOE O 535.1	Time and Attendance Reporting	FM-71
ORIG 3610.X1B	ORO O 340 Chapter I	ORO O 341.X10	Alternative Work Schedule Program	AD-44
OR 3630.1A	ORO O 320 Chapter IV	DOE O 341.1	Leave Administration	AD-44
ORIG 3630.2	ORO O 320 Chapter IV	DOE O 341.2	Voluntary Leave Transfer Program	AD-44
OR 3710.1A	ORO O 340 Chapter I	DOE O 340.1	Labor-Management Relations Program for Federal Employees	AD-44
ORIG 3731.1	ORO O 320 Chapter VIII	DOE O 326.1	Suitability, Position Sensitivity Designations, and Related Personnel Matters	AD-44
ORIG 3750.1A	ORO O 330 Chapter III	DOE O 333.1	Work Force Discipline	AD-44
OR 3771.1	ORO O 340 Chapter II		Grievance Policy and Procedures	AD-44
ORIG 3790.X2	ORO O 440 Chapter VIII	ORO O 442.X10	DOE Oak Ridge Operations Office (ORO) Federal Employee Occupational Safety and Health Confined Space Entry	SE-33
OR 3792.1	ORO O 340 Chapter III	DOE O 343.1	Employee Health and Counseling Programs	AD-44
OR 3792.3	ORO O 340 Chapter IV	DOE O 343.2	Drug-Free Federal Workplace Testing Implementation Program	AD-44
ORIG 3792.X9	ORO O 350 Chapter VI	ORO O 343.X10	Workplace Substance Abuse at Oak Ridge Sites	AD-44

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
ORIG 3830.1	ORO O 350 Chapter I	DOE O 352.1	Policies and Procedures for Pension Programs Under Operating and Onsite Service Contracts	AD-44
ORIG 3890.1	ORO O 350 Chapter II	DOE O 352.2	Contractor Insurance and Other Health Benefits Program	AD-44
OR 4000.1B	ORO O 430 Chapter I	DOE O 430.1	Government-Owned Property Management Administration (Off-Site Contractors)	AD-42
OR 4200.1D	ORO O 540 Chapter II	DOE O 542.1	Competition in Contracting (CICA)	AD-42
ORIG 4200.3C	ORO O 540 Chapter III	ORO O 542.X10	Management of Support Services Activity	AD-42
OR 4210.7A	ORO O 540 Chapter IV	DOE O 543.1	Indirect Cost Rate Responsibilities for Commercial Organizations	AD-42
ORIG 4220.4A	ORO O 540 Chapter I	DOE O 541.3	Organizational Conflict of Interest (OCI) Processing Procedures	AD-42
ORIG 4300.2B	ORO O 480 Chapter II	DOE O 481.1	Non-Department of Energy Funded Work (Work for Others)	ER-10
ORIG 4320.1A	ORO O 430 Chapter I	DOE O 430.1	Site Development Planning	CE-52
ORIG 4320.2	ORO O 430 Chapter I	DOE O 430.1	Capital Asset Management Process (CAMP)	CE-51
ORIG 4330.2D	ORO O 430 Chapter II	DOE 430.2	In-House Energy Management	CE-51
ORIG 4330.4C	ORO O 430 Chapter I	DOE O 430.1	Maintenance Management Program	CE-51
ORIG 4700.1	ORO O 430 Chapter I	DOE O 430.1	Project Management System	CE-52
ORIG 4700.3	ORO O 430 Chapter I	DOE O 430.1	General Plant Projects	CE-50
ORIG N 5000.3C	ORO O 230 Chapter IV	DOE O 232.1	Occurrence Reporting and Processing of Operations Information	SE-34
ORIG 5400.1E	ORO O 450 Chapter I	DOE O 450.1	General Environmental Protection Program	SE-31
ORIG 5400.2C	ORO O 230 Chapter I	DOE O 231.1	Environmental Compliance Issue Coordination	SE-31

