



U.S. General Services Administration

U.S. General Services Administration. Federal Acquisition Service.

DOD Government Purchase Card Program Updates
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OSD / OUSD (AT&L) / DPAP / PDI

2014

DoD Purchase Card Program Overview



DEPARTMENT OF DEFENSE GOVERNMENT PURCHASE CARD PROGRAM

PROGRAM VOLUMES

Total Dollars Spent

FY2009	FY2010	FY2011	FY2012	FY2013
\$8,272,353,439	\$7,807,990,040	\$7,203,612,722	\$7,676,542,171	\$5,280,720,429

Average Number Accounts

FY2009	FY2010	FY2011	FY2012	FY2013
103,632	103,419	104,753	94,225	90,599

* Data Source: Historical quarterly OMB Reports. Data provided by Card Issuing Banks.

PROGRAM REBATES

Total Rebates Earned

FY2009	FY2010	FY2011	FY2012	FY2013
\$87,855,546	\$79,243,703	\$91,024,925	\$80,560,797	\$67,247,131

* Data Source: Historical quarterly OMB Reports. Data provided by Card Issuing Banks.

INTERNAL CONTROLS

Average Ratio of Cardholders to Approving Officials

FY2009	FY2010	FY2011	FY2012	FY2013
2.12	2.10	2.00	2.05	2.14

Average Number of Transactions Reviewed Per Approving Official Per Month

FY2009	FY2010	FY2011	FY2012	FY2013
17.94	17.19	15.43	15.38	23.33

* Data Source: Historical quarterly OMB Reports. Data provided by DoD Component GPC program staff.

PERSONNEL FINDINGS

Number of Cases Reported by Agency to the Inspector General

FY2009	FY2010	FY2011	FY2012	FY2013
11	27	20	16	29

Number of Administrative and/or Disciplinary Action Taken for Card Misuse

FY2009	FY2010	FY2011	FY2012	FY2013
182	701	1,163	1,477	1,637

* Data Source: Historical quarterly OMB Reports. Data provided by DoD Component GPC program staff.



DEPARTMENT OF DEFENSE GOVERNMENT PURCHASE CARD PROGRAM

PROGRAM VOLUMES

Dollars Spent

FY2014	Army	Navy	Air Force	DoD Agencies	Total DoD
1st Qtr	\$431,391,778	\$243,572,495	\$200,683,135	\$68,750,937	\$944,398,345
2nd Qtr	\$497,065,714	\$213,005,178	\$455,388,681	\$81,484,527	\$1,246,944,100

Number of Accounts

FY2014	Army	Navy	Air Force	DoD Agencies	Total DoD
1st Qtr	36,027	9,749	35,410	6,854	88,040
2nd Qtr	35,481	9,823	25,556	4,400	75,260

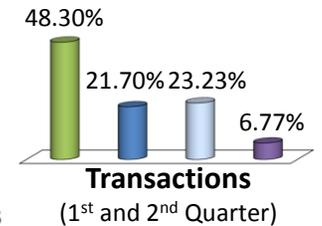
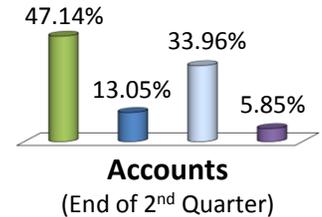
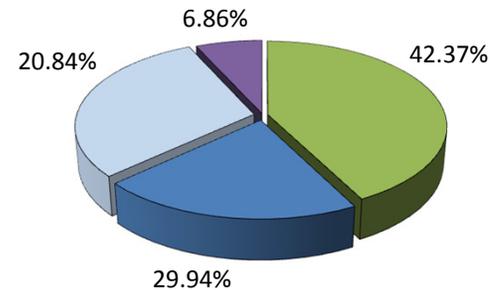
Number of Transactions

FY2014	Army	Navy	Air Force	DoD Agencies	Total DoD
1st Qtr	463,425	237,404	231,307	68,483	1,000,619
2nd Qtr	624,757	251,374	292,101	83,977	1,252,209

* Data Source: Quarterly data provided by Card Issuing Banks.

