



Department of Defense Purchase Card Program Management Office

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September 26, 1997

MEMORANDUM
FORSECRETARIES OF THE MILITARY DEPARTMENTS
DIRECTORS OF THE DEFENSE AGENCIES
COMMANDER, DEFENSE CONTRACT MANAGEMENT
COMMAND
COMMANDER IN CHIEF, SPECIAL OPERATIONS
COMMAND
DIRECTOR, DEFENSE EVALUATION SUPPORT AGENCY
DIRECTOR, DOD EDUCATION ACTIVITY
PRESIDENT, USUHS
DIRECTOR, WASHINGTON HEADQUARTERS SERVICE

SUBJECT:

Office of the Undersecretary of Defense (Acquisition &
Technology) Memorandum -- Micro-purchase Approval
Authority.

This supplements my memorandum of March 20, 1997, concerning Micro-purchases.

The March 20, 1997 memorandum requires a written determination by a member of the Senior Executive Service (SES), Flag Officer, or General Officer that a contract or purchase order may, under certain circumstances, be used in lieu of the Government-wide commercial purchase card for micro-purchases.

Where activities do not have a resident SES member, Flag Officer, or General Officer, there may arise contracting situations that require this determination, but that would be unacceptably delayed by the determination's processing time. To prevent mission delays, the authority to make this written determination may be delegated to the level of the senior local commander or director.

Delegating authorities remain responsible for ensuring that delegated determinations comply with the original intent of the March 20, 1997 memorandum.

// Signed //
R. Noel Longuemare
Acting Under Secretary of
Defense
(Acquisition and Technology)