



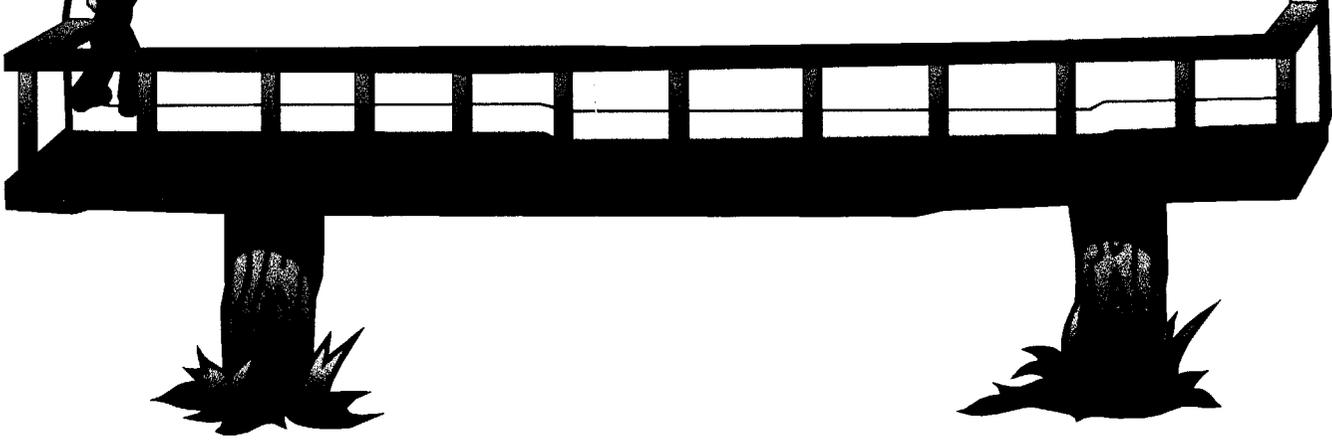
**Headquarters
Policy Flash**

FLASH 2000-16

DATE: May 22, 2000
TO: Procurement Directors
FROM: Office of Procurement and Assistance Policy, MA-51
Office of Procurement and Assistance Management

SUBJECT: **1. Greening the Government**
2. Foreign Travel
**3. DOE Authorized Subcontract for Use by DOE M&O
with NIS Scientific Institutes through the STCU**

SUMMARY: This Flash transmits a summary of 3 new Acquisition Letters. They can be viewed in their entirety and printed at <http://www.pr.doe.gov/acqltr.html> .



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1. Greening the Government Requirements in Contracting (AL-2000-03)

Acquisition Letter 2000-03 is being issued to establish roles and responsibilities for the procurement community to implement several Greening the Government Executive Orders. They are Executive Order 13101 entitled "Greening the Government Through Waste Prevention, Recycling and Federal Acquisition," and Executive Order 13123 entitled "Greening the Government Through Efficient Energy Management." This new AL requires the Head of the Contracting Activity to appoint an acquisition advocate to serve as the procurement expert for greening initiatives. The AL also assigns responsibilities to both field Contracting Officers and the site advocate, and includes guidance on the use of FAR and DEAR clauses which include greening requirements.

Please be aware that two additional Greening the Government Executive Orders were issued on April 21 and 22, 2000. They are Executive Order 13148 entitled "Greening the Government Through Leadership in Environmental Management," and Executive Order 13149 entitled "Greening the Government Through Fleet and Transportation Efficiency." It is anticipated that additional requirements will be added to this Acquisition Letter to implement these new Orders but it is too early to give specifics. An informative briefing on the Affirmative Procurement Program and greener purchasing has been prepared by the White House Task Force on Recycling. It may be viewed at <http://www.ofee.gov/ppt/slide1.htm>.

Any questions relating to the information this AL may be directed to Richard Langston at Richard.Langston@hq.doe.gov or by telephone at 202-586-8247.

2. DOE Administrative Class Deviation, 952.247-70, Foreign Travel, and 970.5204-52, Foreign Travel (AL-2000-04)

The attached Acquisition Letter (AL) provides contracting officers guidance to implement the requirements contained in DOE Order, 551.1, Official Foreign Travel. The new order changed the Department's procedures which in turn necessitated an administrative deviation to the existing procurement coverage set forth at DEAR 952.247-70, Foreign Travel, and DEAR 970.5204-52, Foreign Travel.

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DEAR 952.247-70, Foreign Travel, is modified to reflect that the new DOE Order 551.1, Official Foreign Travel, governs the conduct of foreign travel. DEAR 970.5204-52 is deleted as foreign travel requirements under a DOE contract are contained in the Contractor Requirements Document of DOE Order 551.1, Official Foreign Travel, which is incorporated into contracts through DEAR 970.5204-78, Laws, Regulations, and DOE Directives.

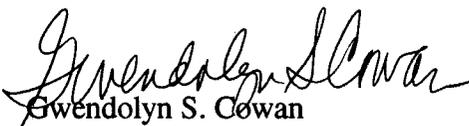
Any questions relating to the information this AL may be directed to Terrence Sheppard at Terry.Sheppard@hq.doe.gov or by telephone at 202-586-8193.

3. **DOE Authorized Subcontract for Use by DOE Management and Operating (M&O) Contractors with New Independent States' Scientific Institutes through the Science and Technology Center in Ukraine (AL-2000-05)**

This AL provides Contracting Officers a model subcontract for use by the management and operating contractors (M&Os) that intend to enter into three-party subcontracts with the Science and Technology Center in Ukraine (STCU) and scientific institutes of the New Independent States (NIS) of the former Soviet Union.

Any questions relating to the information this AL may be directed to Bob Webb at Robert.Webb@hq.doe.gov or by telephone at 202-586-8264.

All of these Acquisition Letters have been reviewed by the Field Management Council and approved by the Deputy Secretary for release.


Gwendolyn S. Cowan
Director

cc:
PPAG Members