



16 May 1997

Contracting

SMALL BUSINESS PROGRAMS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ AFRC/LGC
(John A. Pacosa)
Supersedes AFI 64-201, 25 July 1994, and AFI
64-201/AFRES Sup,
5 September 1995

Certified by: HQ AFRC/LG
(Brig Gen Alan H. Bruce)
Pages: 2
Distribution: F

This supplement implements and extends the guidance of Air Force Instruction (AFI) 64-201, 1 January 1997. The AFI is published word-for-word without editorial review. Air Force Reserve Command supplementary material is indicated by "(AFRC)" in boldface type. This supplement describes Air Force Reserve Command procedures to be used in conjunction with the basic instruction. Upon receipt of this integrated supplement discard the Air Force basic.

SUMMARY OF REVISIONS

This revision changes AFRES to AFRC throughout and adds the title of the RCS Report in paragraph 3.3.1. A (I) indicates revisions from previous edition.

2.2. At HQ AFRC, the Director of Small Business is located in the Contracting Division, Directorate of Logistics.

3.2. At AFRC field activities with contracting offices, the Operational Contracting Officer is appointed as the Unit Small Business Specialist. After the appointing official (Installation Commander) executes the certificate of appointment, send it through HQ AFRC/LGC to the office of the Air Force Director of Small and Disadvantaged Business Utilization for signature.

3.3.1. (Added) Keep monthly statistical records of program accomplishments using available contract reports (DD Form 350, Individual Contracting Action Report (over \$25,000); DD Form 1057, Monthly Contracting Summary of Actions \$25,000 or Less; and RCS:DD-A&L(M)1015), Final Monthly Contracting Summary of Actions \$25,000 or Less. These records should include:

3.3.1.1. (Added) Total dollars awarded to large and small businesses.

3.3.1.2. (Added) Total dollars awarded to small business.

3.3.1.3. (Added) Percentage of dollars awarded to small business for each DoD claimant program.

3.3.1.4. (Added) Total dollars awarded to small disadvantaged businesses.

3.3.1.5. (Added) Total dollars awarded to women-owned businesses.

3.3.1.6. (Added) Total dollars awarded to Historically Black Colleges and Universities/Minority Institutions (HBCUMI).

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