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 provides an overview for creating a Property Transfer Document.

The Property Transfer document provides accountability and reporting of Government property in possession of contractors.

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

Help

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To begin creating a Property Transfer document, the Contractor Receiver can mouse over the Property Transfer Menu option to display the Create Document sub menu option.

Help

Contractor Property Shipper
Contractor Property Receiver
Contractor Contract Administrator
Contractor Property Ship From

Create Document
Receipt Folder
History Folder by CAGE
History Folder by User
Hold Folder
Saved Documents Folder

Welcome to Wide Area Workflow!

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- Please DO NOT use the browser BAC…WF application.
- The use of the browser's BACK BUTTO… the WAWF application when completing electronic forms.
- Use of this button will cause the loss of data not yet saved to the server.
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- 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.

Select the Create Document option.

Help

Contractor Property Receiver - Property Transfer Document

Workflow Selection

* Asterisk indicates required entry.

Select Property Transfer WorkFlow: *

- ○ Receipt by Contractor, without shipment document in WAWF, from Contractor
- ○ Receipt by Contractor, without shipment document in WAWF, from DoD

For the Contractor Receiver, WAWF's Property Transfer document accounts for transfer of property in two scenarios:

1) Receipt by Contractor (without Shipment Document in WAWF) from Contractor
2) Receipt by Contractor (without Shipment Document in WAWF) from DoD

Contractors may use the Form DD 1149, the Form DD 1348-1, or some other approved form to provide the data to key into the WAWF forms.

Next | Reset | Help

Contractor Property Receiver - Property Transfer Document

Workflow Selection

* Asterisk indicates required entry.

Select Property Transfer WorkFlow: *

- (•) Receipt by Contractor, without shipment document in WAWF, from Contractor
- ( ) Receipt by Contractor, without shipment document in WAWF, from DoD

Select the appropriate Property Transfer Document workflow.

Click the Next button to continue.

Next | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Gaining Contract Information:

Contract Number *	Delivery Order

Receiver Code * / Extension	Shipper Code / Extension	Ship To Code / Extension	Ship From Code / Extension

Search For:

☐ Template

◉ Active Documents ○ Archived Documents

Shipment No.

For a Contractor Receiver created 'Receipt without Shipment' scenarios, the 'Losing Information' is not applicable.

Use your Form DD 1149, Form DD 1348-1, or some other approved form to key in data into these fields.

WAWF routes documents electronically using the location codes so make sure the information is correct according to the latest information.

Next | Previous | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Gaining Contract Information:

Contract Number *	Delivery Order

Receiver Code * / Extension	Shipper Code / Extension	Ship To Code / Extension	Ship From Code / Extension

Search For:

☐ Template

◉ Active Documents ○ Archived Documents

Shipment No.

For a Contractor Receiver created 'Receipt without Shipment' scenarios, the 'Losing Information' is not applicable.

Use your Form DD 1149, Form DD 1348-1, or some other approved form to key in data into these fields.

WAWF routes documents electronically using the location codes so make sure the information is correct according to the latest information.

Next | Previous | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

* Asterisk indicates required entry.

Gaining Contract Information:

Contract Number *	Delivery Order
GCNXXX78XX101	

Enter the required fields.

Receiver Code * / Extension	Shipper Code / Extension	Ship To Code / Extension	Ship From Code / Extension
1QU78			

Search For:

☐ Template

Shipment No.

◉ Active Documents ○ Archived Documents

The 'Shipper' location code is an optional entry.

The 'Ship To' location code is an optional entry. However, if left blank, it will be defaulted to the the 'Receiver' location code.

The 'Ship From' location code is an optional entry. However, if left blank, it will be defaulted to the the 'Shipper' location code.

Note: You do need to enter the Ship From Code (source of shipment) and the Ship To Code (destination of shipment) if these locations are different from the Shipper code and/or the Receiver Code.

Next | Previous | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Gaining Contract Information:

Contract Number *	Delivery Order
GCNXXX78XX101	

Enter the required fields.

Receiver Code * / Extension	Shipper Code / Extension	Ship To Code / Extension	Ship From Code / Extension
1QU78			

Search For:

☐ Template

Shipment No.

