MEMORANDUM FOR COMMANDER, UNITED STATES CYBER
COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES SPECIAL OPERATIONS
COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES TRANSPORTATION
COMMAND (ATTN: ACQUISITION EXECUTIVE)
DEPUTY ASSISTANT SECRETARY OF THE ARMY
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING)
DIRECTORS, DEFENSE AGENCIES
DIRECTORS, DEFENSE FIELD ACTIVITIES

SUBJECT: Verification of Eligibility for the Women-Owned Small Business Program

Effective immediately, contracting officers shall use the following procedure in lieu of
the procedures at Federal Acquisition Regulation (FAR) 19.1503(b) through (d) to verify the
eligibility of a concern for a set-aside or sole-source award under the Women-Owned Small
Business (WOSB) Program. Contracting officers shall verify in the Dynamic Small Business
Search (DSBS) that the concern is designated as an economically disadvantaged women-owned
small business concern (EDWOSB) or as a WOSB concern eligible for the WOSB Program. A
concern is not eligible for a set-aside or sole-source award under the WOSB program unless
designated as either an EDWOSB or WOSB in DSBS. DSBS is available at

For offers on EDWOSB or WOSB set-asides only, the contracting officer shall verify in
DSBS that the concern either is designated as an EDWOSB or WOSB or has an application
pending with the Small Business Administration (SBA) or one of its authorized third-party
certifiers. If the concern becomes the apparently successful offeror while its EDWOSB or
WOSB application is pending, the contracting officer shall notify the SBA’s Director of
Government Contracting by email at wosbprotest@sba.gov, who will ensure priority review of
the application by either the SBA or the third-party certifier, as applicable, and complete a
determination within 15 calendar days of receipt by the SBA. If a determination is not received
within that timeframe, the contracting officer may either grant an extension, or presume the
concern is not an eligible EDWOSB or WOSB and make award to another offeror.

This procedure implements revisions made by the SBA to its regulation at part 127 of
title 13, Code of Federal Regulations (CFR) concerning status as an EDWOSB concern or as a
WOSB concern eligible under the WOSB Program. Specifically, the SBA no longer requires concerns to upload documents to the WOSB Repository. Instead, the SBA will designate a concern in DSBS as an EDWOSB concern or a WOSB concern eligible for the WOSB Program, based on its own certification process or the certification of an SBA-approved third party certifier. Upon publication of a final rule for FAR Case 2020-013, both the FAR and System for Award Management (SAM) will be updated to align with these revisions.

This class deviation remains in effect until the FAR and SAM are updated to align with SBA’s revisions, or until the class deviation is otherwise rescinded. My point of contact is Mr. Michael Pelkey, who may be reached at michael.f.pelkey.civ@mail.mil.

John M. Tenaglia
Principal Director,
Defense Pricing and Contracting