



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

MEMORANDUM FOR DEPARTMENT OF DEFENSE PURCHASE CARD AGENCY/ORGANIZATION PROGRAM COORDINATORS

SUBJECT: 14th Annual GSA SmartPay Training Conference – Recommended for DoD
Agency/Organization Program Coordinators

As the Director of Government Purchase Card (GPC) Policy in the Office of Defense Procurement and Acquisition Policy, I recommend attendance for all GPC Agency/Organization Program Coordinators (A/OPC) at the 14th Annual GSA SmartPay Conference. The conference is scheduled for July 31 – August 2, 2012 in Nashville, TN. To register, please visit: <https://gsasmartpayconference.org/registration0.asp>. This training conference is recommended for Approving Officials, Billing Officials, Inspector General Staff, and Financial, Resource or Budget personnel or other agency officials who manage the purchase card business line of the GSA SmartPay 2 Charge Card program.

This yearly conference is a cost effective opportunity to provide Charge Card program participants with access to over 400 training sessions. These sessions address managing delinquencies, mitigating risk of misuse and fraud, handling disputes, and ensuring appropriate oversight of cardholder activities, as well as guidance about new and evolving Government-wide and DoD-wide policies and initiatives. Additionally, both the DoD Charge Card Management Offices and Service/Agency-specific Charge Card managers leverage conference attendance by hosting specific sessions, Agency Days or User Groups, eliminating the need for independently hosted conferences.

Further, with the on-going deployment of the DoD's Purchase Card On-Line System, it is imperative that GPC A/OPCs receive training on the system's capability and functionality. This conference provides the opportunity for your command representatives to receive peer-group and individual training from my team of subject matter experts and technical personnel. The acquisition workforce attending the conference will be able to earn continuous learning points in accordance with the guidance located at <http://www.acq.osd.mil/>, reducing or eliminating the need for additional training and travel-related expenses.

If there are any questions, please contact Dennis Idol (703-588-0738 or Dennis.Idol@osd.mil).

A handwritten signature in blue ink that reads "LeAntha Sumpter".

LeAntha Sumpter
Director, Program Development
and Implementation