



## **POLICY FLASH 2010-25**

**DATE:** February 22, 2010

**TO:** Procurement Directors

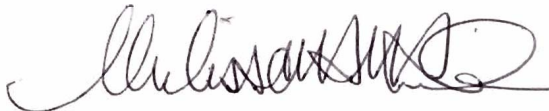
**FROM:** Office of Procurement and Assistance Policy, MA-61  
Office of Procurement and Assistance Management

**SUBJECT:** DOE Acquisition Guide Chapter 1.4 Establishing the Position of Source Evaluation Board (SEB) Secretariat and Knowledge Manager

**SUMMARY:** As discussed at the December 2009 Procurement Directors' Meeting, a position titled "Source Evaluation Board (SEB) Secretariat and Knowledge Manager" has been established in the Acquisition Planning and Liaison Division, MA-621 Attached is the subject new DOE Acquisition Guide Chapter 1.4 which provides guidance on the establishment of the aforementioned position and the duties and responsibilities of the position.

This Flash and its attachments will be available online within a day, at the following website:  
[http://www.management.energy.gov/policy\\_guidance/policy\\_flashes.htm](http://www.management.energy.gov/policy_guidance/policy_flashes.htm).

Questions concerning this policy flash should be directed to Jeff Burgan at (865) 241-2513 or [jeffrey.burgan@hq.doe.gov](mailto:jeffrey.burgan@hq.doe.gov).



Melissa D. Rider  
Director  
Office of Procurement  
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Attachment