



POLICY FLASH 2007-16

POLICY FLASH 2007-16

DATE: January 12, 2007
TO: Procurement Directors
FROM: Office of Procurement and Assistance Policy, MA-61
Office of Procurement and Assistance Management

SUBJECT: Guidance on the Department of Energy Subcontracting Program

The Office of Small and Disadvantaged Business Utilization (OSDBU) has recently placed the following document on its Small Business Professionals Community Website: Guidance on the Department of Energy Subcontracting Program.

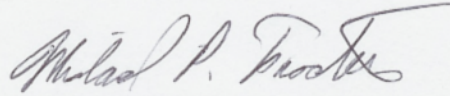
This guidance highlights the oversight responsibility of the OSDBU and its role in ensuring that DOE involves all elements in enhancing its small business subcontracting program. It identifies the roles, responsibilities, and the interaction of personnel, as they implement the departmental small business subcontracting program.

The instructions for accessing the website are as follows:

1. Log on to <https://hqinc.doe.gov/registration>
2. If you have registered for this database, click "Secure Login." (If you forgot your password, click on "Forgot Password" and the system will assign a new password.)
 - (a) Type in "User Name" and "Password"
 - (b) Next page will indicate "List of Common Actions;" click on "Small Business Repository"
 - (c) Next page will list the documents contained in the Repository; click on "Subcontracting Guidelines."
3. If you have not registered for this database, click "Request a New Account." Then, follow the instructions for numbers 2(a); (b); and (c).
4. If there are problems with logging on, contact the system administrator, John Shea, (202) 586-7898.

This Flash 2007-16 will be available online within a day, at the following website:
<http://professionals.pr.doe.gov>.

Questions regarding this Policy Flash may be directed to Stephen Zvolensky at
Stephen.zvolensky@hq.doe.gov or (202) 287-1307.

A handwritten signature in black ink, appearing to read "Michael P. Fischetti". The signature is fluid and cursive, with a prominent flourish at the end.

Michael P. Fischetti, Director
Office of Procurement
and Assistance Policy, OMBE