

HOMELAND SECURITY ACQUISITION MANUAL

DEPARTMENT OF HOMELAND SECURITY (DHS) REVISIONS TO MULTIPLE HOMELAND SECURITY ACQUISITION MANUAL (HSAM) CHAPTERS

This HSAM Notice is being transmitted to all DHS Heads of Contracting Activities and Acquisition Leads. PLEASE DISSEMINATE TO WIDEST POSSIBLE AUDIENCE - ACQUISITION STAFF, FINANCIAL PERSONNEL, CUSTOMERS, PURCHASE CARDHOLDERS, ETC.

Introduction: This notice provides revisions to HSAM:

- Chapter 3001, Federal Acquisition Regulation System;
- Chapter 3002, Definitions of Words and Terms;
- Chapter 3004, Administrative Matters;
- Chapter 3005, Publicizing Contract Actions;
- Chapter 3006, Competition Requirements;
- Chapter 3007, Acquisition Planning;
- Chapter 3008, Required Sources of Supplies and Services;
- Chapter 3009, Contractor Qualifications;
- Chapter 3011, Describing Agency Needs;
- Chapter 3012, Acquisition of Commercial Items;
- Chapter 3013, Simplified Acquisition Procedures;
- Chapter 3015, Contracting by Negotiation;
- Chapter 3016, Types of Contracts;
- Chapter 3017, Special Contracting Methods;
- Chapter 3023, Environment, Conservation, Occupation Safety, and Drug-Free Workplace;
- Chapter 3031, Contract Cost Principles and Procedures;
- Chapter 3032, Contract Financing;
- Chapter 3033, Protest, Disputes, and Appeals;
- Chapter 3036, Construction and Architect-Engineer Contracts;
- Chapter 3037, Service contracting;
- Chapter 3039, Acquisition of Information Resources;
- Chapter 3041, Acquisition of Utility Services;
- Chapter 3042, Contract Administration and Audit Services;
- Chapter 3045, Government Property; and
- Chapter 3053, Forms.

This HSAM Notice incorporates revisions resulting from: (1) changes made necessary by Federal Acquisition Circular (FAC) 2001-16 through 2001-26; (2) updated Management Directives (MD) titles and numbers; (3) new procedures, policy and guidance to implement or identify MDs which are specific or related to acquisition; (4) new delegations; (5) new tables in Chapter 3004 to include previous lists where appropriate; (6) corrections to add previously omitted guidance (such as invoicing

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