

ProcureAz Alert

Date: July 2, 2016

To: State Agencies

From: ProcureAZ Help Desk

Re: "Stuck" Documents Unlocked Friday 7-1-16

The list of specific documents unlocked on Friday, July 1st, is attached with comments on the state of each one. The following agencies have documents that may now be processed:

Agency	Nbr of Invoices
ADED	2
DEMA	2
Total	4

The next **scheduled** evening to unlock documents is Friday, July 8th. If significant system performance issues occur prior to that date the process will be run sooner.

- If you have the same documents showing up as locked for multiple weeks, it is likely caused by a known defect when list & approve is used instead of approving documents individually on the Summary tab. The fix for this issue will be deployed for testing shortly.

If you have any questions or concerns, please contact the Help Desk at 602-542-7600, option 3, or email procure@azdoa.gov.

Thank you!

PROCUREAZ HELP DESK
602-542-7600
procure@azdoa.gov

Agency	INV Nbr	Vendor Nbr	PO Nbr	Release Nbr	INV Amount
ADED	752766-0	9000003683	ADSP014-061108	1553	\$ 65.65
ADED	5916352	000007978	ADED14-069415	5	\$ 529.10
DEMA	5100223	000003657	ADSP012-013974	6520	\$ 6,617.85
DEMA	70490532	000008096	DEMA12-017598	12	\$ 996.00

Comments

Ready for approver

Ready for approver

Ready for approver

Ready for approver