



### **Who must take the Principles of Public Procurement Learning Event?**

State employees responsible for conducting a procurement over \$10,000 must successfully complete the DAS Principles of Public Procurement Learning Event, or have a valid Oregon Procurement Basic Certification (OPBC). This standard applies to state contracting agencies, even those not under DAS procurement authority.

### **What does “conducting a procurement” mean?**

Conducting a procurement means holding procurement authority or having significant responsibility in the procurement process, such as:

- Developing procurement documents.
- Posting or publishing notices or awards.
- Negotiating contract terms.
- Resolving conflicts or protests.
- Writing amendments or change orders.

### **What is the deadline?**

Employees must successfully complete the Principles of Public Procurement Learning Event by December 31, 2018, or have a valid OPBC certification.

### **How much time is needed to take the Learning Event?**

The Principles of Public Procurement Learning Event consists of five full-day sessions. The sessions are delivered in person, one day per week, over the course of five weeks (40 contact hours).

### **How much does the Learning Event cost?**

The Principles of Public Procurement Learning Event costs \$350.00 per person.

### **When will the Principles of Public Procurement Learning Event be available?**

Monthly Principles of Public Procurement Learning Events start in February 2018. Sign-up for a session in iLearn: <http://ilearn.oregon.gov>

### **I’m unsure if I need to take the Learning Event, what should I do?**

Contact your manager, or visit this web page for more information:  
[www.oregon.gov/DAS/Procurement/Pages/ProcTrngLaw.aspx](http://www.oregon.gov/DAS/Procurement/Pages/ProcTrngLaw.aspx)

### **What happens if an employee fails to successfully complete the Learning Event?**

State employees failing to successfully complete the Principles of Public Procurement Learning Event by December 31, 2018, will no longer be able to conduct procurements over \$10,000.