



DEPARTMENT OF THE ARMY
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ACQUISITION LOGISTICS AND TECHNOLOGY
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SFCA-PC

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY
(ACQUISITION, LOGISTICS AND TECHNOLOGY),
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COMMANDING GENERAL, U.S. ARMY COMMUNITY
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Subject: PC-PMO Memo # 03-01, Government Purchase Card Training
Records

Management Initiative Decision (MID) 904, "Department of Defense Charge Card Management" mandates the establishment of training databases for cardholders, approving/billing officials, and Agency/Organization Program Coordinators (A/OPC). The DoD consensus at the Charge Card offsite held March 21, 2003, was that Agency/Organization Program Coordinators will establish and maintain training records that capture all Government Purchase Card (GPC) related training that has been successfully completed by cardholders, approving/billing officials, and Agency/Organization Program Coordinators. Accurate training records will support oversight and surveillance programs and should document the type and date of successful completion of the training (initial organization specific GPC training, refresher training, the mandatory Defense Acquisition University GPC course, as well as other GPC related training as determined by the A/OPC). Our long-term plan is to establish a central digital capability to capture this data, but that plan will be determined as part of the Acquisition Governance Domain process.



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