

**PCPN# FY04-18 - Purchase Card Program APC Questionnaire - Your Assistance Is Needed**

PLEASE NOTE: LEVEL 3 APCs - IT IS YOUR RESPONSIBILITY TO GIVE THIS NOTICE WIDEST DISSEMINATION TO PURCHASE CARD PROGRAM APCs WITHIN YOUR HIERARCHY

The DON eBusiness Operations Office is conducting a survey of all Purchase Card Program APCs as part of an ongoing effort of overall program improvement. In large part, the success of the Purchase Card Program at DON depends on the APCs. A few minutes of your time to complete our questionnaire will greatly help us to gain programmatic insight from your perspective.

Completion of this questionnaire should take fewer than 20 minutes. We want to hear from you about the Purchase Card Program: some information about who you are, about your APC activities, and lastly, your views about various areas of the Purchase Card Program. Your input is valuable to us.

To participate, simply click on the Purchase Card APC Questionnaire link below, and complete the questionnaire. All responses will be confidential, and will be reported only on an aggregate basis.

In order to meet our survey deadline, we request that you disseminate this e-mail to APCs within your hierarchy by December 24th and complete the questionnaire by January 23rd. Your assistance and participation are greatly appreciated.

[Purchase Card APC Questionnaire](#)

You can also access this questionnaire on our website [www.don-ebusiness.navsup.navy.mil](http://www.don-ebusiness.navsup.navy.mil) in "What's New".

Please don't hesitate to contact our office if you require assistance with the DON Purchase Card Program at [Purchase\\_Card@navsup.navy.mil](mailto:Purchase_Card@navsup.navy.mil)

Helpdesk  
DON eBusiness Operations Office  
Card Management  
5450 Carlisle Pike; P.O. Box 2050  
Mechanicsburg, PA 17055  
Fax: (717) 605-9362  
Email: [Purchase\\_Card@navsup.navy.mil](mailto:Purchase_Card@navsup.navy.mil)