

## 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 a Local Processing Officer Reviewer (LPOR) pre-certifying a Commercial Invoice.

The actions performed by the LPO Reviewer in this demonstration are similar to the actions taken when certifying an Invoice portion of the Combo and an Invoice portion of the Repairables Combo.

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

- Acceptor
- Admin By
- Cost Voucher Approver
- Cost Voucher Reviewer
- Field Inspector
- Grant Approver
- Inspector
- Local Processing Office
- Local Processing Office Reviewer**
- Ship To
- Pay Official

- If using a word processor program (e.g., 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, the text must be saved as the text to text-only format and removes control characters that contain formatting information.
- Please DO NOT use the browser's Back button in 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 browser to refresh the page within the WAWF application.
- Where they exist, use the Print button to print the work with the various information categories, e.g., Document Header, Addresses, Comments, Line Items, etc.

**Welcome to Wide Area Workflow!**  
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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 browser to refresh the page within the WAWF application.

Where they exist, use the Print button to print the work with the various information categories, e.g., Document Header, Addresses, Comments, Line

Items, etc.

History Folder by DoDAAC

History Folder by User

Discount Folder

Hold Folder

Recall - Action Required Folder

Pure Edge Folder

The LPO Reviewer selects the Certification Folder from the Local Processing Office Reviewer menu option.

[Help](#)

## Search Criteria - LPO Reviewer Certification 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 LPO Reviewer to search for the documents in the LPO Reviewer Certification Folder.

DoDAAC \*

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

Status

Create / Update Date (YYYY/MM/DD)

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

Submit

Help

## Search Criteria - LPO Reviewer Certification Folder

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

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<b>DoDAAC *</b>	
<input type="text" value="Select Location Code"/> <input type="button" value="v"/> <input type="text" value="Select Location Code"/> FU4417 HQ0310 N00406 S3001A	<input type="text" value="Select DoDAAC"/>
<b>Delivery Order</b>	<input type="text"/>
<b>vendor (Payee) / vendor (Payee) Extension</b>	<input type="text"/>
<b>Ship From / Ship From Extension</b>	<input type="text"/>
<b>Shipment No.</b>	<input type="text"/>
<b>Invoice Number</b>	<input type="text"/>
<b>SSN / Confirm SSN</b>	<input type="text"/>
<b>Tax Id (EIN)</b>	<input type="text"/>
<b>Type Document</b>	<input type="text" value="All Documents"/> <input type="button" value="v"/>
<b>Status</b>	<input type="text" value="All Documents"/> <input type="button" value="v"/>
<b>Create / Update Date (YYYY/MM/DD)</b>	<input type="text" value="2012/07/10"/> <input type="button" value="calendar"/>
<b>Create / Update Date End (YYYY/MM/DD)</b>	<input type="text" value="2012/08/09"/> <input type="button" value="calendar"/>

The DoDAAC field is the only mandatory field.

## Search Criteria - LPO Reviewer Certification 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.*

<b>DoDAAC *</b> <input type="text" value="FU4417"/>	
<b>Contract Number</b> <input type="text"/>	<b>Delivery Order</b> <input type="text"/>
<b>Vendor (Payee) / Vendor (Payee) Extension</b> <input type="text"/> <input type="text"/>	<b>Ship From / Ship From Extension</b> <input type="text"/> <input type="text"/>
<b>Shipment No.</b> <input type="text"/>	<b>Invoice Number</b> <input type="text"/>
<b>SSN / Confirm SSN</b> <input type="text"/>	<b>Tax Id (EIN)</b> <input type="text"/>
<b>Documents</b> <input type="text" value="All Documents"/>	<b>Status</b> <input type="text" value="All Documents"/>
<b>Create / Update Date (YYYY/MM/DD)</b> <input type="text" value="2012/08/10"/> <input type="text"/>	<b>Create / Update Date End (YYYY/MM/DD)</b> <input type="text" value="2012/08/09"/> <input type="text"/>

The LPO Reviewer clicks the Submit button after entering the select criteria.

