

Norming Resource Manager

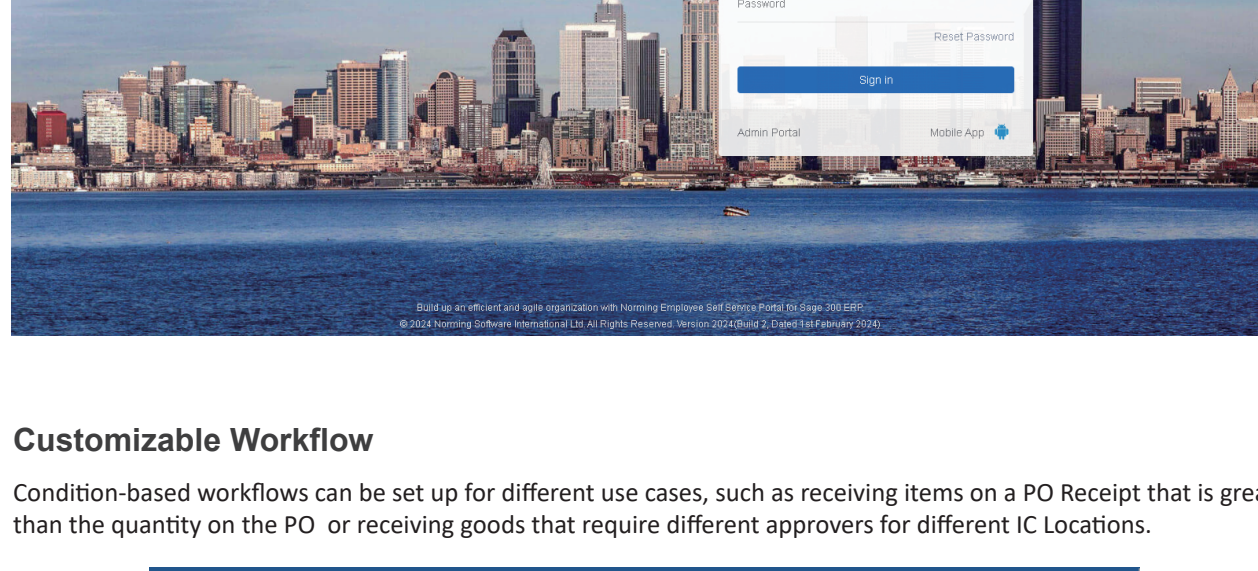
PO Receipt & PO Invoice Requisitions

A more complete procurement process

Norming Resource Manager Web PO Receipt and PO Invoice Requisitions supports an end-to-end procurement process to manage goods or services received against a purchase order and recording of the matching Vendor PO Invoice in a web portal to help companies create an efficient paperless process with complete audit trails and approvals. Receivers can create a PO receipt against one or multiple POs to see the committed costs, what is currently received versus what is outstanding. Items can be fully/partially received or canceled as needed. You can decide to generate the vendor invoice automatically or manually upon receipt of the goods or services. With the invoice matching feature, the application ensures accurate vendor payments and correct accounting of costs.

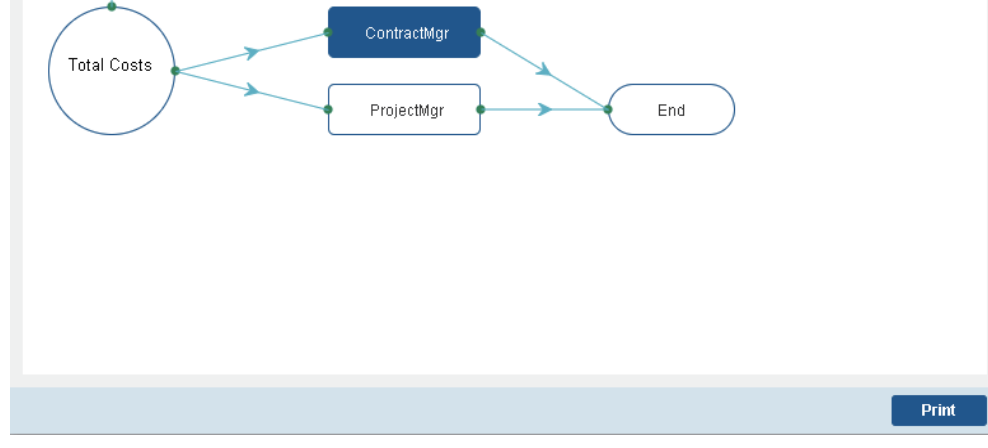
01 Web & Mobile based

Access to a web portal for paperless PO Receipts and PO Invoices in a web browser. Approvals can be made instantly in a mobile app anywhere and anytime.



