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UNDERSECRETARY OF DEFENSE
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MAR 18 1996

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Advice of Proposed Changes to the Governmentwide Commercial Credit Card

Among the opportunities to privatize and reform governmental business practices, none makes more sense than full use of the governmentwide commercial credit card, known as the International Merchant Purchase Authorization Card--or I.M.P.A.C. This card, procured from the private sector under a contract awarded by the General Services Administration (GSA), already is being used throughout the Department, with nearly 58,000 cardholders now in place.

I don't want to stifle any good initiatives in this area. Nonetheless, there have been many one-of-a-kind adaptations in our business practices. It is essential that we achieve a Departmentwide focus in order to eliminate the avalanche of paper transactions and outdated business practices, and failure to maximize the receipt of discounts that are available under the I.M.P.A.C. program. Since I am responsible for the Department's financial practices concerning the credit card and, in that capacity, I must coordinate changes with the GSA, it is essential that you keep me apprised of any discussions you might have with that agency or its contractor, the Rocky Mountain BankCard System, that propose changes to the scope of the contract. Changes in scope would include any proposed modification of the services or procedures identified in Contract Guide GS-23F-94031 (dated October 1995), such as changes in billing or payment procedures, or requests for specialized cards or modifications of card design.

I request that you notify me of all proposed changes in I.M.P.A.C. contract scope. Please contact Mr. Ronald D. Good in the Directorate for Accounting Policy. He may be reached at (703) 697-0585, fax: (703) 697-4608 or e-mail: goodr@?smtpsu.ousdc. osd.mil.

John J. Hamre