

**CERTIFICATION FORM  
FOR NNSA DIRECTIVES**

(Please fill out the form and sign at the bottom. Send questions to [nnsadirectives@nnsa.doe.gov](mailto:nnsadirectives@nnsa.doe.gov))

NNSA Directive Number: \_\_\_\_\_

NNSA Directive Title: \_\_\_\_\_

Expires: \_\_\_\_\_

Office of Primary Interest: \_\_\_\_\_

Point of Contact: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Recommendation: (Initial one of the options below.)

\_\_\_\_\_ Incorporate into existing NNSA Directive (SD/NAP) \_\_\_\_\_

\_\_\_\_\_ Develop new NNSA Directive

\_\_\_\_\_ This NNSA Directive is no longer needed

Comments:

\_\_\_\_\_

Authorizing Signature:

\_\_\_\_\_ Date: \_\_\_\_\_

Print Name and Title:

\_\_\_\_\_

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**Things to consider while reviewing the directive:**

- Is it in compliance with all current statutory and regulatory requirements?
- Are there insufficiencies in the policy that need to be corrected?
- Are there duplicate requirements or responsibilities that need to be removed?
- Contractor Requirements Document (CRD):
  - Should there be a CRD?
  - Does the CRD apply burdensome requirements to NNSA plants, sites, or labs?
  - Does the CRD duplicate requirements in any Department of Energy directives?
- Has there been any reorganization that needs to be reflected in the directive?
- Have there been any DOE orders or NNSA memoranda that make revision of the directive necessary?
- Are there equivalencies or exemptions that need to be incorporated into this directive?
- Have there been audit findings that require changes to be made, or are there corrective actions that will affect this directive?
- Can the contents of the directive be incorporated into an existing or future directives?