

# ***DIRECTIVES CONTROL FORM - DOE FINAL ORDER***

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

TO: **DIRECTOR, DIVISION OF PRIMARY INTEREST:** G. J. Malosh, ORNL Site Manager, LM-11

**NUMBER, TITLE, AND DATE OF DIRECTIVE:** DOE O 551.1A, OFFICIAL FOREIGN TRAVEL, of 08/25/2000

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 AD-440 by 09/13/2000.

**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)

No (all contractors)

Yes If yes, whom?  LMES  ORAU  SURA  Bechtel Jacobs Company  
 UT-BATTELLE

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.*

**2. IMPLEMENTATION:** Does the Order contain special implementation requirements and/or dates?

No  Yes If yes, describe: The Order requires foreign travel requests involving sensitive countries or sensitive subjects to be submitted 30 days before the departure.

**3. SIGNIFICANT PROVISIONS :** Are there any significant changes or impact?  No  Yes If yes, describe. Inclusion of all foreign travel (including Canada and Mexico) by DOE and DOE contractors. Inclusion of all foreign travel by DOE and DOE contractors if paid in part or whole by others when representing the government.

**4. OAK RIDGE OPERATIONS OFFICE ORDER:** Is new ORO O or revision required? Yes  No   
If yes, target date for submission of draft ORO O to AD-440 is October 31,2000.

**5. IDENTIFY CONTACT POINT:** P. A. Carpenter, ORO Foreign Travel Coordinator, 576-4523  
Name Telephone

*Original signed by George Manthy for*  
**6. APPROVED BY DIRECTOR:** G. J. Malosh, Site Manager, LM-11 09/11/2000 576-4523  
Signature Date Telephone

**7. DOE Orders are available on the Internet at <http://www.explorer.doe.gov/>. Orders 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*  
Jennifer Hamilton Cusick, AD-440 09/13/2000  
Name Date

**INSTRUCTIONS TO ADDRESSEES: THIS FORM IS TO BE FILED WITH THE DIRECTIVE AND RETAINED.**  
Revised 08/04/1999