

## 6-16. Official Representation Funds (ORF)

- a. The GPC is the preferred method of payment for ORF expenditures when the infrastructure supports GPC usage. A separate GPC account should be established to ensure accountability and transparency of ORF expenditures. Commands must adhere to all requirements of DoDI 7250.13 and Army instructions. Cardholders and authorizing officials should verify the availability of ORF funds before making purchases for properly authorized functions.
- b. Official Representation Funds may be used to extend official courtesies to authorized guests of the U.S., DoD, and the Department of the Army. Cardholders may use the GPC to make ORF purchases and must comply with the policy and instructions in AR 37-47.
- c. Cardholders making ORF purchases must have a designated card solely for this purpose. A/OPCs must request third line embossing of "ORF" when creating the card account.

**Parent topic:** [CHAPTER 6 - OPERATIONAL GUIDANCE AND PROCEDURES](#)