



The Acquisition and Property Division's (APD) Acquisition Programs and Oversight Branch (APOB) *Spotlight* focuses on initiatives, tools, and resources that provide information, assistance, and support to enhance Research, Education, and Economics (REE) employees' ability to cooperatively endeavor to support REE's mission.

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APOB SPOTLIGHT

Do you know that there are Reporting Requirements for Green Purchasing and that the USDA Procurement Forecast can be used to identify green product contract opportunities? If you didn't, consider taking "Purchasing Green Products Training" on AgLearn. Additional resources include:

<http://www.afm.ars.usda.gov/acquisitions/biopreferred.htm>

<http://www.epa.gov/epp/>

Executive Order 13589, Promoting Efficient Spending, Sec. 7 Extraneous Promotional Items states that Agencies should limit the purchase of promotional items (e.g., plaques, clothing, and commemorative items), in particular where they are not cost-effective.

Additional information is available at:

<http://www.whitehouse.gov/the-press-office/2011/11/09/executive-order-promoting-efficient-spending>

New/Updated Issuances

APD Alert 2011-10 Biobased Label and Solicitation Synopsis Biobased Language Requirements (Green Purchasing)

APD Alert 2012-02 Acquisition Planning

APD Alert 2012-08 Invoicing Procedures

APD Alert 2011-21 Small Business Administration (SBA) Procurement Center Representative (PCR) Procurement Request Review

P&P 212-16 Approval of Ratification Actions within REE