To determine the Buyer that a College Requisition was Assigned To in Purchasing:

Navigation: Purchasing>Requisitions>Review Requisition Information>Requisitions

1. On the Requisition Inquiry page, enter the Requisition ID:

2. Click

3. Click on the Requisition Number hyperlink:
4. Click on the “More” icon:

![Image of Requisition Details]

5. The Buyer’s name will be displayed:

![Image of Requisition Details with Buyer name highlighted]

If you need additional information regarding the status of your College Requisition, please contact the Buyer that the Requisition was assigned to:

Tracey Angell - tracey – tracey@uri.edu or ext. 4/2326

Debra Lee - dlee - dlee1@uri.edu or ext. 4/2043

Ryan Pincince - ryanpincince – ryanpincince@uri.edu or ext. 4/5463

Xeniya Jones - xjones – xjones@uri.edu or ext. 4/9133

Shanyka Soriano - shanyka – shanyka@uri.edu or ext. 4/9334

On-line Requisitioning - To determine the buyer a CR was assigned to in Purchasing  3/2019