
Announcement

TO: GeorgiaFIRST PeopleSoft Financials Users

POSTED: January 25, 2019

SUBJECT: New ePro and PO Workflow Available for Purchases Funded by Federal Grants.

Due to federal funding requirements, GeorgiaFIRST is implementing a new level of workflow that will route a requisition or purchase order for approval when a class code of 61000 (Sponsored Operations - Federal Government) is used.

For more information on the federal funding requirements, refer to the Business Procedures Manual Section 3.1.4.4 – Federal Procurement Requirement:

https://www.usg.edu/business_procedures_manual/section3/C1117/%23p3.1.4_federal_procurement_requirements

Listed below are the security roles that have been created for this new level of workflow.

- Requisitions: BOR_FEDERAL_FUND_APPR
- Purchasing: BOR_PO_FEDERAL_FUND_APPR

Your local security administrator will need to add the appropriate role to the user who will be responsible for approving Requisition and/or Purchase Order transactions.

If you would like to implement this new level of workflow at your institution, please contact the ITS Helpdesk to submit a request.

MORE INFORMATION AND SUPPORT: For business impact emergency issues, contact the ITS Helpdesk immediately at 706-583-2001 or 1-888-875-3697 (toll free within Georgia). For non-urgent issues, contact the ITS Helpdesk via the self-service support website at http://www.usg.edu/customer_services. (This service requires a user ID and password. E-mail helpdesk@usg.edu to obtain self-service login credentials.)

ADDITIONAL RESOURCES: For information about ITS maintenance schedules or Service Level Guidelines, please visit http://www.usg.edu/customer_services/service_level_guidelines. For USG services status, please visit <http://status.usg.edu>.
