How to Resolve POETAF/COA Failed Validation Errors in Concur

If you have a POETAF or COA that is not validating correctly in Concur, there are a few steps you can take to resolve the issue:

1. Check the Concur account:
   - Ensure that the Concur account is active and has the necessary permissions for the transaction.
   - Confirm that the Concur account is associated with the appropriate department or project.

2. Verify the requisition:
   - Review the requisition details to ensure they are correct and meet all requirements.
   - Confirm that the requisition includes all necessary information, such as item descriptions, quantities, and unit prices.

3. Review the payment terms:
   - Check the payment terms to ensure they are compatible with the Concur account.
   - Confirm that the payment terms match those specified in the requisition.

4. Contact the department:
   - If the issue persists, contact the department to discuss the problem and seek further assistance.
   - Provide any relevant information, such as error messages or transaction details.

By following these steps, you should be able to resolve the POETAF/COA validation error in Concur. If you need further assistance, please contact the Budget & Finance Support team for additional guidance.