

WCBS Purchase Requisition System (PRS)



pass®
FINANCE



PRS has been developed in partnership with our customers specifically to improve accountability, support better decision-making and ensure a level of governance that will deliver results.

Who in your school will benefit from PRS?

The Finance department will enjoy the familiarity of a system that dominates the commercial world.

Budget holders can make informed decisions based on easy to access information on their budget.

New users will benefit from the intuitive simplicity of dashboards and workflows.

The Governors and Senior Management Team are always informed with an up-to-the-minute view on the financial position of the school.

PRS at a glance

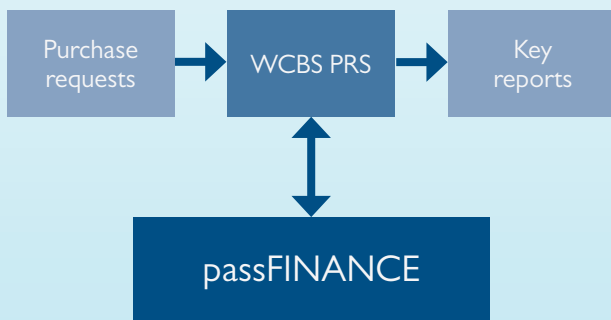
- Real-time purchase requisition.
- Easy-to-use dashboards for senior leaders and budget holders.
- Safe and secure on-demand visibility of key information for SMT and governors.
- Seamless browser-based, anytime, anywhere access for all users.
- Paperless electronic audit trail from orders to goods received.
- Visibility of outstanding requisitions and approval management for budget holders.
- Accurate forecasting.
- Comprehensive out-of-the-box functionality.
- Fully configurable to accommodate specific authorisation requirements.





WCBS PRS allows senior leaders to access real-time data, tailored to their areas of responsibility and relevant to their role, from any web-enabled device. Gone are the days of monthly reports, which quickly become outdated.

KEY REPORTS		
		Budget statement
Summary spend vs budget to date	Summary spend vs annual budget	Detailed spend vs budget to date
Purchase requisition summary	Purchase by supplier	Purchase pending delivery



Budget holders can take full responsibility and ownership of departmental spend to maximise impact without the worry or need to chase a paper trail or even emails. Purchase requests are automatically passed through for authorisation and simple dashboards show current and outstanding spend, and existing commitments. Orders are tracked all the way to goods received, with the originator able to confirm that all is satisfactory, thus ensuring a full audit trail.

PRS seamlessly integrates with passFINANCE to open the system for all users and eliminates the need for rekeying of information and duplication effort. Requests and approvals are fully automated through a series of intuitive screens and alerts, allowing easy tracking and removing storage and location issues that can create compliance risks.

