

This is an overview of the changes made to Self Registration and User Role Maintenance for ECP0651 which adds a DUNS/DUNS+4 to WAWF.

Click on the "Registration" link on the WAWF Home Page.

## Login to WAWF

User ID \*

[Forgot your User ID?](#)

Password \*

[Forgot your Password?](#)

Login

\* Asterisk indicates required entry.

## Certificate Login to WAWF

Certificate Login

## New User?

[Registration](#)

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## System Messages

(2011-MAR-31) **GOVERNMENT USERS! ACTION REQUIRED!**  
Testing new Government System Message being pushed to RSS Bandit.

(2011-MAR-20) **ALL USERS!**  
Testing RSS 2.0 Feed for RSS Bandit.

(2011-MAR-24) **ALL USERS!**

|                      |   |
|----------------------|---|
| Version:             | 5.1.0 Dev Build   |
| 5.1.0 Dev Build      |   |
| Build Date:          | 03/23/2011  |
| Application Server:  | WebSphere 7.0.0.15                                      |
| HTTP Server:         | IBM IHS 7.0.0.15  |
| Database:            | DPRIM510  |
| FTP/EDI Server:      | Shrek   |
| FTP/EDI Server Path: | /caci_db/efp/WAWF_RA_sec/Dev/Version510/FTPEDIDirectory |
| Operating System:    | Solaris 10  |
| Status:              | Production  |
| Current Usage:       | 5.1.0 Development                                       |

Help

## Registration

User Authentication Type >>

---

How will you be accessing WAWF? \*

- User ID \ Password
- Common Access Card
- Software Certificate

What Roles will you be registering for? \*

- Vendor
- Government

\* Asterisk indicates required entry.

Select the way you will access WAWF,  
and then select the "Vendor" Role.

---

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

## Registration

User Authentication Type >> Data Capture >>

### User Profile \* [\(Edit\)](#)

|            |           |                      |               |              |               |       |            |
|------------|-----------|----------------------|---------------|--------------|---------------|-------|------------|
| First Name | Last Name | Commercial Telephone | DSN Telephone | Organization | Email Address | Title | Rank/Grade |
|------------|-----------|----------------------|---------------|--------------|---------------|-------|------------|

### User Authentication \* [\(Edit\)](#)

|         |          |
|---------|----------|
| User ID | Password |
|---------|----------|

### User Security Questions \* [\(Edit\)](#)

|                   |                 |
|-------------------|-----------------|
| Security Question | Security Answer |
|-------------------|-----------------|

### Vendor User Roles \* [\(Add\)](#)

### Administrative User Roles \* [\(Add\)](#)

Enter in all information, and select the "(Add)" link after the "Vendor User Roles \*" label.

\* Asterisk indicates required entry.

[Submit](#)[Previous](#)[Help](#)

## Registration - Add Vendor Role

Role \*

Contractor Contract Administrator View Only

Location Code \*

Extension

Note: Enter in one of the following for Location Code:

CAGE

Contractor DoDAAC

DUNS

DUNS+4

The "Location Code" field will now take a "DUNS" or a "DUNS+4".

\* Asterisk indicates required entry.

Save

Cancel

Help

## Registration

User Authentication Type >> [Data Capture](#) >>

### User Profile \* [\(Edit\)](#)

|            |           |                      |
|------------|-----------|----------------------|
| First Name | Last Name | Commercial Telephone |
|------------|-----------|----------------------|

### User Authentication \* [\(Edit\)](#)

|         |          |
|---------|----------|
| User ID | Password |
|---------|----------|

### User Security Questions \* [\(Edit\)](#)

|                   |                 |
|-------------------|-----------------|
| Security Question | Security Answer |
|-------------------|-----------------|

### Vendor User Roles \* [\(Add\)](#)

| Role  | Group   | Contractor DoDAAC | CAGE Code | DUNS      | DUNS + 4 | Extension | Comments | Attachments | Comments/Attach            |
|---|---------|-------------------|-----------|-----------|----------|-----------|----------|-------------|----------------------------|
| Contractor Contract Administrator View Only | VENDORS |                   | 06481     | 039134218 |          |           | N        | N           | <a href="#">View / Add</a> |

### Administrative User Roles [\(Add\)](#)

On the "Registration" summary page, if you entered in a "DUNS" or "DUNS+4" when adding a Role, then the "CAGE Code" will be automatically populated using the "DUNS" or "DUNS+4" entered.

