

PPD ALERT

JWOD Procurement List for Awards Recognition and Imprinted SKILCRAFT Products

Customized business products have been added to the Javits-Wagner-O-Day Act (JWOD) Procurement List. The items are covered in the "Impressions" catalog and provides a quick and easy way to buy customized items such as mouse pads, binders, office accessories, stamps, pens, pencils, and imprinted paper products. Remember to design the custom look using downloadable art, symbols, and visual management guides available at the Office of Communications, Design Center at the following website: <http://www.usda.gov/agency/oc/design/resources.html>.

Customized awards and recognition memorabilia are also available from the JWOD Procurement List through the "Awards and Recognition" catalog. They are the perfect solution for recognizing an outstanding accomplishment, a significant milestone, or symbolize special appreciation. Plaques and executive recognition products are also available for a memorable or special presentation. Awards and recognition memorabilia are available under Federal Supply Schedule Group 75 Part II, Section B from the Lighthouse for the Blind.

"Impressions" and "Awards and Recognition" catalogs are available from the USDA Office of Procurement and Property Management on 202-720-8484 or the Seattle Lighthouse for the Blind on 800-799-0402.

Please notify your fund holders and purchase card holders of this mandatory source of awards and recognition memorabilia. Also, remind them that the purchase of these items from sources other than the JWOD Program is not authorized. See FAR Subpart 8 and PPD Policy Memoranda No. 8-03, Mandatory Sources of Supplies or Services, dated September 15, 2001, which outline the requirements for the purchase of these items.

The JWOD Program creates training and employment opportunities for people who are blind. These products satisfy the agency's need and also fulfills a socio-economic need.

ISSUE DATE: September 4, 2001

PPD POLICY ALERT NO. 2001-018