HOW TO GUIDE: PURCHASE ORDER ORIGIN



Last Updated May 14, 2019

For Security Liaisons to look up existing Purchase Order Origins used for creating/approving PO's navigate to:

Set up Financial/Supply Chain>Product Related>Procurement Options>Purchasing>PO Origin Codes

Enter the Search Criteria

- Enter the SetID of STATE

- Enter a Description (description should begin with the agency acronym - ex. DAS)

Click on the Search Button to see the results.

Favorites +	Main Menu + > (Core-CT Financials → Set Up	Financials/Supply Chain + > Product	Related - > Procurement Options	→ Purchasing → PO Origin Codes
Core-CT		All Search	Advanced Search	Q Last Search Results	
My HR I	Finance Core-CT	Help STARS			
PO Origin Cod Enter any informati	es on you have and click Sea	arch. Leave fields blank for a list of a	ali values.		
Search Crite	ria				
SetID = V	STATE	٩			
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Limit the number of Search Constraints Search Results	results to (up to 300): 3	30 Save Search Criteria			
View All	First 1 1.88 of 88	Last			
SettD Origin	Description				
STATE H97 DAS	- Contracting - Telecom Billing				
STATE 099 DAS	Times				
STATE 100 DAS	-Accounting Services				
STATE 107 DAS	-Administrative Services				
STATE 103 DAS	-Americans w/ Disabilities				
STATE 104 DAS	-Buckingham Street Gara	ge			
STATE 105 DAS	-Budget Management				
STATE 106 DAS	-Bus Enterprise Procuren	nent			
STATE 107 DAS	-Business Advisory Group	2			

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Clicking on a specific Origin from the Search Results will display the origin's definition.

PO Origin Codes

SetID STATE Origin 105

Descr DAS-Budget Management

Short Desc Budget

Department

🔚 Save 🔯 Return to Search 🛉 Previous in List 🚛 Next in List 🔄 Notify 🗾 Update/Display 🔎 Include History