

## Sample of Purchase Requisitions Processed

PR Number	Date			Days of Processing		Notes
	PR Forwarded	To Purchasing	PO Issued	Site	Purchasing	
000001	6/15/2009	6/22/2009	6/22/2009	7	0	
000036	6/15/2009	6/22/2009	6/22/2009	7	0	
000048	6/17/2009	6/22/2009	6/22/2009	5	0	
000088	6/17/2009	6/22/2009	6/22/2009	5	0	
000645	6/18/2009	6/22/2009	6/22/2009	4	0	
000673	6/22/2009	6/22/2009	6/22/2009	0	0	
000065	6/16/2009	6/23/2009	6/25/2009	7	2	
000096	6/16/2009	6/23/2009	6/25/2009	7	2	
000413	6/19/2009	6/23/2009	6/23/2009	4	0	
000433	6/19/2009	6/23/2009	6/23/2009	4	0	
000436	6/19/2009	6/23/2009	6/23/2009	4	0	
000437	6/22/2009	6/23/2009	6/23/2009	1	0	
000525	6/18/2009	6/23/2009	6/23/2009	5	0	
000615	6/23/2009	6/23/2009	6/23/2009	0	0	
000678	6/22/2009	6/23/2009	6/23/2009	1	0	
000056	6/16/2009	6/24/2009	6/25/2009	8	1	
000170	6/16/2009	6/24/2009	6/25/2009	8	1	
000209	6/17/2009	6/24/2009	6/25/2009	7	1	
000015	6/24/2009	6/25/2009	6/25/2009	1	0	
000033	6/24/2009	6/25/2009	6/25/2009	1	0	
000119	6/24/2009	6/25/2009	6/25/2009	1	0	
000177	6/16/2009	6/25/2009	6/25/2009	9	0	
000621	6/24/2009	6/25/2009	6/25/2009	1	0	
000631	6/24/2009	6/25/2009	6/25/2009	1	0	
000642	6/23/2009	6/25/2009	6/25/2009	2	0	
000686	6/22/2009	6/25/2009	6/25/2009	3	0	
000695	6/23/2009	6/25/2009	6/25/2009	2	0	
000241	6/19/2009	6/29/2009	6/29/2009	10	0	
000283	6/17/2009	6/29/2009	6/30/2009	12	1	
000284	6/17/2009	6/29/2009	6/30/2009	12	1	
000480	6/23/2009	6/29/2009	7/15/2009	6	16	Held for ASL
000573	6/17/2009	6/29/2009	7/6/2009	12	7	
000030	6/29/2009	6/30/2009	7/9/2009	1	9	
000606	6/15/2009	6/30/2009	7/9/2009	15	9	
000105	6/16/2009	7/1/2009	7/6/2009	15	5	
000193	6/17/2009	7/2/2009	7/9/2009	15	7	
000226	6/18/2009	7/2/2009	7/9/2009	14	7	
000229	6/18/2009	7/2/2009	7/9/2009	14	7	
000262	6/19/2009	7/2/2009	7/9/2009	13	7	
000273	6/17/2009	7/2/2009	7/9/2009	15	7	
000274	6/16/2009	7/2/2009	7/9/2009	16	7	
000276	6/19/2009	7/2/2009	7/9/2009	13	7	
000295	6/17/2009	7/2/2009	7/9/2009	15	7	
000246	6/17/2009	7/7/2009	7/9/2009	20	2	
000533	6/15/2009	7/7/2009	7/9/2009	22	2	
000567	7/2/2009	7/7/2009	7/20/2009	5	13	
000734	7/7/2009	7/7/2009	7/9/2009	0	2	
000843	7/7/2009	7/7/2009	7/9/2009	0	2	
000058	6/16/2009	7/8/2009	7/9/2009	22	1	

