

BOR_POAP_BUDERR	Displays Vouchers where budget period is different from the associated PO	Business Unit*
BOR_POAP_CFERR	Displays Vouchers where accounting entries are different from the associated PO	Business Unit* From Voucher ID* To Voucher ID*
BOR_POAP_DISCOUNTS	Displays possible discounts still encumbered	Business Unit*
BOR_POAP_SUPPLIER	Displays voucher information for a Supplier to help determine if open PO amounts were vouchered on Non-PO Vouchers	Business Unit* Supplier ID*
BOR_REQ_APPR_DETAILS_BY_DATE	Displays Requisition approval information by date	Business Unit* From Req Date* To Req Date*
BOR_REQ_APPR_DETAILS_BY_REQ	Displays Requisition approval information by Requisition ID	Business Unit* Requisition ID*
BOR_REQ_OPEN_AMOUNT_ALL	Displays all Requisition lines with open <u>pre-encumbrances</u>	Business Unit*

eProcurement and Purchasing Reports

<u>Report Name</u>	<u>Description</u>	<u>Navigation</u>	<u>Parameters</u> (* required field)
Supplier Spend by Category Report BORRP008	Provides spend data for certain supplier classes such as ethnic minority, small business, veteran owned, woman owned and minority owned. Also includes total supplier spend.	BOR Menu> BOR Purchasing> BOR PO Reports> Supplier Spend by Category Report	Business Unit* Fiscal Year*
Purchase Order Statistics BORRP009	Displays key Purchase Order information such as the total Purchase Order amount for a specified time period.	BOR Menu> BOR Purchasing> BOR PO Reports> PO Statistics	Business Unit*

			Sort Options
n		BOR Menus> BOR Purchasing> BOR PO Reports> Requisition Approval Exception	Business Unit From Date To Date
3			
n	Provides information about Requisitions that have been closed by the last run of the Close Requisition process (PO_REQRCON).	Purchasing> Requisitions> Reconcile Requisitions> Close Requisitions On Process Scheduler Request page, select Close Requisition Report checkbox	Requisition Run Option* Business Unit* Requisition ID ChartField Criteria Accounting Date for Action*
n Print	Provides a hard copy of requisitions, sorted by Requisition ID, and can print either single or multiple		

Close Purchase Orders
POPO008 Provides information about

PO Listing by PO Date POX4010	Provides Purchase Order listings information sorted by PO Date.	Purchasing> Purchase Orders> Reports> Purchase Order Listings Report OR eProcurement> Inquiries & Reports > PO Listing Report	Business Unit* From Date Through Date Supplier SetID Supplier ID Buyer PO Status
PO Listing by Vendor POX4011	Provides Purchase Order listings information sorted by Supplier ID.	Purchasing> Purchase Orders> Reports> Purchase Order Listings Report OR eProcurement> Inquiries & Reports> PO Listing Report	Business Unit* From Date Through Date Supplier SetID Supplier ID Buyer PO Status
PO Listing by Buyer POX4012	Provides Purchase Order listings information sorted by Buyer.	Purchasing> Purchase Orders> Reports> Purchase Order Listings Report OR eProcurement> Inquiries & Reports> PO Listing Report	Business Unit* From Date Through Date Supplier SetID Supplier ID Buyer PO Status
PO Listing by Status POX4013	Provides Purchase Order listings information sorted by Status.	eProcurement> Inquiries & Reports> PO Listing Report	Business Unit* From Date Through Date Supplier SetID Supplier ID Buyer PO Status
Order Status by Vendor POX4020	Provides Purchase Order status information sorted by Supplier.	Purchasing> Purchase Orders> Reports> Status Listings OR eProcurement> Inquiries & Reports> PO Status Listings	From Date Through Date Business Unit*

Order Status by Item POX4021	Provides Purchase Order status information sorted by Item.	Purchasing> Purchase Orders> Reports> Status Listings OR eProcurement> > Inquiries & Reports > PO Status Listings	From Date Through Date Business Unit*
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