PROGRAM VOLUME PERCENTAGES

Dollars
(1st and 2nd Quarter)



■ Army ■ Navy ■ Air Force ■ DoD Agencies

INTERNAL CONTROLS

Ratio of Cardholders to Approving Officials

FY2014	Army	Navy	Air Force	DoD Agencies	DoD Average
1st Qtr	2.00	2.03	2.32	2.75	2.27
2nd Qtr	2.00	2.03	1.69	1.81	1.88
Average	2.00	2.03	2.00	2.28	2.08

Average Number of Transactions Reviewed Per Approving Official Per Month

FY2014	Army	Navy	Air Force	DoD Agencies	DoD Average
1st Qtr	25.68	48.71	15.13	27.44	29.24
2nd Qtr	11.68	52.37	6.43	11.40	20.47
Average	18.68	50.54	10.78	19.42	24.85

* Data Source: Quarterly data provided by DoD Component GPC Program Staff.

PERSONNEL FINDINGS

Number of Cases Reported by Agency to the Inspector General

FY2014	Army	Navy	Air Force	DoD Agencies	Total DoD
1st Qtr	0	0	0	0	0
2nd Qtr	9	0	0	1	10
Total	9	0	0	1	10

Number of Administrative and/or Disciplinary Action Taken for Card Misuse

FY2014	Army	Navy	Air Force	DoD Agencies	Total DoD
1st Qtr	659	75	43	48	825
2nd Qtr	595	132	76	49	852
Total	1,254	207	119	97	1,677

* Data Source: Quarterly data provided by DoD Component GPC Program Staff.



PURCHASE CARD PROGRAM ACCOMPLISHMENTS

- ✓ Established single Guidebook for all DoD Charge Cards (i.e. purchase, travel, fleet, fuel, air) (incorporated into DFARS 213.270) – *30 May 2014 Update available on DPAP website*
- ✓ Established data standards for commercial banks and DoD
 - ✓ Reduced 75 custom interfaces to one using the Global Exchange
- ✓ Developed purchase card dashboard and tools to enable management and transparency for commanders and procurement leadership
 - ✓ GPC Program Management Report (generated using transaction data)
 - ✓ Risk Assessment Dashboard (ranks each echelon program for risk)
 - ✓ Data Mining Case Disposition (scores transactions and refers them for action by managers and leaders)
 - ✓ Reduced manual reporting to OMB
- ✓ Expanded scanned receipts capability (eliminated paper)
- ✓ Enabled audit role/access to data mining
- ✓ Retrieved over 300 purchase cards (during initial deployment) still in hands of employees who departed service; numbers increasing.
- ✓ Electronically tracking personnel actions taken to manage program

Purchase Card On-Line System (PCOLS)



WHAT IS PCOLS?

PCOLS is a suite of five applications to support the DoD Government Purchase Card (GPC) Program and meet internal control requirements with a single sign on and referral functionality. The five applications are as follows:

1. Authorization, Issuance and Maintenance (AIM),
2. Enterprise Monitoring and Management of Accounts (EMMA),
3. Data Mining (DM),
4. PCOLS Reporting, and
5. PCOLS Risk Assessment Dashboard (RAD).

