

[Home](#)[Forms](#)[Resources](#)[Frequently Asked Questions](#)[UH PCard Newsletters](#)[Contact Us](#)[OPRPM Home](#)**Obtaining a Purchasing Card****PCard Training****PCard Policies & Procedures****PCard Usage Guidelines****\* Basic Guidelines****\* Exceptions to "Preferred Method For Small Dollar Purchases" Policy****\* Unallowable Purchases****\* Purchases Requiring Authorization****Spending Limits / Merchant Limits****MCC Codes****Lost or Stolen PCards / Compromised PCards****How to Dispute a PCard Transaction****CentreSuite****ListServ Emails****Restricted Access to DC and DCA Only****\* PCard Procurement FAQs****\* DC ListServ Emails****\* Polls****UH PCARD NEWSLETTERS (RESTRICTED)**[Home](#) > [PCard Usage Guidelines](#) >**\* Basic Guidelines**

- Can be used at any MasterCard merchant.
- Each card will have a transaction spending limit and a monthly spending limit.
- Each card will be blocked from Merchant Categories that are deemed inappropriate for PCard use.
- Use is for University business only. Personal purchases are prohibited.
- PCard purchases must be made in accordance with University PCard policies and procedures as stated in Administrative Procedure A8.266. In addition, federally funded purchases must comply with all requirements of the Office of Research Services.
- Cardholders are accountable for appropriate use and security of PCards.
- Cardholders are personally responsible for inappropriate charges.
- PCards are not transferable between individuals and departments.
- Report lost or stolen cards immediately. Your Department will be responsible for charges made on your PCard until it is reported lost or stolen to First Hawaiian Bank.

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Office of Procurement and Real Property Management . 1400 Lower Campus Road, Bldg 171E . Honolulu, Hawaii 96822  
 Phone 808-956-8687 . Fax 808-956-2093  
 Office Hours: 7:45 am - 4:30 pm

[Sitemap](#)

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