5 Major Changes for... **Procurement**

While we can expect a lot more will change with the implementation of Workday, here are 5 key things to learn about what’s changing for Procurement.

1. A standardized receipt process, requiring matching between receipts, purchase orders, and invoices, will be implemented.

2. Workday will streamline several approvals processes, which will give more control and flexibility to departments to manage their requisitions and purchase orders.

3. The reconciliation process for P-Cards will move from PaymentNet to Workday. Card holders and Reconcilers will verify and code their purchases directly in Workday which will route to the correct expenditure authority for approval.

4. New functionality will be introduced to enable the mass-closing of purchase orders.

5. The full procurement lifecycle will be stored in Workday. Requisition, purchase order, receipt, and supplier invoice will be linked to one another for easy visibility and reporting.