



COMPLIANCE

MICRO-PURCHASE

Procedures for use and control of micro-purchasing



Agencies spend millions, if not billions of dollars each year and their employees are expected to know the rules regarding the micro-purchase process. You will learn the guidelines to use micro-purchasing, understand laws surrounding the use of micro-purchasing, and know your responsibilities as a micro-purchaser.

Class Format:

On-site & Virtual

CALL TODAY!

Julie Burns

(646) 416-6441

julie@elevate4success.com

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LEARNING OBJECTIVES

- Understand micro-purchase guidelines
- Know how to make a micro-purchase
- Troubleshoot micro-purchase challenges