AbilityOne Program

References: Refer to Enclosure 1.

1. PURPOSE.

   a. This DLA Instruction describes the processes and procedures that the Office of Small Business Programs (DB) uses to support the Department of Defense (DOD) member of the Presidentally appointed Committee for Purchase From People Who Are Blind or Severely Disabled (Committee).

   b. The purpose of the AbilityOne Program is to ensure that the Government purchases supplies and services on the mandatory Procurement List from AbilityOne participating agencies, if they are available within the period required.

2. APPLICABILITY. This DLA Instruction applies to all HQ DLA and DLA PLFAs.

3. POLICY. It is DLA policy to support the AbilityOne Program by developing and participating in efforts to increase employment and training opportunities for people who are blind or have other severe disabilities through the purchase of AbilityOne supplies and services from nonprofit agencies that employ such individuals. DLA activities must work with AbilityOne nonprofit agencies in a spirit of cooperation to ensure that the highest quality supplies and services are provided to DLA customers.

4. RESPONSIBILITIES. Refer to Enclosure 2.

5. PROCEDURES. Additional information is located at Enclosure 3.

   a. DB will:

      (1) Upon receiving recommendation of new DOD Committee member from DLA Director, prepare White House correspondence package for signature by the President nominating the replacement.

      (2) Prepare letter of resignation from the current DOD Member of the Committee to the President.

      (3) Prepare Executive Summary for the DLA Director to transmit action memorandum from the Under Secretary of Defense (AT&L) to the Secretary of Defense.
(4) Prepare Action Memorandum from the Under Secretary of Defense (AT&L) to the Secretary of Defense transmitting Memorandum for the President.

(5) Prepare Memorandum for the President from the Secretary of Defense nominating the DOD Member to serve on the President’s Committee.

6. **EFFECTIVE DATE**  March 31, 2003

   COL Thomas M. Laffey, USAF
   Director, DLA Enterprise Support
References

3. Committee For Purchase From People Who Are Blind or Severely Disabled (Committee) Regulations, 41 CFR, Chapter 51 http://www.gpoaccess.gov/cfr/index.html
4. FAR Subpart 8.7-Acquisition from Nonprofit Agencies Employing People Who Are Blind or Severely Disabled http://www.arnet.gov/far/
5. DFARS Subpart 208.7-Acquisition from the Blind and Other Severely Disabled http://farsite.hill.af.mil/VFDFARA.HTM
Enclosure 2
Responsibilities

a. DB will:

(1) Act as liaison between the Committee, DOD Member, and agency personnel on AbilityOne Program issues.

(2) Prepare memoranda and/or letters of support for the AbilityOne Program.

(3) Attend AbilityOne meetings and events, such as periodic meetings held for AbilityOne Liaisons or monthly Committee Meetings, and annual AbilityOne training conferences sponsored by National Industries for the Blind (NIB) (http://www.nib.org) and NISH (http://www.nish.org).

(4) Sponsor and support annual “National Disability Employment Awareness” events.

(5) Analyze, coordinate and make recommendations on proposed additions and deletions to the mandatory Procurement List, where appropriate, for vote by the DOD Committee Member.

b. DLA Primary Level Field Activities shall:

(1) Provide assistance to NIB, NISH, and their affiliates in identifying new products and/or services based on nonprofit agency manufacturing, production, surge capabilities, available resources, supervisory experience, detailed manufacturing plans, financial and pricing data, and other pertinent factors.

(2) Establish effective control mechanisms to monitor and ensure timely completion of AbilityOne Program administration.

(3) Work with the Committee, NIB, and NISH to establish joint marketing ventures to inform customers of AbilityOne products and services.

(4) Provide information and assistance to the Committee concerning new item additions to the Procurement List. Information requests include procurement history and forecasts, technical data, commercial equivalents, etc. Encourage efforts to expand the industrial base by establishing more than one actively producing nonprofit agency for all items that have annual requirements of sufficient magnitude to justify production by multiple agencies.

(5) Establish procedures to review Procurement List items identified as War Stopper, Military Mobilization, or Critical Life Support.
(6) Perform outreach activities in support of the AbilityOne Program by conducting training sessions, attending conferences and seminars, counseling AbilityOne affiliates, and working with the staffs of NIB and NISH.

(7) Meet with Committee, NIB, NISH, and affiliate staff as required.

(8) Recognize exemplary performance by DOD employees in supporting the AbilityOne Program, or by an AbilityOne affiliate in support of the DOD mission, and arrange for appropriate recognition.

(9) Provide input to DB on proposed additions/deletions to the Procurement List, when it is a DLA managed item.
Pursuant to Public Law 92-28, the Committee consists of 15 presidential appointed members, including representation from each of the three Services and DOD. Since DLA is the largest purchaser of blind and severely disabled products, the Office of the Secretary of Defense has historically called upon DLA to represent DOD, although this is not formalized in any Departmental documentation.