

Emergency Card Review

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Emergency Cards

- Emergencies may arise with little or no warning.
- Departments need to be able to address situations quickly and efficiently.
- Use of regular State pCards may require changes in restrictions and limits



Emergency Cards

- In 2006, the emergency pCard program was introduced to enhance a department's ability to respond when the Governor issues an emergency proclamation.



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Emergency Card Features

- Higher than normal credit limits
- Unrestricted Merchant Category Codes, unless restricted by department
- Separate statements for capturing data for future federal reimbursement
- 24 Hour Access to Transaction Data via CentreSuite

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Emergency Card Features

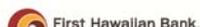
- Internal Controls – The SPO administrators will be notified within hours when usage of an emergency pCard is detected outside of approved timeframes.
- First Hawaiian Bank's Zero Liability Policy
- Protected by MasterCoverage ®



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Requesting Emergency Cards

- For departments that are **not** currently participating, pCard administrators should contact the State Procurement Office to discuss options and implementation procedures.
- For departments currently enrolled in the emergency pCard program, please review your list of accounts to ensure that all information is current.



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