

We are currently updating our site; thank you for your patience.

## PROCUREMENT

### NON-QUARANTINE PROCESS

- i. Goods will be received directly into **store**.
- ii. The Company Configuration Enforce Quarantine flag must not be selected.

### NON-QUARANTINE STOCK PROCUREMENT PROCESS

---

1. Create a Purchase Requisition to Replenish Stock in the company warehouse(s) / Fulfil a Part Request (for client demand)
2. Requisition Approval (Release & Approve)
3. Print Purchase Order
4. Receive Goods (Deliveries) into the Stock Warehouse
5. Machine Set up (if required)
  - a. Assign Meter
  - b. Add Initial Meter Reading
  - c. Assign Manufacturer Warranty
6. Create Supplier Invoice
7. Accept Supplier Invoice

RSI.PRC.009