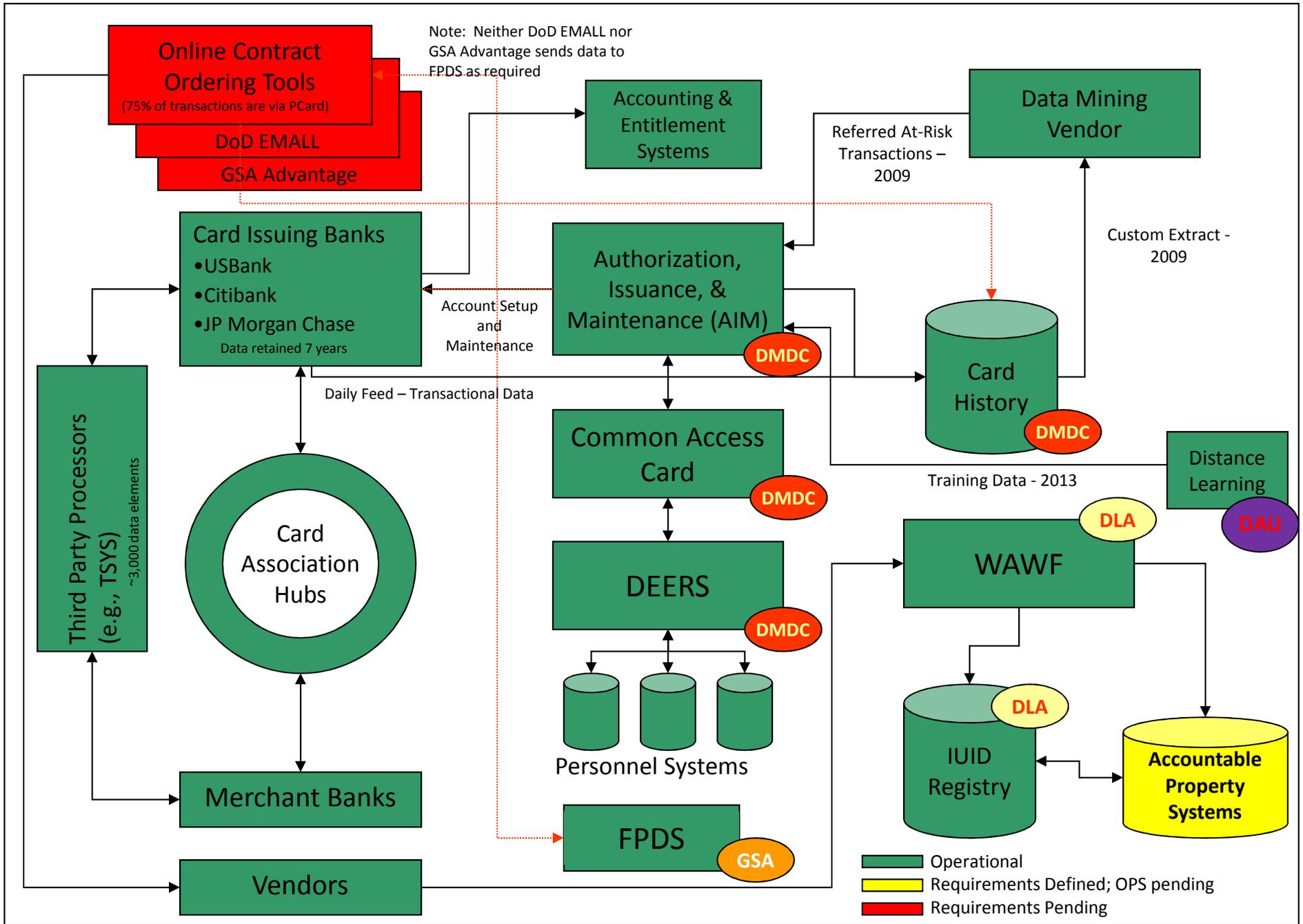
PCOLS was designed to reduce risk and meet regulatory and statutory requirements. Systems that make up PCOLS span USD (P&R) and the General Services Administration and USD (AT&L) (DAU and DLA); a team effort.

- Requires CAC authentication for card issuance and records chain of command.
- Does not replace bank functionality.

Goal is relevant, accessible, timely, useful and accurate data.

Currently supports US Bank GPC Card Issuance

SYSTEMS VIEW ARCHITECTURE – DOD PURCHASE CARD





DATA MINING STATISTICS 2013 FINAL

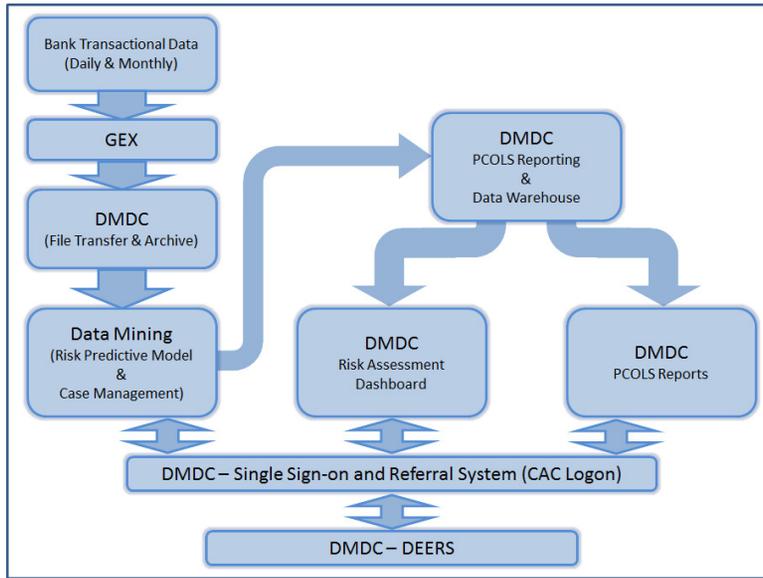
Data Mining Case Disposition Exception Averages - 2013						
	Abuse	Admin Discrepancy	Lost/Stolen (Compromised)	Misuse	Suspected Fraud	Total Exceptions
Average	0.01%	0.22%	1.01%	0.08%	0.16%	1.48%

