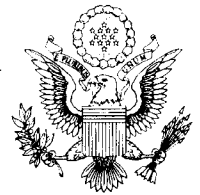


February 8, 2005



SUBJECT: Implementation of Strategy within the Broadcasting Board of Governors/International Broadcasting Bureau (BBG/IBB) to Provide Increased Contracting Opportunities to Small Businesses Owned and Controlled by Service-Disabled Veterans

REFERENCE: Office of Management and Budget January 12, 2005 Memorandum for Heads of Executive Departments and Agencies; Subject: Contracting with Service-Disabled Veterans' Businesses (Executive Order 13360)

Messrs Gerich and Koppel:

The Broadcasting Board of Governors/International Broadcasting Bureau (BBG/IBB) is herein responding the subject memorandum's request to provide the agency's strategy to (1) significantly increase its contracting and subcontracting with small businesses owned and controlled by service-disabled veterans; (2) designate a senior-level official to be responsible for developing and implementing the agency's strategy; and (3) ensure annual progress reporting to the Small Business Administration (SBA). Pursuant to Attachment B to the referenced memorandum, below is the IBB response.

Department or Agency:

On October 1, 1999, the Broadcasting Board Governors (BBG) became an independent, autonomous entity responsible for all U.S. Government and government sponsored, non-military, international broadcasting. While the "Broadcasting Board of Governors" is the legal name given to the Federal entity encompassing all U.S international broadcasting services, the day-to-day broadcasting activities are carried out by the individual BBG international broadcasters: the Voice of America (VOA), Alhurra, Radio Sawa, Radio Farda, Radio Free Europe/Radio Liberty (RFE/RL), Radio Free Asia (RFA), and Radio and TV Martí, with the assistance of the International Broadcasting Bureau (IBB).

Designated Senior-level Official:

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Agency Strategy:

The BBG/IBB will take the following actions to promote contracting and subcontracting with small businesses owned and controlled by service-disabled veterans:

1. The Senior-level Official designated above will conduct in-house training workshops to: (a) train agency personnel on the requirements of Executive Order No. 13360 and (b) promote the award of contracts to small businesses owned and controlled by service-disabled veterans.

2. The Senior-level Official designated above will work with individual contract specialists to determine appropriate contracts which could be set-aside exclusively for small businesses owned and controlled by service-disabled veterans.

3. The BBG/IBB's Office of Small and Disadvantaged Business Utilization (OSDBU) will continue to work with small businesses owned and controlled by service-disabled veterans to ensure understanding of FAR Subpart 4.11 entitled "Central Contractor Registration" and the benefit to contractors of maintaining an accurate and complete profile within the CCR.

4. The Agency will continue to participate in Washington DC area public Vendor Fairs (e.g., the annual OSDBU Procurement Conference) and other public forums to provide assistance to small businesses owned and controlled by service-disabled veterans.

5. The Senior-level Official designated above will track FPDS data throughout the Fiscal Year in order to monitor contract awards to small businesses owned and controlled by service-disabled veterans and provide recommendations to senior level Agency personnel as necessary to ensure successful implementation of Executive Order No. 13360.