



Acquisition & Assistance Policy Directive (AAPD)

From the Director, Office of Acquisition & Assistance

AAPD No. 24-05

Certification of Service-Disabled Veteran Owned Small Business Concerns

Issued: March 4, 2024

AAPDs provide information of significance to all Agency personnel and partners involved in the Acquisition and Assistance process. Information includes (but is not limited to): advance notification of changes in acquisition or assistance regulations; reminders; procedures; and general information. AAPDs may be used to implement new requirements on short notice, pending formal amendment of acquisition or assistance regulations. Each AAPD is effective as of the issuance date on its cover page unless otherwise noted elsewhere in the AAPD guidance; the directives remain in effect until the specified expiration date (if any) or M/OAA/Policy issues a rescission.

This AAPD is: New Replaces:

Category: Acquisition Assistance PSCs

This AAPD applies to: Solicitations New awards Existing awards
 Modification required

This AAPD precedes changes to:

FAR _____ AIDAR _____ CFR _____
 ADS _____ Other _____ No change to regulations

Clause/Provision: New Provision/Clause Provided Herein Available in GLAAS

Contains a deviation? No Yes: #M-OAA-DEV-FAR-24-03c effective until: Rescinded

Jami J. Rodgers, Director, M/OAA

I. Purpose

This AAPD applies only when an award is set aside, reserved, or issued on a sole-source basis to a Service-Disabled Veteran Owned Small Business (SDVOSB) concern. The purpose of this AAPD is to provide policy and procedures that contracting officers (COs) must follow until SAM.gov has been updated to contain all of the information required in the FAR and this AAPD has been rescinded. Specifically, this AAPD provides guidance to COs to confirm whether an SDVOSB concern is eligible under the SDVOSB program in the absence of the necessary information in SAM.gov.

This AAPD is effective as of the issuance date on the cover page and continues in effect until the date that SAM.gov integration is completed and this AAPD is rescinded and archived.

II. Required Actions

While the AAPD is in effect, COs must deviate from the FAR requirement to check SAM.gov for SDVOSB eligibility. In order to verify this eligibility until SAM.gov is updated, a CO must verify that an offeror is eligible by confirming the offeror:

- Is designated as certified by SBA in the SBA Veteran Small Business Certification (VetCert) system at <https://veterans.certify.sba.gov/> or the Dynamic Small Business System (DSBS) at https://dsbs.sba.gov/search/dsp_dsbs.cfm; or
- Has both represented its status as an SDVOSB concern in SAM.gov and has submitted a complete application for certification on or before December 31, 2023.

SBA will maintain a list of concerns that have submitted an application as indicated above. To find this list, COs should:

- Go to <https://veterans.certify.sba.gov/>.
- Select "Support" from the menu bar on the homepage of the website.
- Select the "FAQ" link for online support.
- View the list of FAQ articles or search for "What veteran-owned or service disabled veteran-owned small businesses have applications pending with VetCert?"

III. Background

Historically, the Department of Veterans Affairs served as the verifying authority for SDVOSB concerns. However, Sec 862 of the National Defense Authorization Act

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