

SPO ALERT

Date: October 23, 2024
To: State Agencies
From: State Procurement Office
Re: SPO Document Updates

Hello all,

SPO Compliance has recently updated **TB 040 - Small Dollar Purchases** to clarify small business requirements in III(B). For more information please familiarize yourself with the Technical Bulletin [here](#) or on our [SPO Website](#).

SPO Compliance has also updated **SP 006 - Document Standard** to update APP Document Upload Guidelines and Naming Conventions. Extensive changes have been made and new sections have been added. Find the most recent version of SP 006 on the [SPO Website](#) or directly [here](#).

A lunch and learn training has been scheduled to review the changes. Please register for the session in Tracorp using the information provided below.

Date	Time	Course	Course ID	Location
12/11/24	11:00 am - 12:00 pm	SP 006 Document Standard Updates	SPOLNL14	Webinar
Course Description: You have spoken and we have heard. Effective October 22, 2024 , an updated Standard Procedure 006 was published. This session will highlight the recent changes, clarifications, and new sections, as well as address the APP COI process updates. Bring your questions and gain valuable insights to navigate the revised SP 006 with confidence.				

If you have any questions, please contact SPOCompliance@azdoa.gov.