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U.S. DEPARTMENT OF THE INTERIOR

OFFICE OF SURFACE MINING
RECLAMATION AND ENFORCEMENT
DIRECTIVES SYSTEM

Subject Number: xxx- n/a

Transmittal Number: 864

Date: JUN 21 1996

Subject: Rescission of Directives under Purview of Office of Admin / Div of Financial Mgt

Approval: [signature] **Title: Director**

In accordance with Executive Order 12861, "Elimination of One-Half of Executive Branch Internal Regulations," the directives listed below are hereby rescinded. Review of the directives showed that: (1) the directive was obsolete, or (2) any guidance needed on the subject is readily available through the Departmental Manual, applicable laws or regulations, or handbooks or other guidelines outside the directive system.

SUBJECT NUMBER	SUBJECT
ADS-3	Forms Management Program
ADS-4	Personal Protective Equipment
ADS-11	Administrative Support for Headquarters Units in the Field
ADS-12	Telecommunications Management
FIN-2	ABACIS Operations Manual
FIN-3	Imprest Cashier's Manual
FIN-4	Collection Activities
FIN-6 & FIN-6-2	Preparation of Time and Attendance Report
PER-24 & PER-24-1	Testimony of Employees
TRV-1 & TRV-1-1	Domestic Temporary Duty Travel Policy and Procedures
TRV-2	Foreign Travel
TRV-3	Relocation Travel
OPM-1 & OPM-1-1 & OPM-1-2	Establishment of OSMRE Directive System
OPM-6	Index of OSM Directives
PRC-1	U.S. Small Business Administration Certified 8(a) Program
PRC-2	Hiring Consultants/Experts on OSM Payroll
PRC-3	Small Purchase Procedures
PRC-4	Advance Procurement Planning
PRC-5	Use of Appropriated Funds for Purchase of Seasonal Decorations
PRC-8	Procurement Checklist and Statement of Work Format
PRC-11	Affirmative Action Program for Acquisition of Environmentally Sound and Energy Efficient Products and Services