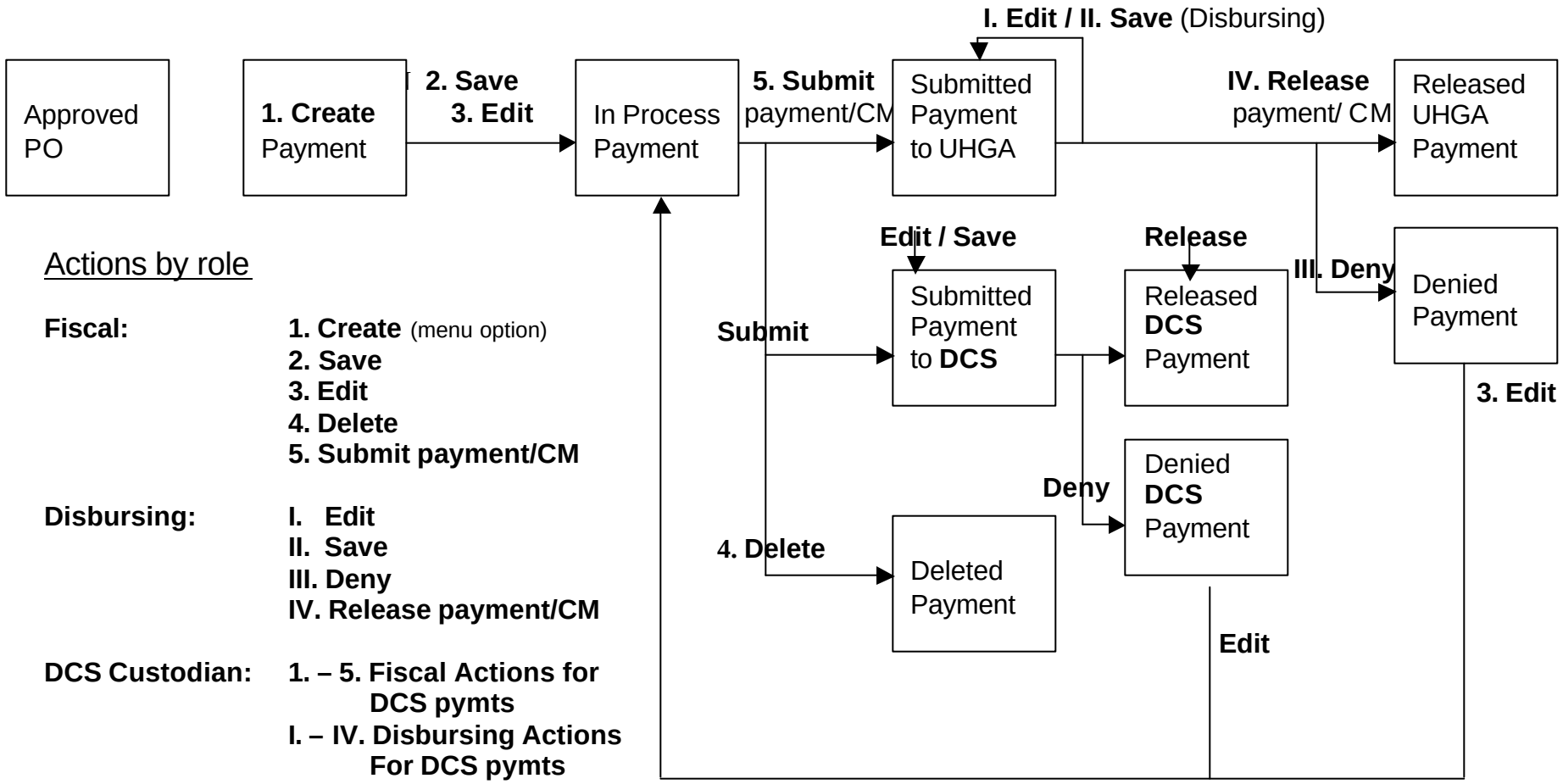
ePURCHASING – DOCUMENT STAGES AND ACTIONS

Payments On Purchase Order And Credit Memos (CM)



Actions by role

Fiscal:
- **1. Create** (menu option)
- **2. Save**
- **3. Edit**
- **4. Delete**
- **5. Submit payment/CM**

Disbursing:
- **I. Edit**
- **II. Save**
- **III. Deny**
- **IV. Release payment/CM**

DCS Custodian:
- **1. – 5. Fiscal Actions for DCS pymts**
- **I. – IV. Disbursing Actions For DCS pymts**