

Purchase Order Report with Approval Status

The **purchase order report with approval status** provides a comprehensive overview of all purchase orders, including their current approval stages. This report helps businesses track the progress of orders and ensures timely decision-making. It enhances transparency and streamlines procurement processes effectively.

PO Number	Date	Supplier	Amount	Requested By	Approval Status	Approver	Remarks
PO-2024-00123	2024-06-05	ABC Supplies Ltd.	\$3,500.00	Jane Smith	Pending	Mark Johnson	Awaiting manager review
PO-2024-00118	2024-06-03	FastTech Corp.	\$7,200.00	Michael Lee	Approved	Lisa Brown	Approved on 2024-06-04
PO-2024-00110	2024-06-01	Office Essentials Inc.	\$1,150.00	Emily Watson	Rejected	Sarah Connor	Amount exceeded budget
PO-2024-00115	2024-06-02	Global Industrial	\$2,480.00	Kevin Parker	Approved	David Kim	Approved on 2024-06-02