## INVENTORY MANAGEMENT CONTROL PROCESS -- FLOW CHART Items via e-mail/ **Doreen Howson** Use Inventory Go to Supply Room notifying user(s) that Control List to items are ready for retrieve items Tickler for User Notify user(s) that notification when item(s) is/are in backordered stock **ORDERING ITEMS** Purchasing Office Creates Purchase Order(s) for Vendor VP/Designee returns VP/Designee requisition to Data Center Mgr. Request Quotes Is Requisition Approved and Data Center Is Requisition Manager submits Services submits Ready for Pur. approved and Approved and Office? to Data Center Mgr Ready?