



## New CPO Information

**Please provide the following information to register with OMES Central Purchasing as a new certified procurement officer.**

Refer to OAC 260:115-5-3 for rules regarding training, certification, authority, decertification, continuing education or change in status.

CPO name	Employee ID number (if state employee)
Phone	Email
CPO certification date	Due date of CPO first report
Agency/employer name	Agency number (if applicable)
Agency/employer address	
Primary CPO <input type="checkbox"/> Yes <input type="checkbox"/> No	Employed with a state agency <input type="checkbox"/> Yes <input type="checkbox"/> No
Directly involved in procurement processes as a CPO (explain below): <input type="checkbox"/> Yes <input type="checkbox"/> No	

Signature of CPO	Date
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