



OFFICE OF THE UNDER SECRETARY OF DEFENSE

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WASHINGTON, DC 20301-3000

ACQUISITION
AND SUSTAINMENT

MEMORANDUM FOR DEPARTMENT OF DEFENSE GOVERNMENTWIDE COMMERCIAL PURCHASE CARD PROGRAM OVERSIGHT PERSONNEL

Subject: 2020 General Services Administration SmartPay Training Forum

All Department of Defense (DoD) Governmentwide Commercial Purchase Card (GPC) Program Oversight personnel are encouraged to attend the 2020 General Services Administration (GSA) SmartPay Virtual Training Forum. The Forum is scheduled for 4–6 August 2020 and will be held virtually rather than in person this year.

The GSA SmartPay Training Forum website at www.GSASmparPayForum.org provides general information about the Forum. Registration will open online at this website in June 2020. It is recommended that anyone registering for the Training Forum obtain agency approval to attend before registering.

DoD GPC personnel should use their official DoD email address for GSA Training Forum registration. If an individual's official DoD email address is not their designated email address in Procurement Integrated Enterprise Environment (PIEE) and Access Online, the individual must update these applications to ensure his/her official DoD email address is listed in his/her user profile. Consistent use of one's official DoD email address will assist with not only tracking Training Forum course attendance and ensuring proper credit is provided but also with the deployment of Single Sign On functionality to PIEE and US Bank in the near future.

This Training Forum is designed for Oversight Agency/Organization Program Coordinators, Agency/Organization Program Coordinators, Component Program Managers, Approving/Billing Officials, Inspector General staff, Financial, Resource, and Budget personnel, and other officials who oversee the purchase, travel, fleet, and integrated business lines of the GSA SmartPay card program. **The Training Forum is not designed for Cardholders.** DoD Acquisition Workforce personnel attending this conference will be able to earn continuous learning points in accordance with guidance at www.acq.osd.mil/dpap/docs/cl%20policy.pdf.

Defense Pricing and Contracting / Contracting eBusiness (DPC/CeB) will be providing training sessions to address topics such as policy updates, system enhancements/processes, best practices, and lessons learned. DPC/CeB also will offer presentations on the PIEE Joint Appointment Module, the DoD-wide mandatory application to initiate, review, approve, store, and terminate required delegations of procurement authority and/or appointments for select acquisition program officials, including DoD GPC Program participants.

Please direct questions to Ms. Sheila McGlynn at sheila.a.mcglynn.civ@mail.mil, with a copy to DODPCPO@SterlingHeritage.com.

LeAntha D. Sumpter
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cc:
DoD DEPUTY CHIEF FINANCIAL OFFICER