

AGENCY AFFIRMATION STATEMENT

EXECUTIVE ORDER 2010-09S

Banning the Expenditure of Public Funds on Offshore Services

1. I acknowledge receipt of Executive Order 2010-09S issued by Governor Ted Strickland, which prohibits the use of any funds within the executive agency's control to purchase services which will be provided outside of the United States.
2. I understand that the executive order was effective on August 6, 2010.
3. Under my direction, our agency has incorporated the Standard Terms and Conditions developed by the Department of Administrative Services into all agency contracts which:
 - a. Reflect the Order's prohibition on the purchase of offshore services
 - b. Require service providers or prospective services providers to:
 - i. Affirm that they understand and will abide by the requirements of the Order.
 - ii. Disclose the location(s) where all services will be performed by any contractor or subcontractor.
 - iii. Disclose any location(s) where any state data associated with any of the services they are providing, or seek to provide, will be accessed, tested, maintained, backed-up or stored.
 - iv. Disclose any shift in the location of any services being provided by the contractor or any subcontractor.
 - v. Disclose the principal location of business for the contractor and all subcontractors who are supplying services to the state under the proposed contract.
4. Under my direction, our agency has incorporated the Standard Affirmation and Disclosure Form developed by the Department of Administrative Services into all quotations, statements of work, and other such proposals for services, which affirms this Order's prohibition on the purchase of offshore services and includes all of this Order's disclosure requirements.
 - a. Any such proposal for services lacking the affirmation and disclosure requirements of this Order will not be considered.
 - b. Any such proposal where the performance of services is proposed to be provided at a location outside the United States by the contractor or any subcontractor will not be considered.
5. Under my direction, all procurement manuals, policies and procedures are being reviewed and updated to reflect the Executive Order and procedures and language modifications required under the Executive Order. All updates must be made as soon as possible, but not later than August 31, 2010.
6. Under my direction, all individuals responsible for the contract of services will read the Frequently Asked Questions document provided by DAS.

7. Under my direction, all individuals responsible for the contract of services will attend and confirm attendance at one of the six training sessions provided by the Department of Administrative Services. All training must be completed by September 28, 2010.

8. Under my direction, the agency will establish and implement procedures that account for personnel transitions and attrition. Such procedures will be in place by August 27, 2010.

Compliance Schedule

DUE DATE	PROVISION
8/6/10	3.
8/6/10	4.
8/6/10	6.
8/27/10	8.
8/31/10	5.
9/28/10	7.

Agency Name

Individual at Agency Responsible for Contract Services

Date