

IMPAC NEWS

FORT BRAGG, NORTH CAROLINA
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CARE ON-LINE CERTIFICATION

The Department of Defense (DoD) Purchase Card Program is entering a new phase that incorporates electronic commerce tools into the bill reconciliation and payment processes effective 23 April 2001. This new era will enable IMPAC Cardholders and Billing Officials to log, view and reconcile transactions, as well as electronically certify account statements for payment on a worldwide, 24-hour, seven-day a week basis. This capability will provide the DoD with tools to accelerate the payment of US Bank Purchase Card invoices, resulting in higher rebates. These rebates will benefit each unit/organization as they are credited back to organizational funds.

Computer requirements for on-line certification include the following: **access to a computer with internet access and Windows 95 or higher operating system; if using Netscape Browser, must be 4.5 or higher; if using Internet Explorer Browser, must be 4.01 with service pack 1 or higher and 128 bit encryption. Memory should be 32 MEG with processor speed of 133 MHz.** US Bank offers web-based training at the site below: <https://wbt.care.usbank.com>.

USER ID: usbank
PASSWORD: learning

The USERID and PASSWORD are *case sensitive and should be typed in lower case letters*. If you need assistance with the CARE training website, please call

technical support at (800) 254-9885. Outside the US, call collect at (612) 973-5735.

The Fort Bragg Resource Management point of contact is Becky Yetter. Becky may be reached at 396-3880 extension 338 or e-mailed at yetterb@bragg.army.mil.

The Fort Bragg IMPAC Agency Organization Program Coordinator (A/OPC) is Lucinda Nance. Lucinda may be reached at 396-4362 extension 205, or e-mailed at nancel@bragg.army.mil.

The Fort Bragg IMPAC Team will provide initial supplemental CARE training for Billing Officials, Alternate Billing Officials, and Cardholders throughout the coming months. **The initial training WILL NOT be provided on a recurring basis.** After the initial supplement training is completed, Billing Officials and Cardholders will be required to complete all CARE training on-line through the web-based training site. On-line certification of accounts will begin on 23 April for units assigned to the following Major Support Commands:

- **Business Centers:** IBO; RBC; PWBC; PSBC; ITBC; CASBC;
- **Special Forces Command:** USACAPOC; USASOC; USASFC; SOSCOM; JFK
- 44TH MEDICAL GROUP
- 20TH ENGINEER BRIGADE
- US PARACHUTE TEAM
- 18TH AND 229TH AVIATION
- 35TH SIGNAL BATTALION
- SPO- DRAGON UNIVERSITY
- RC- DIR RSRV COMP SPT\USAG
- BATTLEFIELD COORDINATION DETACHMENT

ITBC APPROVAL REQUIRED FOR ADPE/COMPUTER EQUIPMENT

The Information Technology Business Center (ITBC) is responsible for providing Information Technology (IT) support and services to the 18th ABN Corps and Fort Bragg units/activities. Hardware/software standards set forth in **Memorandum of Instruction (MOI) 20-99** identify the minimum level for IT equipment required to maintain technical compatibility and connectivity of all units and activities to the Fort Bragg network. This certification/approval of IT acquisition is outlined in **MOI 10-99**. Acquisition requests for any of the Information Mission Area (IMA) disciplines (automation, telecommunications, printing, publications, records management, library management, and visual information) must be submitted to the ITBC Project Management Branch for approval prior to purchase. Units bypassing the required ITBC certification risk purchasing IT products that are not compatible with the Fort Bragg network or the software standards listed in **MOI 20-99**. The ITBC certification process, in order to maximize investment, ensures all interface requirements are met and software standards are adhered to on all acquisition requests.

