

Wide Area Workflow - Document Types

WAWF can be used to create, submit, inspect, accept, certify, or process payment on the following document types:

Invoice Document Types

[Commercial Invoice](#)
[Construction Payment Invoice](#)
[Navy Construction Payment Invoice](#)
[Navy Shipbuilding Invoice](#)
[Telecom Invoice \(Contractual\)](#)
[Telecom Invoice \(Non-Contractual\)](#)

This is an overview of the ECP0686 changes for date edits for the Local Processing Office Reviewer.

The documents listed here will be reviewed.

Receiving Report Document Types

[Receiving Report and Receiving Report \(Combo\)](#)
[Reparable Receiving Report and Reparable Receiving Report \(Combo\)](#)

Receiving Report and Invoice Document Types

[Invoice 2-in-1 \(Services Only\)](#)

Financing Document Types

[Commercial Item Financing](#)
[Performance Based Payment](#)
[Progress Payment](#)

Voucher Document Types

[Cost Voucher](#)
[Miscellaneous Pay Voucher](#)

Local Processing Office Reviewer - Invoice

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

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
DoD Contract (Non-FAR)	JHFCONTRACT001	1111		
Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date	
C10002	2011/08/19	N	2011/08/19	

Summary of Detail Level Information	Total (\$)
1 CLIN/SLIN(s)	4.00
0 Miscellaneous Amount(s)	0.00
	4.00

Routing Information			
Role	Location Code	Extension	Name
Payee	13499		ROCK
Pay Official	N45924		DEFER
Admin	FU4417		FU441
Ship To	N00025		NAVAI
LPO	FU4417		FU441

Commercial Invoice (One Pay):

The Date Received entered can not be later than one day after the current server date.

The Acceptance Date must be greater than or equal to the Date Received and can not be later than one day after the current server date.

ACTION BY: FU4417 *

Recommend Document Certified

Recommend Document Rejected

Date Received
2011/08/29

Acceptance Date
2011/08/28

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Invoice

- Header
- Line Item
- ACRNs
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ERROR: Date Received can not be later than one day after the current server date.
 ERROR: Acceptance Date must be later than or equal to the Date Received, up to one day after the current server date.

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
DoD Contract (Non-FAR)	JHFCONTRACT001	1111		
Invoice Number	Commercial Invoice (One Pay):			Invoice Received Date
C10002				2011/08/19
Summary of Detail Level Information				Total (\$)
1 CLIN/SLIN(s)				4.00
0 Miscellaneous Amount(s)				0.00
Document Total (\$):				4.00

If the Date Received entered is later than one day after the current server date, or, if the Acceptance Date is earlier than the Date Received and/or later than one day after the current server date, error messages will be displayed and the document can not be submitted.

Routing Information			
Role	Location Code	Extension	Name
Payee	13499		ROCKWELL COLLINS, INC.
Pay Official	N45924		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Ship To	N00025		NAVAL FACILITIES ENGINEERING COMD
LPO	FU4417		FU4417 1 SOCS SOCS ATTN BECO

ACTION BY: FU4417 *

Recommend Document Certified

Recommend Document Rejected

Date Received: 2011/08/29

Acceptance Date: 2011/08/28

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Invoice

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

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
DoD Contract (Non-FAR)	JHFCONTRACT001	1111		

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
C10002	2011/08/19	N	2011/08/19

Summary of Detail Level Information	Total (\$)
1 CLIN/SLIN(s)	4.00
0 Miscellaneous Amount(s)	0.00
Document Total (\$):	4.00

Routing Information

Role	Location Code	Extension	Name
Payee	13499		ROCKWELL COLL
Pay Official	N45924		DEFENSE FINAN
Admin	FU4417		FU4417 1 SOCS S
Ship To	N00025		NAVAL FACILITIES
LPO	FU4417		FU4417 1 SOCS S

Commercial Invoice (One Pay):
When valid dates are entered, the document may be submitted.

ACTION BY: FU4417 *

Recommend Document Certified

Recommend Document Rejected

Date Received

Acceptance Date

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Invoice

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

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
DoD Contract (Non-FAR)	JHFCONTRACT19	1212		
Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date	
INV002	2011/08/03	N	2011/08/03	

Summary of Detail Level Information	Total (\$)
1 CLIN/SLIN(s)	369.00
0 Miscellaneous Amount(s)	0.00
Document Total (\$):	369.00

Commercial Invoice (CAPS-W):
No dates are entered for non-One Pay Commercial Invoices that get routed to the LPO Reviewer.

