



**Functional Series [500](#)
Management Services**

INTERIM UPDATE 08-10

SUBJECT: Approval of Electronic Signature, Carlson Wagonlit E2 Solutions Travel System (E2)

NEW MATERIAL: This notice asserts that On May 1, 2008, GSA provided USAID with a memorandum certifying the electronic signature capability within E2. The memorandum stated that the electronic signature security reviews were included in the security accreditation of the E2 system. GSA also provided the security accreditation letter for E2 to support the certification.

EFFECTIVE DATE: 08/21/2008

POLICY

**USAID/General Notice
M/AS/TT
08/20/2008**

Subject: Approval of Electronic Signature, Carlson Wagonlit E2 Solutions Travel System (E2)

The Carlson Wagonlit E2 Solutions Travel System (E2) is an external electronic travel authorization and voucher system managed by the General Services Administration (GSA). In accordance with USAID procedures, programs managed by other Federal agencies must:

- 1) Attest to the validity of the electronic signature within their system
- 2) Present evidence that a certification and accreditation was done. On May 1, 2008, GSA provided USAID with a memorandum certifying the electronic signature capability within E2 . The memorandum stated that the electronic signature security reviews were included in the security accreditation of the E2 system. GSA also provided the security accreditation letter for E2 to support the certification. Based upon this information, USAID accepts GSA's assertion of the electronic signature capabilities in the E2 system. Thus, approval by USAID was granted for the use of electronic signatures in the Carlson Wagonlit E2 Solutions Travel System. E2 users no longer have to print out the travel voucher and sign it before submitting for payment.

Point of Contact: Any questions concerning this Notice may be directed to Diane Carter, M/AS/TT, Room 2.09B, (202) 712-0835 or email: dicarter@usaid.gov .

Notice 0880

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Notice Date	08/20/2008
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Editorial revision date	
ADS CD No.	
Remarks	This IU will remain active until the policy and procedure in it are incorporated into ADS 522.