



**Department of General Services  
Procurement Division**

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**Broadcast Date: January 4, 2012**

**Bulletin #: P-01-12**

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**TO: Purchasing Authority Contacts (PACs)  
Procurement and Contracting Officers (PCOs)**

**RE: Implementation of New Broadcast Bulletin Reference Number**

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The purpose of this Broadcast Bulletin is to introduce a reference number for new Broadcast Bulletins which will denote the contents, sequence and year of each bulletin. This reference number may make it easier to locate previously published bulletins.

A specific Broadcast Bulletin reference number will start with a letter which describes the subject matter: Policy, Event or Contract. The letters are:

- P Policy
- E Event
- K Contract

The following number indicates its numerical sequence for that subject matter in that year. The final number is the last two digits of the year of publication. This bulletin's reference number is P-01-12 because it contains policy information (P), is the first policy bulletin of the year (01) and is issued in 2012 (12).

If you have any questions regarding this notification, please contact:

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