

April 7, 2011

- **TO**: Procurement Directors
- **FROM**: Director, Policy Division Office of Procurement and Assistance Policy Office of Procurement and Assistance Management
- SUBJECT: Updated Reporting Requirement Checklists and Research Performance Progress Report (RPPR)

SUMMARY: Policy Flash 2011-46, transmitted updated copies of the Reporting Requirements Checklist to add coverage for For-Profit audits. This Flash transmits additional updates to the checklists to clarify the submission instructions for the For-Profit audit reports and to make some additional clarifications.

This policy flash is also transmitting a revised Research Performance Progress Report (RPPR) which is an attachment to the Reporting Requirement Checklists for RD&D.

Current awards to for-profit recipients must be modified to replace the current Reporting Requirements Checklist with the appropriate revised version. The revised checklists should be incorporated into awards to other types of recipients in the next modification.

This Flash will be available online at the following website: <u>http://www.management.energy.gov/policy_guidance/policy_flashes.htm</u>.

Questions concerning this policy flash should be directed to Ellen Colligan at 202-287-1776 or <u>ellen.colligan@hq.doe.gov</u>.

Attachments