

The reviews are in...

"Helped me prepare policies and procedures for our administrators and cardholders."

"Helped me get oriented to the industry when I took over P-Card program management responsibilities."

PURCHASING CARD Essentials

Second Edition, Version 2.1

"The sections defining roles and responsibilities and RFPs were very helpful."

The NAPCP's
Guide to Establishing
and Managing a Program

"Our auditor found it very useful when redefining audit procedures for our P-Card program."

"Helps me assist clients through a program administrator change."

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Driving Excellence

"An excellent resource for improving best practices for our card program."

We call it **Essentials** for a reason.

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