

## FMS Requisition Approval Workflow Levels

Approval Level	Description	Routing	Triggered By
<b>Budget Manager</b>	Responsible for department budget	Dean/Director	
<b>Project</b>	Review project accounting	Project Manager	Project # (Includes Grants & Projects)
<b>IT</b>	Approves IT related purchases for college	MCC IT Approver	Category Code
<b>Asset</b>	Reviews asset accounting	District- Capital Asset Accounting	Category Code
<b>Fiscal</b>	Reviews overall accounting	MCC Fiscal Services	
<b>Legal / Security</b>	Review for legal and security compliance	District- Two pools of approvers in parallel approval paths	Check Box for "Legal and Privacy Review Required"
<b>DO Buyer</b>	Reviews for policy compliance	District- All requisitions over \$5000	Total \$ Amount

