




DEPARTMENT OF THE TREASURY  
WASHINGTON, D.C. 20220

Acquisition Procedures  
Update (APU)  
2010-6  
November 22, 2010

MEMORANDUM FOR BUREAU CHIEF PROCUREMENT OFFICERS

FROM: Thomas A. Sharpe, Jr.   
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Office of the Procurement Executive

SUBJECT: **Inclusion of Annual Due Date for Bureau Competition Advocate Reports**

**Purpose:** This APU is to include an annual due date for Bureau Competition Advocate (BCA) reports. BCAs are required to submit their respective reports to the Office of the Procurement Executive (OPE) no later than January 31 of every calendar year.

**Effective Date:** This DTAP change is effective December 1, 2010.

**Background:** Neither FAR 6.502 – Duties and Responsibilities of BCAs, nor DTAP 1006.502 of the same title has an explicit due date for the submission of annual reports. FAR 6.502 (b) (2) simply states that the "...BCA should prepare and submit an annual report to the agency senior procurement executive and the chief acquisition officer in accordance with agency procedures..."

OPE is clarifying the due date by specifying January 31 each calendar year.

**DTAP Updates:**

Accordingly, paragraph (a) of DTAP 1006.502 is revised as follows:

**1006.502 Duties and responsibilities.**

(a) By January 31 each year, Bureau competition advocates must submit an annual report to the Departmental Competition Advocate for the previous fiscal year containing these minimum reporting elements: