

Introducing PASS Release 6.08

PASS Release 6.08 further enriches PASS functionality and improves the procurement process.

Here are the highlights:

User Profile

- For all full time employees (FTEs), the PASS User IDs will now be the same as PeopleSoft User IDs.
- When creating a new user Employee profile in PASS via the User Maintenance eForm you can search for the Employee by email address, employee ID, last name or first name.
- The Employee ID is a new field which is auto populated.
- Contractor usernames will remain the same and is not affected by the change.

PASS oTIF

- New oTIF eForm- A new Task Order Initiation form has been created in PASS. OCP will communicate to the agencies about the usage of this form (It is applicable to OCP customer agencies only).

Requisition

- Either an oPIF or an oAPT field is now mandatory and must be completed prior to submitting a requisition (Applicable to OCP Customer Agencies only)
- When selecting an oAPT on the requisition, you may now search by Fiscal Year (FY) (Applicable to OCP Customer Agencies only)

Timesheets

- When creating contractor timesheets, only POs created less than a year prior will appear.

Reports

- A new standard report was created for oTIFs.
- The PASS records download limit is increased to 5000 records for Buyer Excel reports.

Contracts

- A mandatory Insurance Tracking task has been added to the Contract Template (Applicable to OCP customer agencies only)

PASS Files

- TIF file formats are now acceptable attachments in PASS.