



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

OFFICE OF FEDERAL
PROCUREMENT POLICY

February 13, 2008

**MEMORANDUM FOR CHIEF ACQUISITION OFFICERS
AGENCY SENIOR PROCUREMENT EXECUTIVES**

FROM:

Paul A. Denett
Administrator

SUBJECT:

Federal Acquisition Regulation Award

I am pleased to announce the third annual award to recognize significant contributions to the Federal Acquisition Regulation (FAR) rulemaking process. This award program, established in 2005 and sponsored by the Office of Federal Procurement Policy (OFPP) and the Chief Acquisition Officers Council (CAOC), recognizes individuals who made a significant contribution to the FAR process in fiscal year (FY) 2007.

The acquisition rulemaking process ensures that FAR changes accurately implement legislation, OFPP policy letters, executive orders, and other directives while balancing government and industry concerns. This important process is very arduous and time consuming, and the dedicated work of your acquisition professionals is critical to the success of the process.

The attached materials provide complete information on award eligibility and selection criteria. This information is also available online at www.caoc.gov. Please share this announcement with appropriate agency personnel.

Nominations are due to OFPP by Friday, April 4, 2008. If you have any questions, you may contact Julia Wise on jwise@omb.eop.gov or (202)395-7561. Thank you supporting this program and helping us to recognize outstanding acquisition professionals who go above and beyond to support the FAR rulemaking process.

Attachments

1. Nomination Requirements
2. Nomination Form

Federal Acquisition Regulation (FAR) AWARD

Nomination Requirements

Purpose: The purpose of this award is to recognize individuals who provided significant contributions to the FAR rulemaking process to ensure clear, effective, timely, and well-written regulations are developed and incorporated into the FAR.

Significant contributions include: effectively leading a team that successfully processed clear and consistent rules in a timely manner, leading public meetings, providing valuable feedback on FAR changes, attending FAR team and working with the team to develop a good document, volunteering to work on and complete team documents (committee reports, federal register notices, FAR text, disposing of comments, etc), organizing and leading small groups to explore complex acquisition issues, effectively representing agency positions on teams, and cooperating with all levels of the FAR rulemaking process to ensure the FAR provides clear and consistent direction to the acquisition community.

Eligibility: To be eligible for this award, candidates must:

- Have made a significant contribution to the FAR rulemaking process during fiscal year (FY) 2007. To nominate under this category the individual must have participated on one of the following teams:

(1) **Standing FAR Teams**. The six standing FAR teams (Acquisition Strategy, Implementation, Finance, Law, Technology, and the Small Business) are responsible for complex cases involving their assigned FAR Parts. Core members and rotational members are eligible for this award.

(2) **Ad Hoc Teams**. Ad hoc teams are established to handle specialized or unique FAR cases.

Nomination Process: Each nomination package must include the attached Nomination Form with a written justification, not to exceed 5 pages, demonstrating the nominee's significant contribution to the FAR rulemaking process in FY 2007. Each nomination must be approved by the nominee's supervisor and submitted on signed agency letterhead to OFPP, Attn: Julia Wise, 725 17th Street, Room 9013, Washington, DC 20503 by Friday, April 4, 2008. Nominations can also be faxed to Ms. Wise at (202)395-5105.

Award Selection Process: OFPP, in consultation with the Defense Acquisition Regulations Council Chair and the Civilian Agency Acquisition Council Chair, will make a final award decision. The award recipient will be honored at an award ceremony in FY 2008.

Federal Acquisition Regulation (FAR) AWARD

Nomination Form

Please type all information requested below.

1. Nomination

State the name and title of the nominee.

State the name and title of the individual submitting the nomination.

State the FAR change and provide a description of the outstanding and significant work contribution provided by the nominee. (The description should be limited to 5 pages and attached to this form.)

2. Contact person for the nomination, if further information is needed.

Name and Title: _____

Agency Name and Address: _____

Telephone No.: _____ *Fax No.:* _____

E-mail _____

3. Supervisor Name, Title, Telephone Number, and e-mail address:
