

ATTACHMENT 1

MERIT REVIEW PANEL APPOINTMENT LETTER

U.S. DEPARTMENT OF ENERGY

MERIT REVIEW APPOINTMENTS

Announcement Number:	_____
Announcement Title:	_____

Being appointed as Selection Official (SO) on behalf of the [Insert Position Title], and having been delegated the authority to appoint Merit Review Panel Members, I hereby appoint the following individuals, along with the attendant duties, for this action as follows:

Name	Duty	Email	Phone	Agency/Company
	Chairperson			DOE
	Co-Chairperson			DOE
	Federal DOE Reviewer			DOE
	Federal DOE Reviewer			DOE
	Federal DOE Reviewer			DOE
	Fed/Non-Fed Peer Reviewer			
	Fed/Non-Fed Peer Reviewer			
	Fed/Non-Fed Peer Reviewer			
	Fed/Non-Fed Peer Reviewer			
	Ex-Officio			

[Selection Official Name]
[Position Title]
Office of [DOE Office]

Date