

June 19, 2003

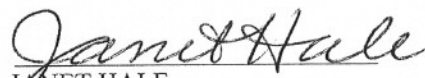
DEPARTMENT OF HOMELAND SECURITY (DHS)
SMALL BUSINESS PLEDGE
IN SUPPORT OF PRESIDENT BUSH'S SMALL BUSINESS AGENDA

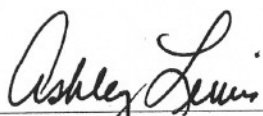
In support of the President's small business agenda, DHS will provide maximum practicable opportunities in our acquisitions to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. We also pledge to promote opportunities for these businesses to participate as subcontractors in the contracts awarded by DHS, consistent with efficient contract performance.

This small business acquisition policy is a shared responsibility among all DHS employees involved in the acquisition process. Through a unified team approach involving senior management, small business personnel, acquisition personnel, and technical/program staff, we can support both our critical national mission and the important public policy objective of small business inclusion in our acquisition program.

We will demonstrate our commitment to the President's small business agenda by taking the following specific actions by September 30, 2003:

- Establish the DHS Office of Small and Disadvantaged Business Utilization (OSDBU) in accordance with the Small Business Act.
- Work closely with the Small Business Administration (SBA) Procurement Center Representative assigned to DHS in the support of the federal small business acquisition program.
- Identify a small business specialist in each component procurement office.
- Develop and maintain a DHS small business procurement assistance website.
- Host a quarterly small business introductory workshop on how to do business with DHS
- Host a monthly small business vendor outreach session and commit to active participation DHS-wide.
- Participate in other small business outreach events such as Congressionally-sponsored, trade association-sponsored, industry-sponsored, and SBA-sponsored conferences, seminars, and workshops.
- Prepare and publish a Forecast of Contract Opportunities at the beginning of each fiscal year.
- Develop a DHS mentor-protégé program designed to link experienced large business mentors with developing small business protégés.
- In consultation with SBA, negotiate DHS-wide and individual component small business goals.
- Submit quarterly bundling reports to the Office of Federal Procurement Policy on efforts to unbundle contracts and mitigate the effects of necessary and justified contract bundling.
- Agree to have DHS small business procurement participation as part of our performance plans
- Accept the President's challenge to strike an appropriate balance between operational efficiency, opportunity, and fairness and make small business procurement participation part of the DHS culture in support of our national mission.


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