PR Number	PR Forwarded	Date		Days of Processing		Notes
		To Purchasing	PO Issued	Site	Purchasing	
000481	6/22/2009	7/8/2009	7/9/2009	16	1	
000506	6/17/2009	7/8/2009	7/9/2009	21	1	
000709	6/23/2009	7/8/2009	7/9/2009	15	1	
000084	6/22/2009	7/9/2009	7/13/2009	17	4	
000318	6/22/2009	7/9/2009	7/13/2009	17	4	
000377	6/29/2009	7/9/2009	7/13/2009	10	4	
000490	7/2/2009	7/9/2009	7/13/2009	7	4	
000696	6/23/2009	7/9/2009	7/21/2009	16	12	
000847	7/7/2009	7/9/2009	7/13/2009	2	4	
000859	7/7/2009	7/9/2009	7/27/2009	2	18	
000360	6/22/2009	7/10/2009	7/15/2009	18	5	
000107	7/8/2009	7/13/2009	7/15/2009	5	2	
000161	6/16/2009	7/13/2009	7/15/2009	27	2	
000772	7/2/2009	7/13/2009	7/15/2009	11	2	
000817	7/6/2009	7/13/2009	7/27/2009	7	14	
000868	7/7/2009	7/13/2009	7/27/2009	6	14	
000880	7/8/2009	7/13/2009	7/27/2009	5	14	Held for contract submission
000808	7/6/2009	7/14/2009	7/21/2009	8	7	
000835	7/7/2009	7/14/2009	7/21/2009	7	7	
000145	6/16/2009	7/15/2009	7/15/2009	29	0	
000447	7/13/2009	7/16/2009	7/16/2009	3	0	
000559	7/2/2009	7/16/2009	7/20/2009	14	4	
000075	7/13/2009	7/20/2009	7/21/2009	7	1	
000547	7/8/2009	7/20/2009	7/27/2009	12	7	
000550	7/8/2009	7/20/2009	7/21/2009	12	1	
000551	7/14/2009	7/20/2009	7/21/2009	6	1	
000554	7/14/2009	7/20/2009	7/21/2009	6	1	
000969	7/14/2009	7/20/2009	7/21/2009	6	1	
000998	7/16/2009	7/20/2009	7/21/2009	4	1	
001020	7/16/2009	7/20/2009	7/21/2009	4	1	
000970	7/14/2009	7/21/2009	7/27/2009	7	6	
001005	7/16/2009	7/22/2009	7/28/2009	6	6	
001035	7/20/2009	7/22/2009	8/5/2009	2	14	
001157	7/21/2009	7/22/2009	7/27/2009	1	5	
001178	7/21/2009	7/22/2009	8/3/2009	1	12	
001311	7/22/2009	7/23/2009	7/27/2009	1	4	
000518	7/21/2009	7/28/2009	8/3/2009	7	6	
000727	7/6/2009	7/28/2009	8/5/2009	22	8	
000896	7/8/2009	7/28/2009	8/3/2009	20	6	
000917	7/9/2009	7/28/2009	8/5/2009	19	8	
001052	7/27/2009	7/28/2009	8/3/2009	1	6	
001092	7/27/2009	7/28/2009	8/3/2009	1	6	
001154	7/23/2009	7/28/2009	8/3/2009	5	6	
001207	7/27/2009	7/28/2009	8/3/2009	1	6	
001209	7/23/2009	7/28/2009	8/3/2009	5	6	
001210	7/23/2009	7/28/2009	8/3/2009	5	6	
001221	7/23/2009	7/28/2009	8/3/2009	5	6	
001228	7/23/2009	7/28/2009	8/3/2009	5	6	
001229	7/23/2009	7/28/2009	8/3/2009	5	6	
001232	7/23/2009	7/28/2009	8/3/2009	5	6	

