purchasing_req_stat

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For each requisition line item:

- In the **Status** field, click ⌄ to select the status of the item (*Disapproved*, *Free*, *Approved*).
- If a line item is disapproved and the rest of the requisition is approved, the disapproved line item is not visible to the next approver.
- If a line item is disapproved and the rest of the requisition is returned, the disapproved line item is visible to the originator. Disapproved line items are visible on the Requisition Status Inquiry page and on the Requisition Status Report.
- If the requisition has only one line item, and you want to disapprove it, you must click **Return**. You cannot disapprove a requisition with only one line item.

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