02 Customizable Workflow

Condition-based workflows can be set up for different use cases, such as receiving items on a PO Receipt that is greater than the quantity on the PO or receiving goods that require different approvers for different IC Locations.

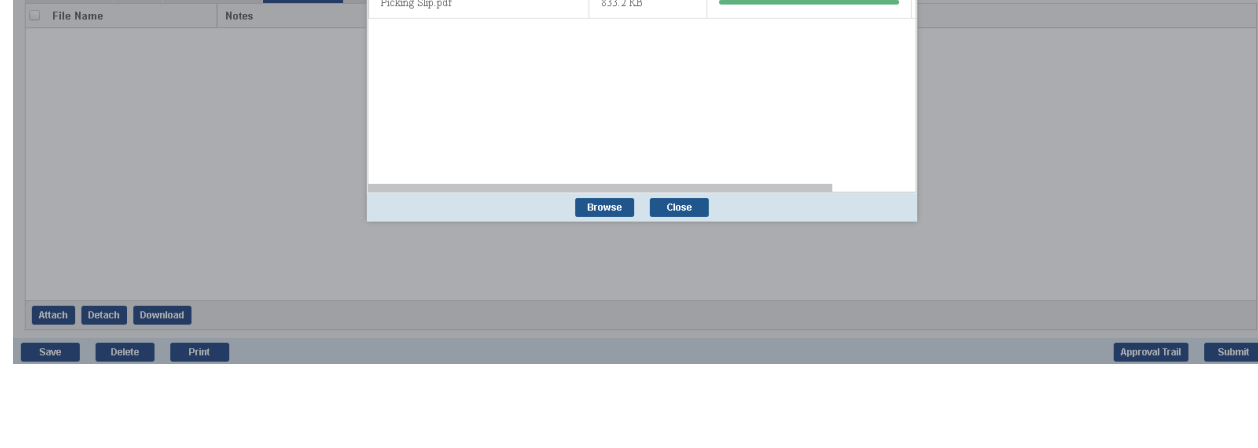


03 Customizable Validation

The customizable validation function gives employees a warning or error message when certain criteria is not met. Email alerts to specific users can be configured as well. Validations can be used for invoice matching or other scenarios.