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
ORIG 5400.4A	ORO O 230 Chapter III	ORO O 231.X10	Comprehensive Environmental, Response, Compensation, and Liability Act (CERCLA) Requirements	SE-31
ORIG N 5400.5C	ORO O 440 Chapter VI	DOE O 441.1	Radiation Protection of the Public and the Environment	SE-31
ORIG N 5440.1C	ORO O 450 Chapter II	DOE O 451.1	Implementation of the National Environmental Policy Act	SE-31
ORIG 5477.X1	ORO O 450 Chapter III	ORO O 451.X10	Cultural Resources Management Program	SE-31
ORIG 5480.1F	ORO O 230 Chapter I	DOE O 231.1	Environment, Safety, and Health Program for Oak Ridge Operations	SE-31
ORIG N 5480.3B	ORO O 460 Chapter I	DOE O 460.1	Safety Requirements for the Packaging and Transportation of Hazardous Materials, Hazardous Substances, and Hazardous Wastes	SE-33
ORIG 5480.4B	ORO O 440 Chapter III	DOE O 440.3	Environmental Protection, Safety, and Health Protection Standards	SE-31
OR 5480.6	ORO O 420 Chapter X	None	Safety of Department of Energy-Owned Reactors	SE-33
ORIG 5480.7B	ORO O 420 Chapter I	DOE O 420.1 DOE O 440.1	Fire Protection	SE-33
ORIG 5480.8A	ORO O 440 Chapter I	DOE O 440.1	Contractor Occupational Medical Program	SE-33
ORIG 5480.9A	ORO O 440 Chapter I	DOE O 440.1	Construction Safety and Health Program	SE-33
ORIG 5480.10A	ORO O 440 Chapter I	DOE O 440.1	Contractor Industrial Hygiene Program	SE-33
ORIG 5480.11C	ORO O 440 Chapter IV	DOE O 441.1	Radiation Protection for Occupational Workers	SE-33
ORIG 5480.13A	ORO O 440 Chapter II	DOE O 440.2	Aviation Safety	SE-33
ORIG N 5480.15C	ORO O 440 Chapter V	DOE O 441.1	Department of Energy Laboratory Accreditation Program for Personnel Dosimetry	SE-33
ORIG 5480.17B	ORO O 220 Chapter X	DOE O 225.1	Site Safety Representatives	SE-33

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
ORIG N 5480.19B	ORO O 420 Chapter IV	ORO O 420.X11	Conduct of Operations Requirements for DOE Facilities	SE-34
ORIG 5480.20C	ORO O 360 Chapter II	DOE O 362.2	Personnel Selection, Qualification, and Training Requirements for DOE Nuclear Facilities	DP-83
ORIG 5480.21A	ORO O 420 Chapter VII	DOE O 424.1	Unreviewed Safety Questions	SE-34
ORIG 5480.22B	ORO O 420 Chapter VI	DOE O 423.1	Technical Safety Requirements	SE-34
ORIG 5480.23A	ORO O 420 Chapter I	DOE O 421.3	Nuclear Safety Analysis Reports	SE-34
ORIG N 5480.24	ORO O 420 Chapter I	DOE O 420.1	Nuclear Criticality Safety	SE-33
ORIG 5480.24	ORO O 420 Chapter I	DOE O 420.1	Nuclear Criticality Safety	SE-33
ORIG 5480.25A	ORO O 420 Chapter III	DOE O 420.2	Safety of Accelerator Facilities	SE-34
ORIG 5480.26A	ORO O 210 Chapter I	DOE O 210.1	Trending and Analysis of Operations Information Using Performance Indicators	SE-33
ORIG 5480.28B	ORO O 420 Chapter I	DOE O 420.1	Natural Phenomena Hazards Mitigation	SE-34
ORIG N 5480.29	ORO O 440 Chapter VII	DOE O 442.3	Employee Concerns Management System	SE-33
ORIG 5480.30	ORO O 430 Chapter III	DOE O 431.1	Nuclear Reactor Safety Design Criteria	SE-34
ORIG N 5480.31B	ORO O 420 Chapter IX	DOE O 425.1	Startup and Restart of Nuclear Facilities	SE-34
ORIG 5481.1C	ORO O 420 Chapter II	ORO O 420.X10	Safety Analysis and Review System	SE-33
ORIG 5482.1D	ORO O 220 Chapter VIII	ORO O 224.X10	Environment, Safety, Health, and Quality Assurance Appraisal Program	SE-33
ORIG 5483.1B	ORO O 440 Chapter I	DOE O 440.1	Occupational Safety and Health Program for Government-Owned Contractor-Operated Facilities	SE-33

