



The New York State Association of School Business Officials

Advancing the Business of Education

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Dear NYSASBO p-Card Users:

Illinois ASBO recently sent us information to pass on to you about upgrades to your p-Card program. You may call our office with questions, or call BMO Client Services at: 888.267.7834.

Please be aware you are not required to take any action at this time, this is informational only.

Anti –Money Laundering Compliance

The US Federal and Canadian Governments have been increasing their requirements for security compliance in an effort to curtail money laundering by terrorist or other type entities. This is impacting ALL credit card companies. For our program the changes will result in:

- An increase in the time frame for application approval
- Requests from BMO for a name and birthdate to be associated with each card. This will mean that districts will not be able to use department cards and will need to request cards to be assigned to individuals.
- Inclusion of a district's Federal Tax ID in the application and BMO files

Please be aware that birthdate information is only shared with the Federal Government and is used to ensure that credit card holders are not on Government AML lists. In rare occasions, additional information about individuals may be requested, such as home address.

Chip and Pin Upgrade

In conformity with new standards of security and to combat credit card fraud, a conversion to what is referred to as "chip and pin" will take place over the next year. BMO will begin converting all p-Cards from magnetic strip to one embedded with a microchip requiring a PIN. The PIN will be used at any merchants that have a chip-enabled terminal.

Details Online Upgrade

BMO is currently working on an upgrade to the platform many districts use to view their p-Card usage. While the new version will be more robust, it will also require additional training and a "break-in" period as personnel learn to use it at the same or even higher levels than Details Online today. We do not know the actual time-line for this launch, but it is important for everyone to know it is coming.

We will be sending out more information as we receive it. Do not hesitate to reply with any questions that you might have at this time.

Thank you,

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