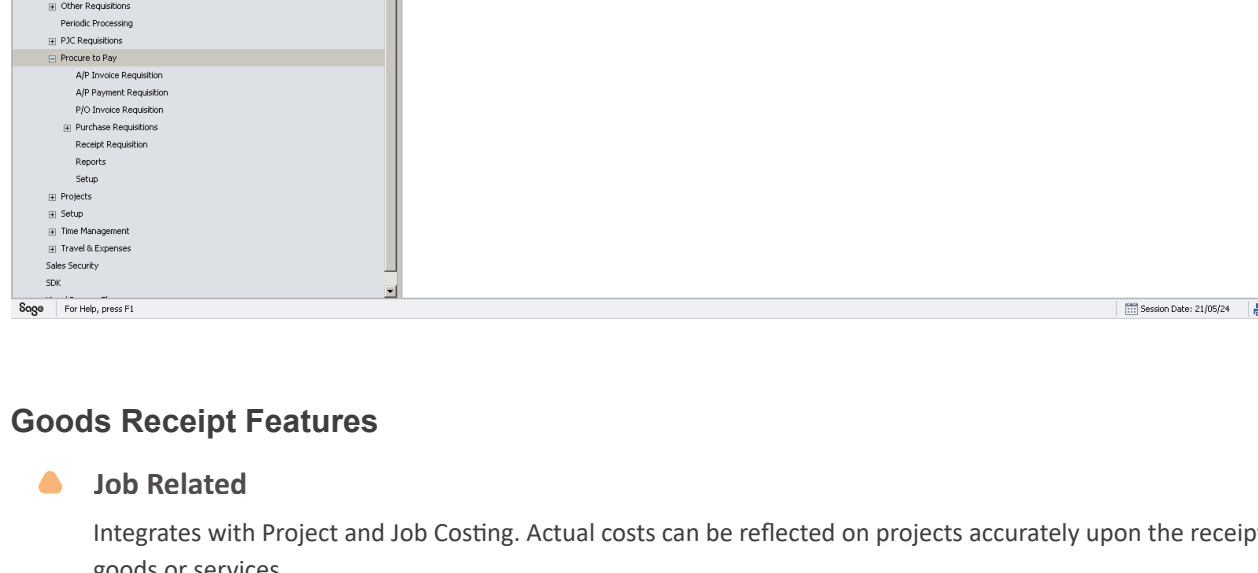
04 Attachment

Documents (word, excel, pdf, images and etc.) can be uploaded and reviewed in the application.



05 Integration Sage 300

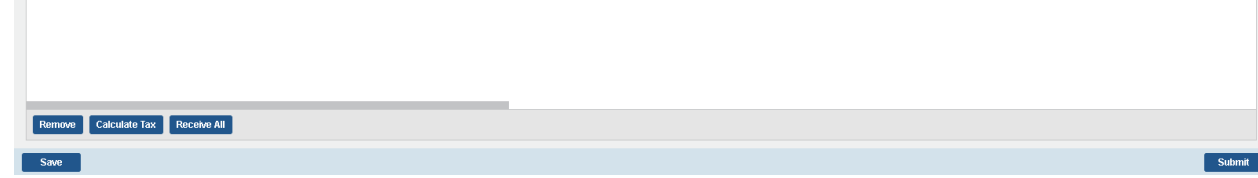
Fully integrates with Sage 300: P/O, I/C, AP, GL, PJC, Tax Service and Optional fields.



06 Goods Receipt Features

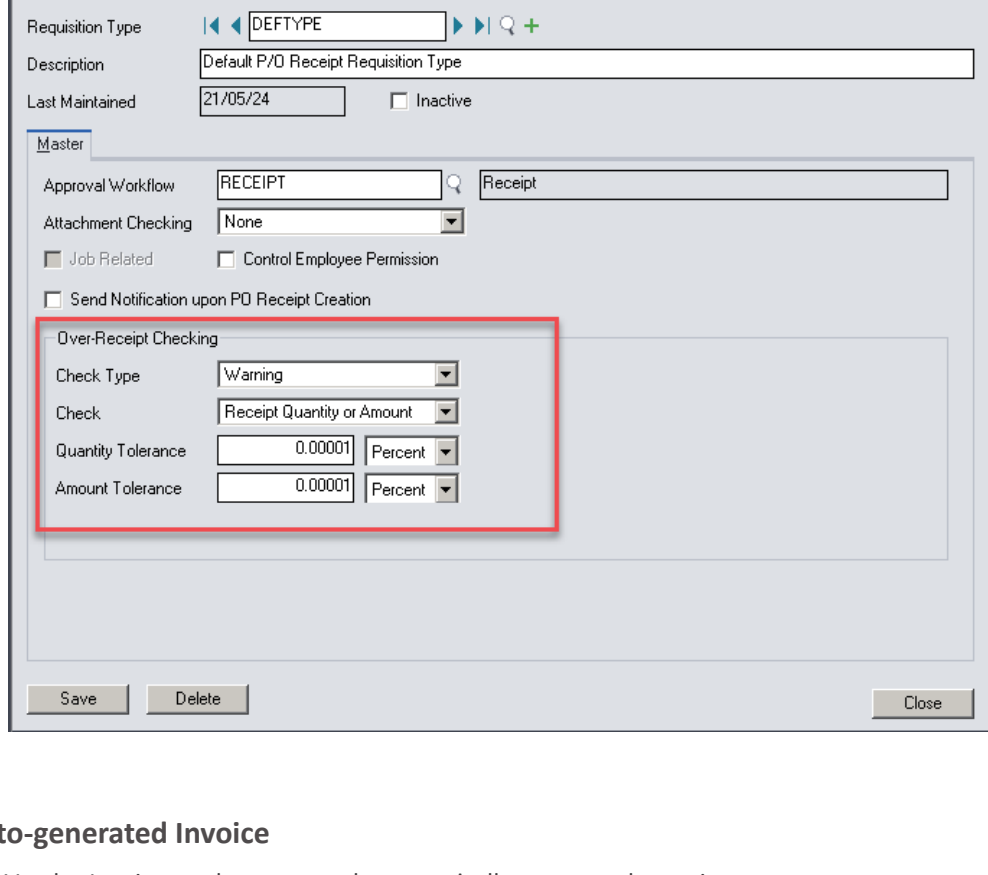
Job Related

Integrates with Project and Job Costing. Actual costs can be reflected on projects accurately upon the receipt of goods or services.