PR Number	PR Forwarded	Date		Days of Processing		Notes
		To Purchasing	PO Issued	Site	Purchasing	
001239	7/23/2009	7/28/2009	8/3/2009	5	6	
001258	7/27/2009	7/28/2009	8/3/2009	1	6	
001277	7/28/2009	7/28/2009	8/3/2009	0	6	
000911	7/9/2009	7/29/2009	8/3/2009	20	5	
000976	7/14/2009	7/29/2009	8/5/2009	15	7	
001303	7/22/2009	7/29/2009	8/3/2009	7	5	
001382	7/28/2009	7/30/2009	8/17/2009	2	18	
001022	7/23/2009	8/3/2009	8/5/2009	11	2	
001121	7/27/2009	8/3/2009	8/5/2009	7	2	
001123	7/27/2009	8/3/2009	8/5/2009	7	2	
001129	7/27/2009	8/3/2009	8/11/2009	7	8	
001170	8/3/2009	8/3/2009	8/11/2009	0	8	
001180	7/23/2009	8/3/2009	8/11/2009	11	8	
001191	7/29/2009	8/3/2009	8/11/2009	5	8	
001193	7/23/2009	8/3/2009	8/11/2009	11	8	
001243	7/27/2009	8/3/2009	8/11/2009	7	8	
001333	7/28/2009	8/3/2009	8/12/2009	6	9	
001359	7/28/2009	8/3/2009	8/17/2009	6	14	
001375	7/30/2009	8/3/2009	8/17/2009	4	14	
001383	7/28/2009	8/3/2009	8/28/2009	6	25	Held for budget adjustment
001405	8/3/2009	8/3/2009	8/17/2009	0	14	
000194	7/16/2009	8/4/2009	8/5/2009	19	1	
001381	7/28/2009	8/4/2009	8/17/2009	7	13	
000944	7/23/2009	8/6/2009	8/12/2009	14	6	
001431	8/4/2009	8/6/2009	8/19/2009	2	13	
001436	8/4/2009	8/7/2009	8/21/2009	3	14	
000973	7/15/2009	8/10/2009	8/12/2009	26	2	
000570	7/1/2009	8/11/2009	8/12/2009	41	1	
001307	7/23/2009	8/11/2009	8/19/2009	19	8	
001074	8/7/2009	8/14/2009	8/27/2009	7	13	
000038	8/6/2009	8/17/2009	8/19/2009	11	2	
001535	8/12/2009	8/17/2009	9/2/2009	5	16	Held for ASL
001570	8/17/2009	8/17/2009	9/2/2009	0	16	Held for ASL
000809	7/26/2009	8/20/2009	8/27/2009	25	7	
000901	7/8/2009	8/20/2009	8/21/2009	43	1	
001073	8/10/2009	8/20/2009	8/21/2009	10	1	
001372	8/7/2009	8/20/2009	8/25/2009	13	5	
001483	8/7/2009	8/20/2009	8/27/2009	13	7	
001515	8/11/2009	8/20/2009	8/21/2009	9	1	
001521	8/11/2009	8/20/2009	8/28/2009	9	8	
001553	8/13/2009	8/20/2009	8/25/2009	7	5	
001560	8/14/2009	8/20/2009	8/28/2009	6	8	
001571	8/17/2009	8/20/2009	8/25/2009	3	5	
001067	8/21/2009	8/25/2009	8/27/2009	4	2	
001461	8/6/2009	8/25/2009	8/27/2009	19	2	
001573	8/17/2009	8/25/2009	9/2/2009	8	8	
001582	8/20/2009	8/25/2009	8/28/2009	5	3	
001602	8/20/2009	8/25/2009	8/28/2009	5	3	
001423	8/4/2009	8/26/2009	8/27/2009	22	1	
001653	8/24/2009	8/26/2009	9/2/2009	2	7	

PR Number	PR Forwarded	Date		Days of Processing		Notes
		To Purchasing	PO Issued	Site	Purchasing	
000017	8/25/2009	8/27/2009	8/28/2009	2	1	
000465	7/28/2009	8/27/2009	8/28/2009	30	1	
001373	7/28/2009	8/27/2009	8/28/2009	30	1	
001072	8/21/2009	8/31/2009	9/2/2009	10	2	
001678	8/26/2009	8/31/2009	9/2/2009	5	2	
000446	7/29/2009	9/1/2009	9/8/2009	34	7	
001696	8/28/2009	9/1/2009	9/2/2009	4	1	
001699	8/28/2009	9/1/2009	9/2/2009	4	1	
001350	7/27/2009	9/8/2009	9/10/2009	43	2	
001660	8/25/2009	9/8/2009	9/15/2009	14	7	
001756	9/4/2009	9/8/2009	9/10/2009	4	2	
001526	8/11/2009	9/10/2009	9/15/2009	30	5	
001604	8/25/2009	9/10/2009	9/15/2009	16	5	
001721	9/1/2009	9/10/2009	9/15/2009	9	5	
001729	9/2/2009	9/10/2009	9/18/2009	8	8	
001741	9/3/2009	9/10/2009	9/15/2009	7	5	
001771	9/8/2009	9/10/2009	9/15/2009	2	5	
001784	9/9/2009	9/10/2009	9/15/2009	1	5	
001786	9/9/2009	9/10/2009	9/15/2009	1	5	
001419	9/9/2009	9/15/2009	9/29/2009	6	14	Held for ASL
001752	9/4/2009	9/15/2009	9/18/2009	11	3	
001722	9/4/2009	9/16/2009	9/18/2009	12	2	
001838	9/14/2009	9/16/2009	9/18/2009	2	2	
001120	9/4/2009	9/18/2009	9/18/2009	14	0	
001840	9/14/2009	9/18/2009	9/18/2009	4	0	
001846	9/15/2009	9/18/2009	9/18/2009	3	0	
001897	9/21/2009	9/22/2009	9/23/2009	1	1	
001661	8/25/2009	9/23/2009	10/1/2009	29	8	
001890	9/21/2009	9/23/2009	9/29/2009	2	6	
001894	9/21/2009	9/23/2009	9/29/2009	2	6	
001896	9/21/2009	9/23/2009	9/29/2009	2	6	
001914	9/23/2009	9/25/2009	9/29/2009	2	4	
000913	7/9/2009	9/29/2009	10/1/2009	82	2	
001962	9/28/2009	9/30/2009	10/2/2009	2	2	
001968	9/29/2009	9/30/2009	10/2/2009	1	2	
001972	9/29/2009	9/30/2009	10/2/2009	1	2	
001940	9/25/2009	10/8/2009	10/8/2009	13	0	
001997	10/2/2009	10/8/2009	10/8/2009	6	0	
002006	9/30/2009	10/8/2009	10/8/2009	8	0	
002014	10/1/2009	10/8/2009	10/8/2009	7	0	
002015	10/1/2009	10/8/2009	10/8/2009	7	0	
002018	10/2/2009	10/8/2009	10/8/2009	6	0	
000698	6/23/2009	10/12/2009	10/13/2009	111	1	
001422	10/2/2009	10/12/2009	10/16/2009	10	4	
001980	9/29/2009	10/12/2009	10/13/2009	13	1	
001440	8/5/2009	10/15/2009	10/16/2009	71	1	
002090	10/9/2009	10/15/2009	10/16/2009	6	1	
002071	10/13/2009	10/16/2009	10/19/2009	3	3	
002122	10/14/2009	10/16/2009	10/19/2009	2	3	
002153	10/15/2009	10/16/2009	10/19/2009	1	3	