If you entered a "CAGE Code" when adding a Role, then the "DUNS" and "DUNS+4" will be automatically populated using the "CAGE Code" entered.

[Submit](#)[Previous](#)[Help](#)

## Registration - Add Vendor Role

Role \*

Contractor Contract Administrator View Only

Location Code \*    Extension

039134999   

Note: Enter in one of the following for Location Code:

- CAGE
- Contractor DoDAAC
- DUNS
- DUNS+4

\* Asterisk indicates required entry.

ERROR: No matching CAGE was found for the given DUNS / DUNS + 4.

The "DUNS" or "DUNS+4" must have a matching "CAGE Code" in the WAWF CCR database, or you will be given an error message.

## Registration - View & Accept Information System User Agreement

### STANDARD MANDATORY NOTICE AND CONSENT PROVISION FOR ALL DOD INFORMATION SYSTEM USER AGREEMENTS

By signing [or clicking-through] this document, you acknowledge and consent that when you access Department of Defense (DoD) information systems:

You are accessing a U.S. Government (USG) information system (IS) (which includes any device attached to this information system) that is provided for U.S. Government authorized use only.

You consent to the following conditions:

On submit of your Self Registration information, you will have to accept the WAWF User Agreement by clicking the "Accept" button.

The U.S. Government routinely intercepts and monitors your communications, but not limited to, penetration testing, communications security (COMSEC) monitoring, network operations and defense intelligence (CI) investigations.

At any time, the U.S. Government may inspect and search your communications using, or data stored on, this information system for any U.S. Government-authorized purpose.

This information system includes security measures (e.g., authentication and access controls) to protect U.S. Government interests—not for your personal benefit or privacy.

Notwithstanding the above, using an information system does not constitute consent to personnel misconduct, law enforcement or counterintelligence investigative searching or monitoring of the content of privileged communications or data (including work product) that are related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Under these circumstances, such communications and work product are private and confidential, as further explained below:

Nothing in the User Agreement shall be interpreted to limit the user's consent to, or in any other way restrict or affect, any U. S. Government actions for purposes of network administration, operation, protection, or defense, or for communications security. This includes all communications and data on an information system, regardless of any applicable privilege or confidentiality.

The user consents to interception/capture and seizure of ALL communications and data for any authorized purpose (including personnel misconduct, law enforcement, or counterintelligence investigation). However, consent to interception/capture or seizure of communications and data is not consent to the use of privileged communications or data for personnel misconduct, law enforcement, or counterintelligence investigation against any party and does not negate any applicable privilege or confidentiality that otherwise applies.

Whether any particular communication or data qualifies for the protection of a privilege or is covered by a duty of confidentiality is determined in accordance with established legal standards and

[Accept](#)[Previous](#)[Help](#)

## Registration

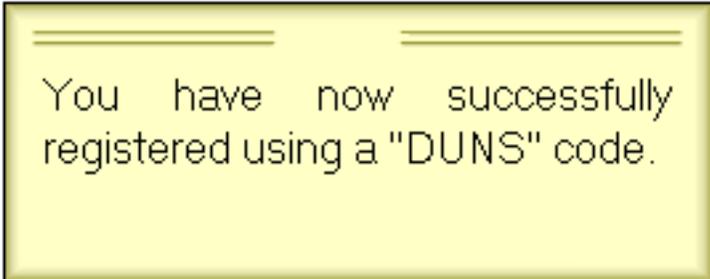
---

### **You have successfully registered for Wide Area Workflow.**

You will receive an e-mail containing your User ID.

