

## Welcome to Wide Area Workflow!

Please start by selecting one of the links from the menu above.

### WARNING!

- If using a word processor program (i.e. Microsoft Word, WordPerfect, Microsoft WordPad, Microsoft Write, etc.) to create FTP files, EDI files, or to cut-and-paste text field data into the WAWF Web application, then the text must first be cut/copied out of the word processor program and pasted into Microsoft Notepad, or another ASCII text editor and saved in the text editor, before sending the data to WAWF. This converts the text to text-only format and removes control characters that contain formatting information.
- Please DO NOT use the browser BACK BUTTON within the WAWF application.
- The use of the browser's BACK BUTTON is not supported within the WAWF application when completing electronic forms.
- Use of this button will cause the loss of data not yet saved to the server.
- Where they exist, use the PREVIOUS or RETURN buttons to return to a previous page within the WAWF application.
- In data capture and when reviewing documents, you may move from tab to tab to work with the various information categories, e.g., Document Header, Addresses, Comments, Line Items, etc.



This presentation will demonstrate an Acceptor Accepting a Navy Shipbuilding Invoice.

This presentation contains Audio narrative. Please adjust your volume accordingly.

[Help](#)

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Acceptor

Create Document

Acceptance Folder

History Folder by DoDAAC

History Folder by User

Hold Folder

Recall - Action Required Folder

Rejected Transactions Folder

Post Payment Review Folder

Suspended CEFT Transactions Folder

Saved Documents Folder

Pure Edge Folder

### Welcome to Wide Area Workflow!

Please start by selecting one of the links from the menu above.

### WARNING!

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...saved to the server.

...uttons to return to a previous page within the WAWF application.

...may move from tab to tab to work with the various information categories, e.g., Document Header, Addresses, Comments, Line

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- The use of the browser's Back button will cause the browser to return to a previous page within the WAWF application.
- Use of this button will cause the browser to return to a previous page within the WAWF application.
- Where they exist, use the Forward button to return to a previous page within the WAWF application.
- In data capture and when reviewing data, you may move from tab to tab to work with the various information categories, e.g., Document Header, Addresses, Comments, Line Items, etc.

The Acceptor selects the Acceptance Folder from the Acceptor menu option.

Help

## Search Criteria - Acceptance Folder

### **FOUO - Privacy Sensitive:**

*Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.*

The Search Criteria page is displayed. This page will allow the Acceptor to search for the documents in the Acceptor Folder.

DoDAAC \*

Select Location Code

Contract Number

Delivery Order

Vendor (Payee) / Vendor (Payee) Extension

Ship From / Ship From Extension

Shipment No.

Invoice Number

SSN / Confirm SSN

Tax Id (EIN)

Type Document

All Documents

Status

All Documents

Create / Update Date (YYYY/MM/DD)

2010/11/01

Create / Update Date End (YYYY/MM/DD)

2010/12/01

Acceptance Date (YYYY/MM/DD)

Acceptance Date End (YYYY/MM/DD)

Invoice Received Date (YYYY/MM/DD)

Invoice Received Date End (YYYY/MM/DD)

Estimated Delivery Date (YYYY/MM/DD)

Estimated Delivery Date End (YYYY/MM/DD)

DoDAAC \*

FU4417



The DoDAAC field is the only mandatory field.

Contract Number

Delivery Order

Vendor (Payee) / Vendor (Payee) Extension

Ship From / Ship From Extension

Shipment No.

Invoice Number

SSN / Confirm SSN

Tax Id (EIN)

Type Document

All Documents

Status

All Documents

Create / Update Date (YYYY/MM/DD)

2010/11/01

Create / Update Date End (YYYY/MM/DD)

2010/12/01

Acceptance Date (YYYY/MM/DD)

Acceptance Date End (YYYY/MM/DD)

Invoice Received Date (YYYY/MM/DD)

Invoice Received Date End (YYYY/MM/DD)

Estimated Delivery Date (YYYY/MM/DD)

Estimated Delivery Date End (YYYY/MM/DD)

Result Size / Result Font

20 items 13px

Result Columns

- Shipment and Invoice Columns
- Shipment and Invoice Columns
- Shipment and Invoice Columns (without dates)
- Shipment Columns
- Shipment Columns (without dates)
- Invoice Columns
- Invoice Columns (without dates)

Submit

Help

<b>DoDAAC *</b> FU4417	
<b>Contract Number</b>	<b>Delivery Order</b>
<input type="text"/>	<input type="text"/>
<b>Vendor (Payee) / Vendor (Payee) Extension</b>	<b>Ship From / Ship From Extension</b>
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
<b>Shipment No.</b>	<b>Invoice Number</b>
<input type="text"/>	<input type="text"/>
<b>SSN / Confirm SSN</b>	<b>Tax Id (EIN)</b>
<input type="text"/> <input type="text"/>	<input type="text"/>
<b>Type Document</b>	<b>Status</b>
Navy Shipbuilding Invoice	All Documents
<b>Create / Update Date (YYYY/MM/DD)</b>	<b>Create / Update Date End (YYYY/MM/DD)</b>
2010/11/01 <input type="text"/>	2010/12/01 <input type="text"/>
<b>Acceptance Date (YYYY/MM/DD)</b>	<b>Acceptance Date End (YYYY/MM/DD)</b>
<input type="text"/>	<input type="text"/>
<b>Invoice Received Date (YYYY/MM/DD)</b>	<b>Invoice Received Date End (YYYY/MM/DD)</b>
<input type="text"/>	<input type="text"/>
<b>Estimated Delivery Date (YYYY/MM/DD)</b>	<b>Estimated Delivery Date End (YYYY/MM/DD)</b>
<input type="text"/>	<input type="text"/>
<b>Result Size / Result Font</b>	<b>mns</b>
20 items <input type="text"/> 13px <input type="text"/>	mns <input type="text"/>

The Acceptor clicks the Submit button after entering the select criteria.

