

iProcurement Non Catalog Requisition – Most Commonly Used Categories by Schools

If the category you require is not within this condensed version, please refer to the full category list.

Full Category Code	Finance Code
Business Services.Conference Expenses Inside NI	2585
Business Services.Conference Expenses Outside NI	2585
Business Services.Conference Facs & Hotel Acc Outside NI	2585
Business Services.Conference Facs & Hotel Accom Inside NI	2585
Business Services.Counselling Services	3859
Business Services.Course and Tuition Fees	4601
Business Services.Photocopying Charges	3606
Business Services.Photography	3707
Business Services.Postage, Carriage	3601
Business Services.Printing Services	3604
Business Services.Room Hire	3804
Business Services.Subscriptions and Membership Fees	4505
Business Services.Training - Teaching	2581
Business Services.Translation Services	3859
Catering.Catering - Heavy Equipment and Materials	6002
Catering.Catering - Light Equipment and Materials	6002
Catering.Catering Equipment over £1000	8301
Catering.Catering Services	3752
Equipment and Materials.Art, Craft and Infant Play Materials	4501
Equipment and Materials.Audio Visual Equipment and Materials	6002
Equipment and Materials.Education Equipment over £1000	8301
Equipment and Materials.Educational Visits	4610
Equipment and Materials.Electrical Equipment and Materials	6002
Equipment and Materials.Hire of Equipment and Materials	3804
Equipment and Materials.Home Economics Heavy Equip and Materials	6002
Equipment and Materials.Home Economics Light Equip and Materials	6002
Equipment and Materials.Maintenance of Education Equipment	3402
Equipment and Materials.Maintenance of Pcopiers & Off Machines	3402
Equipment and Materials.Maintenance of Playground Equip	3402
Equipment and Materials.Maintenance of Sports, Games & Gym Equip	3402
Equipment and Materials.Music Equipment and Materials	6002
Equipment and Materials.Musical Instruments and Materials	6002
Equipment and Materials.Outdoor Pursuits	6002
Equipment and Materials.Photocopiers - Purchase	6002
Equipment and Materials.Photocopiers - Rental	3606
Equipment and Materials.Photographic Equipment and Materials	6002
Equipment and Materials.Pianos	6002
Equipment and Materials.Play Ground Markings	3351
Equipment and Materials.Playground Equipment and Materials	6002
Equipment and Materials.Reference and Library Books	4501
Equipment and Materials.Reprographics Equipment and Materials	6002
Equipment and Materials.Science Equipment and Materials	6002
Equipment and Materials.Sharpening of Saws,Chisels & Plane Irons	3402

Full Category Code	Finance Code
Equipment and Materials.Special Needs Equipment and Materials	6002
Equipment and Materials.Sports, Games and Gym Equip & Materials	6002
Equipment and Materials.Technology and Design Materials	6002
Equipment and Materials.Textbooks, Educational Books etc	4501
Facilities Management Inc Utilities.First Aid Materials	4503
Facilities Management Inc Utilities.First Aid Training	2581
Facilities Management Inc Utilities.Floor Maintenance Machines	6002
Facilities Management Inc Utilities.Health and Safety Training	2581
Facilities Management Inc Utilities.Lamps, Lightbulbs, Tubes and Batteries	6002
Facilities Management Inc Utilities.Litter Bins & Lifting Equip & Materials	3122
Facilities Management Inc Utilities.Maintenance of Floor Maint Machines	3402
Facilities Management Inc Utilities.Paper Towels and Toilet Tissue	3110
Furniture.General Storage Furniture	6001
Furniture.Special Needs Furniture	6001
ICT.ICT Hardware over £200	8351
ICT.ICT Hardware under £200	6003
ICT.ICT Licences Fees (non software)	4504
ICT.ICT Maintenance, Repairs and Support	3403
ICT.ICT Software over £200	8351
ICT.Internet Services and Websites	3806
ICT.Telecommunications Services	3502
Stationery and Consumables.Examination Materials	4602
Stationery and Consumables.Headed Paper and logo stationery	3605
Stationery and Consumables.Multimedia Materials incl DVDs and CDs	4509
Stationery and Consumables.Npapers, Journals, Periodicals & Mags	3607
Transport.Private Hire of Buses	4212
Transport.Private Hire of Taxis	4210
Transport.Special Transport	4212
Transport.Taxi Runs Home to School	4211