◉ Active Documents ○ Archived Documents

Note:
You can also choose to populate the data from a previously submitted Property Transfer document. When you choose this method, WAWF will automatically fill in fields for routing information and Line Item data taken from the template document. This pre-population reduces repetitive keystrokes and data errors.

When creating a document from the template, enter the required Contract Numbers and Delivery Order Numbers, if applicable, select required Location Codes, and check the Template checkbox. Narrow the search by entering a specific Shipment Number.

Next P

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Gaining Contract Information:

Contract Number *	Delivery Order
GCNXXX78XX101	

Enter the required fields.

Receiver Code * / Extension	Shipper Code / Extension	Ship To Code / Extension	Ship From Code / Extension
1QU78			

Search For:

- [ ] Template
- (•) Active Documents ( ) Archived Documents

Shipment No.

Click the Next button to continue.

Next | Previous | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

* Asterisk indicates required entry.

Role	Gaining Information Location Code / Extention
Property PCO	*
Property ACO	*
Government Program Manager	
Government Property Administrator	
Contractor Program Manager	
Contractor Property Manager	
Contractor Contract Administrator	

For a Contractor Receiver created 'Receipt without Shipment' scenarios, the 'Losing Information' is not applicable.

Issue Date	YYYY/MM/DD

Next | Previous | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

* Asterisk indicates required entry.

Role	Gaining Information Location Code / Extention
Property PCO	FU4417 *
Property ACO	FU4417 *
Government Program Manager	
Government Property Administrator	
Contractor Program Manager	
Contractor Property Manager	
Contractor Contract Administrator	
Issue Date	YYYY/MM/DD

Enter the required fields.

Note: The Issue Date is the date of the contract (not the date the document is being created).

Next | Previous | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract Info >> Routing

* Asterisk indicates required entry.

Role	Gaining Information Location Code / Extention
Property PCO	FU4417 *
Property ACO	FU4417 *
Government Program Manager	
Government Property Administrator	
Contractor Program Manager	
Contractor Property Manager	
Contractor Contract Administrator	

Enter the required fields.

Issue Date	YYYY/MM/DD

Click Next to continue.

Next | Previous | Reset | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Gaining Contract Information

Gaining Contract Number	Gaining Delivery Order
GCNXXX78XX101	

Gaining Contract Number Type

The Data Capture tabs are displayed with the Header tab as the Active tab.

Shipment Number **	Shipment Date *	Estimated	Estimated Delivery Date
	YYYY/MM/DD		YYYY/MM/DD

TCN	Gross Weight	Serial Shipping Container Code

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number

Secondary Transportation Tracking Number	Secondary Transportation Tracking Type

First Line Haul Mode	Currency Code
	USD

Action By: 1QU78 *

Signature Date

YYYY/MM/DD

Signature

Signature of Authorized Property Recipient

Save Draft Document | Previous | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Gaining Contract Information

Gaining Contract Number	Gaining Delivery Order
GCNXXX78XX101	

Gaining Contract Number Type

Shipment Number **

The Shipment Number is mandatory. Enter the Shipment Number before continuing.

Shipment Date *

YYYY/MM/DD

Estimated

Estimated Delivery Date

YYYY/MM/DD

TCN

Gross Weight

Serial Shipping Container Code

Transportation Leg

Standard Carrier Alpha Code

Bill of Lading Number

Secondary Transportation Tracking Number

Secondary Transportation Tracking Type

First Line Haul Mode

Currency Code

USD

Action By: 1QU78 *

Signature Date

YYYY/MM/DD

Signature

Signature of Authorized Property Recipient

Save Draft Document | Previous | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Gaining Contract Information

Gaining Contract Number	Gaining Delivery Order
GCNXXX78XX101	

Gaining Contract Number Type

Shipment Number **	Shipment Date *	Estimated	Estimated Delivery Date
AAXY185	2010/11/22		YYYY/MM/DD

TCN	Gross Weight	Serial Shipping Container Code

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number

Secondary Transportation Tracking Number

Secondary Transportation Tracking Type

First Line Hau

Currency Code: USD

Action By: 1QU

The Contractor Property Shipper 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.

