

SPO ALERT

Date: 4/27/2023

To: State Agencies

From: State Procurement Office

Re: SPO Academy Training - **10K & 100K Delegation Training (Next Week!)**

10K Delegation Training			
Course ID	Date	Time	Location
AD10KDE	5/3/2023	10:00 am - 11:00 am	Webinar
<p>The \$10k delegation training explains the procurement authority and responsibility granted within your delegation. Topics covered include the use of mandatory contracts, \$10,000 delegation requirements, and the source selection process.</p> <p>Speakers: Kerry Wells, Senior Statewide Compliance Manager, ADOA SPO</p> <p>Target Audience: Required training for Agencies with \$10k Delegation, Chief Procurement Officers, Procurement Managers, Requisitioners, and Buyers</p>			

100K Delegation Training			
Course ID	Date	Time	Location
AD100KDE	5/4/2023	10:00 am - 11:00 am	Webinar
<p>The \$100k delegation training explains the procurement authority and responsibility granted within your delegation. Topics covered include the use of mandatory contracts, \$100,000 delegation requirements, and the source selection process.</p> <p>Speakers: Kerry Wells, Senior Statewide Compliance Manager, ADOA SPO</p> <p>Target Audience: Required training for Agencies with \$100k Delegation, Chief Procurement Officers, Procurement Managers, Requisitioners, and Buyers</p>			

To register for a webinar visit TraCorp (<https://adoa.server.tracorp.com>), and login:

1. Click on Assigned Content
2. Type in the Course ID in the search field
3. Click on the down arrow next to the search box and select, "Entire Catalog"
4. Click on the search button, Magnifying Glass icon
5. Click on the search result
6. Click on the "Register" button

If there are any questions, please feel free to contact John Jimenez, *Chief Learning Officer* at John.Jimenez@azdoa.gov.