NPS Purchase Process for HAZMAT

START: End user notifies HM Rep of need

→ **HM Rep:** check inventory for possible reuse

- *HM not on hand* → **Verify AUL code, usage, & SDS #**
- *HM available for reuse* → **Complete AUL addition process. Reutilize HM on hand.**

Verify AUL code, usage, & SDS #
- **YES** → **Submit request in KFS**
- **NO** → **Complete AUL addition process before purchase**

Submit request in KFS → **PI reviews & approves** → **HMC&M** → **Verify AUL usage?**

Verify AUL usage?
- **YES** → (continues to DEPT Chair & SPFA Approvals)
- **NO** → **Return to Requestor** → **Complete AUL addition process before purchase**

DEPT Chair & SPFA Approvals → **SPFA: determines if funds are available in budget?**

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- **YES** → **APC assigns work** → **Buyer** → **Obligate funds in FASDATA** → **Make order** → **END: Notify receiving (receive field in KFS)**
- **NO** → **STOP**