

# PRISM ERP

## Procurement Module

10

Core Modules

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Best Practices

An end-to-end procurement management platform covering requisitions, purchase order lifecycle, supplier management, tax compliance, and multi-currency operations — built to ISO 9001 and ISO 37001 standards. This document provides a comprehensive specification of all modules, operational best practices, ISO compliance clauses, and technical architecture layers.

### PROCUREMENT LIFECYCLE

PR	Approval	PO	Tax Calc	Goods Receipt	Debit Note	GL Posting
Raise internal requisition	Multi-level sign-off gates	Issue PO to supplier	Apply tax via TaxRegistry	Match PO to received stock	Adjust totals for returns	Post landed costs to GL

### CORE FUNCTIONALITY — 10 MODULES

#### Purchase Requisition (PR) Management

Internal request system with linkage to DepartmentID and FiscalPeriodID. Supports multi-level approval workflows.

#### Purchase Order (PO) Lifecycle

Complete tracking from 'Draft' to 'Finalized'. Integrated with TaxRegistry for automated tax calculations.

#### Supplier Master

Centralized vendor database capturing profiles, bank details, and currency preferences.

#### Tax Engine Integration

Line-item tax application with specific PO tracking (PurchaseOrderTaxes).

#### Multi-Currency Support

Procurement operations across global currencies with automated ExchangeRate application.

#### Debit Note Tracking

Automated reduction of PO totals (TotalAmountAfterDN) based on returns or supplier adjustments.

#### Linked Operations

Integration with Sales Orders for back-to-back procurement and Manufacturing for MRP-driven shortage fulfillment.

#### Fiscal Period Governance

Enforced procurement limits and budget tracking within defined financial periods.

#### Audit Readiness

Automated logging of 'CreatedByID' for every document to ensure accountability.

#### Landed Cost Preparation

Captures initial unit costs for subsequent overhead allocation in the inventory module.

## OPERATIONAL BEST PRACTICES

### 01 Unified Requisitions

Consolidate internal requests into a single PR to increase bargaining power and achieve volume discounts.

### 02 Automated Approval Gates

Implement threshold-based approvals where higher-value POs require secondary executive sign-off to ensure budget adherence.

### 03 Strategic Vendor Rating

Periodically review Supplier Master data to categorize vendors by lead time, quality, and cost-effectiveness.

### 04 Real-time Tax Compliance

Maintain an updated TaxRegistry to ensure all purchase orders reflect the latest statutory requirements.

### 05 Currency Risk Mitigation

Utilize the system's multi-currency features to lock in exchange rates at the point of PO issuance for international transactions.

### 06 Clean Audit Trail

Discourage "urgent" verbal orders; require all procurement to begin with a system-generated PR Number.

## ISO STANDARDS COMPLIANCE

### ISO 9001:2015

#### Quality Management System

8.4 Control of Externally Provided Processes — Supplier Master records provide the baseline for vendor performance monitoring.

Verification of Purchased Product — Integrated workflow ensures POs are matched against requisitions and incoming receipts.

### ISO 37001:2016

#### Anti-bribery Management Systems

Transparency — Digitized approval workflows and mandatory 'CreatedByID' tracking prevent unauthorized or undocumented procurement activities.

## TECHNICAL ARCHITECTURE LAYERS

### PLANNING

#### Requisition & PR Engine

Multi-level PR workflows linked to DepartmentID and FiscalPeriodID with approval routing.

### EXECUTION

#### PO & Order Lifecycle

Draft-to-Finalized PO tracking, line-item tax application, and ExchangeRate-aware totals.

### SUPPLIER

#### Vendor & Currency Mgmt

Centralized Supplier Master with bank details, currency preferences, and performance ratings.

### FINANCE

#### Tax, Debit Notes & Costing

TaxRegistry integration, automated debit-note adjustments, and landed-cost capture for inventory.

### INTEGRATION

#### Sales & Manufacturing Links

Back-to-back procurement via Sales Orders and MRP-driven shortage fulfillment from Manufacturing.

### COMPLIANCE

#### Audit & Governance

CreatedByID logging, fiscal period limits, and ISO 9001 / 37001 aligned approval trails.