

# Purchasing Process Steps

1

Need for Goods or Services Identified



2

Purchase Requisition Created



3

PO Review and Approval



4

Request for Proposal (RFP)



5

Contract Negotiation and Approval



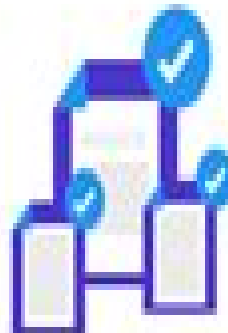
6

Shipping and Receiving



7

Three-Way Matching (Accounts Payable)



8

Accounting Records Update



9

Accounting Records Update



# International Purchasing Manual

**S Marginson**



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