**Submit**

[User](#)
[Government](#)
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## Acceptance Folder for 'FU4417' (9 items, sorted by Contract Number)

Item	Type	Vendor (Payee)	Contract Number↑	Delivery Order	Invoice Number	Submitted	Received	Status	Purge	Hold	Amount
1	NSI	06141	<a href="#">N50120W101129</a>		<a href="#">INV0412</a>	2010-12-01	S2010-12-01	Submitted		<a href="#">H</a>	\$8,000.00
2	NSI	06141	<a href="#">N50120W101129</a>	V5B4	<a href="#">INV0245</a>	2010-11-29	S2010-11-29	Submitted		<a href="#">H</a>	\$70.00
3	NSI	493B3	<a href="#">N50120W112110</a>	CORA	<a href="#">INV1114</a>	2010-11-21	S2010-11-21	Submitted		<a href="#">H</a>	\$12,000.00
4	NSI	06481	<a href="#">N6868810W1111</a>	MADU	<a href="#">INV0436</a>	2010-11-11	S2010-11-11	Submitted		<a href="#">H</a>	\$12,000.00
5	NSI	06141	<a href="#">N6868810W1112</a>	NSI1	<a href="#">INV1227</a>	2010-11-12	S2010-11-12	Submitted		<a href="#">H</a>	\$321,321,321.00
6	NSI	06481	<a href="#">N6868810W1112</a>	MADU	<a href="#">INV0340</a>	2010-11-12	S2010-11-12	Submitted		<a href="#">H</a>	\$12,500.00
7	NSI	06481	<a href="#">N6868810W1119</a>	MADU	<a href="#">INV1102</a>	2010-11-19	S2010-11-19	Submitted		<a href="#">H</a>	\$25,000.00
8	NSI	493R2	<a href="#">N68688NSIWBTA</a>	WBTA	<a href="#">INV0532</a>	2010-12-01	S2010-12-01	Submitted		<a href="#">H</a>	\$500.00
9	NSI	493B3	<a href="#">NSI0000000001</a>	CORA	<a href="#">INV636</a>	2010-11-19	S2010-11-19	Submitted		<a href="#">H</a>	\$19,180,000.93

The Acceptance Folder page is displayed. This page contains a list of documents that match the selection criteria.

[Return](#)
[Help](#)

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## Acceptance Folder for 'FU4417' (9 items, sorted by Contract Number)

Item	Type	Vendor (Payee)	Contract Number↑	Delivery Order	Invoice Number	Submitted	Received	Status	Purge	Hold	Amount
1	NSI	06141	<a href="#">N50120W101129</a>		<a href="#">INV0412</a>	2010-12-01	S2010-12-01	Submitted		<a href="#">H</a>	\$8,000.00
2	NSI	06141	<a href="#">N50120W101129</a>	V5B4	<a href="#">INV0245</a>	2010-11-29	S2010-11-29	Submitted		<a href="#">H</a>	\$70.00
3	NSI	493B3	<a href="#">N50120W112110</a>	CORA	<a href="#">INV1114</a>	2010-11-21	S2010-11-21	Submitted		<a href="#">H</a>	\$12,000.00
4	NSI	06481	<a href="#">N6868810W1111</a>	MADU	<a href="#">INV0436</a>	2010-11-11	S2010-11-11	Submitted		<a href="#">H</a>	\$12,000.00
5	NSI	06141	<a href="#">N6868810W1112</a>	NSI1	<a href="#">INV1227</a>	2010-11-12	S2010-11-12	Submitted		<a href="#">H</a>	\$321,321,321.00
6	NSI	06481	<a href="#">N6868810W1112</a>	MADU	<a href="#">INV0340</a>	2010-11-12	S2010-11-12	Submitted		<a href="#">H</a>	\$12,500.00
7	NSI	06481	<a href="#">N6868810W1119</a>	MADU	<a href="#">INV1102</a>	2010-11-19	S2010-11-19	Submitted		<a href="#">H</a>	\$25,000.00
8	NSI	493R2	<a href="#">N68688NSIWBTA</a>	WBTA	<a href="#">INV0532</a>	2010-12-01	S2010-12-01	Submitted		<a href="#">H</a>	\$500.00
9	NSI	493B3	<a href="#">NSI0000000001</a>					Submitted		<a href="#">H</a>	\$19,180,000.93

The Acceptor can select a document to review by clicking the Invoice Number link for the appropriate document.

