



SUBJECT: SUPPLIER DIVERSITY POLICY STATEMENT

The Smithsonian spends \$350 - \$450 million a year to procure a variety of products and services from external vendors. We seek the highest quality and best value possible to support our critically important mission. Diverse businesses are critical partners in meeting our goals, add value to our organization, and can provide us with innovative and cost effective business solutions. It is the policy of the Smithsonian to promote, increase and improve our usage of small, minority, 8(a), women-owned, HUB-Zoned and service-disabled veteran owned businesses.

Each year we establish Institutional procurement targets for the acquisition of goods and services from historically underutilized small businesses. Each employee, supervisor, manager, and Director, involved in selecting, evaluating and approving suppliers has a responsibility for achieving supplier diversity spending targets and ensuring that we meet our Institution-wide small business goals.

To streamline the process for small businesses to do business with the Smithsonian, we established the Supplier Diversity Program (SDP) more than 20 years ago. The SDP advocates for the use and inclusion of small businesses and serves as a vehicle to determine small business strategies, identify small business sources and provide training in small business utilization procedures. The SDP helps Smithsonian's small business suppliers analyze their business capabilities and determine whether their products and services fit within the Smithsonian's procurement strategies. Integrating Supplier Diversity principles organization-wide, the SDP uses sound business practices to connect buying units with qualified and diverse businesses.

While we can all be proud of the Smithsonian's accomplishments in developing a more diverse and sustainable supplier base, there is always room for improvement. We are all partners in creating mutually beneficial relationships with diverse suppliers and promoting diversity and inclusion throughout the Smithsonian Institution. Working together, we can create opportunities for small and underutilized small businesses throughout our organization.

Additional information on the Smithsonian's Supplier Diversity Program is located in Smithsonian Directive 216, Supplier Diversity Program, <http://www.si.edu/oeema/>. Related questions or requests for information on the Supplier Diversity Program should be referred to OEEMA, 600 Maryland Avenue, SW (MRC 521) Washington, DC 20013, (202) 633-6410 or email at sdphelp@si.edu.

A handwritten signature in black ink that reads "David J. Skorton".

David Skorton
Secretary

DISTRIBUTION: All Employees