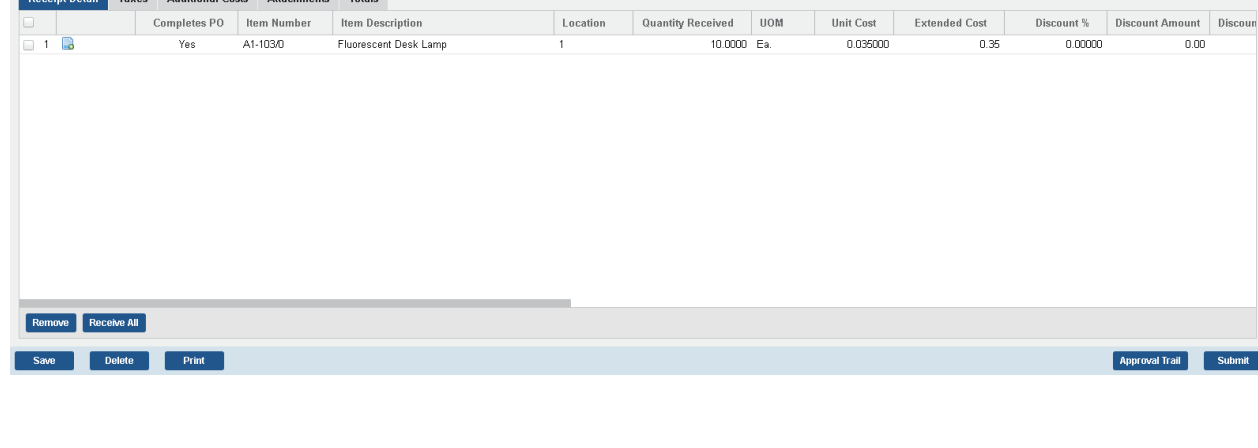
Over-receipt checking

Flexible Quantity and cost thresholds can be set up for over-receipt checking.



Auto-generated Invoice

The Vendor Invoice can be generated automatically upon goods-receipt.



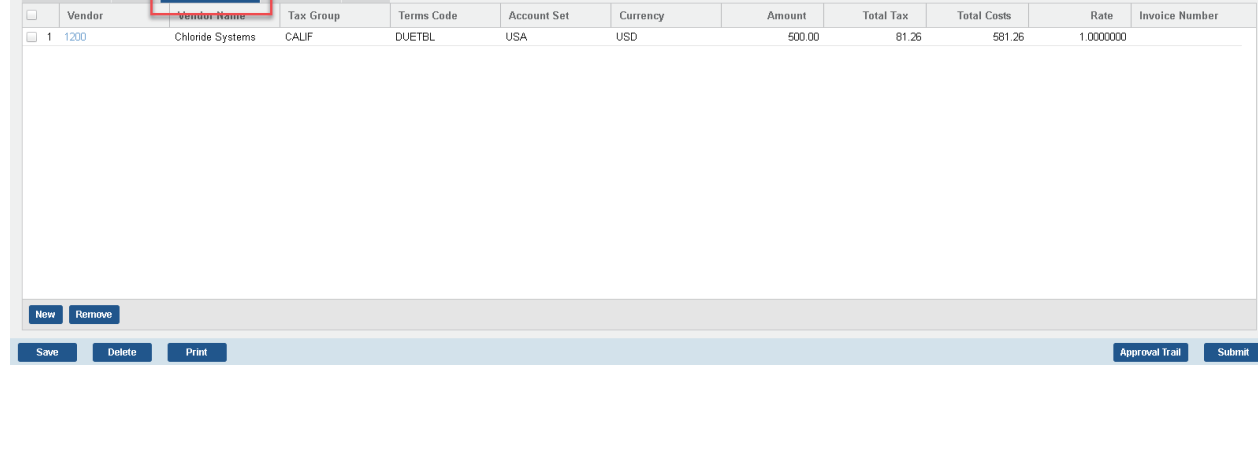
Consistent Information

Item and additional information can be passed from a Purchase Request to a PO Receipt and a Vendor PO Invoice.

