

NAVY CASH[®]
SOP CHANGE NOTICE
NAVSUP PUB 727

Navy Cash Fleet Support Groups
NAVSUP Fleet Logistics Centers
Norfolk
San Diego
Yokosuka

Navy Cash SOP Change Notice 2021-001

23 February 2021

Subject: Temporary Transaction Increase Authorization for Retail Spending

Attention: Supply Officers/Disbursing Officers/Navy Cash Accountable Officers/Navy Cash Deputies

1. Background. Due to changes in operations caused by pandemic-related travel restrictions, retail spending requirements have also changed. To support increases in spending limits, these new temporary increase in card transaction limit procedures must be followed.

2. Disbursing Officer Action. Disbursing Officers implement new guidance for requests from Navy MWR, Wardroom, and CPO Mess Merchant Accounts requesting increased strip spending limits.

3. Official Change to Navy Cash SOP. This Navy Cash SOP Change Notice represents an official change to the Navy Cash SOP (NAVSUP PUB 727). Each DO/Navy Cash Accountable Officer shall retain a copy of all effective Navy Cash SOP Change Notices on file for inspection with the current version of the SOP (*see list of effective Navy Cash SOP change notices immediately below*).

4. List of Effective Navy Cash SOP Change Notices.

2020-001	N/A	Ship's Store Profits Transfer to MWR Merchant Procedures	V1.15v2
2020-002	N/A	Cardstock Reordering Procedures	V1.15v2
2020-003	N/A	Barge Move Procedures	V1.15v2
2020-004	21 Aug 20	Navy Cash Card Issuance Requires a Linked U.S. Bank Account	18 May 20
2020-005	15 Oct 20	Procedures for Missing or Deceased Members	18 May 20
2020-006	13 Nov 20	Fraud-Related Navy Cash Accounts Information Requests	18 May 20

5. Points of Contact. If you have any questions, please contact:

Hugh Chin at NAVSUP FLC Norfolk	hugh.chin@navy.mil	(757) 443-1189	DSN: 646-1189
Andy Yager at NAVSUP FLC San Diego	andrew.yager@navy.mil	(619) 556-6493	DSN: 526-6493
Vicente Cruz at NAVSUP FLC Yokosuka	Vicente.Cruz@fe.navy.mil	+81 (46) 816-7324	DSN: (315) 243-7324

6. General Changes to Procedures. This change notice requires any Navy MWR, Wardroom, and CPO Mess Merchant Accounts requesting an increase of card limits for retail spending to have an up-to-date FS Form 2888 on file with the FRB and gain approval from Treasury (via FRB).

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7. Specific Changes to Procedures. NAVSUP Pub 727, Part 1, Section 3, sub-paragraph 3.2.4.1 titled: “TEMPORARY TRANSACTION INCREASE AUTHORIZATION FOR RETAIL SPENDING” is added to page S3-49 as follows:

3.2.4.1. TEMPORARY TRANSACTION INCREASE AUTHORIZATION FOR RETAIL SPENDING. Open-Loop transactions for certain Merchants are currently limited to \$25K per single transaction and/or a grand total of \$50K over a 2-day period. An override may be requested to increase the limit to \$50K per single transaction over a 48-hour period and/or a grand total of \$100K over a 2-day period with the following stipulations:

- a. Requesting merchant must ensure the FS Form 2888 on file reflects the current accountable official is complete and signed prior to the override being approved. Overrides are granted only if the FS Form 2888 is complete and current.
- b. No new overrides may be granted until the 48 hour period closes. The clock starts on the first transaction, there are no exceptions.

All requests are subject to Fleet Logistics Center (FLC) review and approval from the Navy Cash Program Management Team, NAVSUP and Treasury (via FRB).

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