



**DATE:** August 6, 2013

**TO:** Procurement Directors

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

**SUBJECT:** **Acquisition Guide Chapter 43.2: Change Order Administration**

**SUMMARY:** Acquisition Guide chapter 43.2 has been revised to include additional specific requirements for the content of directions to contractors when issuing change orders, provide a new H- clause for mandatory change order accounting, and to make various editorial changes.

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 Jason Taylor of the Contract and Financial Assistance Policy Division, Office of Policy, Office of Acquisition and Project Management at (202) 287-1560 or at [jason.taylor@hq.doe.gov](mailto:jason.taylor@hq.doe.gov).

Attachment