



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 7300.1A
ISD 9D

SEP 18 2020

COMBAT CENTER ORDER 7300.1A

From: Commanding General
To: Distribution List

Subj: GOVERNMENT COMMERCIAL PURCHASE CARD

Ref: (a) MCO 7300.21A
(b) FAR 1.6
(c) FAR Part 13
(d) DFARS Part 201.6
(e) DFARS Part 213
(f) NAVSUPINST 4200.85D
(g) NAVSUPINST 4200.99B
(h) GCPC Attachment D
(i) DON Desk Guide 5.11
(j) Local Internal Operating Procedures (IOP)

Encl: (1) Combat Center GCPC Purchase Request Form CC 7302/2

1. Situation. In accordance with the references, implement guidance, procedures, and responsibilities for the management of the Government-wide Commercial Credit Card (GCPC) Program aboard the Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC).

2. Cancellation. CCO 7300.1.

3. Mission. The references set the basis for the GCPC Program. Adopting and exercising the GCPC principles and procedures will provide effective and efficient GCPC operations and support organizational objectives.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To provide maximum Command oversight while allowing activities the flexibility to use the GCPC to fulfill their mission requirement while complying with the governing GCPC policies.

(2) Concept of Operations. The Commander (Head of Activity) or his/her delegated official will have an agent to execute the responsibilities delegated by the Head of Activity (HA). The Agency/Organization Program Coordinator (APC) will run the GCPC program and shall keep the HA or his delegated official informed of the health and open vulnerabilities of the program.

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b. Subordinate Element Missions

(1) Director, Regional Contracting Office. Delegate in writing an APC who will monitor the GCPC Program for MAGTFTC, MCAGCC.

(2) Commanding Officers, Assistant Chiefs of Staff, Division Directors, and Special Staff Officers

(a) Designate in writing an Approving Official (AO) who will monitor the GCPC cardholder (CH).

(b) The AO should be, to the greatest extent possible, the supervisor of the CH or be in the direct line of authority of the CH.

(3) Approving Officials

(a) Designate in writing a CH who will have limited use of the Department of the Navy (DON) GCPC.

(b) Will be personally accountable for strict adherence to DON purchase card policies and procedures when using the card.

(4) Cardholders

(a) Will be personally accountable for strict adherence to DON purchase card policies and procedures when using the card.

(b) The specific limits of authority are listed in paragraph 3c.

c. Coordinating Instructions

(1) Dollar Thresholds. Micro-Purchases:

(a) Not to exceed the following single purchase limit.

1. Supplies: \$10,000.00.

2. Services: \$2,500.00.

3. Construction: 2,000.00.

4. SF-182: \$25,000.00 (Contact APC for authorization).

5. Defense Logistics Agency Document Services (DLA-DS): \$49,999.99 (Contact APC for authorization).

(b) The billing cycle limit should be set and maintained in consideration of the mission of the activity. Not to exceed \$9,999,990.00.

(2) Authorized Transaction Types

(a) Over the Counter.

(b) Telephone Orders.

(c) Internet Orders.

(3) Authorized Purchases

- (a) Micro-purchases of supplies or services.
- (b) A Method of Payment vehicle on government contracts.
- (c) DLA-DS.
- (d) Training - SF182.

(4) Purchase Restrictions

- (a) Reference (f): List of Prohibited and Special Attention items.
- (b) Reference (g): List of Prohibited and Special Attention items.
- (c) Reference (h): List of Prohibited and Special Attention items.
- (d) Reference (i): List of Prohibited and Special Attention items.

(5) Forms. The Combat Center GCPC Purchase Request Form CC 7302/2 can be obtained from the 29 Palms Accounting Office.

5. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center Orders can be found at <https://www.29palms.marines.mil/Staff-Offices/Adjutant-Office/Orders/>.

6. Command and Signal

a. Command. This Order is applicable to all active duty, reserve, and civilian personnel assigned as AOs and GCPC authorized cardholders working under the command of the CG, MAGTF/TC, MCAGCC.

b. Signal. This Order is effective the date signed.


D. A. SUGGS
Chief of Staff

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