Submit (access key S)

LPO Reviewer Certification Folder for 'FU4417' (154 items, sorted by Invoice Received Date Descending)

Item	Type	Vendor (Payee)	DUNS	DUNS+4	Ext	Contract Number	Delivery Order	Shipment Number	Submitted	Shipped
1	Receiving Report D/D	14541	164680154			<a href="#">34</a>		<a href="#">SHP5545</a>	2012-07-30	2012-08-2
2	Reparables RR D/D	1QU78	114896066			<a href="#">HQ0303NORMA01PM04</a>	JUL19RRRDD520	<a href="#">46</a>	2011-07-19	2011-07-
3	Reparables RR D/D	1QU78	114896066			<a href="#">HQ035212BR103</a>	R316	<a href="#">DCM0734Z</a>	2012-07-19	2012-07-19
4	Invoice 2in1	1QU78	114896066			<a href="#">N62649BV3FIX5</a>	ROW26CI2N10622	<a href="#">21</a>	2012-06-22	2012-06-2
5	NAVCON	493R2	076352947			<a href="#">N6095112WJUN27</a>	JUN271032YYNW302N			
6	Combo FP D/D	1QU78	114896066			<a href="#">HQ030312I0707</a>	REGRESSROW209CBFPDD	<a href="#">08</a>	2012-07-07	2012-07-07
7	Invoice	1QU78	114896066			<a href="#">HQ035212I0710</a>	ROW5CI			
8	Combo D/D	001Z0	625368923			<a href="#">1</a>	TEST			
9	Invoice	001Z0	625368923							
10	Invoice	001Z0	625368923							
11	Combo FP D/D	14541	164680154							
12	Combo D/D	14541	164680154			<a href="#">N0040608P8618</a>				
13	Combo D/D	14541	164680154			<a href="#">N0040608P8618</a>				
14	Invoice	001Z0	625368923			<a href="#">F0300012M0716</a>				
15	R Combo D/D	1QU78	114896066			<a href="#">F03000531BV103</a>	ROW142			
16	Invoice	1QU78	114896066			<a href="#">F03000531BV103</a>	ROW18CI			

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

[User](#) [Administration Console](#) [Government](#) [Property Transfer](#) [Documentation](#) [Lookup](#) [Logout](#)

## LPO Reviewer Certification Folder for 'FU4417' (154 items, sorted by Contract Number Descending)

Shipment Number	Submitted	Shipped	Accepted	Status	Purge	Hold	Invoice Number	Submitted	Received	Status	Purge	Hold	Amount
							<a href="#">06</a>	2012-07-23	D2012-07-23	Submitted		<a href="#">H</a>	\$ 51,856.57
							<a href="#">CFIA906</a>	2012-07-24	D2012-07-24	Accepted		<a href="#">H</a>	\$ 51,580.33
							<a href="#">NOR32</a>	2012-07-17	D2012-07-17	Accepted		<a href="#">H</a>	\$ 36,261.69
							<a href="#">56</a>	2012-07-18	D2012-07-18	Submitted		<a href="#">H</a>	\$ 49,707.45
							<a href="#">35</a>	2012-07-18	D2012-07-18	Submitted		<a href="#">H</a>	\$ 58,633.66
							<a href="#">26</a>	2012-07-18	D2012-07-18	Submitted		<a href="#">H</a>	\$ 15,143.52
							<a href="#">10AM320000059</a>	2012-06-27	D2012-06-27	Accepted		<a href="#">H</a>	\$ 901,211,548.27
							<a href="#">NOR57</a>	2012-07-18	D2012-07-18	Submitted		<a href="#">H</a>	JPY 33,458
							<a href="#">DAASC3230</a>	2012-07-24	D2012-07-24	Submitted		<a href="#">H</a>	JPY 34,333
							<a href="#">NOR41</a>	2012-07-17	D2012-07-17	Submitted		<a href="#">H</a>	JPY 56,498
							<a href="#">1NOR00</a>	2012-07-17	D2012-07-17	Accepted		<a href="#">H</a>	JPY 39,572
<a href="#">21</a>	2012-06-22	2012-06-22	2012-07-19	Accepted		<a href="#">H</a>	<a href="#">21</a>	2012-06-22	D2012-06-22	Accepted		<a href="#">H</a>	JPY 3,310
							<a href="#">INV7018</a>	2012-07-23	F2012-07-23	Submitted		<a href="#">H</a>	\$ 1,962.98
							<a href="#">INV0838</a>	2012-07-24	2012-07-24	Submitted		<a href="#">H</a>	\$ 2,088.48
							<a href="#">INV133</a>	2012-07-19	F2012-07-19	Submitted		<a href="#">H</a>	\$ 1,166.45
							<a href="#">INV1336</a>	2012-07-19	F2012-07-19	Submitted		<a href="#">H</a>	\$ 1,166.45

After scrolling to the right, the LPO Reviewer can select a document to review by clicking the Invoice Number link for the appropriate document.

