



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

OFFICE OF FEDERAL  
PROCUREMENT POLICY

March 2, 2007

MEMORANDUM FOR CHIEF ACQUISITION OFFICERS  
SENIOR PROCUREMENT EXECUTIVES

FROM:

Paul A. Denett  
Administrator

SUBJECT:

Establishment of the Federal Acquisition Regulation Small  
Business Team

On February 8, 2007, the Federal Acquisition Regulatory Council agreed to establish a Federal Acquisition Regulation (FAR) Small Business Team. The purpose of this Team is to focus on small business issues and to coordinate with the Small Business Administration (SBA) on concurrent SBA and FAR rulemaking.

The team will be established immediately. Ms. Debbie Tronic from the Department of Defense (DoD) will serve as the Chair, and Ms. Rhonda Cundiff from the General Services Administration (GSA) will serve as the Deputy Chair. The Team will consist of small business experts from DoD, GSA, SBA, National Aeronautics and Space Administration, and at least two other civilian agencies. The Office of Federal Procurement Policy (OFPP) small business expert will actively participate on the Team as an advisor. The Team will work with SBA and OFPP to establish a cooperative rulemaking process that includes the following general guidelines:

1. SBA will work with the Team to identify, as early as possible in the regulatory process, any of its regulations that may require simultaneous implementation in the FAR. The Team will review and consider the SBA regulations during the FAR rulemaking process.
2. OFPP will determine whether simultaneous publication in the FAR is required and will coordinate publication as necessary. To the maximum extent practicable, OFPP, SBA and the Team will pursue simultaneous publication of regulations.
3. The Team will function in the same manner as the other five FAR Teams (Acquisition Strategy, Implementation, Finance, Law, and Technology), but will focus solely on small business rules.

The establishment of this new Team will synchronize the SBA and the FAR rulemaking processes. This will yield greater consistency and more seamless direction and guidance for the acquisition community.