

A.3 PURCHASE OF MATERIAL – RECORD OF ADVANCES AND INDIRECT COST INVOICES (ACQ)

The overview of procedures and statuses relating to the record of advances and indirect cost invoices when purchasing the material is presented in the table below.

Table A.2-1: Purchase of material – record of advances and indirect cost invoices (ACQ)

CLASSES PROCEDURES	Advance <i>A</i>	Indirect cost invoice <i>Ic</i>
1) Entering an advance <i>(O)</i>	<i>entered</i>	
2) Closing an advance or an indirect cost invoice <i>(A, Ic)</i>	<i>closed</i>	<i>closed</i>
3) Sending an advance or an indirect cost invoice to the accounting dpt. <i>(A, Ic)</i>	<i>sent to Accounting</i>	<i>sent to Accounting</i>
4) Entering an advance payment or indirect cost invoice payment <i>(A, Ic)</i>	<i>paid</i>	<i>paid</i>
5) Changing an advance payment or indirect cost invoice status – deleting payment or sending to Accounting <i>(A, Ic)</i>	<i>entered</i>	<i>entered</i>

CLASSES PROCEDURES	Advance <i>A</i>	Indirect cost invoice <i>Ic</i>
6) Entering an indirect cost invoice (ACQ) <i>(DN, I, EL, DL, G, OR)</i>		<i>entered</i>