

Weekly Update

August 18, 2015

Subject: SRM Authorization Restriction

Audience: MM Directors, SRM Users

It came to the attention of the SCEIS Team that agencies could view shopping carts from other agencies and were able to redistribute shopping carts to other agencies for which they had no authorization. On July 3, 2015, the SCEIS Team applied a fix to the system which prevents users from transacting in any area for which they are not authorized. This fix, along with Supplier Relationship Management (SRM) organizational structure responsibilities restricts:

- What Shopping Cart Creators (SC Creators) can now see in the Shopping Cart Purchasing Group drop-down menu
- What documents are returned in the Search Results
- Where a Buyer can redistribute the document to in Workload Redistribution
- Buyers from redistributing to the SCEIS Team Members Purchasing Group
- What document in the procurement function can be displayed, such as the Buyer's Perform Sourcing, Strategic Sourcing, and Purchasing
- The default Purchasing Group in the shopping cart for the user in some cases

All agencies with multiple purchasing groups will need to review the purchasing group default in the shopping cart. If the default was altered and is incorrect, the user will need to do the following:

1. Verify that the SC Creator has authorization for the required default purchasing group in the shopping cart. If the SC Creator is authorized, then a SCEIS Help Desk ticket will need to be submitted to assign the required default purchasing group in the SRM organizational structure.
2. If the Buyer does not have authorization for the purchasing group, a SCEIS Help Desk ticket will need to be submitted to request the roles for the required purchasing group. Please add a comment referencing the default purchasing group.

Users will need purchasing group access for all areas that they are required to transact. For example, a SC Creator who is responsible for creating a shopping cart for purchasing group **001** and **003** will need authorization for purchasing groups **001** and **003**. If that same user (as a Buyer) is required to redistribute to purchasing group **009**, the Buyer will also need authorization for purchasing group **009**.

If you have questions about this information, please contact the SCEIS Help Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at <http://www.sceis.sc.gov/requests/>.