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
ORIG N 5484.1A	ORO O 230 Chapter II	DOE O 231.2	Environmental Protection, Safety and Health Protection Information Reporting Requirements	SE-33
ORIG 5500.1A	ORO O 150 Chapter I	DOE O 151.1	Emergency Management System	DP-801
ORIG 5500.2A	ORO O 150 Chapter I	DOE O 151.1	Emergency Categories, Classes, and Notification/Reporting Requirements	DP-801
ORIG 5500.3B	ORO O 150 Chapter I	DOE O 151.1	Planning and Preparedness of Operational Emergencies	DP-801
ORIG 5500.4B	ORO O 150 Chapter I	DOE O 151.1	Public Affairs and Planning Requirements for Emergencies	DP-801
ORIG 5500.6	ORO O 130 Chapter II	DOE O 135.2	Shutdown of Departmental Operations Upon Failure of Congress to Enact Appropriations	FM-72
ORIG 5500.7A	ORO O 150 Chapter I	DOE O 151.1	Emergency Operating Records Protection Program	DP-801
ORIG 5500.8	ORO O 150 Chapter I	DOE O 151.1	Energy Emergency Planning and Management	SE-33
ORIG 5500.9	ORO O 150 Chapter I	DOE O 151.1	Emergency Planning, Preparedness, and Response to Continuity of Government (COG) Emergencies	DP-801
ORIG 5500.10A	ORO O 150 Chapter I	DOE O 151.1	Emergency Readiness Assurance Program	DP-801
ORIG 5530.1A	ORO O 150 Chapter II	DOE O 154.1	Accident Response Group (ARG)	DP-80
ORIG 5530.2	ORO O 150 Chapter III	DOE O 154.2	Nuclear Emergency Search Team (NEST)	DP-801
ORIG 5530.3	ORO O 150 Chapter IV	DOE O 154.3	Radiological Assistance Program (RAP)	DP-801
ORIG 5530.4	ORO O 150 Chapter V	DOE O 154.4	Aerial Measuring System (AMS)	DP-801
ORIG 5530.5	ORO O 150 Chapter VI	DOE O 154.5	Federal Radiological Monitoring and Assessment Center (FRMAC)	DP-801
OR 5610.2	ORO O 470 Chapter IV	DOE O 471.3	Control of Weapon Data	DP-82

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
ORIG N 5610.12	ORO O 460 Chapter III	DOE O 460.3	Packaging and Offsite Transportation of Nuclear Components and Special Assemblies Associated with the Nuclear Explosive and Weapon Safety Program	DP-81
ORIG N 5630.3	ORO O 150 Chapter I	DOE O 151.1	Protection of Departmental Facilities Against Radiological and Toxicological Sabotage	DP-801
ORIG 5630.11A	ORO O 470 Chapter I	DOE O 470.1	Safeguards and Security Program	DP-82
ORIG 5630.13A	ORO O 470 Chapter I	DOE O 470.1	Master Safeguards and Security Agreements	DP-82
ORIG 5630.14	ORO O 470 Chapter I	DOE O 470.1	Safeguards and Security Program Planning	DP-82
ORIG 5630.15	ORO O 470 Chapter I	DOE O 470.1	Safeguards and Security Training Program	DP-82
ORIG 5630.16	ORO O 470 Chapter I	DOE O 470.1	Safeguards and Security Acceptance and Validation Testing Program	DP-82
ORIG 5630.17	ORO O 470 Chapter I	DOE O 470.1	Safeguards and Security Standardization Program	DP-82
ORIG 5631.1B	ORO O 470 Chapter I	DOE O 470.1	Security Education Briefing and Awareness Program	DP-82
ORIG 5631.2C	ORO O 470 Chapter VI	DOE O 472.1	Personnel Security Program	AD-44
ORIG 5631.4A	ORO O 470 Chapter I	DOE O 470.1	Control of Classified Visits	DP-82
OR 5631.5	ORO O 470 Chapter I	DOE O 470.1	Violation of Laws, Losses, and Incidents of Security Concern	DP-82
ORIG 5631.6A	ORO O 470 Chapter VI	DOE O 472.1	Personnel Security Assurance Program	AD-44
ORIG 5632.1C	ORO O 470 Chapter VII	DOE O 473.1	Protection and Control of Safeguards and Security Interests	DP-82
ORIG 5632.7A	ORO O 470 Chapter VIII	DOE O 473.2	Protective Force Program	DP-82
ORIG 5633.3C	ORO O 470 Chapter IX	DOE O 474.1	Control and Accountability of Nuclear Materials	FM-73
ORIG 5634.1A	ORO O 470 Chapter I	DOE O 470.1	Facility Approvals, Security Surveys, and Nuclear Materials Surveys	DP-82

