

U.S. DEPARTMENT OF AGRICULTURE  
WASHINGTON, D.C. 20250

<b>DEPARTMENTAL REGULATION</b>		NUMBER: 5023-1
SUBJECT: Biobased Products Procurement Program	DATE: May 17, 2005	
	OPI: Office of Procurement and Property Management	

1 PURPOSE

This Departmental Regulation sets forth the policy of the Department of Agriculture to increase the purchase and use of biobased products to the extent practicable.

2 DEFINITION

Biobased Product. A product determined by the Secretary of Agriculture to be a commercial or industrial product (other than food or feed) that is composed, in whole or in significant part, of biological products or renewable domestic agricultural materials including plant, animal, and marine materials or forestry materials.

3 ABBREVIATIONS

BBCC Biobased Products and Bioenergy Coordination Council  
BPLC Biobased Products Leadership Council  
CAO/ASA Chief Acquisition Officer/Assistant Secretary for Administration  
FSRIA Farm Security and Rural Investment Act of 2002 (7 U.S.C. 8102)  
USDA Department of Agriculture

DISTRIBUTION

#### 4 POLICY

It shall be USDA's policy to increase the acquisition and use of biobased products consistent with the actions ordered below.

#### 5 BACKGROUND

Section 9002 of the Farm Security and Rural Investment Act of 2002 (FSRIA)(7 U.S.C. 8102) requires USDA to develop and implement a biobased product procurement program designed to increase the purchase and use of biobased products, consistent with applicable provisions of Federal procurement law.

#### 6 RESPONSIBILITIES

- a Secretary's Memorandum 1042-003 established the BPLC. The provisions of the Secretary's Memorandum are made a part of this Departmental Regulation as Appendix A.
- b The BPLC is chaired by the Deputy Secretary of Agriculture and is composed of Deputy Under Secretaries for Farm and Foreign Agricultural Services; Natural Resources and Environment; Research, Education and Economics; and Rural Development, with the CAO/ASA, Chief Economist and BBCC serving in advisory/support roles. The objective of the BPLC is to provide leadership in increasing the acquisition and use of biobased products by USDA agencies and offices.
- c The BPLC shall meet at least twice each fiscal year.
- d The BPLC, with support and guidance from the CAO/ASA, Chief Economist and BBCC, shall promote and further the objectives of the USDA-wide biobased procurement program applicable to all USDA organizations.
- e In addition to the items designated pursuant to FSRIA, the BPLC will promote the acquisition and use of

undesigned biobased items/products, consistent with applicable federal procurement law. Such products must satisfy agency requirements, meet applicable schedule/delivery requirements, and be available at a reasonable price.

- f The BPLC shall ensure actions to promote the USDA biobased product procurement begin during fiscal year 2005. The program shall be reviewed annually, and if needed, these actions revised to ensure that it continues to be relevant in supporting the increased purchase and use of biobased products in USDA.
- g The CAO/ASA shall manage all USDA-wide procurement policy issuances related to biobased procurement consistent with federal procurement law and the decisions of the BPLC.
- h The Chief Economist shall manage policy issuances involving biobased product designation.
- i USDA agencies and offices shall provide the resources necessary to support the increased procurement and use of biobased products.

## 7 BIOBASED PROCUREMENT PROGRAM

- a The USDA biobased procurement program will consist of a biobased product preference program; a biobased product procurement promotion program; and annual review and monitoring of program effectiveness.
- b For a procurement preference to apply, the products/items must first be designated. Once designated, the products/items must be reasonably available, meet performance standards, and be reasonably priced. The preference may be stated in terms of minimum biobased content standards or on the basis of highest percentage of biobased products offered by a vendor.

- c Consistent with agency needs and applicable federal procurement law, the acquisition of biobased products may begin in advance of the actual designation of items.

## 8 ADDITIONAL INFORMATION

Additional information on biobased products is available on the Office of the Chief Economist website at: <http://www.biobased.oce.usda.gov>. Points of contact include: Marvin Duncan, Office of the Chief Economist, (202) 401-0532 or [marvin.duncan@usda.gov](mailto:marvin.duncan@usda.gov), or Mike Green of the Office of Procurement and Property Management, at (202) 720-7921 or [mike.green@usda.gov](mailto:mike.green@usda.gov).

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