[Return](#)
[Help](#)

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User Government Documentation Lookup Logout

Acceptor - Navy Shipbuilding Invoice

Header Line Item Addresses Misc. Info Preview Document

INFO: The contract data can not be validated against the contract in DoD EDA. EDA may be down at this time.

Contract Number		Delivery Order			Issue Date	
N68688NSIWBTA		WBTA				
Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts	
INV0532	2010/12/01			INV0532	NET: 7	
Summary of Detail Level Information					Total	
1 CLIN/SLIN(s)					\$ 500.00	

The Header page is displayed when the Acceptor opens the Navy Shipbuilding Invoice document.

Routing Information

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	S0512A		DCMA LOS ANGELES
Inspect By	FA3030		FA3030 17 CONS CC
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
LPO	N20002		SUPSHIP GROTON SSN 780

Contractor Certification

I Certify that this invoice is correct and proper for payment.

Signature Date: 2010/12/01  
 Signature: Norma Rice\_IMACROS  
 Signature of Contractor Representative

\* = Required Fields

ACTION BY: FU4417 \*

Approved Amount (\$) : 500.00

This invoice conforms to contract conditions and is approved for payment, except as noted herein or on supporting documents.

Approval Approval Date Signature Date

INFO: The contract data can not be validated against the contract in DoD EDA. EDA may be down at this time.

Contract Number	Delivery Order	Issue Date
N68688NSIWBTA	WBTA	

Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7

Summary of Detail Level Information	Total
1 CLIN/SLIN(s)	\$ 500.00

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	S0512A		DCMA LOS ANGELES
Inspect By	FA3030		FA3030 17 CONS CC
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
LPO	N20002		SUPSHIP GROTON SSN 780

**Contractor Certification**

I Certify that this invoice is correct and proper for payment.

Signature Date  
2010/12/01

Norma Rice\_IMACROS  
Signature of Contractor Representative

\* = Required Fields

**ACTION BY: FU4417**

**Approved Amount (\$**

- Approval
- Approve Lesser Amount
- Reject to Initiator

The Acceptor can save an incomplete document by clicking the Save Draft Document button. The Save and Continue functionality allows the user to save the document in its current state and either continue working on it, or come back to it at a later time.



YYYY/MM/DD  YYYY/MM/DD

This invoice conforms to contract conditions and is approved for payment, except as noted herein or on supporting documents.

Signature

Signature Of Authorized Government Representative

INFO: The contract data can not be validated against the contract in DoD EDA. EDA may be down at this time.

Contract Number		Delivery Order			Issue Date	
N68688NSIWBTA		WBTA				
Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts	
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7	

Summary of Detail Level Information					Total
1 CLIN/SLIN(s)					\$ 500.00

Routing Information			
Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	S0512A		DCMA LOS ANGELES
Inspect By	FA3030		FA3030 17 CONS CC
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
LPO	N20002		SUPSHIP GROTON SSN 780

**Contractor Certification**

I certify that this invoice is correct and proper for payment.

Signature Date Norma Rice\_IMACROS

Contractor Representative

\* = Required Fields

The Acceptor can Approve, Approve Lesser Amount or Reject the Navy Shipbuilding Invoice.

**ACTION BY: FU4417 \***

**Approved Amount (\$) : 500.00**

Approval

Approve Lesser Amount

Reject to Initiator

<b>Approval Date</b>	<b>Signature Date</b>
YYYY/MM/DD <input type="text"/>	YYYY/MM/DD <input type="text"/>

Signature

Signature Of Authorized Government Representative

Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

INFO: The contract data can not be validated against the contract in DoD EDA. EDA may be down at this time.

Contract Number		Delivery Order		Issue Date	
N68688NSIWBTA		WBTA			
Invoice Number	Invoice	Final Invoice?	Shipment Number	Discounts	
INV0532	2010/	N	INV0532	NET: 7	

The Acceptor can navigate to the Line Item page by clicking the Line Item tab.

Summary of Detail Level Information			Total
1 CLIN/SLIN(s)			\$ 500.00

Routing Information			
Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	S0512A		DCMA LOS ANGELES
Inspect By	FA3030		FA3030 17 CONS CC
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
LPO	N20002		SUPSHIP GROTON SSN 780

**Contractor Certification**  
 I Certify that this invoice is correct and proper for payment.

Signature Date: 2010/12/01  
 Signature: Norma Rice\_IMACROS  
 Signature of Contractor Representative

\* = Required Fields

ACTION BY: FU4417 \*

Approved Amount (\$) : 500.00

This invoice conforms to contract conditions and is approved for payment, except as noted herein or on supporting documents.

Approval

Approval Date                      Signature Date

Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item**
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

\* = Required Fields

Item No	ACRN	SDN	AAI	Billed Amount (\$)	Approved Amount(\$) *
1105	<input type="text"/>	<input type="text"/>	<input type="text"/>	500.00	<input type="text" value="500.00"/>
<b>Description</b>					
Line Item Description for Navy Shipbuilding Invoice (Fixed Price)					

<b>Total: \$</b>	<input type="text" value="500.00"/>	<b>Government Approved Total: \$</b>	<input type="text" value="500.00"/>
------------------	-------------------------------------	--------------------------------------	-------------------------------------

The Line Item page is displayed. The Acceptor can review the contents of the Line Item page.

