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O+M

6 JAN 1988

MEMORANDUM FOR: Chief, Procurement Division, OL
Chief, Supply Division, OL

FROM: John M. Ray
Director of Logistics

SUBJECT: Transfer of Small Purchases Section,
GPB/PD/OL to Supply Division/OL

1. Effective 8 January 1988, the Small Purchases Section, General Procurement Branch, Procurement Division, OL, is transferred to Logistics Operations Center, Supply Division, OL. The unit will be renamed Small Purchases Branch/LOC/SD/OL.

2. The staffing of the Small Purchases Branch (SPB) will be the responsibility of C/SD/OL. However, at least one procurement officer will always be assigned to the unit. That officer will ensure that the unit adheres to the Federal Acquisition Regulation System (FARS), Subchapter C, Part 13 - Small Purchase and Other Simplified Purchase Procedures.

25X1 3. The attached [redacted] sets forth the Mission and
25X1 Functions of the Small Purchases Branch/LOC/SD/OL. As you are
aware, it is intended that the type of purchasing conducted by
this unit will ultimately be transferred to [redacted]
Services Group when that unit becomes fully operational.

25X1 4. Chief, PD/OL will work out a satisfactory rotational
schedule for those MLM personnel who are presently staffing
the unit. Chief, SD/OL will see to the staffing of vacant
positions within the unit.

[redacted signature box]

John M. Ray

Attachment

25X1 ALL PORTIONS CONFIDENTIAL

25X1 [redacted]

[redacted]

~~C O N F I D E N T I A L~~

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PE/OL (6 Jan 88)

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