

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 250, Chapter III, Chg. 1, ORO TECHNICAL STANDARDS PROGRAM**
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)

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 Order has been revised to reflect current policy. Changes to this Chapter include revisions to subparagraphs 4b(2), 4c(1), 4c(4), and 4c(6), and the addition of a new subparagraph 4c(8).
5. **CONTACT POINT:** Wayne Albaugh Directives Management Group, AD-440 576-0974
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 250, Rev. 2,
Chapter III, Pages III-1 and III-2 | 03/27/1998 | ORO O Control Form
ORO O 250, Chapter III,
Chg. 1, Pages III-1 and III-2 | 12/13/1999
12/13/1999 |

ORO Orders are available on the ORO Directives Management Home Page at http://www.ornl.gov/doe_oro_dmg/orchklst.htm. 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 12/13/1999
Signature Management Analyst, AD-440 Date

INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED
Rev. 11/30/1999

U.S. Department of Energy

Oak Ridge Operations

ORO O 250 Chapter III Change 1

DATE: 12/13/1999

SUBJECT: ORO TECHNICAL STANDARDS PROGRAM

1. PURPOSE. This Chapter correlates to DOE 1300.2A, DEPARTMENT OF ENERGY TECHNICAL STANDARDS PROGRAM, dated May 19, 1992. This Oak Ridge Operations (ORO) Chapter assigns responsibility and accountability and provides administrative guidance to ORO. Nothing in this issuance changes any requirements contained in any DOE Order.
2. CANCELLATION. This Chapter cancels and replaces ORO O 250, Chapter III, OAK RIDGE OPERATIONS TECHNICAL STANDARDS PROGRAM, dated March 27, 1998.
3. APPLICABILITY. This Chapter applies to ORO Principal Staff.
4. RESPONSIBILITIES.
 - a. Assistant Manager for Administration signs ORO comments on all proposed technical standards documents.
 - b. Principal Staff, including Contracting Officer's Representatives.
 - (1) Perform those tasks identified in DOE 1300.2A, subparagraphs 8f(1), (2), (4), (6), and (8).
 - (2) Forward each completed DOE F 1300.2 to the Directives Management Group (DMG) for submission to DOE Headquarters.

NOTE: Forms are available at <http://www.explorer.doe.gov:1776/htmls/doeforms.html>.
 - (3) Include in procurement request packages for each procurement requiring the application of DOE 1300.2A, the identification of the Order and identification of the specific requirements with which a contractor or other awardee is to comply.
 - (4) Ensure that all programs, facilities, and projects under their cognizance comply with the requirements of DOE 1300.2A, including those contained in paragraph 9 of that Order.
 - (5) Keep the DMG informed of progress and problems on DOE Standards and DOE Limited Standards activities.
 - c. Team Leader, Directives Management Group.
 - (1) As the ORO standards management organization, coordinates and ensures adequate review of technical standards issues.

- (2) Ensures development and implementation of an ORO program which meets the requirements of DOE 1300.2A, and provides advice and assistance to other ORO elements and contractors on the application of this program.
 - (3) Performs those tasks identified in DOE 1300.2A, subparagraphs 8f(3) and (7).
 - (4) Advises the Manager of progress and problems related to DOE Technical Standards and DOE Limited Technical Standards activities and prepares correspondence to keep Secretarial Officers informed of such issues.
 - (5) Coordinates staff review of proposed technical standards documents received for field comment, ensuring that all appropriate groups are given an opportunity to comment on such documents. Coordinates resolution of conflicting positions and consolidates comments for submission to DOE Headquarters.
 - (6) Determines ORO distribution needs for Technical Standards, maintains a library of approved DOE Technical Standards and DOE Limited Technical Standards for use by all ORO elements, and requests standards searches from the DOE Headquarters Standards Office.
 - (7) Prepares ad hoc and recurring reports on the ORO standards program.
 - (8) Maintains the DMG Home Page with a list of all DOE Technical Standards that are on file in the DMG, including a list of the draft Technical Standards that have been reviewed by ORO and its contractors and the comments that were submitted. The DMG Home Page address is http://www.ornl.gov/doe_oro_dmg/index.htm.
5. REQUIREMENTS AND PROCEDURES. None.
 6. REFERENCES. None.
 7. DEFINITIONS. None.
 8. CONTRACTOR REQUIREMENTS DOCUMENT. None.
 9. ATTACHMENTS. None.