CABLEVISION AND SATELLITE SERVICES

Cable television services can be purchased with the IMPAC Purchase Card if the services will be used for official purposes. In accordance with **AR 25-1**, the Army Information Resources Management Program, appropriated funds may be used to purchase the following authorized cable television services in support of official Army purposes when needed to accomplish the organization's mission. Units and business centers are authorized to purchase:

- Standard cable television service which includes local, national, and cable news channels and weather channels
- Installation of cable television outlets
- Installation of cable television drops
- Converter box and remote rental for televisions that are not cable ready

If the drop installation estimate exceeds \$2,500, contact the IBO-C Purchasing Division and they will issue a delivery order for this service. **Purchases from Time Warner Cable cannot exceed the \$2,500 IMPAC single purchase threshold.** Additionally, Time Warner Cable must have an established account for your unit/organization before your unit can use the IMPAC Purchase Card. Units/organizations with cable television requirements that exceed or might exceed the \$2,500 threshold shall continue to forward cable television requirements to the IBO-C Purchasing Division for procurement.

In accordance with AR 25-1, appropriated funds may also be used to purchase satellite dishes and services for organizations if these services will be utilized for official, mission-related purposes. In some instances, it is more cost-effective to operate via satellite than via cable if a building does not have cable connections installed. The very cost of installing cable connections may exceed established funding thresholds. In order to determine if this scenario applies to your organization, your IMPAC Billing Official must request a survey estimate from Time Warner.

This estimation is a formal process that begins with Time Warner and must **be routed through the IBO-C Purchasing Division for final determination.** Once IBO-C approval is granted, administrative approval must be requested from the Information Technology Business Center (ITBC). The ITBC point of contact is Deborah Nevarez (396-2548). The siting of satellite dishes is the responsibility of the

requesting organization. *Satellite dishes cannot be permanently attached to buildings or located on or around the roof of a building. Roof surfaces can be easily damaged, causing leaks.*

WATER PURIFICATION SYSTEMS

Prior to purchasing bottled water or a water purification system at Fort Bragg, you must first contact Preventative Medicine, Environmental Health Section, at 396-5882 to determine eligibility for the purchase. The points of contact are SSG Robert Carr and Mr. Stephen Moore. Determinations of water quality will be made by Environmental Health Section and *only non-potable water results will receive recommendations for purchasing bottled water or water purification systems.* Organizations with potable water WILL NOT receive recommendation to purchase bottled water or a water purification system. If your water is determined NOT potable, then you must forward your memorandum from Environmental Health with a memo addressed to PWBC, Steve Smith, 396-3951 for approval. If your unit/organization is approved to purchase bottled water or a water purification system, you may use your IMPAC Purchase Card.

VEHICLE/TRAILER PAINTING

Fort Bragg units with painting requirements of tactical vehicles/trailers are required to consult the Readiness Business Center (RBC), Chief, Logistics Division, for this type of support. The Chief, Logistics Division will determine whether or not the requirement can be met, at which time a waiver will be provided, allowing the units to get the support required off post using their IMPAC cards.

CAMELBACKS

Camelbacks are currently **not** an authorized IMPAC purchase for most organizations due to non-availability of local purchase authority. *All IMPAC purchases must be justified with local purchase authority.* Local purchase authority must be cited as a reference to an Army Regulation (**AR**); Common Table of Allowances (**CTA**); Table of Distribution and Allowances (**TDA**); General Accounting Office Regulation (**GAO**) or other authorization document.

HATS OFF TO...

Congratulations to Billing Official Mary Dennings and cardholder Jerri Brooks of the Readiness Business Center. Ms. Dennings and Ms. Brooks purchase for the Airborne and Special Operations Museum in downtown Fayetteville. They received an "excellent" rating on their annual IMPAC account review. This rating is commendable and is awarded only to Billing Officials and Cardholders who are maintaining the highest standards with IMPAC regulations and records retention. Review standards may be accessed at our Fort Bragg contracting website below: <http://www.bragg.army.mil/www-doc>.

THIS BULLETIN IS AUTHORIZED BY:

Original Signed
WALTER H. WARFEL
Director of Contracting