



**POLICY FLASH 2007-54**

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**DATE:** August 3, 2007  
**TO:** Procurement Directors  
**FROM:** Office of Procurement and Assistance Policy, MA-61  
Office of Procurement and Assistance Management

**SUBJECT: Merit Review Guide**

**SUMMARY:** This Flash forwards a revised Merit Review Guide, dated August 2007. It has been revised to include an Evaluation and Selection Plan and sample templates for completing this plan. Guidance on the conduct of the reviews was revised to merge the panel and mail review types. This change allows the merit review panel to operate in the most efficient manner: mail, in person, email, teleconference, or combination of any/all of the above.

This Flash 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 Jackie Kniskern at 202-287-1342 or Jacqueline.kniskern@hq.doe.gov.



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