



DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC

OFFICE OF THE ASSISTANT SECRETARY

SEP 16 2008

AFI64-117 AFGM1

MEMORANDUM FOR ALMAJCOM/FOA/DRU (CONTRACTING)

FROM: SAF/AQC  
1060 Air Force Pentagon  
Washington, DC 20330-1060

SUBJECT: Government Purchase Card for Contract Payment

Effective immediately, the Government Purchase Card (GPC) shall not be used as a method of contract payment on new awards for supplies/services. This decision comes as a result of Air Force Audit Agency findings which revealed internal control weaknesses when GPC is used as a method of contract payment.

The audit uncovered improper accounting transactions that have negatively impacted financial statements. For example, duplicate payments have been made to vendors because contract obligations cannot be promptly recorded within ten days of contract award or financial managers cannot synchronize contract payments by contract number when GPC is used as a method of contract payment.

This guidance does not apply when GPC is used to order from prepriced vehicles such as Blanket Purchase Agreements, Federal Supply Schedules, or Indefinite Delivery/Indefinite Quantity contracts that do not exceed \$25,000. Nor does it apply to existing awarded contracts that specify GPC as a method of contract payments. However, Contracting Officers and Financial Managers are required to utilize other payment methods, e.g., AF Form 9, for option year requirements, unless the contract clearly states that GPC would be used for contract payment.

This guidance will remain in effect until SAF/FMP and SAF/AQC have jointly developed solutions for correcting the internal weaknesses disclosed by the audit findings. If there are any questions, please contact Veronica Alexander Spight at (703) 588-7025 or via email at [veronica.alexander@pentagon.af.mil](mailto:veronica.alexander@pentagon.af.mil).

A handwritten signature in black ink, appearing to read "R. S. Correll".

ROGER S. CORRELL  
Deputy Assistant Secretary (Contracting)  
Assistant Secretary (Acquisition)