

CONTROL FORM FOR DOE/ORO DIRECTIVE

PART A (To be completed by the ORO DIRECTIVES MANAGEMENT GROUP, AD-440):

1. DIRECTIVE NUMBER, TITLE, AND DATE:

ORO O 440, CHAPTER II, CHANGE 6, AVIATION MANAGEMENT AND SAFETY, dated 08/21/2006

2. PURPOSE OF TRANSMITTAL: New Directive Revised Directive Revised Control Form

3. DOES THIS DIRECTIVE CANCEL OR EXTEND ANY OTHER DIRECTIVES? Yes No
If "Yes," list what action (cancel or extend) and list the Directive(s) number(s), title(s), and date(s):

This Directive cancels and replaces ORO O 440, Chapter II, Change 5, AVIATION MANAGEMENT AND SAFETY, dated 07/29/2004.

The attached Directive is forwarded for review and action. Complete Part B and forward a completed hard copy of this form to ORO DMG, AD-440, by **09/05/2006**.

PART B (To be completed by the DIVISION OF PRIMARY INTEREST [DPI]):

COMPLETE FOR DOE DIRECTIVES ONLY:

4. SUPPLEMENTAL ORO DIRECTIVE REQUIRED?

Is a new or revised supplemental ORO Directive required? Yes No

If "Yes," target date for submission of supplemental ORO Directive is _____.

COMPLETE FOR BOTH DOE AND ORO DIRECTIVES:

5. CONTRACTOR APPLICABILITY.

Does this Directive affect the work performed by ORO Contractors? Yes No

If "Yes," whom? Bechtel Jacobs Company LLC ORAU

UT-Battelle, LLC ISOTEK (Bldg. 3019, ORNL)

Foster Wheeler (FWENC)

Other Contractors (list by name)

6. SUBJECT MATTER EXPERT: Dana Willaford Technical Support and Assessment Div., SE-31
Name Organization

Original Signed By

7. APPROVED BY: Harold Monroe, Acting Dir., Technical Support and Assessment Div. 08/21/2006
Signature Organization Date

PART C (To be completed by the ORO DIRECTIVES MANAGEMENT GROUP, AD-440):

APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH OFFICIAL DIRECTIVE DISTRIBUTION LIST:

Original Signed By

Wayne H. Albaugh

08/21/2006

DMG Team Leader, AD-440

Date

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

(Revised 02/10/2006)

U.S. Department of Energy

Oak Ridge Office

ORO O 440 Chapter II Change 6

DATE: 08/21/2006

SUBJECT: AVIATION MANAGEMENT AND SAFETY

1. PURPOSE. This Chapter correlates to DOE O 440.2B, AVIATION MANAGEMENT AND SAFETY, dated November 27, 2002, by assigning responsibility and accountability and providing administrative and/or contractual guidance to the Oak Ridge Office (ORO). Nothing in this issuance changes any requirements contained in any Department of Energy (DOE) Directive.
2. CANCELLATION. This Chapter cancels and replaces ORO O 440, Chapter II, Change 5, AVIATION SAFETY, dated July 29, 2004.
3. APPLICABILITY. The provisions of this Chapter apply to ORO Staff. It applies to contractors to the extent the Contractor Requirements Document attached to DOE Order 440.2B is included in their contract.
4. RESPONSIBILITIES.
 - a. Assistant Manager, Environment, Safety, and Health (AMESH).
 - (1) Ensures those tasks identified in DOE O 440.2B, subparagraph 5g, are performed.
 - b. Director, Technical Support and Assessment Division (AMESH).
 - (1) Appoints the collateral duty Aviation Program Manager (APM) and Aviation Safety Officer (ASO), who is responsible for ORO aviation functions.
 - (2) Ensures the ORO APM/ASO is qualified under the appropriate DOE Qualification Standard.
 - (3) Provides aviation management and safety subject matter support to ORO staff and Contracting Officer's Representatives (CORs) for implementation of the requirements of DOE O 440.2B and this Chapter.
 - c. ORO Aviation Program Manager and Aviation Safety Officer.
 - (1) Performs those tasks identified in DOE O 440.2B, subparagraphs 5k and 5l. For aviation activities involving ORO contractors, these are coordinated with the appropriate COR.

- (2) Issues the “*ORO Aviation Implementation Plan (AIP)*” available online at http://www-internal.oro.doe.gov/esq/amesh_new/2006%20Aviation%20Implementation%20Plan.pdf.
 - d. Contracting Officer’s Representatives.
 - (1) Perform those tasks identified in DOE O 440.2B, subparagraphs 5g(2), g(3), and g(4), and complies with the ORO AIP, paragraph g.
 - e. Office of Chief Counsel. Performs those functions in the ORO AIP, paragraph 6b.
 - f. Procurement and Contracts Division, ORO. Performs those functions in DOE O 440.2B, subparagraph 5n, and complies with the ORO AIP.
 - g. ORO Staff. Reviews, is knowledgeable of, and complies with applicable requirements in DOE O 440.2B, and the ORO AIP. Any staff planning travel using charter aircraft must comply with the provisions in DOE O 440.2B, subparagraph 5h and the ORO AIP, paragraph 6i.
5. REQUIREMENTS AND PROCEDURES. None.
 6. REFERENCES.

“*ORO Aviation Implementation Plan (AIP)*” available online at http://www-internal.oro.doe.gov/esq/amesh_new/2006%20Aviation%20Implementation%20Plan.pdf.
 7. DEFINITIONS. None.
 8. CONTRACTOR REQUIREMENTS DOCUMENT. None. See the CRD in DOE O 440.2B.
 9. ATTACHMENTS. None.