

Definitions

Amex GP-Card Policies and Procedures

Alternative Procurement Methods

Purchasing programs designed to provide optimal combinations of price, quality, compatibility, etc. For example, the on-line office supply ordering system, E-Way, is an alternative procurement method.

American Express Web Recon

The on-line electronic repository that houses all the card charges. This system is where all reviews are completed and reporting can be executed.

Business Manager

The person in the department that is responsible for the budgets and who has final purchase authorization.

Card Processing Bank

The bank that will issue and maintain the P-Cards.

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All charges to the P