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Title: II, Voucher and Invoice Payments Manual

Chapter: 2, Travel and Transportation Payments, Section 1, Travel System (TRVL)

Bulletin: TRVL 03-2, Use of the Method of Purchase/Method of Payment Code TR

Date: October 31, 2003

To: Users of the Travel System

The National Finance Center recently terminated the Transportation System (TRAN), and discontinued processing Government Bills of Lading (GBLs), commercial Bills of Lading, and Government Transportation Requests (GTRs). In conjunction with this, the Travel System (TRVL) Method of Purchase/Method of Payment code for GTRs (TR) has been redefined.

Effective immediately, Method of Purchase/Method of Payment code TR should be used to identify that a corporate credit card is used for a transportation purchase, that is, an individual corporate account established by an agency for the central billing of non-Government Transportation System transportation purchases.

The TRVL procedure, which is available online at the NFC Web site, has been updated to include the information in this bulletin. To view and/or print this procedure, go to the NFC home page (www.nfc.usda.gov) and click the **Pubs & Forms** icon. At the Pubs & Forms page left-hand menu, click List by Title/Chapter, or List by System Acronym then search for TRVL on the list provided. If you are unable to print from the Web, you can request a printed copy by submitting Form AD-1083, Request for Action for Procedures/Reports, to the address or fax number printed on the form.

Please refer questions about TRVL to Travel and Transportation Section personnel at **504-255-4878** or via e-mail at trvl@usda.gov. Refer questions about this bulletin to the Quality Assurance Branch at **504-255-5322** or via e-mail at nfc.pvct@usda.gov.

CHARLES L. WALLACE, Director
Controller Operations Division

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Expiration Date: When superseded