



Department of Energy

Washington, DC 20585

FEB 2 2005

MEMORANDUM FOR DISTRIBUTION

FROM:

SUSAN J. GRANT
DIRECTOR, OFFICE OF MANAGEMENT,
BUDGET AND EVALUATION/CF

SUBJECT:

Updated Information on FY 2006 Roll-Out, February 7, 2005

The purpose of this memorandum is to provide you with an update on the roll-out activities and schedule in accordance with some recent changes.

The Congressional Briefing is still scheduled for 10:00 a.m. in room 366 of the Dirksen Building. The event will be hosted by CI and the CFO. Assistant Secretaries are requested to attend and assist in answering questions.

Please note the following changes to the Press/Stakeholders Events scheduled for Monday afternoon:

The Secretary will make a presentation for **Press only** in the Forrester small auditorium (room GJ-015) from 12:30 – 1:00 p.m. which will include a Q&A session. The event will be broadcast to the Field. Accompanying the Secretary will be the Under Secretary for Nuclear Security, the Associate Deputy Secretary, and the Chief Financial Officer (CFO). The Assistant Secretaries should plan to attend to assist in answering questions.

From 1:15 – 1:45 p.m., the Secretary will give a budget presentation to DOE **stakeholders** in the large auditorium. The press will not attend; however, press will be able to watch and listen from the small auditorium. There will be no Q&A session. Accompanying the Secretary will be the Under Secretary for Nuclear Security, the Associate Deputy Secretary, and the CFO.

There will only be **one set of breakout sessions**. The sessions will be held from 2:00 – 3:00 p.m., and will be open to both **Press and stakeholders**. The location and leads for each session follows:

Room 6E-069	Environmental Quality	EM, RW, EH, LM	Michael Owen
Room 8E-089	Science and Technology	SC	Ray Orbach
Room 1E-245	Energy Resources	EE, FE, NE, TD	David Garman
GE-086 (Lg. Aud.)	National Security	NNSA	Linton Brooks

Each room will have audio/visual equipment available. Any questions on logistics should be directed to Betty Nolan, CI (6-7328).



As a reminder, a copy of each program office's breakout presentation material should be provided to Karen Elwell in the Office of Budget (ME-30), 6-2665 by noon, Friday, February 4.

A **reception for stakeholders** will follow the breakout sessions at 3:15 p.m. and last until 3:45 p.m. The reception will be held in room 1E-245. The Assistant Secretaries are expected to be present at the Secretary's reception.

If you have any questions on this memo, please contact Janis Greene, ME-30, 586-7916.

Distribution:

Office of the Secretary, Chief of Staff
Office of the Deputy Secretary
Office of Under Secretary ESE, Chief of Staff
Office of Under Secretary NNSA
Office of Congressional and Intergovernmental Affairs, CI-1
Office of Public Affairs, PA-1
Office of Management, Budget and Evaluation, ME-1

cc:

Office of Energy Efficiency and Renewable Energy, EE-1
Office of Environment, Safety, and Health, EH-1
Office of Environmental Management, EM-1
Office of Fossil Energy, FE-1
Office of Defense Programs, NA-10
Office of Defense Nuclear Nonproliferation, NA-20
Office of Naval Reactors, NA-60
Office of Nuclear Energy, Science, and Technology, NE-1
Office of Civilian Radioactive Waste Management, RW-1
Office of Science, SC-1
Office of Legacy Management, LM-1
Office of Electricity Transmission and Distribution, TD-1