



## U.S. ABILITYONE COMMISSION

703-603-7740  
FAX 703-603-0655

Jefferson Plaza 2, Suite 10800  
1421 Jefferson Davis Highway  
Arlington, Virginia 22202-3259

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### MEMORANDUM FOR MEMBERS, U.S. ABILITYONE COMMISSION

SUBJECT: Employment Growth  
Implementation of Immediate Payoff Group Recommendation

1. In July 2011, the Commission was briefed on the recommendations of the so-called Immediate Payoff (IPO) Group. The IPO Group was tasked to look for ways to improve the AbilityOne Program's mandatory source status with the result being increased employment opportunities for the people we serve. At the meeting in July 2011, the Commission acknowledged the recommendations of the group and encouraged their continued development based on the likely positive effects on employment when implemented.

2. As recommended by the IPO Group, this memorandum transmits a "tool kit" of materials that can aid you in both advocating for the Program and improving awareness of the mandatory source requirements of the AbilityOne Program in your Agency. The contents of the "tool kit" can be provided to procurement officials for inclusion procurement training, provides samples of letters that can be prepared in support of the Program, and provides an explanation of the legal and regulatory basis for the Program's mandatory status.

3. Attached please find a sample letter that you can use within your Agency to increase awareness of the AbilityOne Program and to remind agency personnel of the mandatory source requirements of the Program. I encourage each of you to carefully consider how these materials can be best utilized in your Agency to improve awareness of the AbilityOne Program, as well as, compliance with both its legal and regulatory requirements.

James M. Kesteloot  
Vice Chairperson

Attachment

