

Government

Acceptor

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This presentation provides an overview of ECP_0717, Separation of Duties.

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

This ECP prevents a user from performing the following:

- The Acceptance and Certification actions on a single document.
- Certification on an Invoice if they accepted the related Receiving Report.
- Acceptance on a Receiving Report if they certified the related Invoice.

Local Processing Office - Receiving Report

Header Line Item ACRNs Addresses Misc. Info Preview Document

ERROR: The Inspector and the Local Processing Official cannot be the same user.

Upon opening a Source/Source Receiving Report as the LPO, if the User ID of the LPO is the same as the User ID of the Inspector that worked the document, an error message will be given.

Contract Number Type	Contract Number	Delivery Order	Reference Proc	Acceptance Point
Cooperative Agreement	N68688W123456	CAR7		S
Shipment Number	Shipment Date	Final Shipment	Service	
SHP0124	2013/01/24	N		

Submit Transportation Data Later	TCN	Gross Weight	Transportation Method/Type	Serial Shipping Container Code	FOB	CoC	ARP
<input type="checkbox"/>					S		

This functionality applies to the following document types:
Receiving Report
Purchase Card Receiving Report
Micropurchase Receiving Report
Reparables Receiving Report

Transportation Leg	of Lading Number	Bill of Lading Type

Secondary Transportation Track	Tracking Type	Tracking Description

Hazardous Material	Perishable
<input type="checkbox"/>	<input type="checkbox"/>

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

Routing Information			
Role	Location Code	Extension	Name
-			

Submit Save Draft Document Previous Print Help

Local Processing Office - Invoice 2-in-1

Header Line Item ACRNs LLA Addresses Misc. Info Preview Document

ERROR: The Acceptor and the Local Processing Official cannot be the same user.

Populate Accounting Data from Template

Upon opening a document as the LPO, if the User ID of the LPO is the same as the User ID of the Acceptor that worked the document, an error message will be given.

Contract Number Type	Contract Number	Delivery Order	Issue Date
Cooperative Agreement	N6868813F0103	0680	2010/07/21
Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
INV1229	2010/07/21	N	2013/01/03

Summary of Detail Level Information	Total
1 CLIN/SLIN(s)	\$ 1200.00
0 Miscellaneous Amount(s)	\$ 0.00
Document Total:	\$ 1,200.00

Shipment Number
INV1229

This functionality applies to the following document types:
Receiving Report
Reparables Receiving Report
Commercial Invoice 2-in-1
Construction Invoice
Navy Construction Invoice
Navy Shipbuilding Invoice
Progress Payment Request
Commercial Item Financing Request
Performance Based Payment Request
Cost Voucher Final

Routing Information
Role
Payee
Admin
Inspect By
Pay Official

Final Shipment

-----3-----4-----5-----6
-----3-----4-----5-----6
y1

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Wide Area Workflow

User Administration Console Government Property Transfer Documentation Lookup Logout

Local Processing Office - Cost Voucher (Interim First)

Header Line Item ACRNs LLA Addresses Misc. Info Preview Document

ERROR: The Cost Voucher Approver and the Local Processing Official cannot be the same user.

Populate Accounting Data from Template

Upon opening a document as the LPO, if the User ID of the LPO is the same as the User ID of the Cost Voucher Approver that worked the document, an error message will be given.

Contract Number Type	Contract Number	Delivery Order	Reference	Building
Cooperative Agreement	N68688W123456	CAR7		N
Voucher Number	Voucher Date	Final Voucher	Invoice Received Date	
BVN1234	2013/01/24	N	2013/01/24	
Vendor Invoice Number	Service Start Date	Service End Date		
	2013/01/24	2013/01/24		
Task Order	Bill of Lading Number	Bill of Lading Type		

Summary of Detail Level Information	Total
1 CLIN/SLIN(s)	\$ 5.00
0 Miscellaneous Amount(s)	\$ 0.00
Document Total:	\$ 5.00

Routing Information			
Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN GUIDANCE AND ELECTRONICS COMPANY, INC.
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV

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Inspector - Receiving Report

[Header](#) [Line Item](#) [UID](#) [Addresses](#) [Misc. Info](#) [Preview Document](#)

ERROR: The Inspector of this Receiving Report and the Local Processing Official of the related Invoice cannot be the same user.

Upon opening a Source/Source Receiving Report as the Inspector, if the User ID of the Inspector is the same as the User ID of the LPO that worked the related Invoice, an error message will be given.

