

Effective: 3/1/2000

PUR Manual Revision Notice

Policy	Summary of Changes
<p>PUR 001</p> <p>Introduction</p>	<p>Revision of Policy</p> <p>Revised to update manual coordinator's e-mail address and phone number</p>
<p>PUR 003</p> <p>Purchasing and Business Services Directory</p>	<p>Revision of Policy</p> <p>Revised to change personnel, to add the area code for each phone number, and to add a new service area</p>
<p>PUR 005</p> <p>Commodity Code Listing</p>	<p>Revision of Policy</p> <p>Revised to add a note specifying the proper area code for phone numbers</p>
<p>PUR 103</p> <p>Conflict of Interest</p>	<p>Revision of Policy</p> <p>Revised to add a link, in the "Policy" section, to a form on Purchasing's Web site forms page</p>
<p>PUR 202</p> <p>Contract Signature Authority</p>	<p>Revision of Policy</p> <p>Revised to amend the organizational structure format and to add and change signature authority and limitations of same authority</p>
<p>PUR 203</p> <p>Prohibited Purchases</p>	<p>Revision of Policy</p> <p>Revised to delete Laboratory Chemicals as a prohibited purchase</p>
<p>PUR 302-02</p> <p>On-Campus Goods and Services Listing</p>	<p>Revision of Policy</p> <p>Revised to change the wording and actual alphanumeric codes from "vendor code" to "seller fund & agency" and to change personnel, phone numbers, and the area code for each phone number</p>

<p>PUR 304-01</p> <p>Departmental Limited Value Purchase Orders</p>	<p>Revision of Policy</p> <p>Revised to delete Laboratory Chemicals from the prohibited purchases list and to update the note regarding the table</p>
<p>PUR 304-04</p> <p>The Purchasing Card</p>	<p>Revision of Policy</p> <p>Revised to delete chemicals from the prohibited purchases list, to add an exception to food purchases, to change “JV” document to “J1,” and to update the note regarding the prohibited purchases list</p>
<p>PUR 502-07</p> <p>Vendor Entry</p>	<p>Revision of Policy</p> <p>Revised to add a reference to the Advantage Web page</p>

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