

Fund/Fiscal Year - BWH6400

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Warehouse > Utilities > Mass Delete Requisition Records > Fund/Fiscal Year

This tab is used to mass delete warehouse and restock requisition records based on the fund and fiscal year selected. Old requisition records are periodically deleted.

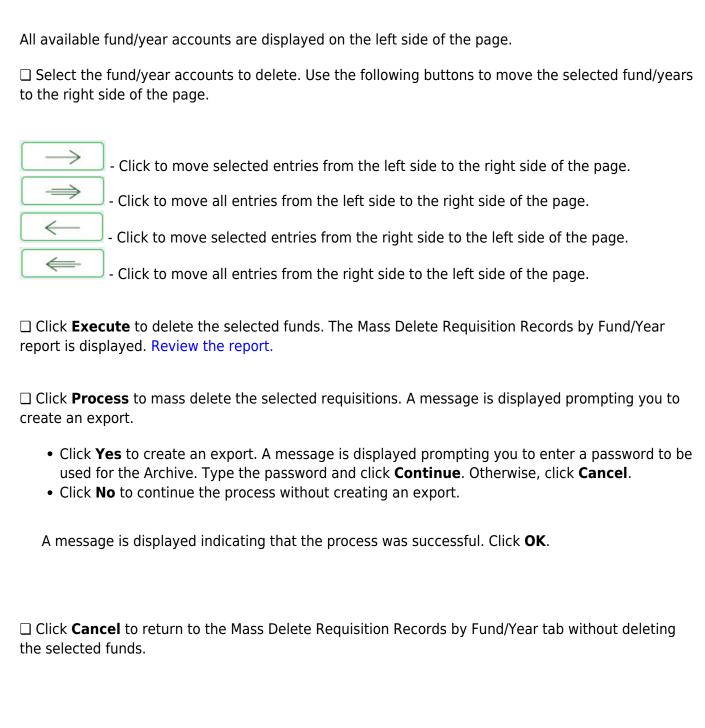
- This process only deletes requisitions if the following conditions apply:
 - The requisition has become a purchase order.
 - The purchase order balance equals zero.
 - All check transactions have been printed.
 - The purchase order is fully liquidated.
- A requisition that has not become a purchase order is reversed and deleted. A report is
 displayed for a requisition that has multiple account codes with different funds/years and the
 following conditions apply:
 - Multiple funds/years are selected.
 - Not all the funds/years exist for the requisition.
 - The requisition has not become a purchase order (or if the requisition has become a purchase order, the purchase order balance is zero, the check transactions have been printed, and the purchase order has been fully liquidated).

Additional notes:

- Pending restock or warehouse requisition:
 - The workflow and workflow history is deleted.
 - This process reverses encumbrance general journal transactions created during the approval path process and updates the general ledger.
- In addition, if a warehouse requisition is pending:
 - If the requisition accounting period is set to the current accounting period, only those requisitions created in the current and previous accounting periods are deleted.
 - If the requisition accounting period is set to the next accounting period, only those requisitions created in the next accounting periods are deleted.
 - If the requisition accounting period is set to the current accounting period and transactions exist in the next accounting period, those requisitions can only be deleted in the next accounting period.
- If a restock or warehouse requisition is saved, all requisition information is deleted.
- If a restock or warehouse requisition is returned, all requisition information is deleted, along with the workflow and workflow history.
- If a restock or warehouse requisition is approved:
 - All requisition information is deleted, along with the workflow and workflow history.
 - This process reverses encumbrance general journal transactions for unprinted shipping orders, unfilled back orders, and due to/due from transactions.
- In addition, if a warehouse requisition is approved:
 - This process reverses encumbrance general journal transactions for unprinted shipping orders, unfilled back orders, and due to/due from transactions.
 - An Inventory Audit transaction reversal is created.
 - A Finance Inventory transaction reversal is created.

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Mass delete requisition records by fund/fiscal year:



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