



**Department of Defense**  
Government Purchase Card Program

**MEMORANDUM FOR: mojgan\_AO\_test1 Test 5122**

W907L2: 0082 AV BN 03 CO C MED CO AA  
Correctional Officer

**SUBJECT:** Governmentwide Commercial Purchase Card (GPC) Approving/Billing Official (A/BO)  
Appointment

**References:**

- a. Department of Defense (DoD) Government Charge Card Guidebook for Establishing and Managing Purchase, Travel, and Fuel Card Programs
- b. Office of Management and Budget (OMB) Circular A-123, Appendix B
- c. Federal Acquisition Regulation (FAR)
- d. Defense Federal Acquisition Regulation Supplement (DFARS)
- e. DoD 7000.14-R - Department of Defense Financial Management Regulation (DoD FMR) Volume 10, Chapter 23: 'Purchase Card Payments'
- f. United States Code Title 28 and 31

You are hereby appointed as an A/BO for W907L2 - 0082 AV BN 03 CO C MED CO AA. The Cycle Limit on the Managing Account(s) assigned to you will be assigned in the Card Issuing Bank Electronic Access System, and will not exceed two times the sum of the cycle limits for all Cardholder accounts under the Managing Account. Your authority to act as an A/BO shall be in accordance with the above references.

A/BO roles and responsibilities are defined in Reference (a). Additional details are captured in the Statement of Understanding (SOU).

In this role you are responsible for approving the spending of public funds. As such, you will be held to a high standard of responsibility and accountability. You must become thoroughly familiar with your responsibilities and accountability.

As an A/BO, you are required to follow the applicable component procedures for signing the A/BO Purchase Card Certification Statement required by the DoD FMR.

As an A/BO, you are an accountable official and are subject to personal financial liability (including reimbursing the Government for unauthorized or erroneous purchases through salary offsets) or appropriate adverse personnel action (including removal or other punishment) if you violate applicable GPC use and control regulations, are negligent, or if you engage in GPC misuse, abuse, or fraud (10 U.S.C. 2784). For individuals subject to chapter 47 of the Uniform Code of Military Justice (UCMJ), violation of such regulations is punishable under section 892 of article 92 of the UCMJ.

This appointment is effective as of the date countersigned. Unless sooner terminated, this appointment is effective as long as you remain in this position.

mojgan\_DAA1 Test 5122  
GPC Delegating/Appointing Authority  
Defense, Department of Army, Department of the

**ACKNOWLEDGMENT OF APPOINTMENT**

Receipt of this appointment is hereby acknowledged. I fully understand the roles and responsibilities associated

with this appointment.

mojgan\_AO\_test1 Test 5122

Approving/Billing Official

Defense, Department of\Army, Department of the\THEATER\0082 AV BN 03 CO C MED CO AA

2018/11/26