Previous OR/ORIG/ORO Number	New ORO Order Number By Chapter	Related DOE or ORO Number	TITLE	DPI
OR 5635.4	ORO O 470 Chapter II	DOE O 471.1	Protection of Unclassified Controlled Nuclear Information	DP-82
ORIG 5639.1	ORO O 470 Chapter III	DOE O 471.2	Information Security Program	DP-82
ORIG 5639.7	ORO O 470 Chapter III	DOE O 471.2	Operations Security Program	DP-82
ORIG 5639.X10	ORO O 470 Chapter I	ORO O 470.1	Interim DOE/ORO Foreign Ownership Control of Influence (FOCI) Procedures	DP-82
ORIG N 5650.2C	ORO O 470 Chapter V	DOE O 471.5	Classification of Department Information Relating to Environment, Safety, and Health	DP-82
ORIG 5650.2C	ORO O 470 Chapter V	DOE O 471.5	Identification of Classified Information	DP-82
ORIG 5650.3	ORO O 470 Chapter II	DOE O 471.1	Identification of Unclassified Controlled Nuclear Information (UCNI)	DP-82
ORIG 5660.1A	ORO O 410 Chapter II	DOE O 415.1	Management of Nuclear Materials	FM-73
ORIG 5670.1A	ORO O 470 Chapter X	DOE O 475.1	Management and Control of Foreign Intelligence	DP-82
OR 5670.2	ORO O 470 Chapter XI	ORO O 475.X10	Security of Foreign Intelligence Information and Sensitive Compartmented Information Facilities	DP-82
ORIG 5670.3	ORO O 470 Chapter XII	DOE O 475.3	Counterintelligence (CI) Program	DP-82
ORIG 5700.2D	ORO O 430 Chapter I	DOE O 430.1	Cost Estimating, Analysis, and Standardization	CE-51
ORIG 5700.6D	ORO O 410 Chapter III	DOE O 416.1	Quality Assurance	SE-32
ORIG 5700.7B	ORO O 410 Chapter I	DOE O 412.1	Work Authorization System	FM-72
OR 5800.1	ORO O 480 Chapter I	DOE O 480.1	Research and Development Laboratory Technology Transfer Program	ER-11
ORIG 5820.2B	ORO O 430 Chapter IV	DOE O 435.1	Radioactive Waste Management	EW-92
ORIG N 6430.1B	ORO O 430 Chapter I	DOE O 430.1	General Design Criteria	CE-52

