

## 4-2. Recommended Training

CHs, BOs, and A/OPCs are encouraged to take additional training identified in Table 4-2 and [DPCAP Purchase Cards - Training](#).

Table 4-2: Recommended Training for A/OPCs, Billing Officials and Cardholders

### Recommended Training

| Course Name                                                                                           | Course Number             | Role Level                              | Frequency | Course Offeror/<br>Hyperlink                                                     |
|-------------------------------------------------------------------------------------------------------|---------------------------|-----------------------------------------|-----------|----------------------------------------------------------------------------------|
| GSA SmartPay Purchase Training for Program Coordinators                                               | A/OPC Training - Purchase | A/OPCs                                  | Initial   | <a href="#">GSA SmartPay Purchase Training for Program Coordinators (A/OPCs)</a> |
| Certifying Officer Training for GPC Payments                                                          | CLG 006                   | A/OPCs                                  | Initial   | <a href="#">DAU</a>                                                              |
| Contracting for the Rest of Us                                                                        | CLC 011                   | CHs/A/BOs (not in a Contracting Office) | Initial   | <a href="#">DAU</a>                                                              |
| DoD Sustainable Procurement Program                                                                   | CLC 046                   | All                                     | Initial   | <a href="#">DAU</a>                                                              |
| DAU AbilityOne Training                                                                               | CLM 023                   | All                                     | Initial   | <a href="#">DAU</a>                                                              |
| Procurement Fraud Indicators                                                                          | CLM 049                   | All                                     | Initial   | <a href="#">DAU</a>                                                              |
| Section 889: Prohibition on Contracting for Certain Telecom and Video Surveillance Services/Equipment | FAC 889                   | All                                     | Initial   | <a href="#">DAU</a>                                                              |

|                                                                                     |                                                                     |           |         |                                                                     |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------|-----------|---------|---------------------------------------------------------------------|
| Micro-purchases and<br>Section 508<br>Requirements                                  | Online                                                              | CHs       | Initial | <a href="#">GSA<br/>Accessibility<br/>Training  <br/>Section508</a> |
| GSA SmartPay Purchase<br>Training for Account<br>Holders and Approving<br>Officials | Purchase<br>Card<br>Training<br>for<br>Account<br>Holders &<br>A/BO | CHs/A/BOs | Initial | <a href="#">GSA<br/>GSA SmartPay<br/>Online Training</a>            |

**Parent topic:** [CHAPTER 4 - GPC TRAINING REQUIREMENTS](#)