**DEPARTMENT OF THE AIR FORCE**
**WASHINGTON, DC**

30 SEP 2003

MEMORANDUM FOR ALMAJCOM/FOA/DRU

FROM: SAF/AQC
1060 Air Force Pentagon
Washington DC 20330-1060

SUBJECT: Air Force Observance of National Disability Employment Awareness Month

October is National Disability Employment Awareness Month, and the perfect time to celebrate the Javits-Wagner-O'Day (JWOD) Program. The Federally-mandated JWOD Program, administered by the Presidentially appointed Committee for Purchase From People Who Are Blind or Severely Disabled (the Committee), requires Government organizations to purchase specific products and services from its community-based nonprofit agency partners. This unique Federal procurement program currently employs nearly 40,000 Americans who are blind or have severe disabilities, enabling them to lead more productive and independent lives. The Air Force has continued to actively support the JWOD Program throughout the years, and is currently the largest JWOD services customer of all Federal agencies, awarding more than $149 million in FY02.

Products available under the JWOD Program include a wide range of office supplies, cleaning products, hardware items, medical/surgical products and textiles. The mandatory items are listed at the JWOD Program website: www.jwod.gov. In addition, items are distributed through GSA Advantage and GSA Global Supply online shopping services (www.gsaadvantage.gov, www.gsaglobalsupply.gov); military base supply centers; JWOD.com and other authorized commercial distributors (please see www.jwod.gov/distributors for a complete listing). In addition a variety of custodial, grounds maintenance, food service, telecommunications, postal and other services are available through contracting with JWOD-affiliated nonprofit agencies. Our Air Force experience with these JWOD product and service providers has been extremely positive overall, prompting many of our Air Force activities to seek even greater opportunities to promote JWOD contracting efforts.

Contracting activities are reminded that the requirement to buy JWOD products applies to any dollar amount. Government purchase card (GPC) holders--like all other Federal employees--are required to buy JWOD products and should not use their purchase cards to buy items that are essentially the same as JWOD-mandated products at local commercial businesses unless the products required are not available through the JWOD Program when needed.

Information about the JWOD Program, its participating nonprofit agencies and the products and services they provide can be obtained by going to www.jwod.gov or by calling Eric Beal (703) 603-7743 or Annmarie Hart-Bookbinder (703) 603-0174 of the Committee staff. In addition, FAR 8.7, Acquisition from Nonprofit Agencies Employing People Who Are Blind or

Severely Disabled, prescribes the policies and procedures for implementing the JWOD Act, and the rules of the Committee.

To ensure continued proactive support of the JWOD Program, we ask that all Air Force major commands (MAJCOMs) identify a point of contact (POC) for the Program. This will help ensure that the Air Force is able to disseminate the latest information and changes that affect the Program, as well as obtain MAJCOM JWOD contracting information. Submit POC name, organization, phone number and email information to our Air Force JWOD Liaison, Ms. Kathy James, (703) 588-7012, email: Kathleen.james@pentagon.af.mil

We strongly encourage your support of the JWOD Program and employment opportunities for Americans who are blind or have other severe disabilities. Increased awareness of the contributions made by this underutilized population will mutually benefit these hard-working citizens and is extremely important as it enables the Air Force to meet mission requirements while providing vital support to the local nonprofit agency communities. Please ensure widest possible dissemination of this memorandum to your buying activities and GPC cardholders.

CHARLIE E. WILLIAMS, JR.
Deputy Assistant Secretary (Contracting)
Assistant Secretary (Acquisition

RICK BEAMAN
Air Force Presidential Appointee to the
Committee for Purchase from
People Who Are Blind or Severely
Disabled