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**#10-162**

**TO:** WIC Regional Directors  
WIC Local Agency Directors

**FROM:** Linda Brumble, Unit Manager  
Nutrition Education/Clinic Services Unit  
Nutrition Services Section

**DATE:** November 23, 2010

**SUBJECT:** December 2010 Breast Pump Orders

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This memo is to announce the December 2010 Breast Pump Orders. Orders should be submitted no later than **Friday, December, 17<sup>th</sup> 2010**, by using the Breast Pump Ordering System (BPOS) at <https://webds.dshs.state.tx.us/nebf/login/>. The BPOS security system does not allow local agency staff to place, revise, or view breast pump orders until after their Director has assigned access rights to those individuals who use the system.

All pump orders should be placed by *individual items*, not by the case or the box. Upon completing your December Breast Pump Order, please review the order and confirm that it was successfully submitted. Once the December ordering period closes on **December, 17<sup>th</sup>**, local agencies will *not* be able to adjust or place a new order until the next ordering opportunity in March 2011.

As a reminder, please complete and fax all breast pump receiving reports to (512) 341-4431 within 10 business days after pump shipments are received and accounted for.

If you have any questions, or require additional information, please contact Lindsey Randall, Nutrition Education Consultant, at (512) 341-4594, or email [lindsey.randall@dshs.state.tx.us](mailto:lindsey.randall@dshs.state.tx.us).