My Request	

	My Request tile:
	
	 % Use to check status of different request types
	   % Click on the My Request's tile
	   % Request Period (filter based on predefined period)
	   % Status (Open, Closed, All)
	   % Cancel Requisition Item
	   % Reorder
	   % Finding Requisition No.: Click on the "information or I" icon and go to header details.

Requisition Status	Details
New	Requisition submitted
Pending Approval	Requisition submitted, requires safety or cost centre approval
Sent to purchasing	Requisition has been sent for processing within the finance system
Ordered	Requisition has been processed into Purchase Order and dispatched to the supplier