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Department of Administrative Services
Improving efficiency, compliance, and workplace performance

**State Purchasing
Division**

Attention: Procurement Officers, P-Card Administrators and CFOs (TGM entities only)

As announced previously, the State Accounting Office (SAO) and Department of Administrative Services (DOAS) State Purchasing Division (SPD) have been working diligently to upgrade TeamWorks Financials and Team Georgia Marketplace™ (TGM) to version 9.2.

Throughout the TeamWorks Financials upgrade process, state entities may continue to use the Purchasing Card (P-Card) for needed goods and services in accordance with the Statewide Purchasing Card Policy. However, to prepare for system downtime, please review [Official Announcement #19-01](#) for guidance on key actions related to P-Card activity to complete prior to, during and post TeamWorks upgrade.

Please ensure you review this information and register to attend one of the following webinars to discuss any questions.

Please click one of the following to register:

[Tuesday, Sep 25, 2018 2:00 PM](#)

[Thursday, Sep 27, 2018 10:00 AM](#)

After registering, you will receive a confirmation email containing information about joining the webinar. For any questions related to this Official Announcement, please contact SPD at cardprograms@doas.ga.gov.



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Our mailing address is:
200 Piedmont Ave. S.E. Suite 1804, West Tower
Atlanta, Georgia 30334 -9595
Phone: 404-657-6000 | Fax: (404) 657-8444
purchasing@doas.ga.gov