



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE SERVICES AGENCY

SEP 29 2007


NAF Contracting Policy Memo 07-C-07

MEMORANDUM FOR ALL NONAPPROPRIATED FUND (NAF) PURCHASING PERSONNEL

FROM: HQ AFSVA/SVC
10100 Reunion Place, Suite 304
San Antonio TX 78216-4138

SUBJECT: NAF Contracting Authority and NAF Government Purchase Card

1. The purpose of this policy letter is to rescind NAF Contracting Policy Memo 05-C-01 and re-issue it under my signature. It provides policy on NAF Contracting Authority and the NAF Government Purchase Card/P-Card.
2. Warranted NAF contracting officers have unlimited authority (no monetary limit) to execute flight and ground instructor contracts (subject to funds availability).
3. When specified in a written delegation of authority, NAF Information, Ticket and Travel activity cardholders not holding a contracting officer warrant may use their Government Purchase card/P-Card for resale purchases against the Leisure Travel contract up to \$25,000 per transaction. Additional training is required before this authority can be implemented.
4. This memo is in effect until these changes are incorporated into AFMAN 64-302, Nonappropriated Fund Contracting Procedures. If you have any questions, please contact Mr. Rich Jones, HQ AFSVA/SVCKI, DSN 487-6931.


WILLIAM A. FORAN, YC-03, DAF
Director, AF NAF Purchasing Office

cc: Ms. Betsy Matich, SAF/AQCP