



## POLICY FLASH 2010-62

DATE: July 1, 2010

TO: Procurement Directors

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

SUBJECT: DOE Source Evaluation Board (SEB) Document Templates

SUMMARY: On March 30, 2010, four draft SEB document templates (SEB Report, Competitive Range Determination, Source Selection Plan and Source Selection Decision) were distributed for Procurement Director (PD) and Head of Contracting Activity (HCA) review and comment. All comments received were considered and changes were made as appropriate. The final versions of the four aforementioned SEB document templates will be e-mailed directly to the Procurement Directors and made available in the STRIPES Library.

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  
and Assistance Policy

Attachment