



## Purchase Orders SRM Guide to Hard Stop and Common Errors

Error or Issue	Resolution
<p>Printed PO form "Date Issued" and "Validity From: XX/XX/XXXX To: XX/XX/XXXX Decimals for Quantity and Amount incorrect</p>	<p><b>Problem:</b> The printed Purchase Order (PO) does not reflect the correct date and decimal format.</p> <p><b>Solution:</b> Submit a ticket to the <a href="#">SCEIS Help Desk</a> so that the Security Team can update the following: User Account, Date format MM/DD/YYYY and Decimal Notation 1,234,567.89.</p>