



DEPARTMENT OF THE ARMY
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MNL

5 March 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Government Purchase Card (GPC) Procurement Request (PR) timeline

1. All GPC PRs must be submitted to MNL-LM (SS) two weeks prior to the date the commodity is required in order to allow for sufficient time to review requests and return for correction if required.
2. POCs for this memorandum are CPT Sarah Valois at (518) 786-4339 or sarah.e.valois.mil@mail.mil or 1LT Brendan Jones at (518) 786-4840 or brendan.w.jones2.civ@mail.mil.

FOR THE COMMANDER:

A handwritten signature in black ink, appearing to read "Scott Doust", is positioned above the typed name.

SCOTT A. DOUST
COL, LG, NYARNG
Director of Logistics

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1-G4, 53rd Troop Command

1-G4, 42nd Infantry Division