



Department of Energy
Washington, DC 20585

December 17, 2018

MEMORANDUM FOR DISTRIBUTION
FROM Robert M. Myers 
Director
Contractor Human Resources Policy Division, MA-612
SUBJECT Updated Department of Energy (DOE) Cost Study Manual

The Employee Benefits Cost Study Comparison (Cost Study) supports DOE/NNSA contractors' efforts to attract and retain competent and productive employees while facilitating the achievement of DOE/NNSA missions in a cost effective manner.

The DOE Cost Study Manual, dated December 12, 2018, was updated to reflect recommendations made by the Internal Reform Task Force's Contractor Human Resources Working Group and approved by the Deputy Secretary. The recommendations are described in Acquisition Letter AL-2018-02, Employee Benefits Cost Study. The Cost Study Manual was also updated to provide clarity in other areas where needed.

The Cost Study Manual will be uploaded and can be viewed at this link:

<https://energy.gov/management/downloads/contractor-human-resources-management> .

If you should have any questions, please contact Martin McCaulay at (202) 287-1390 or Martin.McCaulay@hq.doe.gov .

Attachment

