

**From:** Combs, Stacy  
**Sent:** Wednesday, May 06, 2009 11:44 AM  
**To:** PCard Reconcilers and Approving Officials

**Subject:** Preserve PCard Purchase Documentation  
**Importance:** High

Dear PCard Reconciler or Approving Official:

You are required to **preserve** any existing PCard purchasing documents through 2006, until further notice from this office, regardless of the retention schedule.

The Washington State Office of Attorney General is investigating potential anticompetitive conduct (price fixing) in the market for TFT/ LCD displays, more commonly referred to as simply "LCD displays". They are also investigating the same allegations in the market for Cathode Ray Tube displays, more commonly known as "CRTs".

The AG's office is **not** asking for the records at this time, so we ask that each department **hold onto** the records and has them available if the litigation is pursued. While you need only keep purchase documents related to equipment purchases that involve a TFT/LCD/CRT screen, it may be easier to keep all PCard purchasing documents at this point.

Please read information at <http://purchasing.wsu.edu/utills/File.aspx?fileid=5552> for complete details.

Regards,

**Stacy Combs**

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