NEW - Updated commodity code listing

Department: Procurement/ Payables

Category codes are a required field when entering requisitions into iProcurement. Purchasing Services has simplified the required category codes from the current list of hundreds down to 81 simplified codes. This update will allow aggregation of spend information to support leverage of our purchasing power in negotiation with suppliers. It will also provide robust and more accurate reporting, both internally and for mandatory government requirements. When creating requisitions it is critical to select the correct commodity code.

OneForm will also be updated to include a category field. These changes will take effect as of May 1, 2026.

The new category code list will be posted to the Purchasing portal and open training sessions will be setup.

Questions and comment should be directed to the Purchasing HelpDesk at purchasing.helpdesk@uoguelph.ca [1]

Source URL:https://finance.uoguelph.ca/new-updated-commodity-code-listing

Links

[1] mailto:purchasing.helpdesk@uoguelph.ca