Signature Date

YYYY/MM/DD

Signature

Signature of Authorized Property Recipient

Save Draft Document | Previous | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Click the Addresses Tab to go to the Address page.

Gaining Contract Information

Gaining Contract Number	Gaining Delivery Order
GCNXXX78XX101	

Gaining Contract Number Type

DoD Contract (FAR)

Shipment Number **	Shipment Date *	Estimated	Estimated Delivery Date
AAXY185	2010/11/22		YYYY/MM/DD

TCN	Gross Weight	Serial Shipping Container Code

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number

Secondary Transportation Tracking Number	Secondary Transportation Tracking Type

First Line Haul Mode	Currency Code
	USD

Action By: 1QU78 *

Signature Date

2010/11/22

Signature

Signature of Authorized Property Recipient

Save Draft Document | Previous | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

single * = Required Fields on Submit.

Contractor Property Receiver 1QU78

* Activity Name 1:	CACI INC FEDERAL
Activity Name 2:	
Activity Name 3:	
Address 1:	14370 NEWBROOK DRIVE
Address 2:	
Address 3:	
Address 4:	

City : CHANTILLY State : VA Zip Code : 201512218

Country : USA Military Location Description:

WAWF will pre-populate the address information for each of the location codes onto the document based on the routing location codes entered.
- CAGE Code information is pulled from CCR (Central Contractor Registration)
- DoDAAC information is pulled from DAAS (Defense Automatic Addressing System). These sites are the official DoD sites for address information.

If the addresses pulled are incorrect, you must notify your Service/Agency or EB POC to get the address information corrected in these systems.

Property Ship To 1QU78

* Activity Name 1:	CACI INC FEDERAL
Activity Name 2:	
Activity Name 3:	
Address 1:	14370 NEWBROOK DRIVE
Address 2:	
Address 3:	
Address 4:	

City : CHANTILLY State : VA Zip Code : 201512218

Country : USA Military Location Description:

If you want to specify a particular room or building number, which may not be pulled from these systems, you can make that change on this screen.

Please remember that any change you make on the form only applies to the form you are creating and does not apply to future forms you may create. If permanent changes are needed, you will need to get that address information corrected permanently.
No matter what entries are made there must be at least a name of the organization/agency (the Payee Name 1 field).

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

Click Comments tab to go to the Comments page.

single * = Required Fields on Submit.

Contractor Property Receiver 1QU78

* Activity Name 1:	CACI INC FEDERAL
Activity Name 2:	
Activity Name 3:	
Address 1:	14370 NEWBROOK DRIVE
Address 2:	
Address 3:	
Address 4:	
City :	CHANTILLY
State :	VA
Zip Code :	201512218
Country :	USA
Military Location Description:	

Property Ship To 1QU78

* Activity Name 1:	CACI INC FEDERAL
Activity Name 2:	
Activity Name 3:	
Address 1:	14370 NEWBROOK DRIVE
Address 2:	
Address 3:	
Address 4:	
City :	CHANTILLY
State :	VA
Zip Code :	201512218
Country :	USA
Military Location Description:	

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Initiator Comments

The Comments page allows you to enter Property Transfer Document comments.

Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

Initiator Comments

Contractor Property Receiver - Create Receipt w/out Shipment comment...

Click the Line Item Tab to go to the Line Item

Save Draft Document | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

At least one Line Item is required

Line Item Details

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	UID	Actions
						Add

The Line Item Details page is displayed.

Click Add link under the 'Actions' heading to Add a Line Item.

Save Draft Document | Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN | UID | MILSTRIP

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Item No. ** | Stock Part No. * | Type *

Qty. Shipped * | Unit *

Advice Code

Description *

The CLIN/SLIN page is displayed.

Notes:
1) At least one Line Item must be entered to submit a Property Transfer document to WAWF.

2) Unit Price - Only the 'DoD to DoD' scenario will have a Unit Price field. The Government initiator may enter the unit price if the contract requires. If the Government initiator enters Unique Identification data in the UID tab form, then the WAWF system will not allow an entry of Unit Price.

