



UNITED STATES DEPARTMENT OF COMMERCE  
Chief Financial Officer  
Assistant Secretary for Administration  
Washington, D.C. 20230

October 13, 2004

## PROCUREMENT MEMORANDUM 2004-05

### INFORMATION

MEMORANDUM FOR Heads of Contracting Offices

FROM: Michael S. Sade /Signed/  
Director for Acquisition Management  
and Procurement Executive

SUBJECT: JAVITS-WAGNER-O'DAY PROGRAM and 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. Created in 1938, this unique federal procurement program currently employs 42,000 Americans who are blind or have other severe disabilities, enabling them to lead more productive and independent lives. While providing work for people with severe disabilities, federal contracts placed under the JWOD Program provide government personnel with quality products and services at reasonable prices.

The purchase of JWOD products and services by Federal customers helps battle the 70 percent unemployment rate faced by this untapped labor source. The Department of Commerce (DoC) has a long tradition of supporting the JWOD Program. The JWOD Program uses the purchasing power of the Federal Government to buy products and services from participating state and private nonprofit agencies dedicated to training and employing individuals with disabilities. Let us celebrate by continuing our support of the JWOD Program through its contracts.

The JWOD Program is a statutorily mandated source. We must ensure that we properly procure mandatory items from JWOD in accordance with FAR 8.7, and that we fully capitalize on opportunities to utilize the JWOD Program. 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](http://www.jwod.gov). In addition a variety of custodial, grounds maintenance, food service, telecommunications, postal and other services are available through contracting with JWOD affiliated nonprofit agencies.

As the presidentially appointed DoC representative to the Committee for Purchases from People who are Blind or Severely Disabled, the Federal Activity that administers the

JWOD Program, I encourage you to support the JWOD Program through your organization's contracts. Contracting activities are also reminded that the requirement to buy JWOD products applies to any dollar amount. In particular, DoC purchase card users must buy items furnished by the JWOD Program before considering other commercial sources.

For more information, updates and answers to frequently asked questions regarding the JWOD Program, visit website [www.jwod.gov](http://www.jwod.gov). Should you have any questions, please feel free to contact me on (202) 482-4248.

cc: LaJuene Desmukes, OSDDBU