

Name
Title
Company
Address
City, State, Zip

To whom it may concern,

The U.S Department of Commerce, Bureau of Industry and Security (BIS), Office of Technology Evaluation, in coordination with the U.S. Department of Defense (DoD), Office of Manufacturing and Industrial Base Policy, is conducting an industrial base survey of DoD's supply chain network. The principal goal of this effort is to produce a sector-by-sector, tier-by-tier (S2T2) evaluation of the defense industrial base with a specific focus on the aircraft, ground systems, missiles, missile defense, services, shipbuilding and C4ISR sectors. The results will provide DoD with a comprehensive assessment of the defense supply chain for use in the budget process; will inform decision-making on industrial base sustainment, manufacturing technology, and other industrial base investment priorities; and will support other industrial base assessment and market research efforts. The sample for the current survey emphasizes, but is not limited to, facilities that contribute products and services to the Command, Control, Communications, Computers, Intelligence, Surveillance, and Reconnaissance (C4ISR) supply chain. Many facilities in the survey sample do not directly supply the federal government.

Your facility has been identified as a supplier in the DoD supply chain and selected to participate in this assessment. To begin, download the Microsoft Excel formatted survey and corresponding instructions at

http://www.bis.doc.gov/C4ISR_survey/index.htm

BIS will only accept Excel survey submissions. The PDF version of the survey does not contain essential drop-down response criteria held in the Excel version.

In select instances, multiple facilities under the same corporation, business unit, or division are receiving this letter. If your company or facility receives multiple letters, do not consolidate your responses into a single submission. BIS anticipates a facility-level response from all letter recipients. Please notify the Senior Compliance Specialist below immediately if a facility-level response is not feasible.

Information furnished to BIS is business confidential and cannot be published or disclosed, other than in aggregate form. Such information is also protected from disclosure from Freedom of Information Act (FOIA) requests. **Also note that you are required by federal law under 50 U.S.C. App Sec 2155 to complete the survey within 30 calendar days of receipt of this letter.**

For specific questions or assistance with the Excel survey, e-mail: C4ISRSurvey@bis.doc.gov. **E-mail is the preferred method of contact and will allow for a detailed U.S. Government e-mail response for your company records.** For pressing matters contact the survey support specialists at 571-372-6279.

For additional assistance, contact one of these survey support specialists: Gianna M Figueiredo-Maddox at (571) 372-6272, Nathaniel G Ohs at (571) 372-6271, Tamika A Carey at (571) 372-5006, Sandra D. Dennis at (571) 372-6278, Evin Thomas at (571) 372-6275, Edward J. Ruiz at (571) 372-6274, and Timothy L. Walton at (571) 372-6277.

Thank you for your participation.

Sincerely,



Brad Botwin
Director, Industrial Studies
Office of Technology Evaluation