# *DOE CONTROL FORM - FINAL DIRECTIVE*

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

**TO DIRECTOR, DIVISION OF PRIMARY INTEREST** C. D. Crowe, Director, Procurement and Contracts Division, AD-42

**NUMBER, TITLE, AND DATE OF DIRECTIVE**: **DOE O 540.1A, DEPARTMENTAL BUSINESS INSTRUMENT NUMBERING SYSTEM, dated 01/27/2005**

The attached directive, which is within your area of functional responsibility, is forwarded for review and necessary action. Complete Part B and forward this form to ORO Directives Management Group, AD-440, by **02/16/2005**.

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

1. **THIS DOCUMENT MAY AFFECT THE WORK PERFORMED BY THE FOLLOWING CONTRACTORS: (Check Appropriate Boxes)**

   __X__ 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.***

2. **IMPLEMENTATION**: Does the directive contain special implementation requirements and/or dates?
   __X__ No ____ Yes If yes, describe:

3. **SIGNIFICANT PROVISIONS**: Are there any significant changes or impacts? __X__ No ____ Yes If yes, describe.

4. **OAK RIDGE OPERATIONS OFFICE DIRECTIVE**: Is a new ORO Directive or revision required? ____ Yes __X__ No
   If yes, target date for submission of ORO Directive to AD-440 is _____.

5. **IDENTIFY CONTACT POINT**: Marlena Cansler — 576-0759
   Name — Telephone

6. **APPROVED BY DIRECTOR**: *Original Signed By* C. D. Crowe, Dir., AD-42 — 02/03/2005 — 576-0795
   Signature — Date — Telephone

7. ***DOE Directives are available on the DOE Directives Portal at http://www.directives.doe.gov/. DOE Directives will no longer be mailed in printed copy unless you do not have Internet capabilities.***

**PART C** (To be completed by the **DIRECTIVES MANAGEMENT GROUP** (DMG):

APPROVED FOR DISTRIBUTION IN ACCORDANCE WITH OFFICIAL DIRECTIVE DISTRIBUTION LIST:

*Original Signed By*
Wayne H. Albaugh, AD-440 — 02/24/2005
Name — Date

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

(Revised 06/14/2004)