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Washington, D.C. 20530

MEMORANDUM FOR BUREAU PROCUREMENT CHIEFS

FROM: James A. Sposato
Procurement Executive

Subject: Establishment of a DOJ Acquisition Career Management Council

I am writing to request your assistance in establishing a permanent DOJ Acquisition Career Management Council. This group will play a major role in the management of training and education programs for the Department's acquisition community:

- It will be a key resource for the Procurement Executive in developing policy in this evolving arena.
- It will act as a forum to exchange ideas and identify your unique needs.
- It will be the primary mechanism by which we may identify and consolidate training and educational needs and thereby maximize our limited budgets.

Because effective participation is critical to the success of the Council, I am asking that you designate an individual, and alternate, who can represent the training and education needs of your organization.

The DOJ Procurement Career Development Program Manager, Dr. Deborah Patrick, will act as chairperson of the Council and coordinate its activities. Please refer the names of your representatives to her by October 2, 1998 as well as any questions you may have. She may be reached on 202/616-3681 or by fax at 202/514-6145.

The first meeting of the Council will be convened in early October. The initial task of the Council will be to identify training and education needs and resources for the coming year with the goal of consolidation and coordination of efforts. Thank you for your cooperation.