

DIRECTIVES CONTROL FORM - ORO FINAL DIRECTIVE

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

1. **NUMBER AND TITLE OF DIRECTIVE:** **ORO O 320, Chapter X, Change 2, SUITABILITY, POSITION SENSITIVITY DESIGNATIONS, AND RELATED PERSONNEL MATTERS**

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. BWXT Y-12 ORAU UT-Battelle SURA

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 chapter is part of the ORO sunset review process. Changes to this chapter include minor editorial revisions.

5. **CONTACT POINT:** Phil Barker Personnel & Management Analysis Branch, AD-442 574-2636
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	03/02/1999	ORO Control Form	08/28/2002
ORO O 320, Chapter X, Chg. 1, Pages X-1 thru X-2	03/02/1999	ORO O 320, Chapter X, Chg. 2, Pages X-1 thru X-2	08/28/2002

ORO Directives are available on the ORO Directives Management Home Page at http://www.ornl.gov/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 08/28/2002
Signature: DMG Team Leader, AD-440 Date

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

Rev. 01/30/2002

U.S. Department of Energy

Oak Ridge Operations

ORDER

ORO O 320 Chapter X Change 2

DATE: 08/28/2002

SUBJECT: SUITABILITY, POSITION SENSITIVITY DESIGNATIONS, AND RELATED PERSONNEL MATTERS

1. PURPOSE. This chapter correlates to DOE 3731.1, SUITABILITY, POSITION SENSITIVITY DESIGNATIONS, AND RELATED PERSONNEL MATTERS, dated July 8, 1992, by assigning responsibility and accountability and providing administrative guidance to Oak Ridge Operations (ORO) and Office of Scientific and Technical Information (OSTI). Nothing in this issuance changes any requirements contained in any Department of Energy (DOE) directive.
2. CANCELLATION. This chapter cancels and replaces ORO O 320, Chapter X, Change 1, SUITABILITY, POSITION SENSITIVITY DESIGNATIONS, AND RELATED PERSONNEL MATTERS, dated March 2, 1999.
3. APPLICABILITY. The provisions of this chapter apply to ORO and OSTI Principal Staff, ORO and OSTI employees, and applicants for Federal employment.
4. RESPONSIBILITIES.
 - a. Director, Human Resources Division.
 - (1) Establishes and maintains programs and management systems that conform to the requirements of DOE 3731.1, Chapters I-VII.
 - (2) Performs those tasks identified in DOE 3731.1, subparagraphs 6d(2)-(3) and 6i.
 - (3) As required, recommends to the Manager, ORO, or the Manager, OSTI, that waivers of pre-employment investigations be requested from the Under Secretary.
 - (4) As required, recommends to the Manager, ORO, or the Manager, OSTI, that access to Restricted Data prior to, or in lieu of, completion of the required investigation be requested from the Office of Security Affairs.
 - b. Managers and Supervisors perform that task identified in DOE 3731.1, subparagraph 6g.
 - c. Employees and Applicants perform that task identified in DOE 3731.1, subparagraph 6h.

5. REQUIREMENTS AND PROCEDURES. None.
6. REFERENCES. None.
7. DEFINITIONS. None.
8. CONTRACTOR REQUIREMENTS DOCUMENT. None.
9. ATTACHMENTS. None.