



## Department of Energy

Washington, DC 20585

December 16, 2011

### MEMORANDUM FOR DISTRIBUTION

FROM:

 DAVID HUIZENGA  
ACTING ASSISTANT SECRETARY  
FOR ENVIRONMENTAL MANAGEMENT

SUBJECT:

Designating Responsibility for Equivalencies  
or Exemptions from Department of Energy Directives

The Department of Energy (DOE) Order (O) 251.1C, *Departmental Directives Program*, provides that "Program Secretarial Officers" are to ensure that Policies, Orders, and Notices are implemented within their organizations and incorporated into contracts, as appropriate. The order further provides that equivalencies and exemptions are granted by the Program Secretarial Officer, or their designee, in consultation with the Office of Primary Interest (OPI) and must be documented in an approval memorandum to the OPI.

The purpose of this memorandum is to designate responsibility to you for granting equivalencies and exemptions from DOE directives as they relate to incorporation of Contract Requirements Documents (CRD) into DOE contracts at your site. This responsibility may not be further re-designated. This responsibility does not include nuclear safety directives included in DOE O 410.1, *Central Technical Authority Responsibilities Regarding Nuclear Safety*, Attachment 1.

You are encouraged to carefully examine each new or revised DOE Order to determine whether incorporation of the CRD would result in a substantial increase in safety or business process efficiency. Potential cost increases should be analyzed to ensure that they are justified in view of increased safety or efficiency.

Should your analysis lead to a determination that the costs and benefits do not justify incorporation of a new or revised CRD, a memorandum identifying the basis of your determination should be provided to the OPI. A copy of your memorandum to the OPI is to be sent to Mr. J. E. Surash, Deputy Assistant Secretary for Acquisition and Contract Management. Questions concerning designation of responsibility may also be directed to Mr. Surash at (202) 586-6382.

Attachment



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Susan M. Cange, Assistant Manager for Environmental Management, Oak Ridge Office (OR)  
Bryan Bower, Director, West Valley Demonstration Project Office (WVDP)

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