



**NAVAL AVIATION CHARTER OF THE  
SMALL BUSINESS ROUNDTABLE  
ESTABLISHMENT AND AUTHORITY**

**PURPOSE AND DUTIES**

1. The Small Business Roundtable will work in collaboration with the NAVAIR Office of Small Business Programs (OSBP) in support of NAVAIR programs, policies, plans, and other matters pertinent to NAVAIR's responsibilities and commitment to Small Businesses. The Small Business Roundtable will be a conduit for addressing and bringing forward issues and concerns impacting the small business community supporting NAVAIR. Its membership seeks to foster and develop qualified Small Businesses that can continue to successfully support Naval Aviation and its unique mission. This will be accomplished by addressing the challenges associated with the current business environment in order to successfully leverage the opportunities available through the NAVAIR Contracts process. All functions of the Small Business Roundtable will operate under the guidelines set forth under FAR 3.101 Standards of Conduct and FAR 3.104 Procurement Integrity.
2. The Small Business Roundtable will draw on the expertise of its members, the Government and industry experts to address small business concerns and to provide training and advice as it seeks to strengthen and expand the small business base supporting Naval Aviation. To accomplish this, a Steering Committee made up of representatives from the small business categories recognized by the NAVAIR and the Small Business Administration (SBA) will be selected from within its membership with participation and support from the OSBP. This Steering Committee will develop subcommittees, panels, and task forces as required to research and report out on activities, plans and policies impacting small businesses. If findings are appropriate and adopted, a report of findings and recommendations will be forwarded to the appropriate NAVAIR leadership.
3. Not with standing anything within this charter, The Small Business Roundtable and Steering Committee shall function solely as an advisory board.



## MEMBERSHIP

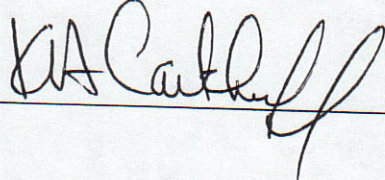
1. Membership to the Small Business Roundtable shall consist of all eligible small businesses as determined by economic activity or industry under the North American Industry Classification System. The success of the Small Business Roundtable is dependent on the participation of each member company. Membership to the Small Business Roundtable is accomplished by completion of registration on the SBR Website (<http://www.sbroundtable.com>) and should be updated yearly for accuracy purposes.
2. Detailed information of how the Small Business Roundtable will execute this Charter and conduct business on the behalf of all small businesses supporting NAVAIR can be found in the Small Business Roundtable Operating Procedures.

## DURATION

The Small Business Roundtable Charter shall be reviewed periodically for changes.

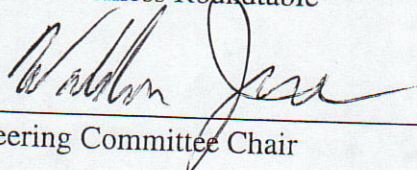
## SIGNATURES

NAVAIR OSBP

  
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4/8/09  
DATE

Small Business Roundtable

  
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Steering Committee Chair

4/8/2009  
DATE