Save Clin/Slin/Elin | Save Draft Document | Previous | Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN | UID | MILSTRIP

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Item No. **	Stock Part No. *	Type *
1001	stock0000001	B8 - BATCH NUMBER

Qty. Shipped *	Unit *
2	EA

Advice Code

When all the required information has been added for the line item, click the UID tab.

Description *

Line Item description...

Enter Line Item Description

Save Clin/Slin/Elin | Save Draft Document | Previous | Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN | UID | MILSTRIP

* Asterisk indicates required entry for 'Save'. ** Double asterisk indicates required entry for 'Save and Continue'.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date	UID Number	Actions
				Add UID

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

The UID Summary page is displayed.

Click Add UID link under the 'Actions' heading to Add UID.

Save Draft Document | Help

Add UID

single * = Required Fields on Submit.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date
		YYYY/MM/DD

2D Compliant *	Property Category Code *

UID Number *	Actions
	Delete
	Add

Click Add under 'Actions' to add more UIDs

The UID Details page is displayed.

2D Compliant - Two Dimensional Compliant (2D) is the equivalent of the bar code, such as RFID. If your item is 2D compliant, select Y for "Yes."

Property Category Code - E represents equipment; M represents Material.

The Unique Identifier (UID) is a number that uniquely identifies tangible items. It provides asset accountability within the DoD Supply Chain.

Save UID | Previous | Save Draft Document | Help

Add UID

single * = Required Fields on Submit.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date
		YYYY/MM/DD

2D Compliant *	Property Category Code *
Y	E

Enter the required information.

UID Number *	Actions
UID_number_00000000000123456	Delete
UID_number_00000000000789012	Delete

Click Save UID to save the UID(s) and return to the UID Summary Page.

Save UID | Previous | Save Draft Document | Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN | UID | MILSTRIP

* Asterisk indicates required entry for 'Save'. ** Double asterisk indicates required entry for 'Save and Continue'.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date	Actions
			Edit UID Delete UID

2D Compliant	Property Category Code
Y	E

UID Number
UID_number_000000000000123456

UID Number
UID_number_000000000000789012

Add UID

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER

The UID header and the associated UIDs are displayed on the UID Summary Page.

Click on the appropriate link - 'Edit UID', 'Delete UID' to modify or delete the existing UIDs.

Click 'Add UID' to add more UID headers and the associated UIIs.

Click the CLIN/SLIN tab to return to the CLIN/SLIN page.

Save Draft Document | Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN | UID | MILSTRIP

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Item No. **	Stock Part No. *	Type *
1001	stock0000001	B8 - BATCH NUMBER

Qty. Shipped *	Unit *
2	EA

Advice Code

Description *

Line Item description...

Click 'Save CLIN/SLIN/ELIN' button to return to the Line Item Summary page.

Save Clin/Slin/Elin | Save Draft Document | Previous | Help

Click Save CLIN/SLIN/ELIN to save the current line item.

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

At least one Line Item is required

Line Item Details

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	UID	Actions
1001	stock000001	B8	2	EA	N	Edit Delete

Add

To add another Line Item, click the Add link again and repeat the procedure.

You can add up to 250 line items using this action. However, if you need to enter a large number of items, you should use FTP or EDI to submit your Property Transfer Document.

Save Draft Document | Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

At least one Line Item is required

Line Item Details

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	UID	Actions
1001	stock000001	B8	2	EA	N	Edit Delete
						Add

Click the Attachments tab to go to the Attachments page.

Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

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

Attachment

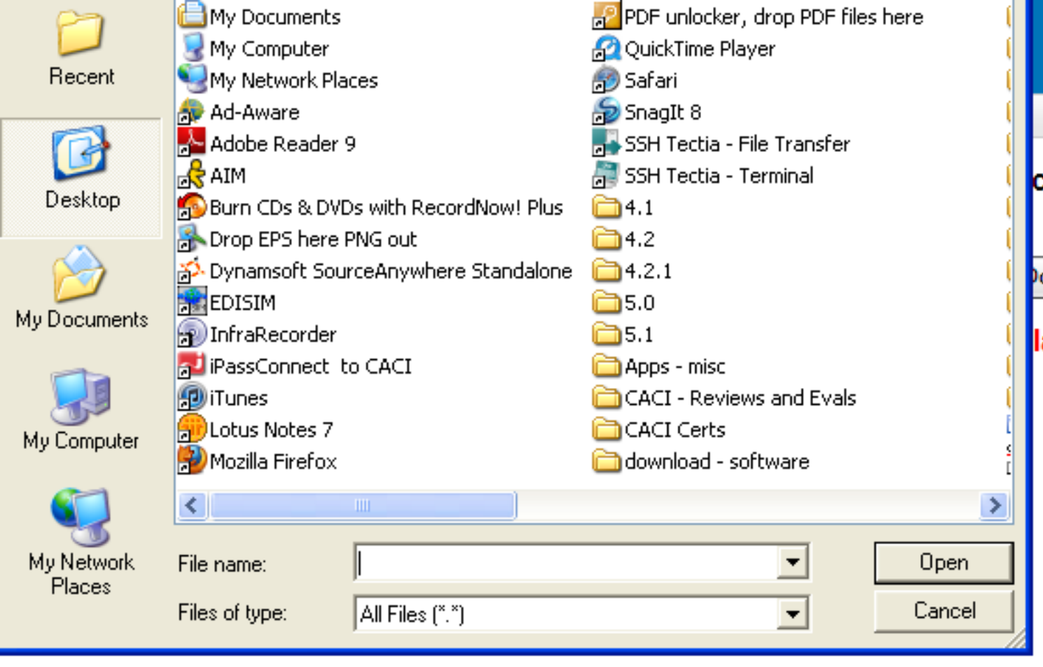
Browse... Upload

Attachments Name	Actions

The Attachment page is now displayed.

Click the 'Browse' button to navigate to your file that you wish to upload.

Submit | Save Draft Document | Help



ceipt by Contractor - From Contractor)

Document

lassified information ONLY. Do NOT enter classified information in this system.

Select the File you wish to upload.

Submit | Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

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

Attachment

C:\Documents and Settings\amp Browse... Upload

Click Upload to

Click the Upload button to upload the attachment file.

Attachments Name	Actions

Submit | Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

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

Attachment

Browse... Upload

Attachments Name	Actions	
wawf_attachment_1.txt	View Attachment	Delete Attachment

The attachment is now saved on the document.

Submit | Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

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

Attachment

Browse... Upload

Attachments Name	Actions
wawf_attachment_1.txt	View Attachment Delete Attachment

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

Submit | Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

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

Attachment

Browse... Upload

Attachments Name	Actions	
wawf_attachment_1.txt	View Attachment	Delete Attachment

To add another attachment, click the Browse button and repeat the process.

Submit | Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

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

Attachment

Browse... Upload

Attachments Name	Actions	
wawf_attachment_1.txt	View Attachment	Delete Attachment

Click the Preview Document tab to View the entire document.

Submit | Save Draft Document | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

Expand All Collapse All

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

[-]Document Information

Gaining Contract Number	Gai		
GCNXXX78XX101		DoD Contract (FAR)	
Issue Date	**Property PCO / Ext**	**Property ACO / Ext**	**Government Program Manager / Ext**
	FU4417	FU4417	
Government Property Administrator / Ext	**Contractor Program Manager / Ext**	**Contractor Property Manager / Ext**	**Contractor Contract Administrator / Ext**
FU4417		1QU78	1QU78

Shipment Information

Shipment Number	Shipment Date	Estimated	Estimated Delivery Date
AAXY187	2010/11/22		
TCN	**Gross Weight**	**Serial Shipping Container Code**	

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number	Bill of Lading Type

Secondary Transportation Tracking Number	Secondary Transportation Tracking Type	Secondary Transportation Tracking Description

First Line Haul Mode

[-]Address Information

Contractor Property Shipper	
CAGE	**Extension**
Activity Name 1	
Activity Name 2	
Activity Name 3	
Address 1	

Contractor Property Receiver	
CAGE	**Extension**
1QU78	
Activity Name 1	
CACI INC FEDERAL	
Activity Name 2	
Activity Name 3	

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

Expand All Collapse All

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

If after reviewing the Property Transfer information you notice an inaccuracy, you may return to the appropriate tab to correct the information.