PR Number	PR Forwarded	Date		Days of Processing		Notes
		To Purchasing	PO Issued	Site	Purchasing	
002157	10/16/2009	10/16/2009	10/19/2009	0	3	
001992	10/15/2009	10/20/2009	10/23/2009	5	3	
002150	10/15/2009	10/22/2009	11/4/2009	7	13	
002166	10/16/2009	10/22/2009	11/4/2009	6	13	
002184	10/20/2009	10/22/2009	11/4/2009	2	13	
001925	9/28/2009	10/27/2009	11/4/2009	29	8	
002183	10/20/2009	10/28/2009	11/4/2009	8	7	
002204	10/22/2009	10/29/2009	11/4/2009	7	6	
002121	10/16/2009	10/30/2009	11/4/2009	14	5	
002230	10/26/2009	11/3/2009	11/4/2009	8	1	
002280	10/29/2009	11/3/2009	11/4/2009	5	1	
002291	11/2/2009	11/3/2009	11/4/2009	1	1	
002100	10/19/2009	11/4/2009	11/13/2009	16	9	
002216	10/23/2009	11/5/2009	11/13/2009	13	8	
002212	10/23/2009	11/6/2009	11/13/2009	14	7	
002226	10/26/2009	11/6/2009	11/13/2009	11	7	
002243	10/27/2009	11/6/2009	11/17/2009	10	11	
002295	11/2/2009	11/6/2009	11/13/2009	4	7	
002297	11/2/2009	11/6/2009	11/13/2009	4	7	
002346	11/6/2009	11/12/2009	11/17/2009	6	5	
002349	11/9/2009	11/12/2009	11/20/2009	3	8	
002362	11/10/2009	11/13/2009	11/20/2009	3	7	
002369	11/12/2009	11/13/2009	11/20/2009	1	7	
002370	11/12/2009	11/13/2009	11/20/2009	1	7	
002377	11/12/2009	11/16/2009	11/20/2009	4	4	
002378	11/12/2009	11/16/2009	11/20/2009	4	4	
002350	11/9/2009	11/18/2009	11/20/2009	9	2	
002342	11/6/2009	11/19/2009	11/20/2009	13	1	
002344	11/6/2009	11/19/2009	11/23/2009	13	4	
002385	11/16/2009	11/19/2009	11/23/2009	3	4	
002413	11/16/2009	11/19/2009	11/20/2009	3	1	
002445	11/18/2009	11/19/2009	12/4/2009	1	15	Held for contract submission
002356	11/9/2009	11/23/2009	11/24/2009	14	1	
002408	11/16/2009	11/23/2009	11/24/2009	7	1	
002473	11/20/2009	11/24/2009	11/24/2009	4	0	
002437	11/18/2009	11/25/2009	12/4/2009	7	9	
002317	11/19/2009	11/30/2009	12/2/2009	11	2	
002330	11/17/2009	11/30/2009	12/2/2009	13	2	
002465	11/20/2009	11/30/2009	12/4/2009	10	4	
002514	11/30/2009	12/1/2009	12/2/2009	1	1	
002209	10/22/2009	12/3/2009	12/11/2009	42	8	
002511	11/30/2009	12/3/2009	12/8/2009	3	5	
002528	11/30/2009	12/3/2009	12/8/2009	3	5	
002427	12/3/2009	12/8/2009	12/11/2009	5	3	
002441	12/1/2009	12/8/2009	12/11/2009	7	3	
002486	11/23/2009	12/8/2009	12/11/2009	15	3	
002490	11/24/2009	12/8/2009	12/16/2009	14	8	
002493	11/24/2009	12/8/2009	12/16/2009	14	8	
002527	11/30/2009	12/8/2009	12/16/2009	8	8	
002556	12/2/2009	12/8/2009	12/16/2009	6	8	