Data Mining Case Disposition Summary - 2013		
Case Disposition	Recommended Action	Case Count
Abuse	Non judicial Punishment (Military)	1
	Refresher Training	5
	Suspension	2
Administrative Discrepancy	Admonishment	3
	Counseling	82
	Other	52
	Refresher Training	39
	Reprimand	1
	Suspension	1
Misuse	Admonishment	2
	Counseling	40
	Other	5
	Refresher Training	17
	Suspension	1
Suspected Fraud	Counseling	19
	Other	85
	Refresher Training	11
	Reprimand	1
	Suspension	2

Note: "Other" Recommended Action eliminated Oct 2013



RISK ASSESSMENT DASHBOARD – PROGRAM MANAGEMENT



Risk Assessment Dashboard (RAD) is populated with bank data, Data Mining data, and PCOLS data. Bank daily and monthly transactional account data are used. DM case and case disposition data are used. PCOLS hierarchy and account data are used.

Inadequate Separation of Duties

Accounts for which the cardholder and A/O are the same individual

View: HCA Agent (Level 3)

Select Cycle: 19-Dec-2013

Select Risk Level: All

PCPO >> 00021 >> 00055

Export Formats: CSV, PDF, Ex07

Risk Level Displayed:

Row	Level 3	Level 4	AOPC	Number of Managing Accounts	Number of Cardholders Accounts	Number of Exceptions
1	00055	00003	JENNIFER BUCK	34	110	0
2	00055	00006	Constancia Peterson	45	109	0
3	00055	00009	BRIDGETT HOLLER	33	62	0
4	00055	00017	Vicki Tipton	27		
5	00055	00021	MARGARET JORDAN	43		
6	00055	00023	Arlita SIMPKINS	9		
7	00055	00026	Khilena Adhin	55	1	
8	00055	00027	TERRE COX	70	1	
9	00055	00029	Brenda WELTY	51	1	
10	00055	00031	Steven Everett	35		

Drill down at the exception level. Only the exceptions for the subordinate organizations are displayed.

Inadequate Separation of Duties

Accounts for which the cardholder and A/O are the same individual

View: HCA Agent (Level 3)

Select Cycle: 19-Dec-2013

Select Risk Level: Med

PCPO >> 00021 >> 00055

Export Formats: CSV, PDF, Ex07

Risk Level Displayed:

Row	Level 3	Level 4	AOPC	Number of Managing Accounts	Number of Cardholders Accounts	Number of Exceptions
1	00055	00027	TERRE COX	70	128	1
2	00055	00521	Linda Frey	49	86	1
3	00055	00100	James Jackson	35	96	1

Drill down at the control level. All subordinate organizations are displayed.

GPC Program Management (Level 1 – PCPO)

GPC (Level 1) Dashboard

Expert Formats: PDF

Overall Risk Assessment:

Category	Control	Level 3 Risks	Level 2 Risks	Level 1 Risks	Level 0 Risks
Category 1: Span of Control	Control 1.1: Cardholder Accounts to Managing Accounts	38	1	0	0
Category 2: Separation of Duties	Control 2.1: Inadequate Separation of Duties	37	0	0	0
Category 3: Authorization Controls	Control 3.1: Spending Ratio - Underutilized Credit Limits	19	0	0	0
Category 4: Account Status	Control 4.1: Delinquent Accounts	8	16	13	0

Component Program Management (Level 2)

Acquisition Executive Agent (Level 2) Dashboard

Expert Formats: PDF

Overall Risk Assessment:

