



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY MEDICAL RESEARCH AND MATERIEL COMMAND
AND FORT DETRICK
810 SCHREIDER STREET
FORT DETRICK, MARYLAND 21702-5000

MCMR-AAU

10 APR 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum 2013-68, US Army Medical Research and Materiel Command (USAMRMC) and Fort Detrick Office of Small Business Programs (OSBP)

1. References.

a. Department of Army Policy 03-12, The Army Small Business Program, 18 October 2012 (Encl).

b. DoDD 4205.1, DoD Small Business Programs, 10 March 2009.

2. History. This is an updated version of Command Policy 2012-68.

3. Purpose.

a. Provide information and guidance for implementing the Small Business (SB) Program's statutory and regulatory requirements within the USAMRMC and Fort Detrick. The term SB Program includes the following: SB, Veteran-Owned Small Business, Service Disabled Veteran-Owned Small Business, Historically Underutilized Business Zone Small Business, Small Disadvantaged Business, Women-Owned Small Business, Historically Black Colleges and Universities and Minority Institutions (HBCU/MI), Department of Defense Pilot Mentor-Protégé Program, and the Native American Incentive Program.

b. Implement authority (Section 252 of the National Defense Authorization Act for Fiscal Year 2010) to enhance participation of covered institutions among HBCU/MI in defense research programs.

c. Provide information and guidance for implementing Department of Army (DA) Policy Letter 03-12. The DA Policy Letter 03-12 establishes the criteria for the appointment in writing of full-time SB personnel. Contracting activities whose total annual purchases exceed \$100 Million for US business concerns shall appoint full-time SB personnel, which shall not be subject to the control or direction of contracting or

*This supersedes Command Policy Memorandum 2012-68, 12 Dec 12.

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technical personnel. Full-time SB personnel shall report directly to, and be supervised and rated by, the Head of the Contracting Activity or second in command, and shall perform the SB Specialists functions at that activity.

4. Applicability. This policy is in accordance with DoDD 4205.1 and DA Policy Letter 03-12.

5. Policy. The USAMRMC and Fort Detrick OSBP is committed to maximizing SB opportunities in support of the warfighter as the US Army continues to transform. We will continue to empower, educate, and encourage small business firms to compete for procurements that they can perform to the extent consistent with the Government's interest.

6. Responsibilities. Identified at Reference 1a.

7. The point of contact for this action is the Associate Director, OSBP, at 301-619-2471 or DSN 343-2471.

FOR THE COMMANDER:

Encl
as


RICHARD P. STARRS
Colonel, MS
Chief of Staff

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