



OFFICE OF THE UNDER SECRETARY OF DEFENSE

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ACQUISITION
AND SUSTAINMENT

MEMORANDUM FOR COMMANDER, UNITED STATES CYBER
COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES SPECIAL OPERATIONS
COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES TRANSPORTATION
COMMAND (ATTN: ACQUISITION EXECUTIVE)
DEPUTY ASSISTANT SECRETARY OF THE ARMY
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING)
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Guidance on the Implementation of Adjusted Government Charge Card Cardholder
Special Designation Thresholds

References: (1) Department of Defense Government Charge Card Guidebook for Establishing
and Managing Purchase, Travel, and Fuel Card Programs, dated
June 3, 2020, https://www.acq.osd.mil/dpap/pdi/pc/policy_documents.html

This memorandum provides guidance for the implementation of the new Department of
Defense (DoD) Government Purchase Card (GPC) Cardholder (CH) Special Designation
thresholds for CH’s authorities. The new thresholds effective October 1, 2020 are summarized
in the table below.

	Special Designation Threshold	Current Not to Exceed (NTE)	NTE as of October 1, 2020
1	GPC Micro-Purchase Threshold (MPT) for Contingency Operations & Other Emergency Uses* for any contract to be awarded and performed, or purchase to be made, outside the U.S.	\$30,000	\$35,000
2	Convenience Check MPT for Contingency Operations & Other Emergency Uses* for any contract to be awarded and performed, or purchase to be made, outside the U.S.	\$15,000	\$17,500
3	GPC Simplified Acquisition Threshold (SAT) for Contingency Operations & Other Emergency Uses** for any contract to be awarded and performed, or purchase to be made, inside the U.S.	\$750,000	\$800,000
*See Federal Acquisition Regulation (FAR) 2.101 MPT definition for a complete list of emergency acquisition uses. NO change to the MPT for Contingency Operations & Other Emergency Uses INSIDE the U.S.			
**See FAR 2.101 SAT definition for a complete list of emergency acquisition uses. NO change to the GPC SAT for Contingency Operations & Other Emergency Uses OUTSIDE the U.S.			

The GPC increases to the MPT and SAT for Contingency Operations and Other Emergency Uses are the result of regularly scheduled inflation adjustments in accordance with 41 U.S.C § 1908, as implemented in Federal Acquisition Regulation Case 2019-013, Inflation Adjustment of Acquisition-Related Thresholds, published as a final rule effective October 1, 2020. In accordance with Section 806(b) of the FY 2018 National Defense Authorization Act and 41 U.S.C § 1902(a), the convenience check threshold increase for Contingency Operations and Other Emergency Uses is one half of the applicable MPT threshold as adjusted for inflation under 41 U.S.C. § 1908.

When implementing these threshold increases, CH purchase limits should not automatically be increased across the board. Agency/Organization Program Coordinators, Resource Managers, and other individuals responsible for management and oversight of GPC programs must ensure that CHs' purchase limits are only raised in accordance with Reference 1, paragraph A.3.9(g)(i) –(iii) requirements. Additionally, Component Program Managers will need to ensure Joint Appointment Module appointments are re-issued for all CHs receiving higher authorities based on these increased limits.

Additionally, the U.S. Department of the Treasury, Card Acquiring Service Bureau, provided recent notice that the planned decrease in the Inter/Intra Governmental Transaction limit from \$24,999.99 to \$9,999.99 initially intended to go into effect on October 1, 2020, will be delayed until February 1, 2021, unless otherwise extended. Individuals responsible for management and oversight of GPC programs should communicate with CHs and put in place alternative electronic payment methods in anticipation of the forthcoming reduced threshold. The Treasury encourages use of Intra-Governmental Payment and Collection for payments between federal agencies, debit cards, Automated Clearing House debits/credits, and Fedwire transactions.

Questions may be directed to my point of contact, Ms. Sheila McGlynn, at 703-697-4402 or sheila.a.mcglynn.civ@mail.mil.

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