FAQs –Federal Government Requirements Result in Changes to PCard Application

1) What new information will be required as part of the PCard application process?

As of July 16, 2014, it will be necessary for U-M employees applying for a PCard to include their home address, date of birth, and country of citizenship.

2) Why are U-M employees being asked to provide this information on the PCard application?

JP Morgan, the bank that provides PCard services to the University of Michigan, is requiring that this information be provided as part of its effort to comply with new regulations from the U.S. Office of Foreign Assets Control (OFAC).

OFAC administers and enforces economic sanction programs against countries and groups of individuals, such as terrorists and narcotics traffickers. JP Morgan, as a U.S. entity and a regulated financial institution, is required to ensure that individuals who are listed on a government sanctions list do not use its products, including PCards.

For more information on OFAC and its requirements, visit www.treasury.gov/resource-center/faqs/Sanctions/Pages/answer.aspx

3) Do existing PCard cardholders need to provide the newly required information?

No, only new PCard applicants need to provide this information, effective July 16, 2014.

4) If my existing PCard is lost or stolen, do I need to provide this information when getting a replacement card?

No, you will not be asked to provide this information when replacing a lost or stolen PCard that was originally issued—or applied for—before JP Morgan’s new requirements went into effect (July 16, 2014)

8) Will I need to provide this information if I have a name change, modify my credit limit, or renew my PCard?

No, you will not be asked to provide this information in any of these situations, if your PCard was originally issued—or applied for—before July 16, 2014.

6) What if PCard applicants do not want to provide date of birth, home address or citizenship?

Unfortunately, PCards cannot be issued—per JP Morgan requirements—if this information is not provided.

7) In case of dual citizenship, what country should the applicant use on their PCard application?

Applicants with dual citizenship can list the country of their choosing when completing a PCard application.

8) Who can I contact with questions?

Please contact the PCard group at (734)764-8212, prompt 3, or by email at travelexpense@umich.edu.