Total Levels: 37

Category	Control	Level 3 Risks	Level 2 Risks	Level 1 Risks	Level 0 Risks
Category 1: Span of Control	Control 1.1: Cardholder Accounts to Managing Accounts	38	1	0	0
Category 2: Separation of Duties	Control 2.1: Inadequate Separation of Duties	37	0	0	0
Category 3: Authorization Controls	Control 3.1: Spending Ratio - Underutilized Credit Limits	19	0	0	0
Category 4: Account Status	Control 4.1: Delinquent Accounts	8	16	13	0

MACOM, MAJCOM, Agency Program Management (Level 3)

HCA Agent (Level 3) Dashboard

Expert Formats: PDF

Overall Risk Assessment:

Total Levels: 60

Category	Control	Level 4 Risks	Level 3 Risks	Level 2 Risks	Level 1 Risks	Level 0 Risks
Category 1: Span of Control	Control 1.1: Cardholder Accounts to Managing Accounts	44	4	2	0	0
Category 2: Separation of Duties	Control 2.1: Inadequate Separation of Duties	47	0	0	0	0
Category 3: Authorization Controls	Control 3.1: Spending Ratio - Underutilized Credit Limits	10	0	0	0	0
Category 4: Account Status	Control 4.1: Delinquent Accounts	16	10	22	0	0



RISK ASSESSMENT DASHBOARD – ACCOUNT & CONTROL MANAGEMENT

A/OPC and A/BO Dashboard are used mainly to manage the exceptions at the cardholder account level.

A/BO Dashboard does not display controls that are not applicable at the A/BO Level.

A/OPC Dashboard

Export Formats: [PDF](#)

To view the details of a control, click the control name.

Overall Risk Assessment ●

Total Managing Accounts: 48

Category 1: Span of Control
Control 1.1: Cardholder Accounts to Managing Accounts
 More than seven cardholder accounts to one Managing Account
 Scale: ● 0 ● 1 ● >1 Exceptions: 0

Control 1.2: Accounts to A/OPC TBR
 More than 300 accounts to one A/OPC TBR Level
 Scale: ● 0 ● N/A ● 1 Exceptions: 0

Category 2: Separation of Duties
Control 2.1: Inadequate Separation of Duties
 Accounts for which the cardholder and ABO are the same individual
 Scale: ● 0 ● 1 ● >1 Exceptions: 0

Category 3: Authorization Controls
Control 3.1: Spending Ratio - Underutilized Credit Limits
 Accounts for which the three cycle spend average is less than 70% of the average cycle limit
 Scale: ● 0 - 5 ● 6 - 10 ● > 10 Exceptions: 59

Control 3.2: Single Merchant Spending
 Accounts that have at least ten transactions and an 80% or greater spending percentage at one merchant
 Scale: ● 0 - 5 ● 6 - 10 ● > 10 Exceptions: 0

Category 4: Account Status
Control 4.1: Delinquent Accounts
 Managing Accounts delinquent for 30+ days
 Scale: ● 0 ● 1 ● > 1 Exceptions: 3

A/BO Dashboard

Export Formats: [PDF](#)

To view the details of a control, click the control name.

Overall Risk Assessment

Total Cardholder Accounts:

Category 1: Span of Control
Control 1.1: Cardholder Accounts to Managing Accounts
 More than seven cardholder accounts to one Managing Account
 Exceptions:

Category 2: Separation of Duties
Control 2.1: Inadequate Separation of Duties
 Accounts for which the cardholder and ABO are the same individual
 Exceptions:

Category 3: Authorization Controls
Control 3.1: Spending Ratio - Underutilized Credit Limits
 Accounts for which the three cycle spend average is less than 70% of the average cycle limit
 Exceptions:

Control 3.2: Single Merchant Spending
 Accounts that have at least ten transactions and an 80% or greater spending percentage at one merchant
 Exceptions:

Category 4: Account Status
Control 4.1: Delinquent Accounts
 Managing Accounts delinquent for 30+ days
 Exceptions:

Control 4.2: Account Usage
 Accounts that have been inactive for six cycles or have never been used
 Exceptions:

Control 4.3: Lost/Stolen Cards
 Accounts that have greater than one lost/stolen card(s) in the last 6 cycles
 Exceptions:

Flagged Transaction Determination

Flagged transactions determined to be other than valid in Case Management (Misuse/Abuse/Suspected Fraud)