Once you have been activated by an administrator, you will receive another email notifying you of the role(s) for which you have been activated.

If you have any questions, please contact the Customer Support.



You have now successfully registered using a "DUNS" code.

|                            |
|----------------------------|
| Profile Maintenance        |
| Role Maintenance           |
| Security Maintenance       |
| Submit User Feedback       |
| Group Administrator Lookup |
| User Preferences           |
| MRS Reports Request        |
| MRS Reports Status         |

[Add Roles](#)  
[View \ Edit Roles](#)

[View \ Edit Roles](#)

**Welcome to Wide Area Workflow!**  
Please start by selecting one of the links from the menu above.

**WARNING!**

essor 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 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 file. When saving the data to WAWF. This converts the text to text-only format and removes control characters that contain formatting information.

Use the browser BACK BUTTON within the WAWF application.

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.

The "Role Maintenance" pages have been updated with the "DUNS" and "DUNS+4" fields.

[Help](#)

The "DUNS" and "DUNS+4" will now be displayed on the "Role Maintenance - View \ Edit Roles" page.

## Role Maintenance - View \ Edit Roles

### Vendor User Roles (sorted by Role)

| Role▲                                 | Group   | Location Code | DUNS      | DUNS + 4 | Extension | Active Status | Comments | Attachments | Comments / Attachments     |
|---------------------------------------|---------|---------------|-----------|----------|-----------|---------------|----------|-------------|----------------------------|
| Contractor Property Receiver          | VENDORS | 06481         | 039134218 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Contractor Property Shipper           | VENDORS | 06481         | 039134218 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Contractor Property Shipper View Only | VENDORS | 06481         | 039134218 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor                                | SUB1    | 13499         | 060605883 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor                                | 02LU7   | 02LU7         | 176019107 |          | 06481     | Y             | Y        | N           | <a href="#">View / Add</a> |
| Vendor                                | 67032   | 67032         | 188991954 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor                                | 1NRM4   | 1NRM4         |           |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor                                | SAIC    | 52302         | 054781240 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor                                | 11447   | 11447         | 618019632 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor                                | VENDORS | 06481         | 039134218 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor                                | 02LU7   | 02LU7         | 176019107 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor View Only                      | 67032   | 67032         | 188991954 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |
| Vendor View Only                      | VENDORS | 06481         | 039134218 |          | NA        | Y             | N        | N           | <a href="#">View / Add</a> |

[Help](#)

## Role Maintenance - Add Role

---

Vendor User Roles \* [\(Add\)](#)

Administrative User Roles \* [\(Add\)](#)

\* Asterisk indicates required entry.

The "Role Maintenance - Add Role" has been updated so when adding Vendor roles, you may use a "DUNS" or "DUNS+4" code.

[Submit](#)

[Help](#)

## Role Maintenance - Add Vendor Role

Role \*

Contractor Contract Administrator View Only

Location Code \* Extension

039134218

Note: Enter in one of the following for Location Code:

- CAGE
- Contractor DoDAAC
- DUNS
- DUNS+4

\* Asterisk indicates required entry.

You may now enter in a "DUNS" or "DUNS+4" into the "Location Code" field.

## Role Maintenance - Add Role

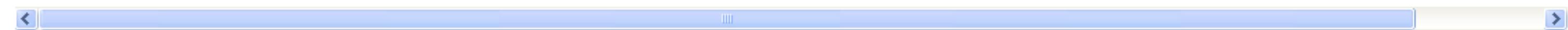
### Vendor User Roles \* [\(Add\)](#)

| Role  | Group   | Contractor DoDAAC | CAGE Code | DUNS      | DUNS + 4 | Extension | Comments | Attachments | Comments/Attachr           |
|---|---------|-------------------|-----------|-----------|----------|-----------|----------|-------------|----------------------------|
| Contractor Contract Administrator View Only | VENDORS |                   | 06481     | 039134218 |          |           | N        | N           | <a href="#">View / Add</a> |

### Administrative User Roles [\(Add\)](#)

\* Asterisk indicates required entry.

