



**Report Name:** Vouchers Not Posted Report  
DR Nbr: OCP\_0221\_AP

**Query Name:** OCP\_AP0221\_VCHR\_UNPOSTD

**Path:** Accounts Payable>Reports>Vouchers

**Availability:** OSF and ALL Agencies

**Report Options:**

Sorted By: Business Unit, Voucher ID  
Prompts: To/From BU

**Report Description:**

This is a new report. This report will need to run each day so agencies and OSF can review the outstanding vouchers. This report will only need to print out those vouchers who have not been posted. Criteria will need to be on the POST\_STATUS\_AP field. POST\_STATUS\_AP not equal to 'P' (Posted).