

DATE: January 17, 2018

TO: Agency Addressed (No. 20, 2017-2018)

FROM: Paul Whitfield, Director
Division of Accounting and Auditing
Department of Financial Services

SUBJECT: RESERVATION OF EXPANSION OPTION (EO) VALUE IN FLAIR

The Department of Financial Services (Department) and Bank of America (BOA) have been working together to implement a State of Florida instance of Works, BOA's web-based Purchasing Card system. During the development and testing phases of the project, the Department has determined a need to reserve a specific EO value to assist with processing PCard transactions.

After January 8, 2018, "E)" will not be an available value when creating a new EO. Users will receive an error message stating, "EO unavailable for use". The Department asks that agencies refrain from using this value prior to the implementation date.

If you have any questions, please email PCardWorks@myfloridacfo.com.