If you enter a "DUNS" or a "DUNS+4", this will be used to automatically populate the "CAGE Code" and vice versa.



**Role Maintenance - View & Accept Information System User Agreement****STANDARD MANDATORY NOTICE AND CONSENT PROVISION FOR ALL DOD INFORMATION SYSTEM USER AGREEMENTS**

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You are accessing a U.S. Government (USG) information system (IS) (which includes any device attached to this information system) that is provided for U.S. Government authorized use only.

You consent to the following conditions:

When adding a new role, you must accept the WAWF User Agreement by clicking the "Accept" button.

The U.S. Government routinely intercepts and monitors communications for purposes limited to, penetration testing, communications security (COMSEC) monitoring, network operations and defense intelligence (CI) investigations.

At any time, the U.S. Government may inspect and seize

Communications using, or data stored on, this information system are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any U.S. Government-authorized purpose.

This information system includes security measures (e.g., authentication and access controls) to protect U.S. Government interests—not for your personal benefit or privacy.

Notwithstanding the above, using an information system does not constitute consent to personnel misconduct, law enforcement or counterintelligence investigative searching or monitoring of the content of privileged communications or data (including work product) that are related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Under these circumstances, such communications and work product are private and confidential, as further explained below:

Nothing in the User Agreement shall be interpreted to limit the user's consent to, or in any other way restrict or affect, any U. S. Government actions for purposes of network administration, operation, protection, or defense, or for communications security. This includes all communications and data on an information system, regardless of any applicable privilege or confidentiality.

The user consents to interception/capture and seizure of ALL communications and data for any authorized purpose (including personnel misconduct, law enforcement, or counterintelligence investigation). However, consent to interception/capture or seizure of communications and data is not consent to the use of privileged communications or data for personnel misconduct, law enforcement, or counterintelligence investigation against any party and does not negate any applicable privilege or confidentiality that otherwise applies.

Whether any particular communication or data qualifies for the protection of a privilege or is covered by a duty of confidentiality is determined in accordance with established legal standards and

[Accept](#)[Previous](#)[Help](#)

## Role Maintenance - Add Roles

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You have successfully added roles to your user

You have successfully added a role in WAWF using a "DUNS" code.

This concludes the overview of the ECP0651 changes to Self Registration and Role Maintenance.

System Messages (access key y)

## Login to WAWF

User ID \*

[Forgot your User ID?](#)

Password \*

[Forgot your Password?](#)

Login

\* Asterisk indicates required entry.

## Certificate Login to WAWF

Certificate Login

## New User?

- [Registration](#)
- [Pre-Registration: Vendor Getting Started Help](#)
- [Pre-Registration: Instructions for Agencies and Services New to WAWF](#)
- [Machine Setup](#)

## Help

- [Web Based Training](#)
- [What's New](#)
- [Functional Information](#)
- [Web Services for WAWF](#)
- [Group Administrator Lookup](#)
- [Active DoDAACs & Roles](#)
- [Active CAGEs & Roles](#)

(2011-MAR-31) **GOVERNMENT USERS! ACTION REQUIRED!**  
Testing new Government System Message being pushed to RSS Bandit.

(2011-MAR-20) **ALL USERS!**  
New RSS Feed for RSS Bandit.

## System Information

|                     |   |
|---------------------|---|
| Version             | 5.1.0 Dev Build   |
| Release Date        | 03/23/2011  |
| WebSphere           | WebSphere 7.0.0.15                                      |
| IBM IHS             | IBM IHS 7.0.0.15  |
| Database            | DPRIM510  |
| FTP Server          | Shrek   |
| FTP/EDI Server Path | /caci_db/efp/WAWF_RA_sec/Dev/Version510/FTPEDIDirectory |
| Operating System    | Solaris 10  |
| Status              | Production  |
| Current Usage       | 5.1.0 Development                                       |



Help