




## **POLICY FLASH 2012-59**

**DATE:** August 6, 2012

**TO:** Procurement Directors/Contracting Officers

  
**FROM:** Director  
Contract and Financial Assistance Policy Division  
Office of Policy  
Office of Procurement and Assistance Management

**SUBJECT:** Section 311 Revised Template August 2012

**SUMMARY:** Attached are 3 revised templates for sending the Section 311 notices to Congress as prescribed in Acquisition Letter (AL) 2012-07 and Financial Assistance Letter (FAL) 2012-01.

The template revises the first bullet to use of the program name and subprogram name found in the appropriations, instead of the treasury account number. If there are multiple program names and/or subprogram names, then these will need to be listed.

This Flash will be available online at the following website:  
<http://energy.gov/management/office-management/operational-management/procurement-and-acquisition/policy-flashes>.

Questions concerning this policy flash should be directed to Barbara Binney, of the Office of Procurement and Assistance Policy at (202) 287-1340 or at [Barbara.Binney@hq.doe.gov](mailto:Barbara.Binney@hq.doe.gov).

Attachment