Routing Information			
Role	Location	Address	Organization
Payee	13		OLLINS, INC.
Pay Official	HQ0303		DFAS COLUMBUS
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Ship To	N00025		NAVAL FACILITIES ENGINEERING COMD
LPO	FU4417		FU4417 1 SOCS SOCS ATTN BECO

ACTION BY: FU4417 *

- Recommend Document Certified
- Recommend Document Rejected

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Construction Payment Invoice

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

Contractor Certification

I hereby certify, to the best of my knowledge and belief, that --

- (1) The amounts requested are only for performance in accordance with the specifications, terms, and conditions of the contract;
- (2) Payments to subcontractors and suppliers have been made from previous payments received under the contract, and timely payments will be made from the proceeds of the payment covered by this certification, in accordance with subcontract agreements and the requirements of chapter 39 of Title 31, United States Code;
- (3) This request for progress payments does not include any amounts which the prime contractor intends to withhold or retain from a subcontractor or supplier in accordance with the terms and conditions of the subcontract; and
- (4) This certification is not to be construed as final approval of the invoice.

Construction Payment Invoice:
No dates are entered by the LPO Reviewer.

Vendor User

Signature of Contractor Representative

ACTION BY: FU4418

- Recommend Approval
- Recommend Reduced Quantity
- Recommend Rejection

Inspection Date

2011/08/01

ACTION BY: N00025

- Accepted
- Reject to Initiator

Acceptance Date

2011/07/31

Signature Date

2011/07/31

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Acceptor User

Signature Of Authorized Government Representative

ACTION BY: FU4418 *

- Recommend Document Certified
- Recommend Document Rejected

- Submit**
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Navy Construction / Facilities Management Invoice

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

LPO FU4410 FU4410 437 US SUBINA

ACTION BY: FU4418

- Work Conforms to Invoice
- Work Does Not Conform to Invoice

Pre-Inspection Date

Signature Date

2011/08/19

2011/08/20

This Field Inspection has been performed by me or under my Supervision, and the outcome is as indicated with supporting documents whenever necessary.

Inspector User

Navy Construction / Facilities Management Invoice:
No dates are entered by the LPO Reviewer.

Signature Of Authorized Government Representative

ACTION BY: FU4418

- Recommend Approval
- Recommend Reduced Amount
- Recommend Rejection

Inspection Date

Signature Date

2011/08/18

2011/08/19

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Inspector User

Signature Of Authorized Government Representative

ACTION BY: N00025

Approved Amount : \$66,900,168.06

- Approve
- Approval with Deductions
- Reject to Initiator

Acceptance Date

Signature Date

2011/08/18

2011/08/20

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Acceptor User

Signature Of Authorized Government Representative

ACTION BY: FU4418 *

- Recommend Document Certified
- Recommend Document Rejected

- Submit**
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Navy Shipbuilding Invoice

- Header
- Line Item
- ACRN WS
- LLA
- Addresses
- Misc. Info
- Preview Document

Acceptor	N00025	NAVAL FACILITIES ENGINEERING COMD
LPO	N20002	USS MISSOURI SSN 780

Contractor Certification

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

Signature Date
2011/08/10

Vendor User

Signature of Contractor Representative

Navy Shipbuilding Invoice:
No dates are entered by the LPO Reviewer.

ACTION BY: FU4418

- Recommend Approval
- Recommend Reduced Amount
- Recommend Rejection

Inspection has been made by me or under my supervision and conforms to contract, except as noted herein or on supporting documents.

Inspector User

Signature Of Authorized Government Representative

ACTION BY: N00025

Approved Amount (\$) 3,243,243.00

- Approve
- Approve Lesser Amount
- Reject to Initiator

Acceptance Date
2011/08/01

Signature Date
2011/08/02

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

Acceptor User

Signature Of Authorized Government Representative

ACTION BY: N20002 *

- Recommend Document Certified
- Recommend Document Certified For Lesser Amount
- Recommend Document Rejected

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Telecom Invoice (Contractual)

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

Role	Location Code	Extension	Name
Payee	13499		ROCKWELL COLLINS, INC.
Pay Official	HQ0303		DFAS COLUMBUS
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Inspect By	FU4418		FU4418 437 CS SCBNA
Acceptor	N00025		NAVAL FACILITIES ENGINEERING COMD
LPO	FU		SCBNA

Telecom Invoice (Contractual):
No dates are entered by the LPO Reviewer.