[-]Document Information

Gaining Contract Number	Gai		
GCNXXX78XX101		DoD Contract (FAR)	
Issue Date	**Property PCO / E**		**Government Program Manager / Ext**
	FU4417		
Government Property Administrator / Ext	**Contractor Progr**		**Contractor Contract Administrator / Ext**
FU4417			1QU78

Shipment Number	Shipment Date	Estimated	Estimated Delivery Date
AAXY187	2010/11/22		
TCN	**Gross Weight**	**Serial Shipping Container Code**	

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number	Bill of Lading Type

Secondary Transportation Tracking Number	Secondary Transportation Tracking Type	Secondary Transportation Tracking Description

First Line Haul Mode

[-]Address Information

Contractor Property Shipper	
CAGE	Extension
Activity Name 1	
Activity Name 2	
Activity Name 3	
Address 1	

Contractor Property Receiver	
CAGE	Extension
1QU78	
Activity Name 1	
CACI INC FEDERAL	
Activity Name 2	
Activity Name 3	

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

Expand All Collapse All

The vendor can expand all document sections by clicking the Expand All link. The Contractor Property Shipper can collapse the contents of the tab by clicking the Collapse All link.

[-]Document Information

Gaining Information			
Gaining Contract Number	**Gaining Delivery Order**	**Gaining Contract Number Type**	
GCNXXX78XX101		DoD Contract (FAR)	
Issue Date	**Property PCO / Ext**	**Property ACO / Ext**	**Government Program Manager / Ext**
	FU4417	FU4417	
Government Property Administrator / Ext	**Contractor Program Manager / Ext**	**Contractor Property Manager / Ext**	**Contractor Contract Administrator / Ext**
FU4417		1QU78	1QU78

Shipment Information			
Shipment Number	**Shipment Date**	**Estimated**	**Estimated Delivery Date**
AAXY187	2010/11/22		
TCN	**Gross Weight**	**Serial Shipping Container Code**	

Transportation Leg	**Standard Carrier Alpha Code**	**Bill of Lading Number**	**Bill of Lading Type**
Secondary Transportation Tracking Number		**Secondary Transportation Tracking Type**	**Secondary Transportation Tracking Description**
First Line Haul Mode			

[-]Address Information

Contractor Property Shipper	
CAGE	**Extension**
Activity Name 1	
Activity Name 2	
Activity Name 3	
Address 1	

Contractor Property Receiver	
CAGE	**Extension**
1QU78	
Activity Name 1	
CACI INC FEDERAL	
Activity Name 2	
Activity Name 3	

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Click to Collapse All sections for the preview document page

[+]Document Information
[+]Address Information
[+]Misc Information
[+]Workflow Information

The Contractor Property Shipper can expand and collapse individual headers by clicking on the section headers.

Save Draft Document Print Document Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

The Contractor Property Shipper can expand and collapse individual headers by clicking on the section headers.

Note: Since this is a Receiver Created Property Transfer Document, the document needs to be dated and signed before it can be submitted into WAWF.

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

Expand All Collapse All

Click to Collapse All sections for the preview document page

[+]Document Information
[+]Address Information
[+]Misc Information
[+]Workflow Information

Click the Header tab.

Save Draft Document Print Document Help

Contractor Property Receiver - Property Transfer Document - Receipt by Contractor, without shipment document in WAWF, from Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

Header | Addresses | Comments | Line Item | Attachments | Preview Document

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Gaining Contract Information

Gaining Contract Number	Gaining Delivery Order
GCNXXX78XX101	

Gaining Contract Number Type

Shipment Number **	Shipment Date *	Estimated	Estimated Delivery Date
AAXY185	2010/11/22		YYYY/MM/DD

TCN	Gross Weight	Serial Shipping Container Code

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number

Secondary Transportation Tracking Number

Secondary Transportation Tracking Type

Enter the signature date and click the 'Signature' button.