ORO ORDER NUMBER STRUCTURE

110	ORGANIZATION AND STRUCTURE			
	Chapter I	112.X10	ORIG 1100.X1B	Organization and Functions - ORO
120	PLANNING			
130	BUDGET			
	Chapter I	130.1	NEW	Budget Formulation
	Chapter II	135.2	ORO O 5500.6	Shutdown of Departmental Operations Upon Failure by Congress to Enact Appropriations
140	EXTERNAL RELATIONSHIPS			
	Chapter I	142.1	NEW	RESERVED (Awaiting new HQ Order)
	Chapter II	142.2	ORIG 1270.2B	Safeguards Agreement with the International Atomic Energy Agency (IAEA)
	Chapter III	143.3	ORO O 2100.12A	Payments for Special Burdens and in Lieu of Taxes
	Chapter IV	143.X10	NEW	Transmittal of Information to DNFSB
150	EMERGENCY MANAGEMENT AND PLANNING			
	Chapter I	151.1	NEW	Comprehensive Emergency Management System
			ORIG 5500.8	Energy Emergency Planning and Management
			ORIG 5500.1A	Emergency Management System
			ORIG 5500.2A	Emergency Categories, Classes, and Notification/Reporting Requirements
			ORIG 5500.3B	Planning and Preparedness for Operational Emergencies
			ORIG 5500.4B	Public Affairs and Planning Requirements for Emergencies
			ORIG 5500.7A	Emergency Operating Records Protection Program
			ORIG 5500.9	Emergency Planning, Preparedness, and Response to Continuity of Government (COG) Emergencies
			ORIG 5500.10A	Emergency Readiness Assurance Program (ERAP)
			ORIG N 5630.3	Protection of Departmental Facilities Against Radiological and Toxicological Sabotage
	Chapter II	154.1	ORIG 5530.1A	Accident Response Group
	Chapter III	154.2	ORIG 5530.2	Nuclear Emergency Research Team
	Chapter IV	154.3	ORIG 5530.3	Radiological Assistance Program
	Chapter V	154.4	ORIG 5530.4	Aerial Measuring System
	Chapter VI	154.5	ORIG 5530.5	Federal Radiological Monitoring and Assessment Center
210	PERFORMANCE MEASURES AND ANALYSIS			
	Chapter I	210.1	NEW	Performance Indicators and Analysis of Operations Information
			ORIG 5480.26A	Performance Indicator Program

220	ASSESSMENTS			
	Chapter I	221.2	ORIG 2030.4A	Reporting Fraud, Waste, and Abuse to the Office of Inspector General
	Chapter II	221.3	OR 2320.1B	Cooperation with the Office of Inspector General (1990)
	Chapter III	221.4	ORIG 2320.2A	Establishment of Departmental Position on Inspector General Reports
	Chapter IV	222.1	ORIG 2340.1C	Coordination of General Accounting Office Activities
	Chapter V	223.X10	OR 13XX.1C	Appraisal of DOE Contractor Performance
	Chapter VI	224.1	ORIG 2200.13	Oversight of Integrated Contractor Financial Management
	Chapter VII	224.2	ORIG 2300.1B	Audit Resolution and Followup
	Chapter VIII	224.X11	NEW ORIG 5482.1D	Environment, Safety, Health, and Quality Assessment Program Environment, Safety, Health, and Quality Assurance Appraisal Program
	Chapter IX	223.1	OR 2321.1A	Auditing of Programs and Operations
230	REPORTING			
	Chapter I	231.1	ORIG 5400.2C ORIG 5480.1F	Environmental Compliance Issue Coordination Environmental, Safety, and Health Program for ORO
	Chapter II	231.2	ORIG N 5484.1A	Environmental Protection, Safety, and Health Protection Information Reporting Requirements
	Chapter III	231.X10	ORIG 5400.4A	Comprehensive Environmental, Response, Compensation, and Liability Act (CERCLA) Requirements
	Chapter IV	232.1	ORIG N 5000.3C	Occurrence Reporting and Processing of Operations Information
240	INFORMATION MANAGEMENT			
	Chapter I	241.1	ORIG 1430.1C	Scientific and Technical Information Management
	Chapter II	244.1	NEW ORIG 1322.2A ORIG 1324.5A	Records Management Program Forms Management Records Management Program
250	STANDARDIZATION			
	Chapter I	250.X10	ORIG 1300.X1A Attachment A and Chapters 1 and 2 of Attachment B	ORO Standards Management Program Overview
	Chapter II	251.1	ORO N 251.1 ORO M 251.1-1	Oak Ridge Directives System
	Chapter III		ORIG 1300.2A	Oak Ridge Operations Technical Standards Program
	Chapter IV		ORIG 1300.X1A Chapter 3 of Att. B	Contractor Directives Appendix
	Chapter V		ORIG 1300.X1A Chapter 4 of Att. B	Development and Approval of Work Smart Standards Sets
	Chapter VI		ORIG 1300.X1A Chapters 5 and 9 of Attachment B	Implementation and Corrective Action Plans
	Chapter VII		ORIG 1300.X1A Chapter 6 of Att. B	Programmatic Compliance Assessments

