

How to Engage MEP Supplier Scouting

Government and commercial entities with supply chain needs who would like to utilize the MEP National Network™ (MEPNN) Supplier Scouting service should complete an MEP Supplier Scouting Opportunity Synopsis form and submit it to scouting@nist.gov.

The NIST MEP Supplier Scouting team will assist the organization that has the supply need to complete the MEPNN Supplier Scouting Opportunity Synopsis, developing a clear and concise description of the technical and business aspects of the item being sought so the MEPNN can identify and assist U.S. manufacturers across the nation who can supply the item(s). The MEP Supplier Scouting Opportunity Synopsis form should be completed fully to provide robust information about the supply need and, in turn, increase the quality of results returned by the MEP Supplier Scouting process.

Once the MEP Supplier Scouting Opportunity Synopsis is complete and ready to scout, NIST MEP will disseminate it to MEP Centers in every state and Puerto Rico who will conduct a nationwide search for U.S. manufacturers with the capabilities, capabilities, and business interests to supply the item being sought. MEPNN Supplier Scouting typically takes 30 days to return results. The results will be summarized in a report delivered by NIST MEP to the organization that submits the supply need.

NIST MEP requests that organizations follow-up with outcomes that are a result of a MEP Supplier Scouting instance 30-days after results are reported to track actions taken by the submitting organization / supply chain as a result of the MEP Supplier Scouting. This is a very important aspect of MEP Supplier Scouting that allows the MEP Program to measure the impacts of MEP Supplier Scouting, inform MEP Centers that conduct scouting how their results are utilized, and provide status to the U.S. manufacturing companies that are identified as potential suppliers.

For MEP Supplier Scouting needs that are limited to state-based identification of potential manufacturers within an individual state, versus on a national scale, please contact the [local MEP Center for that state](#).

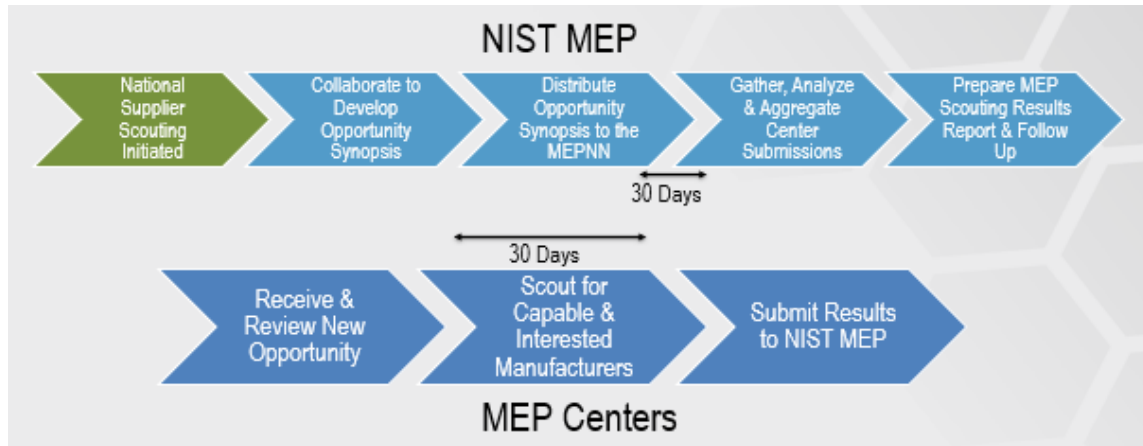
Additional Information

For over a decade, MEPNN Supplier Scouting has been identifying and connecting U.S. manufacturers that have relevant production capabilities and capacities with government and commercial supply chain needs on a national scale. MEP Centers in every U.S. state and Puerto Rico can then also assist those manufacturers in delivering the needed products. MEP Supplier Scouting facilitates interactions between top-of-supply chain companies and government agencies and U.S. small and medium-sized manufacturers (SMMs) to help identify new suppliers to domestically produce hard-to-source items. Working with various top-of-supply chain entities, NIST MEP distributes information about supply chain procurement needs to U.S. manufacturers, through MEP Centers, on a national scale.

MEP Supplier Scouting Process

MEPNN Supplier Scouting leverages MEP Centers' extensive relationships and knowledge of U.S. manufacturer capabilities to identify manufacturers across the U.S. who can meet most manufacturing supply chain needs of commercial entities and government agencies. To engage with MEPNN Supplier Scouting, a company or government agency needs to have a clear and

concise description of the item(s) being sought, as well as detailed information about the supply opportunity's business case. (i.e. volume, target price, shipping location, etc.). NIST MEP's Supplier Scouting team has developed an opportunity synopsis form to assist with gathering this information.



When the synopsis is complete, the NIST MEP Supplier Scouting team uses a platform that is internal to the MEP Program to distribute the synopsis to hundreds of MEP Center Supplier Scouting points of contact in every U.S. state and Puerto Rico to search for companies that have the capability, capacity, and interest in producing the item being sought. MEP Center scouts use their Center's best practices to search for manufacturers to produce the item. A matched manufacturer can be an exact match (makes the exact item being sought) or a partial match. Partial matches fall into 4 categories:

- the manufacturer has produced the item in the past and could produce it again
- the manufacturer currently possesses the capability and capacity to produce the item
- the manufacturer currently produces a similar item
- the manufacturer possesses relevant capability to allow production of the item with minimal retooling

Matched manufacturers are submitted by MEP Centers to the NIST MEP scouting team via an online form using the same internal-to-the MEP Program platform that is used to disseminate synopses to MEP Center scouts. The information collected includes company name, contact information, as well as product lines and relevant information. Submitted results are aggregated into a report and presented to the organization requesting the search.

The MEP Supplier Scouting report provides a summary of the results including the number of exact and partial matches and the states in which matches are located. The remainder of the report provides a list of matched manufacturers that were submitted by MEP Centers, along with the MEP Center staff contact information that submitted results. The report concludes with recommendations and next steps.

NIST MEP makes no claim that the report represents all capabilities in the U.S. to produce an item. The organization requesting this information will need to vet the identified manufacturers to determine whether they are a good fit to meet the supply need. In most cases, MEP Center staff has established business relationships with the identified manufacturers. Contacting the MEP Center staff who submit the matches is highly encouraged and can be beneficial in facilitating interactions.