

## Seaward Services, Inc.'s Small Business Policy Statement

It is the policy of Seaward Services, Inc. to provide maximum practicable opportunities to small business concerns in its acquisitions. The term "small business concerns" includes small business (SB), veteran-owned small business (VOSB), service-disabled veteran-owned small business (SDVOSB), HUBZone (HZ) small business, small disadvantaged business (SDB), and woman-owned small business (WOSB) concerns, as well as historically black colleges or universities or minority institutions (HBCU/MIs).

It is understood that such purchases for goods and services shall be made to the fullest extent consistent with this policy and the efficient performance of Seaward's operations. Acquisition procedures will conform to all applicable Government regulations as detailed in Federal Acquisition Regulations (FAR) Part 19. In carrying out this basic statement of policy, the Contracts Department of Seaward shall ensure the following:

- A program will be established that includes adherence to the Contracts Department's written procedures to implement this policy
- Based on good business judgment and fair procurement practices, management and technical assistance will be rendered to qualifiable SB, VOSB, SDVOSB, HZ, SDB, WOSB and HBCU/MIs to assist them to become qualified suppliers
- Goals and objectives will be established in accordance with overall guidelines, and periodic reviews will be conducted to assure progress towards the achievement of those goals and objectives

The development of all types of small business is a worthwhile social and business endeavor and requires the full cooperation of all members of Seaward Services.

We encourage all Small Business Concerns to make their status known to the designated purchasing administrator so that appropriate consideration can be given.

The Contracts Department is responsible for overall coordination and implementation of this policy among the various operating locations of Seaward Services. Line responsibility for accomplishing this policy within Seaward Services is assigned to the purchasing administrator at each location. The small business liaison officer, appointed by the president/COO, shall coordinate and assist departments in carrying out their responsibilities in complying with this policy.



Bill Annand  
President/COO