View: HCA Agent (Level 3) Select Cycle: 19-Dec-2013
 Select Risk Level: Med

PCPO >> 00021 >> 00055

Export Formats: [CSV](#) [PDF](#) [Ex07](#)

Risk Level Displayed: ●

Row	Level 3	Level 4	Number of Managing Accounts	Number of Cardholders Accounts	Total Transactions	Flagged Transactions	Flag %	Number of Exceptions
1	00055	00031	35	94	501	15	2.99 %	1
2	00055	00039	60	159	1,136	71	6.25 %	1
3	00055	00069	11	26	73	6	8.22 %	1
4	00055	05521	49	86	704	35	4.97 %	1

Flagged Transaction Determination

Flagged transactions determined to be other than valid in Case Management (Misuse/Abuse/Suspected Fraud)

View: ABO Select Cycle: 19-Dec-2013

PCPO >> 00021 >> 00055 >> 00039

Export Formats: [CSV](#) [PDF](#) [Ex07](#)

Risk Level Displayed: ● ● ●

Row	Level 4	Level 5	Cardholder Account Number	Single Purchase Authority	Cycle Spending Limit	Cycle Transactions	Transaction Amount	Merchant	Transaction Date
1	18650		*****6412	3,000	\$150,000.00	2	855.98	WALMART.COM 8009666546	10-Dec-2013

Average Cycle Transactions

Higher than average number of transactions (>100) for a Managing Account per cycle, based on three cycles of data

View: HCA Agent (Level 3) Select Cycle: 19-Dec-2013
 Select Risk Level: High

PCPO >> 00021 >> 00055

Export Formats: [CSV](#) [PDF](#) [Ex07](#)

Risk Level Displayed: ●

Row	Level 3	Level 4	AOPC	Number of Managing Accounts	Number of Cardholder Accounts	Current Cycle Transactions	Number of Exceptions
1	00055	00088	VICKY CHALLIS	20	51	818	3
2	00055	05524	Alan Takayama	46	116	1,309	5

Average Cycle Transactions

Higher than average number of transactions (>100) for a Managing Account per cycle, based on three cycles of data

View: AOPC Select Cycle: 19-Dec-2013

PCPO >> 00021 >> 00055 >> 05524

Export Formats: [CSV](#) [PDF](#) [Ex07](#)

Risk Level Displayed: ● ● ●

Row	Level 3	Level 4	Level 5	ABO	Number of Cardholder Accounts	Current Cycle Transactions	Current Cycle Spend	3 Cycle Transaction Average	3 Cycle Spend Average
1	00055	05524	25095	Tamera ARMSTRONG	9	205	155,129.98	253	156,163.51
2	00055	05524	60917	Charlotte WALDRON	6	209	157,250.78	211	167,236.64
3	00055	05524	60956	Jerry Gompers	4	93	65,518.90	107	67,974.36
4	00055	05524	61648	Cindy Allen	7	270	185,240.28	237	182,547.82
5	00055	05524	78643	Gail HARRIS	5	147	43,052.53	180	68,386.31



GPC PROGRAM MANAGEMENT REPORT & SUPPORTING REPORTING

Program Management Report

Organization: Vandenberg AFB
Cycle Date: 20-NOV-13 through 19-DEC-13

Program Summary	Number/Amount
Total number of transactions during the reporting period	454
Total dollar amount of transactions for the reporting period	\$286,157.88
Total number of transactions flagged for review	12
Total dollar amount of transactions flagged for review	\$6,688.23
Number of transactions (new this reporting period) assessed during the reporting period	7
Number of transactions (new this reporting period) not assessed during the reporting period	5
Number of transactions (from prior periods) assessed during the reporting period	3
Number of transactions (from prior periods) not assessed during the reporting period	125
Number of transactions assessed as Valid (Valid Transaction, Administrative Discrepancy, Contract Payment)	3
Number of transactions assessed as Invalid (Abuse, Misuse, Suspected Fraud)	0
Number of transactions assessed as Lost or Stolen	1
Number of infractions identified	0
Number of Recommended Disciplinary Actions	0

