

**DATE:** November 4, 2011

**TO:** Procurement Directors

FROM: Director ( )

Contract and Financial Assistance Policy Division

Office of Policy

Office of Procurement and Assistance Management

**SUBJECT:** Accelerating Payment to Small Businesses for Goods and Services

**SUMMARY:** With reference to Policy Flash 2012-02, Acquisition Guide Chapter 32.1 - Reviewing and Approving Contract Invoices, and OMB Memorandum M-11-32, "Accelerating Payment to Small Businesses for Goods and Services," established an Executive Branch policy to pay small business invoices as quickly as practicable, with a goal of paying within 15 days. Acquisition Guide Chapter 32.1 – Reviewing and Approving Contract Invoices implements this policy. See the attachment with the DOE response to OMB memorandum.

This flash may be viewed at <a href="http://energy.gov/management/office-management/operational-management/procurement-and-acquisition/policy-flashes">http://energy.gov/management/office-management/operational-management/procurement-and-acquisition/policy-flashes</a>.

Questions concerning this policy flash should be directed to Jason Taylor of the Office of Contract and Financial Assistance Policy Division, Office of Policy, Office of Procurement and Assistance Management at (202) 287-1945 or <a href="mailto:jason.taylor@hq.doe.gov">jason.taylor@hq.doe.gov</a>.

Attachment