



Department of Energy
Office of Science
Washington, DC 20585

Office of the Director

May 18, 2012

MEMORANDUM TO SC SITE OFFICE MANAGERS

FROM:


W. F. BRINKMAN
DIRECTOR, OFFICE OF SCIENCE

This memo provides supplemental and clarifying guidance related to two recent memos sent to the SC labs and to your office with regard to agreements with foreign entities.

On May 14, 2012, the Secretary issued a memorandum to all DOE labs providing direction on the handling of MOUs with foreign entities. Elizabeth O'Malley, SC Senior Advisor for International Programs and Corey Cohn, SC Advisor for International Programs are the SC points of contact on all interactions between SC and foreign countries, including these MOUs, and can assist you with any questions or issues that arise in the processing of international agreements. All international MOUs processed by your office are to be provided to them for review and concurrence before they are executed. A copy of the final executed MOU must also be provided to them.

On April 16, 2012, Joseph McBrearty sent a memorandum to your office instructing you to provide a copy of all foreign sponsored WFO and CRADA project proposals to John LaBarge for SC review and concurrence. This process will continue and some additional guidance on that process is being provided for your use. Please note that the current DOE policy requires multiple reviews/concurrences on all foreign sponsored projects. The worksheet developed to obtain SC concurrence on these projects attempts to address all those required reviews/concurrences (see section 10). The worksheet does not add any additional requirements to the current process except for the new review and concurrence by SC-1. Please ensure all the existing DOE policy requirements for foreign sponsored projects are addressed in the worksheet before sending it to SC for review and concurrence. Note that for projects related to SC funded technologies/capabilities, you should send the notification (see section 10 – Cognizant PSO notified) to the appropriate SC Associate Director for review.

For general questions on international agreements or specific questions on foreign MOUs, please contact Elizabeth O'Malley (elizabeth.omalley@science.doe.gov/202-586-0175) or Corey Cohn (corey.cohn@science.doe.gov/202-586-6549). For specific questions on foreign sponsored projects please contact John LaBarge (john.labarge@science.doe.gov/202-586-9747) or Marianne Abbott (marianne.abbott@science.doe.gov/202-586-1860).

