

Dear Partners,

On June 30, 2010, the Commodity Operations System (COS), which includes the Food Aid Request Entry System (FARES), the Freight Bid Entry System (FBES), the Export Bid Entry System (EBES), the Port Entry System (PES), the Public Viewing System (PVS) and the Long-Term Contracting System (LTCS), as well as the Domestic Electronic Bid Entry System (DEBES) and the Electronic Distribution of Disbursement Data System (ED3) will be replaced by the Web-Based Supply Chain Management System (WBSCM).

All USDA/Farm Service Agency (FSA) partners, including providers of commodities and services, will be required to use WBSCM to enter bids, receive contract documents, and submit invoices. FSA will conduct training for all of our partners prior to WBSCM “Go-Live”, with the actual dates occurring in the months of April, May and June. FSA will coordinate training for commodity and service providers, while USAID/Food For Peace and USDA/Foreign Agricultural Service will coordinate training for PVOs, freight forwarders, ocean carriers and their brokers.

For your convenience, three methods of training will be available—E-learning courses, Webinar training courses and Instructor-Led training (ILT) courses. E-learning courses will be available starting in April. Webinar training courses will be available in May and ILT courses will be conducted in June. Commodity and service providers will be permitted to send up to two representatives per organizational division to the WBSCM ILT sessions, and those individuals will be responsible for training the remaining users in their organizations. In addition to the training courses, each organization will receive training materials that can assist with your organizational training efforts.

Please fill out the attached training request form for your organizational division (please, no more than one form/request per organizational division) and return it to [WBSCM@kcc.usda.gov](mailto:WBSCM@kcc.usda.gov) by March 1, 2010. To the extent feasible, FSA will attempt to accommodate training requests based on the feedback provided by our partners. FSA will notify all eligible partners of the status of their requests, as well as the assigned times and other details of their training, by April 1, 2010.

FSA looks forward to working with our partners throughout this exciting transition. Thank you in advance for your time and continued efforts in support of domestic and international food aid programs.

Sincerely,

Farm Service Agency