PSC Newsletters [1]

Stay up to date on procurement and travel news with the new PSC Communicator Blog [2]!

Archived newsletters can be found below.

**September 30** [3]
- FinProHelp Transition Updates
- Supply Chain Constraints

**Newsletter Archives**

**2021**

**September 30** [3]
- FinProHelp Transition Updates
- Supply Chain Constraints

**September 7** [4]
- FinPro Help Desk Phone Updates
- How to Buy Furniture: New Furniture Catalog
- Introducing Chrissy Alexander

**August 25** [5]
- Supply Chain Disruptions
- Concur Survey

**August 4** [6]
• New Airline Contracts
• Concur Mobile Login
• Concur Satisfaction Survey
• Introducing Shannon Sanchez
• Introducing Jaycie Warner

**July 29** [7]
• How to Buy Furniture
• Passport Delays
• Introducing Julie Luthin

**July 15** [8]
• Supply Chain Constraints
• Events Rebates
• Reassigning Airfare Charges
• Introducing Jessica Tharp

**June 30** [9]
• New Options for Purchasing Furniture
• Fiscal Year-End Accrual Reminders
• New Sustainability Website

**June 17** [10]
• Domestic Travel Pre-Approval
• New Temp Labor Agreements
• FYE Reminders
• Supply Chain Disruptions

**June 1** [11]
• FYE Deadlines
• Payable Services Reminders
• Travel Pre-Approval
• New GC Form
• Introducing Chantelle Wilkerson

**May 18** [12]
• Airfare Charges in Concur
• Computer Chip Shortage
• Introducing Lois Kaiser

**May 12** [13]
• Fiscal Year-End Deadlines and Reminders
• New RPA Form Streamlines Recognition Program Documentation
Flowers and Immediate Family Members
Mileage to Primary Work Location: Not Reimbursable
Knowledge Nook: Procurement Dashboards

April 29

- Travel in COVID Times
- No Outside Internet Airfare Bookings
- Shopper Role Now Includes Full Inquiry
- New RPA Form
- Shonna Hughes Receives NAEP Award
- Introducing Bryan Pasternak

March 31

- Travel Restrictions
- Domestic Travel Approvals
- Org Unit Officers
- United Bags Fly Free
- Sponsor Refunds back to PA Form
- PSC Suite Address Update
- Looking up Marketplace Invoices

March 1

- Updates-Payment Voucher-Authorization
- Refunds in Concur and Marketplace
- New Training Resources

February 18

- Deadlines for FYE 2021
- Contracts
- Special Considerations for FYE Purchases
- Change Orders

February 9

- Dell Catalog EPEAT Ratings
- Emergency Procurements Update
- New IT Temp Services Agreements
- Introducing Sammie Danh-Tran

January 27
- Mileage Rates
- Airfare Reconciliation
- Travel News
- Payment Voucher-Authorization Changes
- Conference Registrations
- Marketplace Webinar

2020

**December 9** [20]
- Copier Updates
- New Supplier Class in Marketplace
- Invoice Issues

**December 3** [21]
- Calendar Year-End Deadlines
- Introducing Kyle Van Horn

**December 1** [22]
- Event Types in Concur
- Event Registrations
- Introducing Sasha Rahmann

**November 23** [23]
- Airfare Reconciliation in Concur
- Booking Rail in Concur
- Travel Partner News

**November 5** [24]
- Revised COVID Supplies Procedures
- Introducing Andy Aten
- Introducing Colin Dixon

**October 12** [25]
- Importance of Marketplace
- New Dell Contract
- Staples Discounts
- New Airgas Contract
- Travel Reminders
September 1

- Furniture from CCi
- Remote Work Purchasing Guidance
- Send PDFs to APInvoice
- Mileage Reimbursement
- Ground Transportation

July 31

- Rental Car and Commercial Vehicle Contracts
- Delegates Can Submit Concur Requests
- Travel Partner News
- United Flights to Shanghai
- Internet Airfare Policy Update
- Monitoring COVID Supplies

July 1

- COVID Supplies Request Process
- Marketplace Terms & Conditions
- COVID Purchasing Questions

June 25

- COVID Supplies Procurement

May 28

- FYE Deadlines
- Purchasing PPE/Cleaning Items
- FYE Deadlines
- United Airlines Tickets

May 1

- FYE Deadlines
- CCi Ordering Deadlines
- Wire Payment Requests
- Coronavirus Impacts on PSC Procedures
- Southwest Airlines Tickets

April 17

- Planning for Fiscal Year-End
- Tap-to-Pay for Commercial Cards
- In-State Travel: Required Approvals
- Non-Employee Internet Airfare
April 2 [33]

- PSC Updates Related to the Coronavirus

March 13 [34]

- Travel/Procurement Updates related to COVID-19

February 26 [35]

- Procurement Deadlines for FYE 2020
- Special Considerations for FYE Purchases

February 12 [36]

- Amazon Web Services
- PSC Internships
- Payment Processing Tips

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