Monthly Account Review	Number
Number of A/OPCs	5
Number of Primary and Alternate A/BOs	109
Number of A/BOs meeting current Purchase Card training requirements	88
Number of Cardholders	157
Number of Cardholders meeting current Purchase Card training requirements	152
Number of Managing Accounts	113
Number of Cardholder Accounts	188
Number of Convenience Check Cardholder Accounts	2
Number of Cardholder Accounts with a Single Purchase Limit over \$3,000	13
Number of Cardholder Accounts with a Single Purchase Limit over \$3,000 designated as Warranted	0
Contracting Officer	0
Number of Cardholder Accounts with a Single Purchase Limit over \$3,000 and not designated as Warranted	13
Contracting Officer	0

Report Card - Program Health	# Identified
Number of Inactive / Never Used cards	28
Number of Convenience Checks written during the reporting period	0
Number of Convenience Checks written over \$3,000 during the reporting period	0
Number of transactions without an electronic authorization during the reporting period	0
Number of accounts with 30+ days delinquency	0
Span of Control Policy Exceptions: Cardholders to A/BO (> 7:1)	0
Activity Span of Control Exceptions: Accounts to A/OPC (> 300:1)	1

PCOLS Reporting

1 of 2

Program Management Report

Organization: Vandenberg AFB
Cycle Date: 20-NOV-13 through 19-DEC-13

Case Disposition	Number of Transactions	Percent
Valid Transaction	9	90.00%
Contract Payment	0	0.00%
Administrative Discrepancy	0	0.00%
Misuse	0	0.00%
Abuse	0	0.00%
Suspected Fraud	0	0.00%
Lost / Stolen	1	10.00%

Infraction Category	Number of Transactions
(Note: Reflects closed cases except Valid and Contract Payment; one transaction may result in more than one infraction)	
Number of purchases that exceeded the micro-purchase limit	0
Number of purchases that were split to circumvent the micro-purchase threshold	0
Number of purchases that exceeded the Minimum Need	0
Number of purchases Not for Government Use (personal use)	0
Number of purchases for Prohibited Items	0
Number of purchases that failed to use or screen Mandatory Sources	0
Number of purchases that failed to consider Green procurement	0
Number of transactions without adequate source documentation	0

Account Information from AIM

Who is responsible for oversight?

Approving / Billing Official Report

Criteria: Organization(s): Vandenberg AFB

Organization: Vandenberg AFB (413367)

Managing Account Number: 4716304556524919

Role	A/BO Name	Email Address	Phone Number
Primary	Robaina, Jose	jose.robaina.1@us.af.mil	9157519971
Alternate	Phillipson, Grant	grant.philipson@us.af.mil	

Organization: 14 AF/A2X (421849)

Managing Account Number: 4716304556443037

Role	A/BO Name	Email Address	Phone Number
Primary	HELDENWYLD, Wayne	wayne.heldenwylde@us.af.mil	

Who has the purchase cards?

Purchase Card Report

Criteria: Organization(s): Vandenberg AFB
Card/Check Option: Both
Special Designations: Any

Organization: Vandenberg AFB (413367)

Cardholder Account Number	Cardholder Name / Organization Name	Email Address / Phone Number	Card Type	Designation Type(s)	\$ Value of Warrant	Cycle Limit / Single Limit	Quarterly Limit / Annual Limit
*0001	Heck, Howard 14 AF/A3	howard.heck@us.af.mil 805065425	Card			\$1.00 \$1.00	\$0.00 \$0.00
*0087	Winkler, Bradley 30 LRS/LRSD	bradley.winkler@us.af.mil 805066427	Card			\$11,103.00 \$3,000.00	\$0.00 \$0.00
*0095	Tyack, Justin 30 LRS/LRSD	justin.tyack@us.af.mil 805066498	Card			\$1.00 \$1.00	\$0.00 \$0.00

When is training due?

Training Due Report

Criteria: Organization(s): 673 CONSLGCC
Review Period: Post Due Training
User Role(s): A/BO

Organization: 673 CONSLGCC - 429923

Training Due Date	Name	Email Address / Phone Number	Supervisor	Supervisor Email Address / Supervisor Phone Number
Nov 18, 2013	** PAST DUE ** Patrick, Kevin	kevin.patrick@us.af.mil 897620002	Birkett, Gordon	gordon.birkett@us.af.mil 897620008

When are reviews due?

