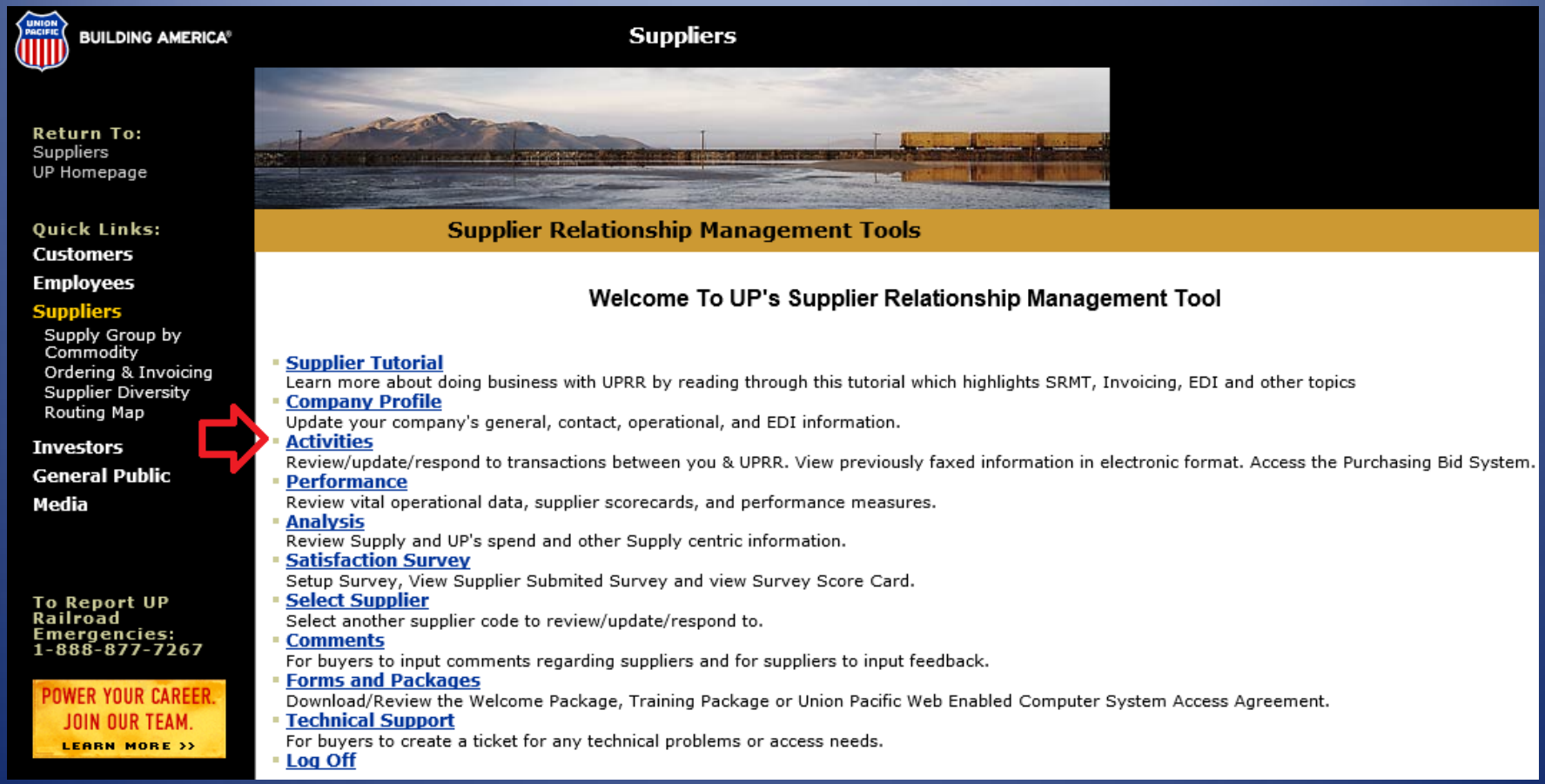