First Line Haul Mode

Currency Code: USD

Action By: 1QU78 *

Signature Date: YYYY/MM/DD

Signature

Signature of Authorized Property Recipient

Save Draft Document | Previous | Help

WAWF Password Confirmation

User ID	ven_amit
Password *	

The Password confirmation page is displayed.

Next | Previous | Help

WAWF Password Confirmation

User ID	ven_amit
Password *	••••••••

Enter your password.

Next | Previous | Help

WAWF Password Confirmation

User ID	ven_amit
Password *	••••••••

Enter your password.

Click the Next button to continue.

Next | Previous | Help

Contractor Property Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From Contractor)

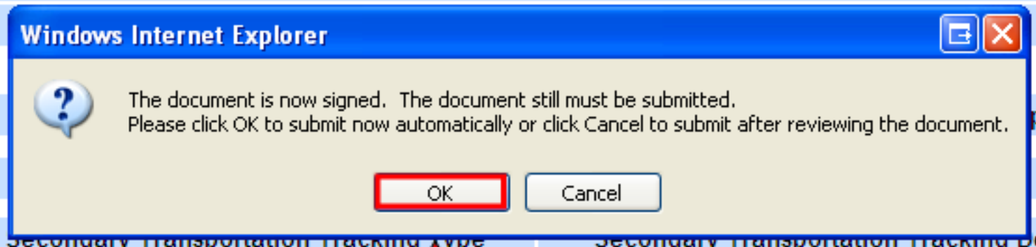
Expand All Collapse All

[-]Document Information

Gaining Information			
Gaining Contract Number	**Gaining Delivery Order**	**Gaining Contract Number Type**	
GCNXXX78XX101		DoD Contract (FAR)	
Issue Date	**Property PCO / Ext**	**Property ACO / Ext**	**Government Program Manager / Ext**
	FU4417	FU4417	
Government Property Administrator / Ext	**Contractor Program Manager / Ext**	**Contractor Property Manager / Ext**	**Contractor Contract Administrator / Ext**
FU4417		1QU78	1QU78

Shipment Information			
Shipment Number			**Estimated Delivery Date**
AAXY185			
TCN			**ping Container Code**

Transportation Leg	**Standard Carrier Alpha Code**		
Secondary Transportation Tracking Number	**Secondary Transportation Tracking Type**	**Secondary Transportation Tracking Description**	
First Line Haul Mode			



Click the OK button on the popup to Submit the document.

[-]Line Item Information

Item No.	Stock Part No.		Unit	Qty. Received
1001	stock000001	2	EA	

Ship Advice Code

Description
asdfsdfsdfsdf

[-]UID Information

Item No.	Qty. Shipped	Qty. Received	Qty. Rejected
1001	2		

Current Part Number	Current Part Cost	Current Part Effective

Success

The Property Transfer/Receipt Document (Receipt by Contractor - From Contractor) was successfully received.

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
		GCNXXX78XX101		AAXY185

Email sent to Receiver: krismith@caci.com

Notification sent for CAGE code 1QU78 to EDI Routing Codes- ISA07: 88, ISA08: 898999999999999, GS03: 987

Notification sent for CAGE code 1QU78 to FTP Directory: /caci_db/efp/WAWF_RA_sec/Dev/Version500/FTPEDIDirectory/notifications_temp

Send Additional Email Notification

Mon Nov 22 13:15:51 EST 2010

After the Property Transfer Document has been submitted, the WAWF system informs you that the submission was successful.

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

If you would like to add more addresses, click the Send Additional Email Notifications link.

Help

Success

The Property Transfer/Receipt Document (Receipt by Contractor - From Contractor) was successfully received.

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
		GCNXXX78XX101		AAXY185

Email sent to Receiver: krismith@caci.com

Notification sent for CAGE code 1QU78 to EDI Routing Codes- ISA07: 88, ISA08: 898999999999999, GS03: 987

Notification sent for CAGE code 1QU78 to FTP Directory: /caci_db/efp/WAWF_RA_sec/Dev/Version500/FTPEDIDirectory/notifications_temp

Send Additional Email Notifications

Mon Nov 22 13:15:51 EST 2010

This concludes the overview demonstration for creating a Contractor Receiver created Property Transfer Document.

Help