ACTION BY: FU4418

- Recommend Approval
- Recommend Reduced Amount
- Recommend Rejection

ACTION BY: N00025

- Approval
- Approve Lesser Amount
- Reject to Initiator

Signature Date
2011/08/19

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Acceptor User

Signature Of Authorized Government Representative

Approved Amount: \$6.00

Acceptance Date: 2011/08/08

ACTION BY: FU4418 *

- Recommend Document Certified
- Recommend Document Rejected

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Telecom Invoice (Non-Contractual)

- Telecom**
- LLA
- Addresses
- Misc. Info
- Preview Document

Routing Information

Role	Location Code	Extension	Name
Payee	13499		ROCKWELL COLLINS, INC.
Pay Official	HQ0303		DFAS COLUMBUS
Acceptor	N00025		NAVAL FACILITIES ENGINEERING COMD
LPO	FU4418		
Inspect By	FU4418		
Admin	FU4417		

Telecom Invoice (Non-Contractual):
No dates are entered by the LPO Reviewer.

ACTION BY: FU4418

- Recommend Approval
- Recommend Reduced Amount
- Recommend Rejection

Inspection Date
2011/08/16

ACTION BY: N00025

Approved Amount : \$ 36.00

- Approve
- Approve Lesser Amount
- Reject to Initiator

Acceptance Date **Signature Date**
2011/08/20 2011/08/20

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Acceptor User

Signature Of Authorized Government Representative

ACTION BY: FU4418 *

- Recommend Document Certified
- Recommend Document Rejected

- Submit**
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Receiving Report

Header Line Item Addresses Misc. Info Preview Document

Secondary Transportation Tracking Number Tracking Type Tracking Description

Hazardous Material Refrigerated Perishable

Summary of Detail Level Information Total (\$)

1 CLIN/SLIN(s) 12.00

Routing Information

Role Location Code Extension

Table with columns: Role, Location Code, Extension. Rows include Payee, Pay Official, Admin, Inspect By, Ship To, LPO, and Accept By.

Receiving Report, Receiving Report Portion of COMBO, Repairables Receiving Report, Repairables Receiving Report Portion of RCOMBO: No dates are entered by the LPO Reviewer.

ACTION BY: FU4418

Acceptance Inspection Date 2011/08/24 Inspector User Signature Of Authorized Government Representative

* = Required Fields

ACTION BY: FU4418 *

Recommend Review

Submit Save Draft Document Previous Print Help

Local Processing Office Reviewer - Invoice 2-in-1

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

Shipment Number	Shipment Date	Final Shipment
C12N1WITHINSP001	2011/08/22	N

Routing Information

Role	Location Code	Extension	Name
Payee	13499		ROCKWELL COLLINS, INC.
Pay Official	N45924		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	FU4417		
Inspect By	FU4418		
Service Acceptor	N00025		
LPO	FU4418		

Invoice 2-in1:
No dates are entered by the LPO Reviewer.

ACTION BY: FU4418

<input checked="" type="checkbox"/> Inspected	Date Received
<input type="checkbox"/> Reject to Initiator	2011/08/15

ACTION BY: N00025

<input checked="" type="checkbox"/> Accepted and conforms to the contract except as noted	Signature Date	Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents
<input type="checkbox"/> Reject to Initiator	2011/08/14	Acceptor User
<input type="checkbox"/> Reject to Inspector		Signature Of Authorized Government Representative

ACTION BY: FU4418 *

<input checked="" type="checkbox"/> Recommend Document Certified
<input type="checkbox"/> Recommend Document Rejected

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Performance Based Payment

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

Contractor Certification

I certify to the best of my knowledge and belief that --

(1) This request for performance-based payment is true and correct; this request (and attachments) has been prepared from the books and records of the Contractor, in accordance with the contract and the instructions of the Contracting Officer;

(2) (Except as reported in writing on ()), all payments to subcontractors and suppliers under this contract have been paid, or will be paid, currently, when due in the ordinary course of business

(3) There are no encumbrances (except as reported in writing on ()) against the property acquired or produced for, and allocated or properly chargeable to, the contract which would affect or impair the Government's title;

(4) There has been no materially adverse change in the financial condition of the Contractor since the submission by the Contractor to the Government of the most recent written information dated (2011/08/20); and

(5) After the making of this requested performance-based payment limitation in the contract, and the amount of all payments under t

Performance Based Payment:
No dates are entered by the LPO Reviewer.