Annual Review of Managing Accounts Report

Criteria: Organization(s): Vandenberg AFB
Review Period: Past Due Accounts

Organization: Vandenberg AFB (413367)

Account Review Date	A/OPC Name	Account Number	A/BO Name / Office Name	A/BO Email Address / A/BO Phone Number
Mar 17, 2010	** PAST DUE ** Haza, Marlon	471630455694239	PHILLIPS, COLIN A	colin.phillips@us.af.mil 805062290
	SERRI, LINDA	471630455682091	De Vange, Thomas	thomas.devange.1@us.af.mil 805062050
	Wash, Jennifer	471630455687575	Gerber, Kathleen	kathleen.gerber@vanderberg.af.mil 805060001
Mar 24, 2010	** PAST DUE ** Jones, Spina	471630455681957	LEWIS, STONY	stony.lewis@us.af.mil 805060076
May 1, 2010	** PAST DUE ** Wash, Jennifer	471630455685026	Coleman, Elizabeth	elizabeth.coleman.1@us.af.mil 805060032

Case Information from DM

How were flagged cases dispositioned?

Case Disposition Summary Report

Organization: Vandenberg AFB
Reporting Period: 20-NOV-13 through 19-DEC-13

A/OPC Organization (ID)	Flagged Transactions							
	Total	Valid	Contract Payment	Administrative Discrepancy	Misuse	Abuse	Suspected Fraud	Lost / Stolen
Vandenberg AFB (413367)								
#	10	9	0	0	0	0	0	1
\$	21,865.86	21,019.98	0.00	0.00	0.00	0.00	0.00	845.88
Totals								
#	10	9	0	0	0	0	0	1
\$	21,865.86	21,019.98	0.00	0.00	0.00	0.00	0.00	845.88

What are the disposition details?

Case Disposition Detail Report

Cases closed with a disposition other than Valid or Contract Payment

Organization: Vandenberg AFB
Reporting Period: 20-NOV-13 through 19-DEC-13

A/OPC Organization (ID)	A/BO Name	Cardholder Name	Cardholder Account Number	Merchant Name	Transaction Amount	Transaction Date	Case Closed Date	Recommended Action
Stolen - 1								
Vandenberg AFB (413367)	Hensley, Christel	Dinkins, Brian	*7731	WALMART #2559	\$845.88	11/21/2013	11/26/2013	

What are the transaction infractions?

Infraction Detail Report

One transaction may result in more than one infraction

Organization: 673 CONSLGCC
Reporting Period: 20-NOV-13 through 19-DEC-13

Infraction (Total A/OPC Organization (ID))	A/BO Name MA Number	Cardholder Name CA Number	Merchant Name Transaction Date	Transaction Amount	Case Closed Date	Recommended Action
Number of purchases that exceeded micro-purchase limit - 1						
673 CONSLGCC (429923)	Blake, Lucian *5746653	Rose, John *2156	ALTERNATIVE CONST & ENVIR 12/10/2013	\$7,735.00	12/13/2013	Counseling
Number of purchases that were split to circumvent the micro-purchase threshold - 1						
673 CONSLGCC (429923)	Blake, Lucian *5746653	Rose, John *2156	ALTERNATIVE CONST & ENVIR 12/10/2013	\$7,735.00	12/13/2013	Counseling
Number of purchases that failed to consider Green Procurement - 1						
673 CONSLGCC (429923)	Dorney, Benjamin *57064634	Williams, Mark *8324	STRIPS 12/05/2013	\$27.00	12/11/2013	Refresh Training

What was the recommended action?

Recommended Action Summary Report

Organization: 673 CONSLGCC
Reporting Period: 20-NOV-13 through 19-DEC-13

Case Disposition	Recommended Action	Case Count
Administrative Discrepancy		2
	Counseling	1
	Refresh Training	1



PURCHASE CARD PROGRAM WAY FORWARD

- Strengthen Controls
 - Financial Management Leadership is critical
 - Strengthen program management and oversight of non-procurement organizations
- Achieve Efficiencies
 - Explore special use cards to achieve efficiencies
 - Training
 - Ordering
 - Standardize rules for Ordering Officers
 - Further integration with ERPs
- Monitor use of purchase cards in underdeveloped financial infrastructures (e.g. Horn of Africa)

Closing Remarks