:: financial information library details • • •

Folder	Description
PROCURE/PAYMENT	PO's not Vouchered by Org

Purchase Orders not yet Vouchered by OrgID

Description:

- Lists all PO's associated with a specific OrgID or Org Rollup where no PO vouchers have been created
- Includes PO ID, PO Accounting Date, PO Date, PO Type, Vendor, Payment Terms, Encumbrance and Distribution details

Use:

- Inputs--required fields denoted by an asterisk (*):
  - *PO Accounting Date From
  - *PO Accounting Date Thru
  - *OrgID
  - OrgID Rollup (select "Yes" to include all Orgs that rollup to the specified Org)

Security Authorization:

- Access is restricted to users with Management Report Security to the specified Org.
- Reports in the Financial Information Library **SECURITY** folder generate lists of users security authorization.
- To request access, use the Financial Web Management Reports Security Authorization form. Various levels of access can be requested. To understand how to request the appropriate security, please refer to the Financial Security Overview and Instructions before completing the form.

Still have Questions?

- Find additional information on the FBS website or just Ask Us .