PR Number	PR Forwarded	Date		Days of Processing		Notes
		To Purchasing	PO Issued	Site	Purchasing	
002580	12/4/2009	12/8/2009	12/14/2009	4	6	
002589	12/4/2009	12/8/2009	12/14/2009	4	6	
002399	12/7/2009	12/9/2009	12/21/2009	2	12	
002576	12/3/2009	12/15/2009	12/23/2009	12	8	
001809	11/17/2009	12/16/2009	12/21/2009	29	5	
002616	12/8/2009	12/16/2009	12/21/2009	8	5	
002621	12/9/2009	12/17/2009	12/21/2009	8	4	
002647	12/11/2009	12/18/2009	12/23/2009	7	5	
002657	12/14/2009	12/18/2009	12/23/2009	4	5	
002658	12/17/2009	12/18/2009	12/23/2009	1	5	
002668	12/15/2009	12/18/2009	12/23/2009	3	5	
002699	12/17/2009	12/18/2009	12/21/2009	1	3	
002630	12/10/2009	12/19/2009	12/21/2009	9	2	
002704	12/18/2009	12/21/2009	12/23/2009	3	2	
002721	12/18/2009	12/21/2009	12/23/2009	3	2	
002678	12/16/2009	12/22/2009	12/23/2009	6	1	
002685	12/17/2009	12/22/2009	12/23/2009	5	1	
002755	12/23/2009	12/23/2009	12/23/2009	0	0	
002702	1/5/2010	1/5/2010	1/12/2010	0	7	
002739	12/21/2009	1/5/2010	1/12/2010	15	7	
002468	11/24/2009	1/7/2010	1/12/2010	44	5	
002735	12/22/2009	1/7/2010	1/12/2010	16	5	
002756	12/23/2009	1/7/2010	1/14/2010	15	7	
002781	1/5/2010	1/7/2010	1/12/2010	2	5	
002782	1/5/2010	1/7/2010	1/12/2010	2	5	
002784	1/5/2010	1/7/2010	1/12/2010	2	5	
002786	1/5/2010	1/11/2010	1/12/2010	6	1	
002808	1/6/2010	1/11/2010	1/20/2010	5	9	
002815	1/6/2010	1/11/2010	1/12/2010	5	1	
002716	12/22/2009	1/12/2010	1/20/2010	21	8	
002825	1/8/2010	1/12/2010	1/14/2010	4	2	
002696	1/14/2010	1/14/2010	3/10/2010	0	55	Held for contract submission
002870	1/13/2010	1/14/2010	1/20/2010	1	6	
002888	1/14/2010	1/14/2010	1/20/2010	0	6	
002826	1/7/2010	1/20/2010	2/2/2010	13	13	
002824	1/7/2010	1/21/2010	1/25/2010	14	4	
002925	1/20/2010	1/21/2010	1/27/2010	1	6	
002557	12/16/2009	1/22/2010	1/25/2010	37	3	
002687	1/7/2010	1/22/2010	1/27/2010	15	5	
002893	1/14/2010	1/22/2010	2/2/2010	8	11	
002720	12/18/2009	1/26/2010	2/2/2010	39	7	
002733	1/11/2010	1/26/2010	2/2/2010	15	7	
002767	1/20/2010	1/26/2010	2/2/2010	6	7	
002903	1/15/2010	1/26/2010	2/2/2010	11	7	
002910	1/19/2010	1/26/2010	1/27/2010	7	1	
002919	1/20/2010	1/26/2010	2/2/2010	6	7	
002954	1/25/2010	1/26/2010	2/2/2010	1	7	
002354	1/13/2010	1/27/2010	2/2/2010	14	6	
002918	1/20/2010	1/27/2010	2/2/2010	7	6	
002788	1/5/2010	2/2/2010	2/4/2010	28	2	

