Inventory Flow Chart

1. Purchase of item over $5,000
   - Determine if item is an asset
     - No: item is expensed
     - Yes: Asset added to Asset Tracking System

2. Asset Tracking System
   - Asset is tagged
     - Physical Inventory
       - Determine if changes need to be made to asset record
         - Yes: Fixed Asset Update Form
         - No: Reconciliation

3. Reconciliation
   - Banner Fixed Asset module
   - ATS & BFA are reconciled

C:\Userdata\Inventory Project\Inventory Flow Chart.xls

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