Contract Number Type	Contract Number	Delivery Order	Reference Procurement	Invoice Point
Cooperative Agreement	AIMEEIV012345	123B		S

Shipment Number	Shipment Date	Final Shipment	Estimated Delivery Date	Supplies	Service
JES0038	2010/05/11	E	N	<input checked="" type="radio"/>	<input type="radio"/>

Invoice Number	Invoice Date	Final Invoice
INV0341		N

Submit Transportation Data Later	Type	Serial Shipping Container Code	FOB	CoC	ARP
<input type="checkbox"/>			D	<input type="radio"/>	<input type="radio"/>

This functionality applies to the following document types:
Receiving Report
Reparables Receiving Report

Transportation Leg	Lading Number	Bill of Lading Type
1	3456789D123456789E	Government

Secondary Transportation Tracking Number	Tracking Type	Tracking Description
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Hazardous Material	Refrigerated	Perishable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Summary of Detail Level Information	Total (\$)
2 CLIN/SLIN(s)	3,960.00

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Acceptor - Receiving Report

Header Line Item Addresses Misc. Info Preview Document

ERROR: The Acceptor of this Receiving Report and the Local Processing Official of the related Invoice cannot be the same user.

Upon opening a Receiving Report as the Acceptor, if the User ID of the Acceptor is the same as the User ID of the LPO that worked the related Invoice, an error message will be given.

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier
DoD Contract (FAR)	FU441799RKS01	0001	

Shipment Number	Shipment Date	Final Shipment	Estimated Delivery Date	Supplies	Service
RDD0023	2013/01/07	N		<input checked="" type="radio"/>	<input type="radio"/>

Invoice Number	Invoice Date	Final Invoice
RDD0023	2013/01/07	N

Submit Transportation Data Later	Type	Serial Shipping Container Code	FOB
<input type="checkbox"/>			S

This functionality applies to the following document types:
Receiving Report
Reparables Receiving Report

Transportation Leg	of Lading Number	Bill of Lading Type

Secondary Transportation Tracking Number	Tracking Type	Tracking Description

Hazardous Material	Refrigerated	Perishable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Summary of Detail Level Information	Total (\$)
1 CLIN/SLIN(s)	726.00

Routing Information

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Wide Area Workflow

User Administration Console Government Property Transfer Documentation Lookup Logout

Local Processing Office - Invoice

Header Line Item ACRNs LLA Addresses Misc. Info Preview Document

WARNING: This document was created as a COMBO. If you reject this document, the associated Receiving Report may be automatically rejected to the Receiving Report cannot be automatically rejected, the associated document should be reviewed for potential changes.

ERROR: The Local Processing Official of this Invoice and the Inspector of the related Receiving Report cannot be the same user.

Populate Accounting Data from Template

Upon opening an Invoice as the Local Processing Office, if the User ID of the LPO is the same as the User ID of the Inspector that worked the related S/S Receiving Report, an error message will be given.

Contract Number Type	Contract Number	Delivery Order	Reference Procurement
Cooperative Agreement	N68688W123456	CAR7	

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
INV1234	2013/01/24	N	2013/01/24

Summary of Detail Level Information	Total (\$)
1 CLIN/SLIN(s)	25.00
0 Miscellaneous Amount(s)	0.00
Document Total (\$):	25.00

Shipment Number	Shipment Date	Final Shipment
SHP1234	2013/01/24	N

Routing Information			
Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN GUIDANCE AND ELECTRONICS COMPANY, INC.
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	FI14417		FI14417 1 SOCS SOCS ATTN RECO

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Local Processing Office - Invoice

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ERROR: The Local Processing Official of this Invoice and the Acceptor of the related Receiving Report cannot be the same user.

Populate Accounting Data from Template

Upon opening an Invoice as the Local Processing Office, if the User ID of the LPO is the same as the User ID of the Acceptor that worked the related S/S Receiving Report, an error message will be given.

Contract Number Type	Contract Number	Delivery Order	Reference Procurement
Cooperative Agreement	N68688W123456		

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
INV2222	2013/01/25	N	2013/01/25

Summary of Detail Level Information	Total (\$)
1 CLIN/SLIN(s)	1.00
0 Miscellaneous Amount(s)	0.00
Document Total (\$):	1.00

Shipment Number	Shipment Date	Final Shipment
SHP2222	2013/01/25	N

Routing Information

Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN GUIDANCE AND ELECTRONICS COMPANY, INC.
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Admin	FI14417		FI14417 1 SOCS SOCS ATTN RFO

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This concludes the overview demonstration of ECP_0717, Separation of Duties.

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