PR Number	PR Forwarded	Date		Days of Processing		Notes
		To Purchasing	PO Issued	Site	Purchasing	
002960	1/27/2010	2/2/2010	2/4/2010	6	2	
003054	2/1/2010	2/2/2010	2/4/2010	1	2	
003027	1/28/2010	2/3/2010	2/8/2010	6	5	
003056	2/3/2010	2/3/2010	2/8/2010	0	5	
002913	1/20/2010	2/4/2010	2/10/2010	15	6	
002938	1/26/2010	2/4/2010	2/10/2010	9	6	
002979	1/26/2010	2/4/2010	2/10/2010	9	6	
002988	1/27/2010	2/4/2010	2/10/2010	8	6	
003059	2/1/2010	2/4/2010	2/10/2010	3	6	
003063	2/1/2010	2/4/2010	2/16/2010	3	12	
003087	2/3/2010	2/4/2010	2/10/2010	1	6	
003092	2/3/2010	2/4/2010	2/10/2010	1	6	
003053	2/2/2010	2/8/2010	2/10/2010	6	2	
003127	2/5/2010	2/8/2010	2/10/2010	3	2	
003132	2/5/2010	2/10/2010	2/16/2010	5	6	
003168	2/9/2010	2/10/2010	2/16/2010	1	6	
003145	2/9/2010	2/11/2010	2/16/2010	2	5	
003148	2/9/2010	2/11/2010	2/16/2010	2	5	
002861	2/10/2010	2/16/2010	2/19/2010	6	3	
003163	2/9/2010	2/16/2010	2/26/2010	7	10	
002945	1/22/2010	2/18/2010	2/26/2010	27	8	
002950	2/10/2010	2/18/2010	2/26/2010	8	8	
002964	2/2/2010	2/18/2010	2/19/2010	16	1	
002974	2/8/2010	2/18/2010	3/16/2010	10	26	
002991	1/28/2010	2/18/2010	2/26/2010	21	8	
003008	1/28/2010	2/18/2010	2/26/2010	21	8	
003009	1/28/2010	2/18/2010	2/26/2010	21	8	
003165	2/9/2010	2/18/2010	2/23/2010	9	5	
003195	2/11/2010	2/18/2010	2/26/2010	7	8	
003219	2/18/2010	2/22/2010	2/23/2010	4	1	
003233	2/17/2010	2/22/2010	2/26/2010	5	4	
003270	2/22/2010	2/22/2010	3/12/2010	0	18	
003217	2/17/2010	2/23/2010	2/26/2010	6	3	
003239	2/18/2010	2/24/2010	3/12/2010	6	16	
002989	1/28/2010	2/25/2010	2/26/2010	28	1	
003258	2/19/2010	2/25/2010	3/3/2010	6	6	
003302	2/24/2010	2/25/2010	3/3/2010	1	6	
003338	2/26/2010	3/1/2010	3/3/2010	3	2	
003085	2/10/2010	3/3/2010	3/10/2010	21	7	
003204	2/16/2010	3/3/2010	3/17/2010	15	14	Held for Board Approval
003315	2/24/2010	3/3/2010	3/16/2010	7	13	
003073	2/22/2010	3/5/2010	3/9/2010	11	4	
003121	2/22/2010	3/5/2010	3/8/2010	11	3	
003276	2/24/2010	3/5/2010	3/9/2010	9	4	
003336	3/3/2010	3/8/2010	3/10/2010	5	2	
002629	3/9/2010	3/10/2010	3/12/2010	1	2	
003202	3/9/2010	3/10/2010	3/16/2010	1	6	
003256	2/19/2010	3/10/2010	3/12/2010	19	2	
003226	2/24/2010	3/15/2010	3/16/2010	19	1	
000574	3/8/2010	3/23/2010	3/26/2010	15	3	

PR Number	Date			Days of Processing		Notes
	PR Forwarded	To Purchasing	PO Issued	Site	Purchasing	
002539	2/2/2010	3/30/2010	3/30/2010	56	0	
PRs with less than 1 day of processing:				15	37	
PRs with less than 2 days of processing:				53	86	
PRs with less than 5 days of processing:				118	164	
Percent of PRs with less than 1 day of processing:				4%	11%	
Percent of PRs with less than 2 days of processing:				15%	25%	
Percent of PRs with less than 5 days of processing:				34%	47%	
Total Number of PRs "Held" by Purchasing:						9

Overall Processing Time, PRs Created between 6/15/2009 to 2/28/2010		
Average (Mean) of Processing Time:	9.6	5.2
Median of Processing Time:	7	5
Mode of Processing Time:	1	1

