
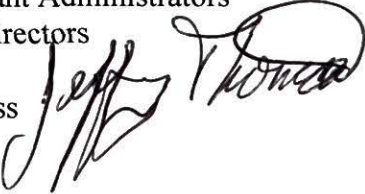




UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
ACQUISITION AND GRANTS OFFICE

MAY 24 2011

MEMORANDUM FOR: Deputy Assistant Administrators
Staff Office Directors

FROM:  Mitchell J. Ross 
Director

SUBJECT: New Training Course – Government and Contractor Interaction

The National Oceanic and Atmospheric Administration (NOAA) fulfills its mission through a “multi-sector” or “blended” workforce, comprised of both federal and contractor staff. This multi-sector workforce often performs as blended teams, is co-located in facilities, and has daily communication and interaction in the workplace. While these interactions and collaboration may be necessary to successfully pursue NOAA’s mission, it is important that NOAA staff understand how to properly manage these relationships and comply with certain laws, regulations, and best practices of working in a blended workforce environment.

The NOAA Acquisition and Grants Office (AGO) has developed a new online training course to support a broader understanding of how to operate and manage in a blended workforce environment. This course can be accessed through the Commerce Learning Center (CLC) at <https://doc.csod.com/client/doc/default.aspx> by selecting “NOAA” as the Single-Sign On (SSO) network and searching by the course title, “*NOAA AGO Government and Contractor Interaction*.” The course summarizes laws, regulations, and scenario-based best practices of working and managing in a blended workforce environment, and includes specific coverage of personal services vs. non-personal services, inherently government functions, procurement integrity, and conflicts of interest. While AGO recommends that all contracting officer representatives or task order managers complete this course, it may also be useful to any NOAA staff who work in a blended workforce environment.