



Department of Energy
Washington, DC 20585

May 7, 2002

MEMORANDUM

TO: JEROME M. BUTLER, DIRECTOR
OFFICE OF TRAINING AND HUMAN
RESOURCE DEVELOPMENT

FROM: TIMOTHY M. DIRKS
DIRECTOR OF HUMAN
RESOURCES MANAGEMENT

SUBJECT: RE-DELEGATION OF DOE DIRECTIVE RESPONSIBILITIES

The purpose of this memorandum is to re-delegate to you the following responsibility assigned to me via Departmental directive. In fulfilling this responsibility, you are to follow the requirements in the directive as well as all applicable Department of Energy requirements. As necessary, you will also consult with appropriate staff from the National Nuclear Security Administration and/or coordinate issuances.

After consultation with this staff and with affected human resource directors at Headquarters and in the field, I have determined that re-delegation of this responsibility would promote faster correspondence distribution and response, improve intra-organizational communications, increase staff accountability, and allow me to focus on exceptional issues requiring attention at the Office of Human Resources Management level.

DIRECTIVE	RESPONSIBILITY
DOE O 360.1b, TRAINING; 5.d	Approves personnel management related, shortage category determinations for programs under multi-element training agreements.

Please ensure that: (1) Headquarters and field human resources directors and training officers are informed so that they may submit relevant correspondence in an expeditious manner; (2) procedural instructions to support staff are issued so that correspondence may be directed efficiently.

cc: ME-50 direct reports