310 HUMAN RESOURCES PLANNING AND MANAGEMENT

320 FEDERAL EMPLOYMENT

Chapter I	321.1	NEW	Employment
		OR 3300.1A	Assignment of Departmental Personnel Outside the Department
		OR 3000.1	Administration of General Personnel Authorities (1986)
		OR 3340.1	Part-time Career Employment Program (1989)
		OR 3351.1A	Reduction in Force (1987)
		OR 3315.1	Probationary Period for Managers and Supervisors (1987)
Chapter II	321.X11	OR 3296.1A	Processing Personnel Actions
Chapter III	321.2	OR 3304.1	Employment of Experts and Consultants (1981)
Chapter IV	322.1	NEW	Pay, Leave, and Hours of Duty
		OR 3550.1B	Pay Administration and Hours of Duty (1988)
		OR 3630.1A	Leave Administration (1987)
		ORIG 3630.2	Voluntary Leave Transfer Program
Chapter V	323.1	OR 3335.1A	Merit Promotion Program/Competitive Service (1989)
Chapter VI	324.1	NEW	Priority Placement and Consideration
		OR 3330.1	Repromotion Consideration for Employees Entitled to Grade or Pay Retention (1981)
Chapter VII	325.1	NEW	Position Classification
		OR 3510.1	Position Management (1986)
		OR 3511.1A	Position Classification (1985)
Chapter VIII	326.1	ORIG 3731.1	Suitability, Position Sensitivity Designations, and Related Personnel Matters

330 FEDERAL EMPLOYEE PERFORMANCE AND RECOGNITION

Chapter I	331.1	NEW	Departmental Performance Appraisal System
		OR 3430.3A	Performance Appraisal (1986)
Chapter II	332.1	NEW	Incentive Awards
		ORIG 3450.1C	Incentive Awards
		ORIG N 3450.31	Timeoff Awards
Chapter III	333.1	ORIG 3750.1A	Work Force Discipline

340 FEDERAL EMPLOYEE WELL-BEING AND SATISFACTION

Chapter I	341.X10	ORIG 3610.X1B	Alternative Work Schedule Program
Chapter II	342.1	OR 3771.1	Grievance Policy and Procedures
Chapter III	343.1	OR 3792.1	Employee Health and Counseling Program (1985) (1993 draft)
Chapter IV	343.2	OR 3792.3	Drug-Free Federal Workplace Testing Implementation Program

350 CONTRACTOR HUMAN RESOURCE PROGRAMS

Chapter I	352.1	ORIG 3830.1	Policies and Procedures for Pension Programs Under Operating and Onsite Service Contracts
Chapter II	352.2	ORIG 3890.1	Contractor Insurance and Other Health Benefits Program
Chapter III	353.1	ORIG 3220.6	Federal Labor Standards
Chapter IV	358.1	ORIG 3220.4	Contractor Personnel and Industrial Relations Reports
Chapter V	NEW	ORO O 350.X2	Payment of Wages or Salaries to Cost-Type Contractor Employees When Access Authorization is Suspended