- Save Draft Document
- Help

Acceptor - Navy Shipbuilding Invoice

Header Line Item Addresses Misc. Info Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

\* = Required Fields

Item No	ACRN	SDN	AAI	Billed Amount (\$)	Approved Amount(\$) *
1105	QA	SDN4455dd5eT5	062649	500.00	500.00
<b>Description</b>					
Line Item Description for Navy Shipbuilding Invoice (Fixed Price)					

<b>Total: \$</b>	500.00	<b>Government Approved Total: \$</b>	500.00
------------------	--------	--------------------------------------	--------

The Acceptor enters the optional Accounting information for the Line Item.

Save Draft Document Help

### Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item**
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

\* = Required Fields

Item No	ACRN	SDN	AAI	Billed Amount (\$)	Approved Amount(\$) *
1105	<input type="text" value="QA"/>	<input type="text" value="SDN4455dd5eT5"/>	<input type="text" value="062649"/>	500.00	<input type="text" value="425.00"/>
<b>Description</b> Line Item Description for Navy Shipbuilding Invoice (Fixed Price)					

<b>Total: \$</b>	<input type="text" value="500.00"/>	<b>Government Approved Total: \$</b>	<input type="text" value="425.00"/>
------------------	-------------------------------------	--------------------------------------	-------------------------------------

The Acceptor enters an Approved Amount less than the Billed Amount.

- Save Draft Document
- Help

Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

\* = Required Fields

Item No	ACRN	SDN	AAI	Billed Amount (\$)	Approved Amount(\$) *
1105	QA	SDN4455dd5eT5	062649	500.00	425.00
<b>Description</b>					
Line Item Description for Navy Shipbuilding Invoice (Fixed Price)					

<b>Total: \$</b>	500.00	<b>Government Approved Total: \$</b>	425.00
------------------	--------	--------------------------------------	--------

The Acceptor can navigate to the Address page by clicking the Address tab.

- Save Draft Document
- Help

Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

Prime Contractor		
CAGE Code	Extension	
493R2		
Activity Name 1		
COMERICA INCORPORATED		
Activity Name 2		
Activity Name 3		
Address 1		
1717 MAIN ST		
Address 2		
Address 3		
Address 4		
City	State	Zip
DALLAS	TX	752014612
Country	Military Location Description	
USA		

Administered By		
DoDAAC		
S0512A		
Activity Name 1		
DCMA LOS ANGELES		
Activity Name 2		
Activity Name 3		
Address 1		
16111 PLUMMER STREET		
Address 2		
BLDG 10 2ND FLOOR		
Address 3		
Address 4		
SEPULVEDA CA 91343		
City	State	Zip
Country	Military Location Description	

The Address page is displayed. The Acceptor can review the contents of the Addresses page.

Inspect By	
DoDAAC	Extension

Acceptor	
DoDAAC	Extension

Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

Prime Contractor		
CAGE Code	Extension	
493R2		
Activity Name 1		
COMERICA INCORPORATED		
Activity Name 2		
Activity Name 3		
Address 1		
1717 MAIN ST		
Address 2		
Address 3		
Address 4		
City	State	Zip
DALLAS	TX	752014612
Country	Military Location Description	
USA		

Administered By		
DoDAAC		
S0512A		
Activity Name 1		
DCMA LOS ANGELES		
Activity Name 2		
Activity Name 3		
Address 1		
16111 PLUMMER STREET		
Address 2		
BLDG 10 2ND FLOOR		
Address 3		
Address 4		
SEPULVEDA CA 91343		
City	State	Zip
Country	Military Location Description	

The Acceptor can navigate to the Misc. Info page by clicking the Misc Info tab.

Inspect By	
DoDAAC	Extension

Acceptor	
DoDAAC	Extension

Acceptor - Navy Shipbuilding Invoice

- Header
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- Misc. Info
- Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

Initiator

Name:	Date of Action / IRD:	Phone #:	DSN
Norma Rice_IMACROS	2010/12/01 1734 EST / 2010/12/01	777-MACROS-111	
<b>Email:</b> nrice@caci.com		<b>Title:</b> IMACROS_Vendor	
<b>Org Email:</b> nrice@caci.com			
<b>Attachments:</b> Attachment_for_WAWF.doc		<a href="#">View Attachment</a>	
<b>Comments:</b> Vendor's Document Level Comments			

The Misc. Info page is displayed. The Acceptor can review the contents of the Misc. Info page.

The Acceptor can click the View Attachments link to view attachments added by previous users.