Vendor User
Signature of Contractor Representative

ACTION BY: FU4418

- Recommend Approval
- Recommend Reduced Amount
- Recommend Rejection

ACTION BY: N00025 *

Approve Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

	Approved Amount (\$)	Signature Date	
<input type="checkbox"/> Approve Lesser Amount	102.00	2011/08/24	Acceptor User
<input type="checkbox"/> Reject to Initiator			Signature Of Authorized Government Representative

ACTION BY: FU4418 *

- Recommend Document Certified

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Progress Payment (Pre-Payment Review)

- Header
- Costs
- ACRN WS
- Addresses
- Misc. Info
- Preview Document

(a) The above statement (with attachments) has been prepared from the books and records of the above-named contractor in accordance with the contract and the instructions hereon, and to the best of my knowledge and belief, that it is correct;

(b) All the costs of contract performance (except as herewith reported in writing) have been paid to the extent shown herein, or where not shown as paid have been paid or will be paid currently, by the contractor, when due, in the ordinary course of business;

(c) The work reflected above has been performed;

(d) The quantities and amounts involved are consistent with the requirements of the contract;

(e) That there are no encumbrances (except as reported in writing herewith, or on previous progress payment request number () against the property acquired or produced for, and allocated or properly chargeable to the contract which would affect or impair the Government's title;

(f) There has been no materially adverse change in the financial condition of the contractor since the contractor's (2011/08/21) submission of its last financial information dated (2011/08/22) to the Government in connection with the contract;

(g) To the extent of any contract provision limiting progress payments pending first a

(h) After the making of the requested progress payment the unliquidated progress pa

Progress Payment:

No dates are entered by the LPO Reviewer.

is permitted by the contract.

Vendor User

Signature of Contractor Representative

ACTION BY: FU4418

- Recommend Approval
- Recommend Reduced Amount
- Recommend Rejection

ACTION BY: N00025

- Post Payment Review
- Approve
- Approve Lesser Amount
- Reject to Initiator

Approved Amount (\$)

Signature Date

250

2011/08/23

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Acceptor User

Signature Of Authorized Government Representative

ACTION BY: FU4418 *

- Recommend Document Certified

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Cost Voucher (Interim - First)

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

Pay Official	N45924	DEFENSE FINANCE AND ACCOUNTING SERV
Admin	FU4417	FU4417 1 SOCS SOCS ATTN BECO
DCAA Auditor	HAA150	DEFENSE CONTRACT AUDIT AGENCY - ER
Service Approver	N00025	NAVAL FACILITIES ENGINEERING COMD
LPO	FU4418	FU4418 437 CS SCBNA

ACTION BY: HAA150

- Recommend Provisional Payment
- Recommend Cost Suspension or Disallowance
 - Suspended
 - Disallowed
 - Net Amount Approved
- Recommend Rejection

Cost Voucher:
No dates are entered by the LPO Reviewer.

ACTION BY: HAA150

- Approved for Provisional Payment
- Cost Suspension or Disallowance
 - Suspended
 - Disallowed
 - Net Amount Approved
- Reject to Initiator

Signature Date
2011/08/24

Accepter User

Signature Of Authorized Government Representative

ACTION BY: FU4418 *

- Recommend Document Certified
- Recommend Document Rejected

- Submit**
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Misc. Payment Voucher

- Voucher**
- LLA
- Addresses
- Misc. Info
- Preview Document

Line Id.	AAI	Qty. Invoiced	Unit	Unit Price (\$)	Amount (\$)
0001	001002	3	EA	2.00	6.00

Description
test

Actions : [Add Sub-Line](#)

Routing Information

Role	Location Code
Payee	13499
Pay Official	HQ0303
Service Acceptor	N00025
LPO	FU4418
Admin By	N00025
Issue By	N00025

Miscellaneous Payment Voucher:
No dates are entered by the LPO Reviewer.

ACTION BY: N00025

- Acceptance
- Reject to Initiator

Date Received **Signature Date**
2011/08/24 2011/08/24

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Accepter User

Signature Of Authorized Government Representative

ACTION BY: *

- Recommend Document Certified
- Recommend Document Available For Recall

- Submit**
- Save Draft Document
- Previous
- Help

Wide Area Workflow - Document Types

WAWF can be used to create, submit, inspect, accept, certify, or process payment on the following document types:

Invoice Document Types

- Commercial Invoice
- Construction Payment Invoice
- Navy Construction Payment Invoice
- Navy Shipbuilding Invoice
- Telecom Invoice (Contractual)
- Telecom Invoice (Non-Contractual)

Receiving Report Document Types

- Receiving Report and Receiving Report (Combo)
- Reparable Receiving Report and Reparable Receiving Report (Combo)

Receiving Report and Invoice Document Types

- Invoice 2-in-1 (Services Only)

Financing Document Types

- Commercial Item Financing
- Performance Based Payment
- Progress Payment

Voucher Document Types

- Cost Voucher
- Miscellaneous Pay Voucher

This concludes the overview of changes made for the Local Processing Office Reviewer date edits for ECP0686.

