

General Services Administration
Washington, DC 20405

ADM 2800.12B, Change 200
January 15, 2026

GSA ORDER

SUBJECT: GSA Acquisition Handbook

1. Purpose.

- This order approves moving GSA's non-regulatory acquisition requirements to the GSA Acquisition Handbook ("Handbook"). The Handbook is replacing the General Services Acquisition Manual (GSAM) non-regulatory language.
- Refer to **Attachment A** for the effective date for each GSAM part moved to the Handbook.

2. Background.

- In accordance with the Section 5 of [Executive Order \(E.O.\) 14275, Restoring Common Sense to Federal Procurement](#) and [OMB Memorandum M-25-26](#), agencies must minimize regulations that are not based in statute or executive order, essential to sound procurement, or aligned with the FAR Council's Revolutionary FAR Overhaul (RFO) model deviation language.
- Changes to the GSAR (i.e., regulatory language, shaded text) will be completed separately via Class Deviation [RGO-2026-01](#). The GSAR contains acquisition policies and procedures that have a significant effect beyond the internal operating procedures of GSA and have impact on contractors or offerors.

3. Summary of Change. This change is intended to make GSA's non-regulatory acquisition requirements more concise, understandable, and focused on core procurement requirements.

- The Handbook will be housed on the [GSA Acquisition Portal InSite page](#) for agency use. A copy will be available on [GSA.gov](#) for transparency.
- The Handbook is a part of the General Services Administration Acquisition Management (GSAM) System and contains internal acquisition policy that applies to the GSA acquisition workforce (previously contained in the GSAM as non-regulatory, unshaded text).

4. Instructions.

- The GSA acquisition workforce must follow the applicable Handbook part text instead of the corresponding GSAM part as published on [Acquisition.gov](#). The Handbook text is available on the [GSA Acquisition Portal InSite page](#), and is incorporated into this order.
- The GSA acquisition workforce will be notified when GSAM parts are moved to the Handbook.
 - A tentative schedule showing when individual GSAM parts are expected to be moved to the Handbook is available on the [GSA Office of Acquisition Policy Dashboard](#).

- For new solicitations or contracts, the new Handbook text applies on or after the effective date of the text. The contracting officer has discretion to implement the Handbook text ahead of the effective date.
- For open solicitations or awarded contracts, the contracting officer has discretion regarding the need to implement the Handbook text.
- To ensure alignment with the E.O. and OMB memorandum, any non-OGP issued acquisition policy, procedure, or guidance (collectively “policy”) that is designated as “mandatory” must be canceled or rescinded within 60 days of the change. These policies may be kept for discretionary use.
 - This instruction and requirement applies to all levels at GSA (e.g., service-level, portfolio, program, regional, zonal, contracting activity, etc). If you’d like the Office of Acquisition Policy to consider adopting or utilizing your policy GSA-wide, see the third bullet in Section 6 below.

5. Applicability. This change order applies to all GSA contracting activities and procurements.

6. Points of Contact.

- *For the GSA Acquisition Workforce.* Try asking [GSAi](#) first (upload the new Handbook language and then ask your question). If you still need clarification, you may email the GSA Acquisition Policy Division at GSARPolicy@gsa.gov.
- *For the GSA Acquisition Workforce and the Public.* To streamline our efforts, GSA does not anticipate posting a line out / strikethrough changes for the GSAM non-regulatory language. We encourage you to use Artificial Intelligence (AI) tools to help compare the current GSAM language against the new Handbook language.
- *For questions (or additional instructions) related to the cancellation of mandatory policy not issued by OGP.* You may direct questions to GSAPILOTS@gsa.gov.

Signed by:



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Jeffrey Koses
Senior Procurement Executive
Office of Acquisition Policy
Office of Government-wide Policy

ADM 2800.12B, Change 200 Attachment A

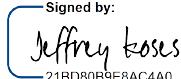

Overview. This table tracks changes made to existing GSAM parts being moved to the GSA Acquisition Handbook; the effective date of the move, the new location in the Handbook, and the publication version of the part. This table identifies information associated with the initial change and any subsequent updates. This table also only identifies GSAM parts where policy currently exists.

Effective Date. For each change, GSA contracting activities may use the Handbook immediately, but must begin using the Handbook no later than the date listed in the table below.

Part Number	Effective Date	Signature	Date Signed	Handbook Location	Version
501	03/16/26	 Signed by: Jeffrey Koses 21BD80B9E8AC4A0...	01/15/26	Support	1.0
502					
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507	03/16/26	 Signed by: Jeffrey Koses 21BD80B9E8AC4A0...	01/15/26	Plan	1.0
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