STEP 1

Status: PO Encoded

Requesting Office prepares P.O. on RPB/Abstract



STEP 2

Status: PO-GSO Received

GSO Reviews and Validates P.O. If invalid or incomplete, go to Step 1

Status: PO - Pending at GSO, PO - Pending Released GSO



STEP 3

Status: PO-GSO Forwarded to CMO

For signature



STEP 4

Status: PO - GSO - CMO Approved

CMO Approves and Signs P.O

STEP 5

Status: PO - GSO Served(to Supplier)

GSO receives, tags and serves P.O. to supplier



STEP 6

Status: PO - GSO Conformed

Supplier Receives and Conforms P.O.



STEP 7

Status: PO - GSO Released For Delivery

GSO Transmits P.O. to Requesting Office



STEP 8

Status: PO - Voucher Encoded

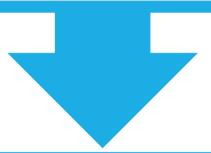
Requesting Office Receives/checks delivered G&S Prepare docs (Voucher, Acceptance Reports, etc.) Re-encode PO No.

STEP 9

Status: PO - GSO Received - Voucher(Inspection)

GSO Inspects documents and G/S if delivered complete. If complete, conditional, go to Step 10 or Accounting Office If incomplete, inform requesting office to conform with requirements.

Status: PO - Pending at GSO - Voucher(Inspection), PO - Pending Released - GSO Voucher(Inspection)



STEP 10

Status: PO - GSO Received - Voucher(Inventory)

GSO documents delivered G/S for inventory/stocking If documented, submit documents to Accounting. If no document, inform Requesting Office to document

Status: PO - Pending at GSO - Voucher(Inventory), PO - Pending Released - GSO Voucher(Inventory)

Onwards: CAO Received

Source: CITC - GSO Doctrack2018