Acceptor

Name:	Date of Action:	Phone #:	DSN
Norma WBT	2010/12/01 1736 EST	555-555-5555	
<b>Email:</b> nrice@caci.com		<b>Title:</b> WBT Training	<b>Action(s):</b>
<b>Org Email:</b> wawf@caci.com			
<b>Attachments:</b>		<a href="#">Add Attachments</a>	
<b>Comments:</b>			

### Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info**
- Preview Document

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

**Initiator**

<b>Name:</b> Norma Rice_IMACROS	<b>Date of Action / IRD:</b> 2010/12/01 1734 EST / 2010/12/01	<b>Phone #:</b> 777-MACROS-111	<b>DSN</b>
<b>Email:</b> nrice@caci.com		<b>Title:</b> IMACROS_Vendor	<b>Action(s):</b> [Submitted, Web, Stand Alone]
<b>Org Email:</b> nrice@caci.com			
<b>Attachments:</b> Attachment_for_WAWF.doc		<a href="#">View Attachment</a>	
<b>Comments:</b> Vendor's Document Level Comments			

**Acceptor**

<b>Name:</b> Norma WBT	<b>Date of Action:</b>	<b>Phone #:</b> 555-555-5555	<b>DSN</b>
<b>Email:</b> nrice@caci.com		<b>Title:</b> WBT Training	<b>Action(s):</b>
<b>Org Email:</b> wawf@caci.com			
<b>Attachments:</b>		<a href="#">Add Attachments</a>	
<b>Comments:</b>			

Attachments can be added on the Misc. Info page by clicking the Add Attachment link.



## Acceptor - Navy Shipbuilding Invoice

### Form - Attachments

**WARNING: Wide Area Workflow (WAWF) is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.**

The Acceptor clicks the Browse button to locate the file that is to be attached.

[Upload](#)

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Logon Date : 2010/12/01 17:34:43 EST Last Accessed Date : 2010/12/01 17:37:51 EST

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Acceptor - Navy Shipbuilding Invoice

Form - Att

WARNING  
Do NOT en

Information ONLY.

Choose file

Look in: Attachments

- Attachment\_for\_WAWF.doc
- Attach.txt

File name: Attachment\_for\_WAWF.doc

Files of type: All Files (\*.\*)

Open

Cancel

The Acceptor clicks the Open button after the file is selected.

Upload Return Help

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## Acceptor - Navy Shipbuilding Invoice

### Form - Attachments

**WARNING: Wide Area Workflow (WAWF) is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.**

C:\Documents and Settings\inric\ Browse...

The Acceptor clicks the Upload button to attach the selected document.

Upload

Return

Help

Logon Date : 2010/12/01 17:34:43 EST Last Accessed Date : 2010/12/01 17:37:51 EST

[Security & Privacy](#) [Accessibility](#) [Vendor Customer Support](#) [Government Customer Support](#) [FAQ](#) [Site Index](#)

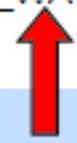
Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

**Initiator**

<b>Name:</b>	<b>Date of Action / IRD:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma Rice_IMACROS	2010/12/01 1734 EST / 2010/12/01	777-MACROS-111	
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
nice@caci.com	IMACROS_Vendor	[Submitted, Web, Stand Alone]	
<b>Org Email:</b>			
nice@caci.com			
<b>Attachments:</b>			
Attachment_for_WAWF.doc	<a href="#">View Attachment</a>		
<b>Comments:</b>			
Vendor's Document Level Comments			

**Acceptor**

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma WBT	2010/12/01 1736 EST	555-555-5555	
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
nice@caci.com	WBT Training		
<b>Org Email:</b>			
wawf@caci.com			
<b>Attachments:</b>			
Attachment_for_WAWF.doc	<a href="#">View Attachment</a>	<a href="#">Delete Attachment</a>	<a href="#">Add Attachments</a>
<b>Comments:</b>			



The attachment is now saved on the document.

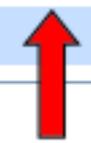
Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

Initiator

Name:	Date of Action / IRD:	Phone #:	DSN
Norma Rice_IMACROS	2010/12/01 1734 EST / 2010/12/01	777-MACROS-111	
Email:	Title:	Action(s):	
nice@caci.com	IMACROS_Vendor	[Submitted, Web, Stand Alone]	
Org Email:	niced@caci.com		
Attachments:	Attachment_for_WAWF.doc <a href="#">View Attachment</a>		
Comments:	Vendor's Document Level Comments		

Acceptor

Name:	Date of Action:	Phone #:	DSN
Norma WBT	2010/12/01 1736 EST	555-555-5555	
Email:	Title:	Action(s):	
nice@caci.com	WBT Training		
Org Email:	wawf@caci.com		
Attachments:	Attachment_for_WAWF.doc <a href="#">View Attachment</a> <a href="#">Delete Attachment</a> <a href="#">Add Attachments</a>		
Comments:			



To add another attachment, the Acceptor can click the Add Attachments link and repeat the process.

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

**Initiator**

<b>Name:</b>	<b>Date of Action / IRD:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma Rice_IMACROS	2010/12/01 1734 EST / 2010/12/01	777-MACROS-111	
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
nrice@caci.com	IMACROS_Vendor	[Submitted, Web, Stand Alone]	
<b>Org Email:</b>			
nrice@caci.com			
<b>Attachments:</b>			
Attachment_for_WAWF.doc	<a href="#">View Attachment</a>		
<b>Comments:</b>			
Vendor's Document Level Comments			

**Acceptor**

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma WBT	2010/12/01 1736 EST		
<b>Email:</b>	<b>Action(s):</b>		
nrice@caci.com			
<b>Org Email:</b>			
wawf@caci.com			
<b>Attachments:</b>			
Attachment_for_WAWF.doc	<a href="#">View Attachment</a>	<a href="#">Delete Attachment</a>	<a href="#">Add Attachments</a>
<b>Comments:</b>			
<div style="border: 1px solid gray; height: 100px; width: 100%;"></div>			

The attachment can be viewed or deleted by clicking the View Attachment or Delete Attachment links.



Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

Initiator

<b>Name:</b>	<b>Date of Action / IRD:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma Rice_IMACROS	2010/12/01 1734 EST / 2010/12/01	777-MACROS-111	
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
nrice@caci.com	IMACROS_Vendor	[Submitted, Web, Stand Alone]	
<b>Org Email:</b>			
nrice@caci.com			
<b>Attachments:</b>			
Attachment_for_WAWF.doc		<a href="#">View Attachment</a>	
<b>Comments:</b>			
Vendor's Document Level Comments			

Acceptor

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma WBT	2010/12/01 1736 EST	555-555-5555	
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
nrice@caci.com	WBT Training		
<b>Org Email:</b>			
wawf@caci.com			
<b>Attachments:</b>			
Attachment_for_WAWF.doc			

The Comments Section allows Acceptor to enter comments for the Navy Shipbuilding Invoice.

Note: Comments are mandatory when Rejecting the document or Approving Lesser Amount.

<b>Comments:</b>
Comments for this Navy Shipbuilding Document

# Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document**

Contract Number	Delivery Order	Shipment Number	Invoice Number	Invoice Date
N68688NSIWBTA	WBTA	INV0532	INV0532	2010/12/01

**Initiator**

<b>Name:</b>	<b>Date of Action / IRD:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma Rice_IMACROS	2010/12/01 1734 EST / 2010/12/01	777-MACROS-111	
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
nrice@caci.com	IMACROS_Vendor	[Submitted, Web, Stand Alone]	
<b>Org Email:</b>	nrice@caci.com		
<b>Attachments:</b>	Attachment_for_WAWF.doc <a href="#">View Attachment</a>		
<b>Comments:</b>	Vendor's Document Level Comments		

The Acceptor clicks the Preview Document tab to View the entire document.

**Acceptor**

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN</b>
Norma WBT	2010/12/01 1736 EST	555-555-5555	
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
nrice@caci.com	WBT Training		
<b>Org Email:</b>	wawf@caci.com		
<b>Attachments:</b>	Attachment_for_WAWF.doc <a href="#">View Attachment</a> <a href="#">Delete Attachment</a> <a href="#">Add Attachments</a>		
<b>Comments:</b>	Comments for this Navy Shipbuilding Document		

User Government Documentation Lookup Logout

Acceptor - Navy Shipbuilding Invoice

Header Line Item Addresses Misc. Info Preview Document

Expand All Collapse All

[+] Document Information

<b>Contract Number</b>		<b>Delivery Order</b>	
N68688NSIWBTA		WBTA	
<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Invoice Received Date</b>	<b>Final Invoice</b>
INV0532	2010/12/01	2010/12/01	Y

The Preview Document page is now displayed. The Preview Document page provides a full representation of the document. The Acceptor can scroll the contents of tab to review the document.

<b>Summary of Detail Level Information</b>			<b>Total</b>
1 CLIN/SLIN(s)			\$ 500.00

[+] Line Item Information

Item No.	Amount Billed	Amount Approved
1105	\$ 500.00	\$ 425.
<b>ACRN</b>	<b>SDN</b>	<b>AAI</b>
QA	SDN4455dd5eT5	062649
<b>Description</b>		
Line Item Description for Navy Shipbuilding Invoice (Fixed Price)		
<b>Line Item Total:</b>		\$ 500.00

[+] Address Information

<b>Prime Contractor</b>		<b>Administered By</b>	
<b>CAGE Code</b>	<b>Extension</b>	<b>DoDAAC</b>	
493R2		S0512A	

Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Expand All Collapse All

[+] Document Information

<b>Contract Number</b>		<b>Delivery Order</b>	
N68688NSIWBTA		WBTA	
<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Invoice Received Date</b>	<b>Final Invoice</b>
INV0532	2010/12/01	2010/12/01	Y

The Preview Document page is now displayed. The Preview Document page provides a full representation of the document. The Acceptor can scroll the contents of tab to review the document.

<b>Summary of Detail Level Information</b>			<b>Total</b>
1 CLIN/SLIN(s)			\$ 500.00

[+] Line Item Information

<b>Item No.</b>	<b>Amount Billed</b>
1105	\$ 500.00
<b>ACRN</b>	<b>SDN</b>
QA	SDN4455dd5eT5
<b>AAI</b>	
	062649

If the Acceptor notices an inaccuracy after reviewing the document information, the Acceptor can return to the appropriate tab to correct the information.

