OFFICE OF THE UNDER SECRETARY OF DEFENSE
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ACQUISITION
TECHNOLOGY
AND LOGISTICS

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MEMORANDUM FOR COMMANDER, UNITED STATES SPECIAL OPERATIONS COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES TRANSPORTATION COMMAND (ATTN: ACQUISITION EXECUTIVE)
DEPUTY ASSISTANT SECRETARY OF THE ARMY (POLICY AND PROCUREMENT), ASA (ALT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY (ACQUISITION & LOGISTICS MANAGEMENT), ASN (RDA)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE (CONTRACTING), SAF/AQC
DIRECTORS, DEFENSE AGENCIES
DIRECTORS, DOD FIELD ACTIVITIES

SUBJECT: General Services Administration (GSA) SmartPay Conference – Mandatory for Department of Defense (DoD) Agency/Organization Program Coordinators (A/OPCs)

Each year, annual training for DoD A/OPCs is conducted at the General Services Administration (GSA) Smart Pay Conference. Attendance at this conference is also beneficial for all government purchase cardholders and Resource Managers. The conference is scheduled for July 22-24 2008.

1. All purchase cards will be cancelled effective 29 November 2008 and reissued under the SmartPay 2 contract that starts effective 30 November 2008; and
2. The on-going deployment of the Purchase Card On-Line System (PCOLS) which is the new DoD capability for Authorization, Issuance, Management, and Data Mining.

PCOLS will be the required tool to apply for DoD purchase card and will complement the data mining tool the Department will be using to screen all card transactions for misuse. To prepare for both transitions, A/OPCs are required to take mandatory preconference training titled PCOLS Training, Module I and Module II located at https://acc.dau.mil/CommunityBrowser.aspx?id=213561&lang=en-US prior to attending the Denver conference. Supervisors may grant up to 20 Continuous Learning Points to acquisition personnel who participate in the entire conference, including GSA, Service and bank sponsored training.

Each DoD attendee must also attend live training while in Denver on PCOLS. The training will be offered all three days of the conference and the space will accommodate the training of over 2,000 individuals. The training is one hour in length and complements the online training provided by DAU. A/OPCs not attending the GSA training event are still responsible for taking the DAU on-line class before 30 July 2008.

Participation of all A/OPCs at this event is recommended so that these officials are afforded the training, education, and professional development required to perform proficiently. For additional guidance on establishing point values, the continuous learning policy can be reviewed at http://www.acq.osd.mil.

Questions concerning this policy should be directed to the ebusiness policy helpdesk at 1-877-376-5787.

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