



Memorandum

#15- 042

TO: WIC Regional Directors
WIC Local Agency Directors

FROM: Amanda Hovis, Director
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: April 2, 2015

SUBJECT: Breast Pump Order Opportunity

An opportunity to order breast pumps is now available. All orders must be entered into the Breastfeeding Order System (BOS) by **5:00 p.m., April 14, 2015** with no exceptions.

BOS can be found on the Texas WIC Staff website at <http://wicstaffapps.dshs.texas.gov>.

After April 14, 2015 access to the ordering system will be limited to reviewing your order history and reconciling orders.

We may experience a transition in shipping vendors at the end of the fiscal year. As a result this may be the last breast pump order for this fiscal year.

- For this ordering opportunity, Local Agencies are advised to forecast enough quantities to last **6 months**, or through November 2015.
- Tentative delivery of this order will be in late June 2015.

Please record your deliveries within three (3) business days of receiving your breast pumps at <http://wicstaffapps.dshs.texas.gov> to avoid a possible penalty.

Should you have questions or need assistance, please contact Leticia (Letty) De La Rosa, Breast Pump Coordinator, at (512) 341-4567 or leticia.delarosa@dshs.state.tx.us