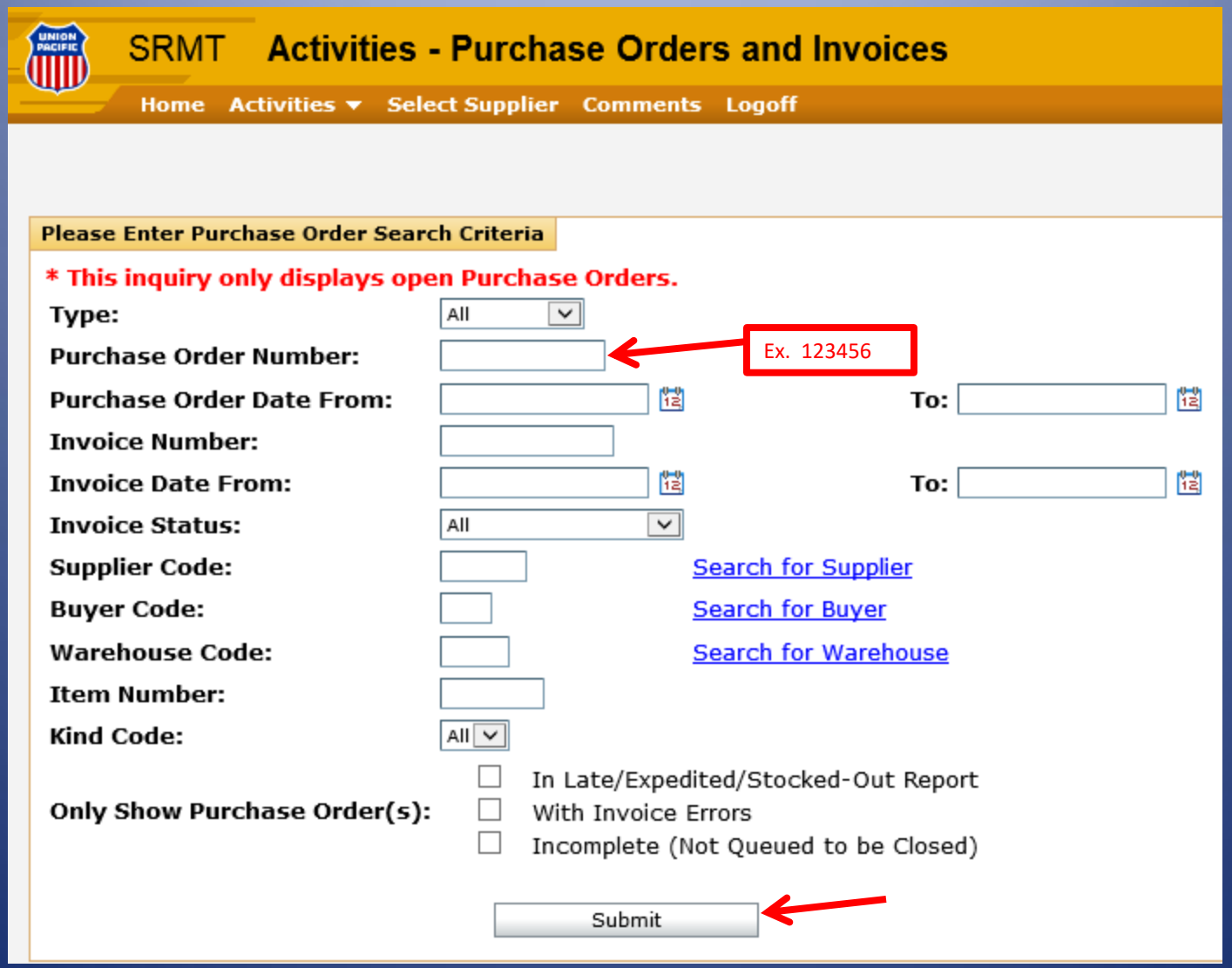
How to Find My PO