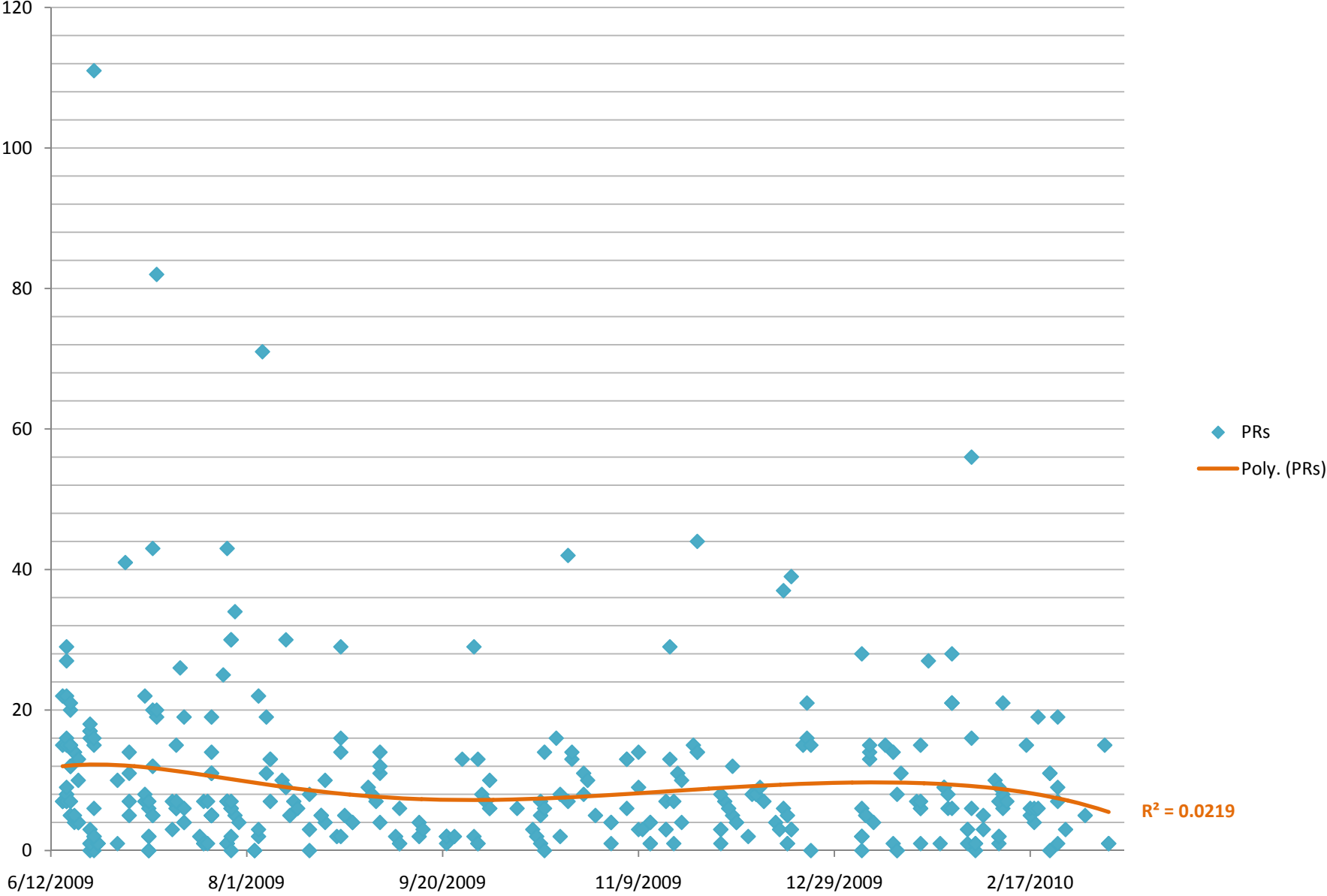
**Conclusions:**

1. The end user on average experiences a 2 week processing time for their PRs, inclusive of weekends and holidays.
2. Almost 50% of PRs are processed by Purchasing and the Business Mgr and issued a PO Number in fewer than 5 days.
3. One-fourth of PRs are processed by Purchasing and the Business Mgr and issued a PO Number in fewer than 2 days.
4. The most common processing time experienced by the end user is 2 days.
5. The vacancy in the Business Manager position did not detrimentally impact the processing time of PRs.
6. Processing time for Sites and Purchasing remain fairly consistent throughout the year.
7. There is no statistical correlation between when a PR is created and how long its approval may take (see graphs).
8. Outliers may be attributable to specific departments which require additional training.
9. Outliers have minimal impact on data due to the large sample size; therefore, the data is unadjusted.