07 PO Vendor Invoice Features

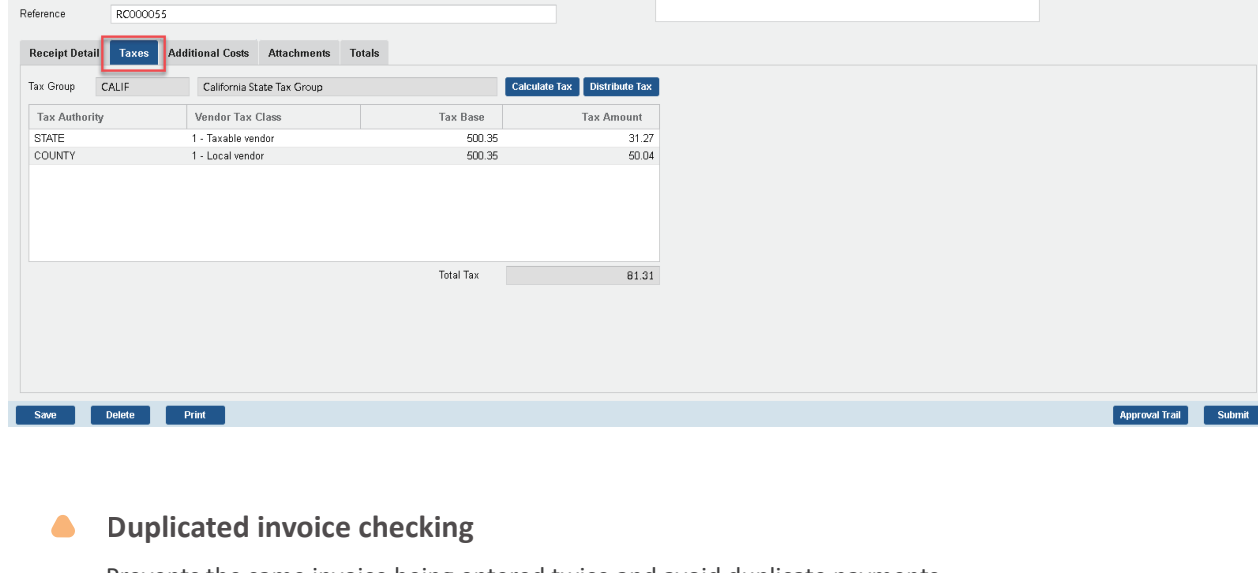
Additional costs

Handle special charges such as shipping and handling fees, insurance and service charges.



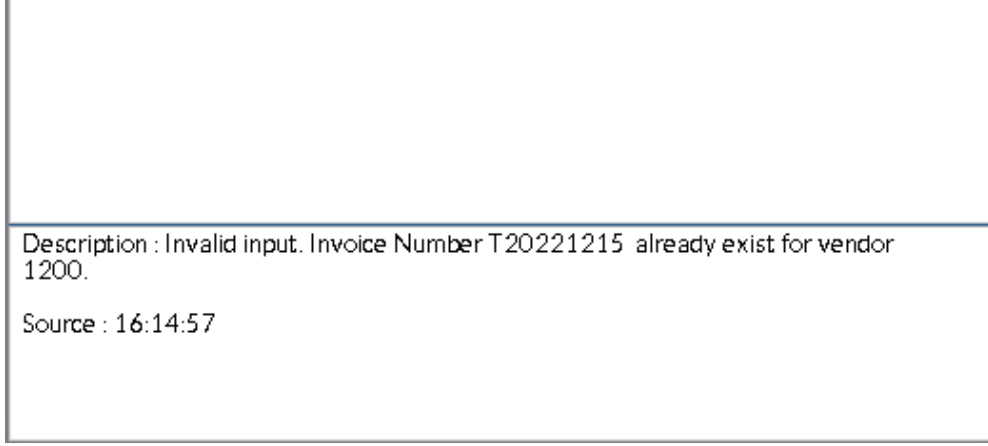
Tax

Tax calculations can be configured in Tax services. Taxes can be calculated by summary or by details.



Duplicated invoice checking

Prevents the same invoice being entered twice and avoid duplicate payments.



3 way match

Verifies that invoice information matches both the purchase order and the PO receipt.