

**Regulation Change #3 – 03/20/2025**

R4.12.210 is deleted in its entirety and replaced with the following:

**R4.12.210 – Reports of Procurement Action****R4.12.210.01 – Reports for the Division of Purchases**

To ensure that information reported by the Division of Purchases is accurate, relevant, and in-line with industry standards, the Purchasing Agent shall present to the Procurement Standards Board a template for quarterly reporting of procurement actions. This template shall be subject to approval of the Board and shall remain in place until such time as the Board approves changes.

The first template shall be presented to the Board in the first quarter of fiscal year 2026 with updated templates presented for approval, at minimum, quinquennially thereafter.

**R4.12.210.02 – Reports for the Business Assistance Office**

To ensure that information reported by the Business Assistance Office is accurate, relevant, and in-line with industry standards, the Director of the Business Assistance Office shall present to the Procurement Standards Board a template for quarterly reporting of compliance and programing actions. This template shall be subject to approval of the Board and shall remain in place until such time as the Board approves changes.

The first template shall be presented to the Board in the first quarter of fiscal year 2026 with updated templates presented for approval, at minimum, quinquennially thereafter.