	Chapter VI	350.X10	ORIG 3792.X9	Workplace Substance Abuse Programs At Oak Ridge Sites
	Chapter VII	355.1		RESERVED (Awaiting new HQ Order)
360	EMPLOYEE EDUCATION AND TRAINING			
	Chapter I	360.1	ORIG 3410.1B	Training
	Chapter II	362.2	ORIG 5480.20C	Personnel Selection, Qualification, and Training Requirements for DOE Nuclear Facilities
410	MANAGEMENT			
	Chapter I	412.2	ORIG 5700.7B	Work Authorization System
	Chapter II	415.1	ORIG 5660.1A	Management of Nuclear Materials
	Chapter III	416.1	ORIG 5700.6D	Quality Assurance
	Chapter IV	413.1	NEW OR 1000.3A	Management Control Systems Internal Control Systems
420	FACILITY AUTHORIZATION			
	Chapter I	420.1	NEW ORIG 5480.7B ORIG 5480.28B ORIG N 5480.24 ORIG 5480.24	Facility Safety Fire Protection Natural Phenomena Hazards Mitigation Nuclear Criticality Safety Nuclear Criticality Safety
	Chapter II	420.X10	ORIG 5481.1C	Safety Analysis and Review System
	Chapter III	420.2	ORIG 5480.25A	Safety of Accelerator Facilities
	Chapter IV	420.X11	ORIG 5480.19B	Conduct of Operations Requirements for DOE Facilities
	Chapter V	420.X12	NEW	Delegations of Approval Authority for DOE 5480.21, 5480.22, 5480.23, and 5481.1B
	Chapter VI	421.3	ORIG 5480.23A	Nuclear Safety Analysis Reports
	Chapter VII	423.1	ORIG 5480.22B	Technical Safety Requirements
	Chapter VIII	424.1	ORIG 5480.21A	Unreviewed Safety Questions
	Chapter IX	425.1	ORIG N 5480.31B	Startup and Restart of Nuclear Facilities
	Chapter X	420.X13	OR 5480.6	Safety of Department of Energy-Owned Reactors
430	LIFE CYCLE FACILITY OPERATIONS			
	Chapter I	430.1	NEW OR 4000.1B ORIG 4700.3 ORIG 4320.2 ORIG 4330.4C ORIG 5700.2D ORIG 4320.1A ORIG 4700.1 ORIG N 6430.1B	Life Cycle Asset Management Government-Owned Property Management Administration (Off-site Contractors) (1991) General Plant Projects Capital Asset Management Process (CAMP) Maintenance Management Program Cost Estimating Analysis and Standardization Site Development Planning Project Management System General Design Criteria
	Chapter II	430.2	ORIG 4330.2D	In-house Energy Management
	Chapter III	431.1	ORIG 5480.30	Nuclear Reactor Safety Design Criteria
	Chapter IV	435.1	ORIG 5820.2B	Radioactive Waste Management

440 WORKER PROTECTION

Chapter I	440.1	NEW	Worker Protection Management for DOE Federal and Contractor Employees
		ORIG 5480.8A	Contractor Occupational Medical Program
		ORIG 5480.9A	Construction Safety and Health Program
		ORIG 5480.10A	Contractor Industrial Hygiene Program
		ORIG 5483.1B	Occupational Safety and Health Program for Government-Owned Contractor-Operated Facilities
Chapter II	440.2	ORIG 5480.13A	Aviation Safety
Chapter III	440.3	ORIG 5480.4B	Environmental Protection, S&H Protection Standards
Chapter IV	441.1	ORIG 5480.11C	Radiation Protection for Occupational Workers
Chapter V	441.1	ORIG N 5480.15C	Department of Energy Laboratory Accreditation Program for Personnel Dosimetry
Chapter VI	441.1	ORIG N 5400.5C	Radiation Protection of the Public and the Environment
Chapter VII	442.3	ORIG N 5480.29	Employee Concerns Management System
Chapter VIII	442.X10	ORIG 3790.X2	DOE ORO Federal Employee Occupational Safety and Health Confined Space Entry

450 PROTECTION OF THE PUBLIC AND ENVIRONMENT

Chapter I	450.1	ORIG 5400.1E	General Environmental Protection Program
Chapter II	451.1	ORIG N 5440.1C	Implementation of the National Environmental Policy Act
Chapter III	451.X10	ORIG 5477.X1	Cultural Resources Management Program

460 PACKAGING AND TRANSPORTATION

Chapter I	460.1	NEW	Packaging and Transportation Safety
		ORIG N 5480.3B	Safety Requirements for the Packaging and Transportation of Hazardous Materials, Hazardous Substances, and Hazardous Wastes
Chapter II	460.2	NEW	Departmental Materials Transportation and Traffic Management
		ORIG 1540.1C	Materials Transportation and Traffic Management
		ORIG 1540.2A	Hazardous Material Packaging and Transport - Administrative Procedures
		ORIG 1540.3	Base Technology for Radioactive Material Transportation Packaging System
Chapter III	460.3	ORIG N 5610.12	Packaging and Off-site Transportation of Nuclear Components and Special Assemblies Associated With the Nuclear Explosive and Weapons Safety Program

