What are those codes at the end of the DV or PO Document Title?

When conducting a search for a PO or DV, you may want to use the Title field to narrow your search results. The Title will contain the Description the user entered on the e-doc when it was created. You may also notice there are extra characters after the document title of Disbursement Voucher and PO, such as, [E:N:N], [N:A:N], or [N:A] within the Title column. The codes represent E=Employee, A=NonResidentAlien or N=NoTaxReview. You can find the basic logic for the DV’s and PO’s below.

**Disbursement Voucher: format is {1}:{2}:{3}**
1. If the payee is an employee, replace the 1 with an E, otherwise replace it with an N.
2. If the payee is foreign, replace the 2 with an A, otherwise replace it with an N.
3. If the payment reason requires Tax Review, replace the 3 with a T, otherwise replace it with an N.

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**Purchase Order & Payment Request: format is \${1}:${2}\**

1. Logic is same as in DV.
2. If vendor is neither an employee nor a foreign vendor, do not append anything to the doc title.
3. If the vendor is an employee, replace the 1 with an E, otherwise replace it with an N.
4. If the vendor is a foreign vendor, replace the 2 with an A, otherwise replace it with an N.

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