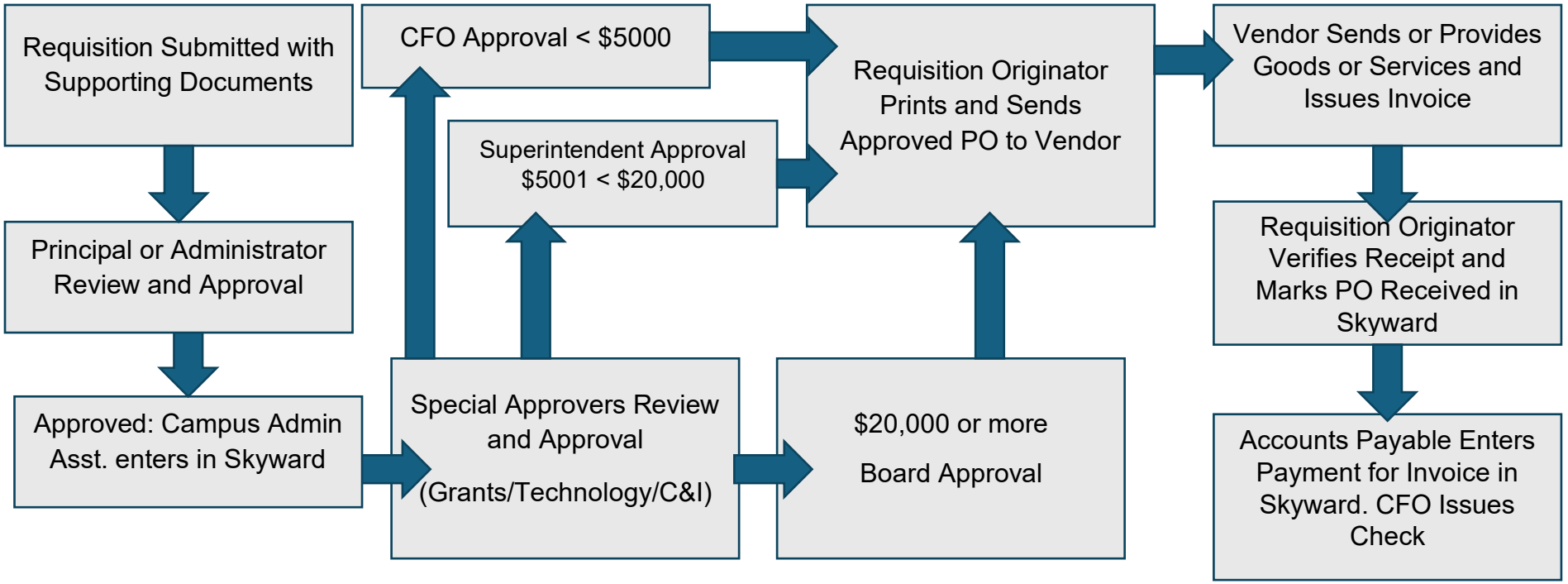
Agua Dulce ISD: Purchase Order Flow Chart



PO Review and Approval Includes:

- Correct Account Code
- Supporting Documentation
- Approved Vendor
- Allowable Purchase
- Purchasing Method
- Commodity Code

Special Approvers:

- Technology - Technology Director
- Federal & Special Programs - Director & Grant Manager
- Safety/Security – Superintendent
- Travel - Superintendent

Revised July 2026