<b>Description</b>	
Line Item Description for Navy Shipbuilding Invoice (Fixed Price)	
<b>Line Item Total:</b>	\$ 500.00

[+] Address Information

<b>Prime Contractor</b>		<b>Administered By</b>	
<b>CAGE Code</b>	<b>Extension</b>	<b>DoDAAC</b>	
493R2		S0512A	

Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Expand All Collapse All

[+] Document Information

<b>Contract Number</b>					<b>Issue Date</b>	
N68688NSIWBTA						
<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Invoice Received Date</b>	<b>Final Invoice?</b>	<b>Shipment Number</b>	<b>Discounts</b>	
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7	
<b>Summary of Detail Level Information</b>						<b>Total</b>
1 CLIN/SLIN(s)						\$ 500.00

The Acceptor can expand all document sections by clicking the Expand All link. The Acceptor can collapse the contents of the tab by clicking the Collapse All link.

[+] Line Item Information

Item No.	Amount Billed	Amount Approved
1105	\$ 500.00	\$ 425.
<b>ACRN</b>	<b>SDN</b>	<b>AAI</b>
QA	SDN4455dd5eT5	062649
<b>Description</b>		
Line Item Description for Navy Shipbuilding Invoice (Fixed Price)		
<b>Line Item Total:</b>		\$ 500.00

[+] Address Information

Prime Contractor	
<b>CAGE Code</b>	<b>Extension</b>
493R2	

Administered By
<b>DoDAAC</b>
S0512A

### Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document**

Expand All Collapse All

- [\[+\] Document Information](#)
- [\[+\] Line Item Information](#)
- [\[+\] Address Information](#)
- [\[+\] Misc Information](#)
- [\[+\] Workflow Information](#)

The Acceptor can expand and collapse individual headers by clicking on the section headers.

- Save Draft Document
- Help

### Acceptor - Navy Shipbuilding Invoice

- Header**
- Line Item
- Addresses
- Misc. Info
- Preview Document

Expand All Collapse All

**[ - ] Document Information**

<b>Contract Number</b>		<b>Header</b>		<b>Issue Date</b>	
N68688NSIWBTA		WBTA			
<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Invoice Received Date</b>	<b>Final Invoice?</b>	<b>Shipment Number</b>	<b>Discounts</b>
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7
<b>Summary of Detail Level Information</b>					<b>Total</b>
1 CLIN/SLIN(s)					\$ 500.00

The Acceptor can navigate back to the Header page by clicking the Header tab.

**[ + ] Line Item Information**

**[ + ] Address Information**

**[ + ] Misc Information**

**[ + ] Workflow Information**

- Save Draft Document
- Help

## Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Issue Date
N68688NSIWBTA	WBTA	

Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7

Summary of Detail Level Information	Total
1 CLIN/SLIN(s)	\$ 500.00

### Routing Information

Role	Location Code	Extension	Name
Payee	493R2		INCORPORATED
Pay Official	N68688		FINANCE AND ACCOUNTING SERV
Admin	S0512A		ANGELES
Inspect By	FA3030		FA3030 17 CONS CC
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
LPO	N20002		SUPSHIP GROTON SSN 780

The Header page is displayed.

### Contractor Certification

I Certify that this invoice is correct and proper for payment.

Signature Date  
2010/12/01

Norma Rice\_IMACROS

Signature of Contractor Representative

\* = Required Fields

### ACTION BY: FU4417 \*

Approved Amount (\$) : 425

- Approval
- Approve Lesser Amount
- Reject to Initiator

Approval Date

YYYY/MM/DD

Signature Date

YYYY/MM/DD

This invoice conforms to contract conditions and is approved for payment, except as noted herein or on supporting documents.

Signature

Signature Of Authorized Government Representative

## Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Issue Date
N68688NSIWBTA	WBTA	

Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7

Summary of Detail Level Information	Total
1 CLIN/SLIN(s)	\$ 500.00

### Routing Information

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	S0512A		DCMA LOS ANGELES
Inspect By	FA3030		FA3030 17 CONS CC
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
LPO	N20002		SUPSHIP GROTON SSN 780

### Contractor Certification

I Certify that this invoice is correct and proper for payment.

Signature Date

Norma Rice\_IMACROS

of Contractor Representative

The Acceptor selects Approve Lesser Amount and enters the Approval and Signature Dates.

\* = Required Fields

ACTION BY: FU4417 \*

Approved Amount (\$) : 425

<input type="checkbox"/> Approval	Approval Date	Signature Date
<input checked="" type="checkbox"/> Approve Lesser Amount	2010/12/01	2010/12/01
<input type="checkbox"/> Reject to Initiator		

This invoice conforms to contract conditions and is approved for payment, except as noted herein or on supporting documents.

Signature

Signature Of Authorized Government Representative

## Acceptor - Navy Shipbuilding Invoice

- Header
- Line Item
- Addresses
- Misc. Info
- Preview Document

Contract Number	Delivery Order	Issue Date
N68688NSIWBTA	WBTA	

Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7

Summary of Detail Level Information	Total
1 CLIN/SLIN(s)	\$ 500.00

### Routing Information

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	S0512A		DCMA LOS ANGELES
Inspect By	FA3030		FA3030 17 CONS CC
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
LPO	N20002		SUPSHIP GROTON SSN 780

### Contractor Certification

I Certify that this invoice is correct and proper for payment.

