

10/30/2019-HELD

BILL NO. 33-0069

Thirty-Third Legislature of the Virgin Islands

May 1, 2019

An Act amending title 3, chapter 1 of the Virgin Islands Code relating to the issuance of and usage of government credit cards

PROPOSED BY: Senator Dwayne M. DeGraff

Be it enacted by the Legislature of the Virgin Islands:

SECTION 1. Title 3, chapter 1 of the Virgin Islands Code is amended by designating section 4a where it appears for the second time as section 4b, redesignating the current section 4b as section 4c, and adding a new section 4d that reads as follows:

“4d (a) The Governor, through the Director of the Office of Management and Budget, may issue credit cards to any employee of any department, agency, bureau, and any other instrumentality of the Government of the Virgin Islands under the following conditions:

(1) The purchases must be for goods and services authorized pursuant to title 31, chapter 23, sections 236 and 239 of the Virgin Islands Code.

1 (2) The person to whom the credit card is issued must be vital to the department,
2 agency, bureau or instrumentality of the government and must be credit worthy based on
3 a credit check.

4 (3) Purchases must not exceed \$5,000.00.

5 (b) A record of all purchases must be kept by the department, agency, bureau or
6 instrumentality of the government as well as the limit authorized, which may not be increased
7 without the prior authorization of the head of the agency and the Director of the Office of
8 Management & Budget.

9 (c) The fiscal officer of each department, agency, bureau or instrumentality of the
10 government with credit cards issued shall ensure that payments are made promptly, making
11 sure that statements are reviewed for accuracy and errors which shall be addressed promptly.

12 (d) The Office of Management & Budget shall develop procedures and training for the
13 use of the credit cards by the card holders and inform the credit card holders of the criminal
14 penalties for the misuse of the cards.

15 (e) The Office of Management & Budget shall immediately cancel every credit card
16 issued to a government employee who has separated from Government of the Virgin Islands
17 for any reason. The head of the department, agency, bureau or instrumentality of the
18 government is responsible for notifying the Office of Management and Budget when an
19 employee is no longer with the government, or the employee is no longer authorized to use the
20 credit card on behalf of the government.

21 (f) Each department, agency, bureau or instrumentality of the government shall submit
22 a report on the use of the credit cards, identifying the purchases, travel and expenditures
23 authorized, to the Legislature's Committee on Finance during the respective agency's budget
24 request presentation.

(g) The Inspector General may conduct audits of any department, agency, bureau or instrumentality of the government on the use of credit cards, and the audits must be submitted to the Governor and the Legislature of the Virgin Islands.

SECTION 2. Title 14, chapter 117, section 3004a of the Virgin Islands Code is amended by striking “\$1000” and inserting “\$2,500” in its place.

Bill Summary

This Bill regulates the issuance and use of government credit cards.

BR19-0139/April 30, 2019/AA/Reviewed by EEM