470 SAFEGUARDS AND SECURITY

Chapter I	470.1	NEW	Safeguards and Security Program
		ORIG 5630.11A	Safeguards and Security Program
		ORIG 5630.13A	Master Safeguards and Security Agreements
		ORIG 5630.14	Safeguards and Security Program Planning
		ORIG 5630.15	Safeguards and Security Training Program
		ORIG 5630.16	Safeguards and Security Acceptance and Validation Testing Program
		ORIG 5630.17	Safeguards and Security Standardization Program
		ORIG 5631.1B	Security Education Briefing and Awareness Program

		ORIG 5631.4A	Control of Classified Visits
		OR 5631.5	Violation of Laws, Losses, and Incidents of Security Concern
		ORIG 5634.1A	Facility Approvals, Security Surveys, and Nuclear Materials Surveys
		ORIG 5631.X10	Interim DOE/ORO Foreign Ownership Control or Influence (FOCI) Procedures
Chapter II	471.1	OR 5635.4	Protection of Unclassified Controlled Nuclear Information (1989)
	471.1	ORIG 5650.3	Identification of Unclassified Controlled Nuclear Information (UCNI)
Chapter III	471.2	NEW	Information Security Program
		ORIG 5639.1	Information Security Program
		ORIG 5639.7	Operations Security Program
		ORO N 471.2	Technical Surveillance Countermeasures (TSCM) Program (Attachment 2 of this Chapter III)
Chapter IV	471.3	OR 5610.2	Control of Weapon Data (1981)
Chapter V	471.5	ORIG N 5650.2C	Classification of Department Information Relating to Environment Safety and Health (combined into new O 471.5)
	471.5	ORIG 5650.2C	Identification of Classified Information
Chapter VI	472.1	NEW	Personnel Security Activities
		ORIG 5631.2C	Personnel Security Program
		ORIG 5631.6A	Personnel Security Assurance Program
Chapter VII	473.1	ORIG 5632.1C	Protection and Control of Safeguards and Security Interests
Chapter VIII	473.2	ORIG 5632.7A	Protective Force Program
Chapter IX	474.1	ORIG 5633.3C	Control and Accountability of Nuclear Materials
Chapter X	475.1	ORIG 5670.1A	Management and Control of Foreign Intelligence
Chapter XI	475.X10	NEW	Security of Foreign Intelligence Information and Sensitive Compartmented Information Facilities (1990)
		OR 5670.2	Same title
Chapter XII	475.3	ORIG 5670.3	Counterintelligence (CI) Program
480	WORK FOR OTHERS AND TECHNOLOGY TRANSFER		
Chapter I	480.1	OR 5800.1	Research and Development Laboratory Technology Transfer Program (1983)
Chapter II	481.1	ORIG 4300.2B	Non-Department of Energy Funded Work (Work for Others)
510	LEGAL		
520	FINANCE		
530	ACCOUNTING		
Chapter I	532.1	ORIG 2200.2C	Collection For Current and Former Employees for Indebtedness to the United States
Chapter II	532.2	ORO O 2200.11	Processing Garnishment Orders for Child Support and/or Alimony
Chapter III	534.1	NEW	Accounting
Chapter IV	535.1	ORIG 3600.1B	Time and Attendance Reporting

540 PROCUREMENT AND GRANTS MANAGEMENT

Chapter I	541.3	ORIG 4220.4A
Chapter II	542.1	OR 4200.1D
Chapter III	542.X10	ORIG 4200.3C
Chapter IV	543.1	OR 4210.7A

Organizational Conflict of Interest (OCI) Processing Procedures
Competition in Contracting (CICA) (1990)
Management of Support Services Activity
Indirect Cost Rate Responsibilities for Commercial
Organizations (1990)

550 TRAVEL AND TRANSPORTATION

Chapter I	550.1	OR 1500.2
Chapter II	551.1	
Chapter III	552.1	OR 1500.4

Travel Policy and Procedures
RESERVED (Awaiting new DOE HQ Order)
Travel Charge Card Program

560 TELECOMMUNICATIONS AND DATA SYSTEMS

Chapter I	565.1	ORIG 1360.2A
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Unclassified Computer Security Program

570 ADMINISTRATIVE SERVICES

580 PROPERTY MANAGEMENT