Signature Date

Norma Rice\_IMACROS

Contractor Representative

\* = Required Fields

ACTION BY: FU4417 \*

Approved Amount (\$) : 425

- Approval
- Approve Lesser Amount
- Reject to Initiator

Approval Date	Signature Date
2010/12/01	2010/12/01

This invoice conforms to contract conditions and is approved for payment, except as noted herein or on supporting documents.

Signature Of Authorized Government Representative

The Acceptor clicks the Signature button to continue accepting the Navy Shipbuilding Invoice.

### WAWF Password Confirmation

User ID	WBT_Acceptor
Password *	<input type="password"/>

The Password Confirmation page is displayed.



WAWF Password Confirmation

User ID	WBT_Acceptor
Password *	●●●●●●●●

The Acceptor clicks the Next button after entering the correct Password.

[Next](#) [Previous](#) [Help](#)

Acceptor - Navy Shipbuilding Invoice

Expand All Collapse All

[+] Document Information

Contract Number		Delivery Order			Issue Date	
N68688NSIWBTA		WBTA				
Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts	
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7	
Summary of Detail Level Information						Total
1 CLIN/SLIN(s)						\$ 500.00

[+] Line Item Information

Item No.	ACRN	Description	
1105	QA	Line Item Description for Navy Shipbuilding Invoice (Fixed Price)	\$ 500.00

**Windows Internet Explorer**

 The document is now signed. The document still must be submitted. Please click OK to submit now automatically or click Cancel to submit after reviewing the document.

The Acceptor can click the Cancel button to review the document prior to submitting.

[+] Address Information

Prime Contractor	
CAGE Code	Extension
493R2	
Activity Name 1	

Administered By
DoDAAC
S0512A
Activity Name 1

User Government Documentation Lookup Logout

## Acceptor - Navy Shipbuilding Invoice

Expand All Collapse All

## [-] Document Information

Contract Number		Delivery Order		Issue Date	
N68688NSIWBTA		WBTA			
Invoice Number	Invoice Date	Invoice Received Date	Final Invoice?	Shipment Number	Discounts
INV0532	2010/12/01	2010/12/01	N	INV0532	NET: 7
Summary of Detail Level Information					Total
1 CLIN/SLIN(s)					\$ 500.00

## [-] Line Item Information

Item No.	ACRN	Description	Total
1105	QA	Line Item Description for Navy Shipbuilding Invoice (Fixed Price)	\$ 500.00

## Windows Internet Explorer



The document is now signed. The document still must be submitted. Please click OK to submit now automatically or click Cancel to submit after reviewing the document.



The Acceptor clicks the OK Button to continue submitting the document.

## [-] Address Information

Prime Contractor		Administered By	
CAGE Code	Extension	DoDAAC	
493R2		S0512A	
Activity Name 1		Activity Name 1	

Success

The Navy Shipbuilding Invoice was successfully accepted for a lesser amount.

Contract Number	Delivery Order	Shipment Number	Invoice Number
N68688NSIWBTA	WBTA	INV0532	INV0532

After the Navy Shipbuilding Invoice has been submitted, the WAWF system informs the Acceptor that the document was successfully accepted.

E-mails, FTP and EDI notifications were sent as applicable.

Email sent to Vendor: nrice@caci.com

Email sent to Local Processing Office: wawf@caci.com

Notification sent for CAGE code 493R2 to EDI Routing Codes- ISA07: 42, ISA08: SENDALL-NOTICES, GS03: NORMA493R2

Notification sent for CAGE code 493R2 to FTP Directory: /caci\_db/efp/WAWF\_RA\_sec/Test/Version500/FTPEDIDirectory/ftp\_working/nrice/493R2

[Send Additional Email Notifications](#) 

Wed Dec 01 17:39:17 EST 2010

The Acceptor can add more email addresses by clicking the Send Additional Email Notifications link.

Return

[User](#) [Government](#) [Documentation](#) [Lookup](#) [Logout](#)**Success**

The Navy Shipbuilding Invoice was successfully accepted for a lesser amount.

Contract Number	Delivery Order	Shipment Number	Invoice Number
N68688NSIWBTA	WBTA	INV0532	INV0532

Email sent to Vendor: [nrice@caci.com](mailto:nrice@caci.com)

Email sent to Local Processing Office: [wawf@caci.com](mailto:wawf@caci.com)

Notification sent for CAGE code 493R2 to EDI Routing Codes- ISA07: 42, ISA08: SENDALL-NOTICES, GS03: NORMA493R2

Notification sent for CAGE code 493R2 to FTP Directory: [/caci\\_db/efp/WAWF\\_RA\\_sec/Test/Version500/FTPEDIDirectory/ftp\\_working/nrice/493R2](/caci_db/efp/WAWF_RA_sec/Test/Version500/FTPEDIDirectory/ftp_working/nrice/493R2)

[Send Additional Email Notifications](#)

Wed Dec 01 17:39:17 EST 2010

This concludes the demonstration of an Acceptor Accepting a Navy Shipbuilding Invoice.

[Return](#)

Logon Date : 2010/12/01 17:34:43 EST Last Accessed Date : 2010/12/01 17:39:12 EST

[Security & Privacy](#) [Accessibility](#) [Vendor Customer Support](#) [Government Customer Support](#) [FAQ](#) [Site Index](#)