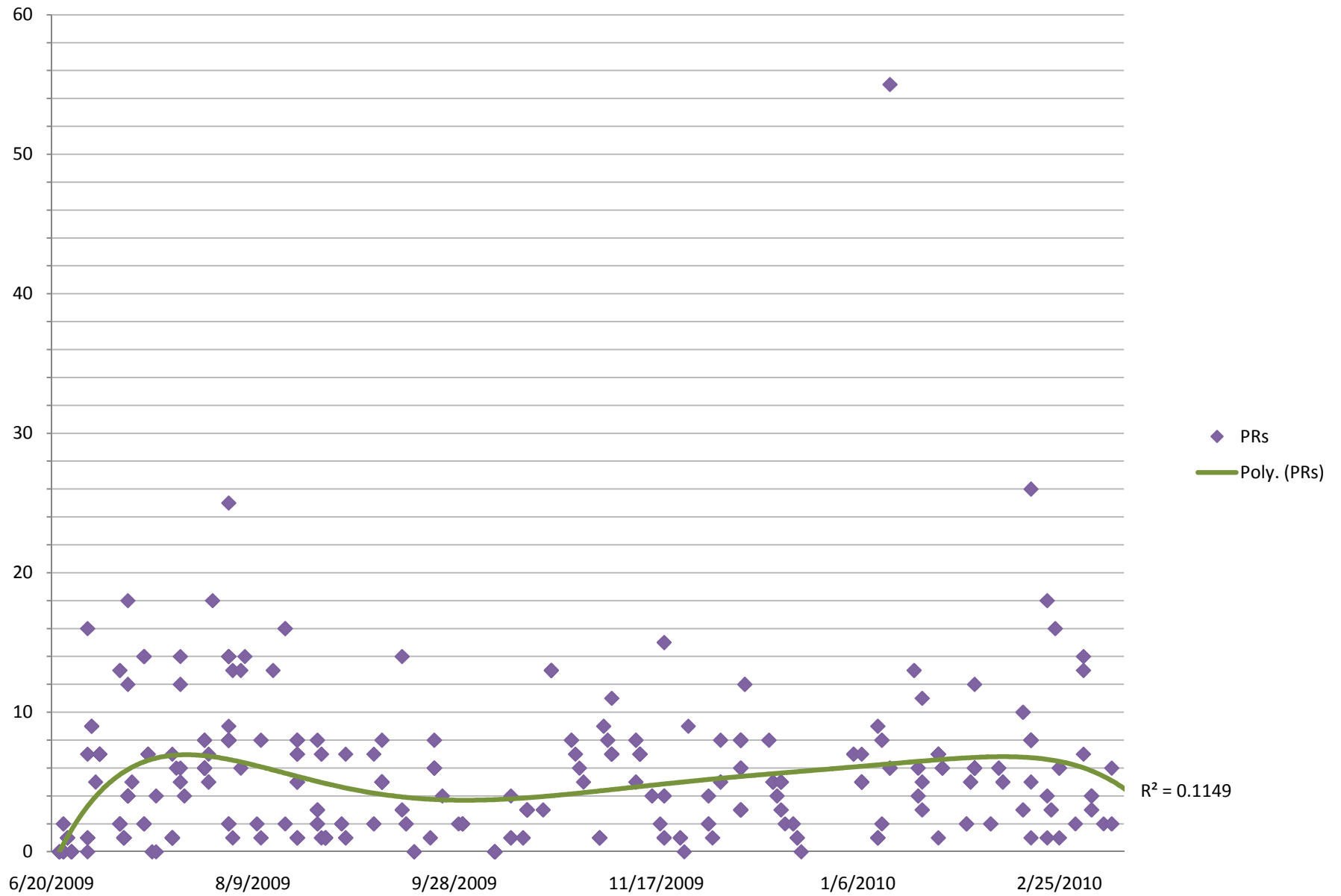
**Methodology:** Sample size of 350 of 3,338 total Purchase Requisitions created between June 15, 2009 and February 28, 2010 was used for a >95% confidence interval. PR Numbers randomly generated by <http://www.random.org>. Days in processing includes weekends and holidays to best express total perceived time experienced by the end user. Data is sorted by the date PR was received in Purchasing. Outliers are not excluded.



# Site Processing Times of Purchase Requisitions in Days



# Purchasing Processing Times of Purchase Requisitions in Days



R<sup>2</sup> = 0.1149