

CHANGE REQUEST COVER SHEET

Change Request Number: 09-04

Date Received: 9/29/2008

Title: Creation of New Purchase Card Policy Section

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Policy OR Guidance: Policy

Section/Text Location Affected: AMS Policy 3.2.6, 3.2.6.1, and 3.2.6.2

Summary of Change: Creation of AMS Policy 3.2.6, 3.2.6.1, and 3.2.6.2

Reason for Change: To provide a separate and usable policy section specifically for the FAA purchase card program.

Development, Review, and/or Concurrence: AGC-500, AJA-43, AJA-431, AJA-45, ACT, ARC

Target Audience: FAA Procurement Workforce

Potential Links within FAST for the Change: None

Briefing Planned: No

ASAG Responsibilities: None

Potential Links within FAST for the Change: None

Links for New/Modified Forms (or) Documents (LINK 1)

Links for New/Modified Forms (or) Documents (LINK 2)

Links for New/Modified Forms (or) Documents (LINK 3)

SECTIONS ADDED:

Acquisition Management Policy:

Section 3.2.6 : Purchase Card Program [\[New Content\]](#)

Acquisition Management Policy:

Section 3.2.6.1 : Applicability [\[New Content\]](#)

Acquisition Management Policy:

Section 3.2.6.2 : Policy [\[New Content\]](#)

SECTIONS ADDED:

Acquisition Management Policy:

Section 3.2.6 : Purchase Card Program

Acquisition Management Policy:

Section 3.2.6.1 : Applicability

Purchase card policy and corresponding guidance apply only to actions conducted through the FAA purchase card program.

Acquisition Management Policy:

Section 3.2.6.2 : Policy

All procurements using an FAA purchase card must be conducted according to applicable laws, regulations, and FAA policy. AMS procurement guidance for purchase cards establishes standards for competition and source selection that supersedes other applicable AMS policy and guidance.