Purchase Orders

Back to list of main tables

Field name	Description	mSupply Use	Reference link	Type	Index
additional_instructions	Any extra instructions to the supplier	Purchase order»Details tab»Additional Instruction(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#additional_instructions	Text	
agent_commission	Commission payable to intermediary agent	Purchase order»Details tab»Agent commission(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#commissions_and_charges_fields	Real	
auth_checksum	Internal checksum used for authorisation logic			Text	
authorizing_officer_1	Name of first officer authorising the PO	Purchase order»Details tab»Authorizing officer 1(Info for purchase order)		Text	
authorizing_officer_2	Name of second officer authorising the PO	Purchase order»Details tab»Authorizing officer 2(Info for purchase order)		Text	
budget_period_ID	Identifier linking PO to a budget period	Not use in UI		Alpha	
category_ID	Identifier for the PO category	ID is not shown in UI but used to display Purchase order»General»Category		Alpha	
colour	Colour code used when displaying the PO in lists	Purchase order»Colour	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#colour	Long Integer	
comment	Internal comments about the PO	Purchase order»Details tab»Comment(Order details)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#comment	Text	
communications_charge	Charge for communications agreed with supplier	Purchase order»Details tab»Communications charge(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#commissions_and_charges_fields	Real	
confirm_date	Date when PO was confirmed	Open any Purchase order»Confirm date		Date	
cost_in_local_currency	Estimated cost of the order converted to local currency			Real	
created_by	User who created the PO			Alpha	
creation_date	Date the PO record was created			Date	
curr_rate	Currency exchange rate applied to this PO			Real	
currency_ID	Currency code of the PO	ID is not shown in UI but used to display Purchase order»General»Currency		Alpha	
Date_advance_payment	Date when any advance payment was made	Open any Purchase order»Details tab»Advance paid(Order details)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#contract_signed_date_advance_paid_and_received_at_port_fields	Date	
Date_contract_signed	Date contract with supplier was signed	Open any Purchase order»Details tab»Contract signed date(Order details)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#contract_signed_date_advance_paid_and_received_at_port_fields	Date	
Date_goods_received_at_port	Date goods were recorded as received at port	Open any Purchase order»Details tab»Received at port(Order details)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#contract_signed_date_advance_paid_and_received_at_port_fields	Date	
delivery_method	Method by which goods will be delivered	Open any Purchase order»Details tab»Delivery method(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#delivery_method	Text	
document_charge	Document handling charges	Open any Purchase order»Details tab»Document charge(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#commissions_and_charges_fields	Real	
donor_id	Link to donor record (if donor funded)	ID is not shown in UI but used to display Purchase order»Donor	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#donor	Alpha	
editedRemotely	Flag marking if PO was edited on a remote sync satellite			Boolean	
freight	Agreed freight cost			Real	
freight_charge	Freight handling charge	Purchase order»Details tab»Freight charge(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#commissions_and_charges_fields	Real	
freight_conditions	Conditions regarding freight/shipping	Purchase order»Details tab»Freight conditions(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#freight_conditions	Text	
heading_message	Custom heading shown at top of PO	Purchase order»Details tab»Heading message(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#heading_message	Text	
ID	Unique identifier of this record	Not shown in UI		Alpha	*
include_in_on_order_calcs	Whether PO should be included in on-order calculations	Purchase order»Details tab»Include when calculating stock on order(Order details)		Boolean	
insurance_charge	Insurance charge agreed	Purchase order»Details tab»Insurance charge(Info for purchase order)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#commissions_and_charges_fields	Real	

Field name	Description	mSupply Use	Reference link	Type	Index
inv_discount_amount	Discount amount applied to PO			Real	
inv_sub_total	Subtotal of items before other charges			Real	
is_authorised	Whether the PO has been authorised	Open any Purchase order»General»Authorise		Boolean	
last_edited_by	User who last edited the PO			Alpha	
lines	Number of lines on the PO			Long Integer	
locked	Whether the PO is locked from editing	Open any Purchase order»General»Locked	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#locked	Boolean	
name_ID	Supplier ID this PO is sent to	Open any Purchase order»General»Name	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#order_for_one_supplier	Alpha	*
Order_total_after_discount	Total cost after applying discounts	Open any Purchase order»General»Estimated cost after discount		Real	
Order_total_before_discount	Total cost before any discount	Open any Purchase order»General»Estimated subtotal		Real	
po_sent_date	Date the PO was sent to supplier	Purchase order»Details tab»PO sent date(Order details)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#po_sent_date	Date	
quote_ID	Linked quotation ID (if generated from quote)			Alpha	
reference	External reference (supplier ref or internal)	Open any Purchase order»Reference	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#reference	Alpha	
requested_delivery_date	Date the supplier is requested to deliver	Open any Purchase order»Requested delivery	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#requested_delivery_date	Date	
status	When created: **SG** When send to supplier: **CN** When finished receiving: **FN**	Open any Purchase order»Status		Alpha	
store_ID	Store placing the order	ID is not shown in UI but used to display Open any Purchase order»Store		Alpha	
supplier_agent	Name of supplier's agent/intermediary	Purchase order»Details tab»Supplier's agent(Info for purchase order)		Text	
supplier_discount_amount	Discount amount offered by supplier	Open any Purchase order»General»Discount amount		Real	
target_months	Months of supply targeted when order quantities auto-generated	Create new calculated purchase order(New order)»Months stock required	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#calculate_months_of_stock_required	Real	
total_foreign_currency_expected	Total cost in foreign currency			Real	
total_local_currency_expected	Total cost in local currency			Real	
user_field_1	Custom field 1 (user-defined)	If pref show custom field is on and you can set the field name then Open any Purchase order»It will display on header		Alpha	
user_field_2	Custom field 2 (user-defined)	If pref Purchase order 2 tab show custom field is on and you can set the field name then Open any Purchase order»It will display on header		Alpha	
serial_number	Internal sequence number for ordering	Purchase order»Order num		Long Integer	
linked_transaction_ID	ID of linked transaction(e.g., GR or invoice)			Alpha	
lookBackMonths	Used when calculating auto orders	Create new calculated purchase order(New order)»Use the last		Real	
custom_data	JSON object for custom fields	If pref is set on Custom fields tab for purchase order then Open any Purchase order»Custom data	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#custom_data_tab	Object	
minimumExpiryDate	Minimum acceptable expiry for received stock	Purchase order»Details tab»Minimum expiry date(Order details)	https://docs.msupply.org.nz/purchasing:ordering_from_suppliers#minimum_expiry_date_field	Date	
oms_fields	Used while OMS integration			Object	

History

- v3.1: target_days (long) changed to target_months (real)

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