

**From:** spo  
**Sent:** Friday, June 17, 2011 10:24 AM  
**To:** spo  
**Subject:** SPO ALERT - ProcureAZ Processing for Fiscal Year 2012

**SPO ALERT**

**Date:** June 17, 2011

**To:** State Agency Chief Procurement Officers

**From:** State Procurement Office

**Re:** ProcureAZ Processing for Fiscal Year 2012

**Summary:** ProcureAZ requisitions and purchase orders (POs) for Fiscal Year (FY) 2012 will be available for partial processing beginning on Monday, June 20, 2011. Please refer to the ProcureAZ Year-end Quick Reference Guide on the GAO website for additional guidance.

**Article:** ProcureAZ requisitions and POs for FY12 will be available for partial processing beginning on Monday, June 20, 2011. Full processing of these transactions will be available beginning on July 1, 2011 if AFIS is available for transaction processing. Please refer to the ProcureAZ Year-end Quick Reference Guide on the GAO website located at <http://www.gao.gov/publications/Afis/default.asp>.

Requisitions will attempt to interface a pre-encumbrance transaction and POs will attempt to interface an encumbrance transaction to AFIS if agencies attempt to fully process these transactions in ProcureAZ before July 1, 2011. Since AFIS is not available for processing FY12 transactions until July 1, 2011, agencies will receive an error message in ProcureAZ if they attempt to do a final approval of a requisition or send a PO to a vendor.

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**Date:** June 16, 2011

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SPO ALERTS are available  
online at <http://spo.az.gov>