



# THE NAVAJO NATION

Office of the Controller, P.O. Box 3150, Window Rock, Arizona 86515 (928) 871-6310

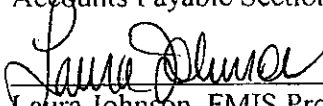
Ben Shelly  
PRESIDENT

Rex Lee Jim  
VICE-PRESIDENT

September 26, 2012

## MEMORANDUM

To: Accounts Payable Section

From:   
Laura Johnson, FMIS Project Manager  
OFFICE OF THE CONTROLLER

Subject: P Card Charges to External Fund Object Codes

This is written notification from Contract Accounting regarding Accounts Payable P-Card charges to external fund object codes. Please be aware that we had to re-class some charges that were charged to the wrong object codes. P-Card payment method charged to External Funds (K-Accounts) will be limited to Utilities, Telephone, Air Fare and Registration only. Also as a reminder, any other Operational charges to External Funds (K-Accounts) should not be allowed (see memorandum dated August 7, 2012, Purchase Card (PCard) Operations for External funded Accounts attached).

Please be mindful to use the correct business unit, object code and reconciling in a timely manner when using your NN P-Card.

xc: *Mark Grant, Controller, Office of the Controller*  
*Accounting Managers – OOC*  
*Contract Accounting Section - OOC*