Login to SRMT and go to the “Activities” menu.

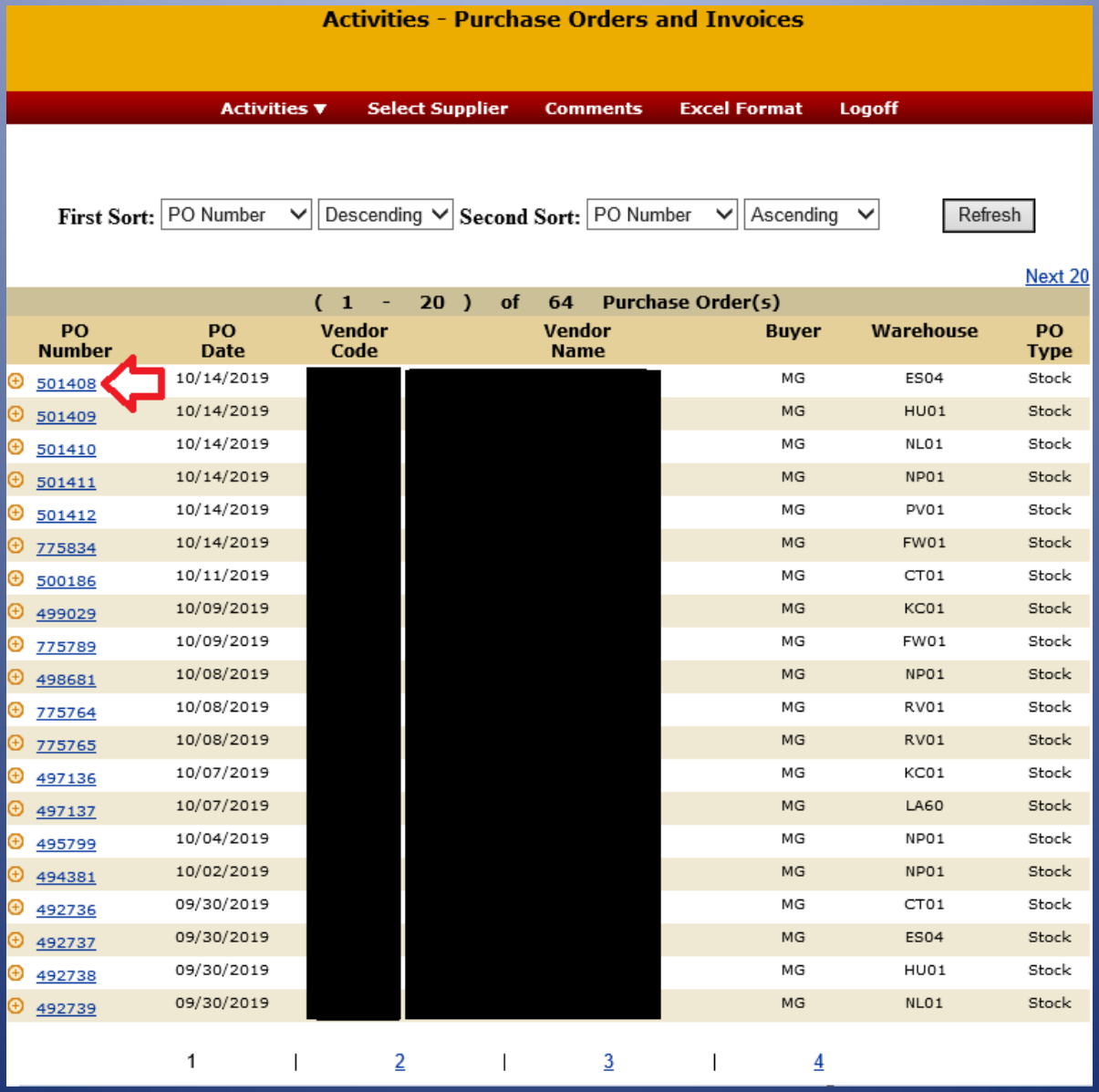


Select “Purchase Orders and Invoices”.

Fill out the criteria needed to find your PO and submit.



Scroll through results until you find the correct PO. Click on the PO number to open the details.



Activities - Purchase Orders and Invoices

Activities ▼ | Select Supplier | Comments | Excel Format | Logoff

First Sort: PO Number | Descending | Second Sort: PO Number | Ascending | Refresh

Next 20

(1 - 20) of 64 Purchase Order(s)

PO Number	PO Date	Vendor Code	Vendor Name	Buyer	Warehouse	PO Type
501408	10/14/2019	[redacted]	[redacted]	MG	ES04	Stock
501409	10/14/2019			MG	HU01	Stock
501410	10/14/2019			MG	NL01	Stock
501411	10/14/2019			MG	NP01	Stock
501412	10/14/2019			MG	PV01	Stock
775834	10/14/2019			MG	FW01	Stock
500186	10/11/2019			MG	CT01	Stock
499029	10/09/2019			MG	KC01	Stock
775789	10/09/2019			MG	FW01	Stock
498681	10/08/2019			MG	NP01	Stock
775764	10/08/2019			MG	RV01	Stock
775765	10/08/2019			MG	RV01	Stock
497136	10/07/2019			MG	KC01	Stock
497137	10/07/2019			MG	LA60	Stock
495799	10/04/2019			MG	NP01	Stock
494381	10/02/2019			MG	NP01	Stock
492736	09/30/2019			MG	CT01	Stock
492737	09/30/2019			MG	ES04	Stock
492738	09/30/2019			MG	HU01	Stock
492739	09/30/2019			MG	NL01	Stock

1 | 2 | 3 | 4

Once you have located your PO, you will notice a + symbol if it's K3 "Repair and Return" click on the + to drop the text down and you can see if a core (Fore Repair) "FR" has shipped against the order. Note: If a core has not shipped you performance is not being recorded .

(1 - 3) of 3 Purchase Order(s)

PO Number	PO Date	Vendor Code	Vendor Name	Buyer	Warehouse	PO Type
530446	12/09/2019			ML	FW01	Stock

PO Number	PO Date	Vendor Code	Vendor Name	Buyer	Warehouse	PO Type
530446	12/09/2019			ML	FW01	Stock

Item Number	Unit	Due Date Original	Due Date Promised Delivery	Days Late	Promised Ship Date	Order Qty	Recvd Qty	Invcd Qty	Matched Qty	Paid Qty	FR Qty	Scrap Qty	Invoices	Invoice Date
7274427 3	EA	01/06/20	01/06/20	49	12/16/2019	1	0	0	0	0	0	0		
	18051 SPEED INDICATOR PULSE MODEL SI-100-75													

zero cores have been applied to order. So clock does not start until core is delivered