
ANNOUNCEMENT

TO: GeorgiaFIRST PeopleSoft Financials Users

POSTED: December 2, 2022

SUBJECT: New BOR Query for eVerify Details Available Now

Navigation: Reporting Tools > Query > Query Manager

ITS created a new BOR query, BOR_PO_EVERIFY, to assist institutions with gathering eVerify details entered on purchase orders. Users search by Business Unit, Beginning PO Date, and Ending PO Date. Query results return all POs including those with eVerify information. The query returns the following information for each purchase order:

- PO ID
- PO Status
- PO Date
- Supplier ID
- Supplier Name
- PO Amount
- Service PO response
- Vendor Exempt status
- eVerify Number
- eVerify Comments
- Date of Contract
- Contract ID
- Service Amount

MORE INFORMATION AND SUPPORT: For business impact issues, contact the ITS Helpdesk at helpdesk@usg.edu or via the [ITS Customer Services website](#).