Create BearBuy cart

Review requisition and submit to org node approver

Assign cart to approver or submit cart to CSS

Dispatch PO to vendor

Approve requisition as org node approver & additional approver

Approve voucher for payment

Receive order physically and create receipt in BearBuy

Procurement For Research Funds

1. Shopper
2. Unit
3. CSS
4. Central Campus
5. Unit
6. CSS RA
7. Shopper

- This process document is current effective 04/28/2014
- If you have questions about this document please contact ptimaps@lists.berkeley.edu