State of Kansas
Sourcing Workbench Staging Statuses
Statewide Management, Accounting and Reporting Tool

STAGE STATUS	Description	Explanation of Status
B	Ready to create	Set by the sourcing workbench pages once the selected vendor is approved. Can be changed to R (recycle) or, for some sources, to X (reset and purge).
Completed	Completed	Set by the Create Purchase Orders process once a purchase order has been created successfully and processing is complete. No changes are allowed.
E	Error	Set by the PO Calculations process if any errors are found. Can be changed to R, or for some sources, to X.
I	In Process	Set by the AutoSelect Requisitions process and other processes, such as the PO Stage Load process while building the rows in PO_ITM_STG. No changes are allowed.
N	Pending (needs approval)	Set by the PO Calculations process once there are no errors and the purchase order is ready for building but still needs the vendor to be approved in the sourcing workbench pages. Can be changed to B (build), R, or for some sources, to X.
P	POCREATE in process	Indicates that the Create Purchase Orders process is running. Set by the Create Purchase Orders process once started and while processing. No changes are allowed.
R	Recycle (error recycle)	Set in the Sourcing Workbench pages once an error is reviewed and the user indicates that it should be recycled by the PO Calculations process. Can be changed for some sources to X.
S	Staged	Set by the AutoSelect Requisitions process, online requisition selection, and processes such as the PO Stage Load process once the process completes and the staged row is ready to be sourced. Can be changed for some sources to X.
V	POCALC in process	Indicates that the PO Calculations process is running. Set by the PO Calculations process once started and while processing. Can be changed to R, or for some sources, to X.
W	Warning issued	Set by the Create Purchase Orders process once a purchase order has been created but contains a warning, and processing is complete. No changes are allowed.
X	Reset and purge	Entered on the Sourcing Workbench - Selected Items page. This action is possible for some sources when the stage status is S, V, N, E, R, or B. Once the status is X, no changes are allowed.