Select this document

First Prev 01 02 03 04 05 06 07 08 Next Last

[ - ] Shipment [ - ] Invoice

Return

Help

Logon Date : 2012/08/09 09:07:06 EDT Last Accessed Date : 2012/08/09 09:11:22 EDT

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

Local Processing Office Reviewer - Invoice

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

Table with 6 columns: Contract Number Type, Contract Number, Delivery Order, Reference Procurement Identifier, Issue Date, Supplies or Services. Row 1: DoD Contract (FAR), N6868812E0724, 0004, 2008/02/08, SPL

Table with 4 columns: Invoice Number, Invoice Date, Final Invoice?, Invoice Received Date. Row 1: INV0838, 2008/02/08, N, 2012/07/24

Summary of Detail Level Information table with 2 columns: Description, Total (\$). Includes 3 CLIN/SLIN(s) for 2,088.48 and 0 Miscellaneous Amount(s) for 0.00. Document Total (\$): 2,088.48

The Header page is displayed when the LPO Reviewer opens the Invoice.

Table with 3 columns: Shipment Number, Shipment Date, Final Shipment. Row 1: SHP0838, 2008/02/08, N

Table with 2 columns: Bill of Lading Number, Bill of Lading Type. Row 1: BL1234675, Government

Routing Information table with 4 columns: Role, Location Code, Extension, Name. Rows include Pay Official, Ship To, and Issue Rv.

- 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	Supplies or Services
DoD Contract (FAR)	N6868812E0724	0004		2008/02/08	SPL

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
INV0838	2008/02/08	N	2012/07/24

Summary of Detail Level Information	Total (\$)
3 CLIN/SLIN(s)	2,088.48
0 Miscellaneous Amount(s)	0.00
<b>Document Total (\$):</b>	<b>2,088.48</b>

Shipment Number	Shipment Date	Final Shipment
	2008/02/08	N

Bill of Lading Type
Government

Role	Location Code	Extension	Name
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Ship To	1QU78		CACI INC FEDERAL
Issue Rv	FU4417		FU4417 1 SOCS SOCS ATTN RFCO

The LPO Reviewer 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.



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

Local Processing Office Reviewer - Invoice

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

SHP0838 2008/02/08 N

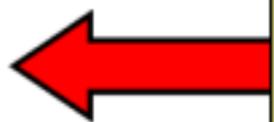
Bill of Lading Number	Bill of Lading Type
BL1234675	Government

Routing Information			
Role	Location Code	Extension	Name
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Ship To	1QU78		CACI INC FEDERAL
Issue By	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Admin	S0512A		DCMA LOS ANGELES
LPO	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Payee	1QU78		CACI INC FEDERAL

**ACTION BY: FU4417 \***

Recommend Document Certified

Recommend Document Rejected



The LPO Reviewer can Recommend Document Certified or Recommend Document Rejected.

Note: Comments are mandatory when Recommending Rejection.

Acceptance Date

YYYY/MM/DD

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Invoice

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

SHP0838 2008/02/08 N

Bill of Lading Number	Bill of Lading Type
BL1234675	Government

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

Routing Information

Role	Location Code	Extension	Name
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Ship To	1QU78		CACI INC FEDERAL
Issue By	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Admin	S0512A		DCMA LOS ANGELES
LPO	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Payee	1QU78		CACI INC FEDERAL

ACTION BY: FU4417 \*

<input type="checkbox"/> Recommend Document Certified	Date Received	Acceptance Date
<input type="checkbox"/> Recommend Document Rejected	YYYY/MM/DD	YYYY/MM/DD

- Submit
- Save Draft Document
- Previous
- Help



Local Processing Office Reviewer - Invoice

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

Table with 6 columns: Contract Number, Delivery Order, Reference Procurement Identifier, Invoice Number, Invoice Date, Shipment Number. Values include N6868812E0724, 0004, INV0838, 2008/02/08, SHP0838.

All accounting information updates or entries need to be made on the LLA tab.

Total (\$): 2,088.48

Table with 7 columns: Item No., Stock Part No., Type, Qty. Shipped, Unit, Unit Price (\$), Amount (\$). Row 1: 0001, StockNumber001, SN, 2, EA, 225.99, 451.98.

Description

submitted via 2RR\_wUID\_rel\_CI\_aRS... For Navy One-Pay, all accounting information updates or entries need to be made on the Long Line of Accounting (LLA) tab.

Table with 7 columns: Item No., Stock Part No., Type, Qty. Shipped, Unit, Unit Price (\$), Amount (\$). Row 1: 0002, StockNumber002, SN, 2, EA, 325.50, 651.00.

Description

- Submit Save Draft Document Help

Local Processing Office Reviewer - Invoice

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

Contract Number	Delivery Order	Reference Procurement Identifier	Invoice Number	Invoice Date	Shipment Number
N6868812E0724	0004		INV0838	2008/02/08	SHP0838

All accounting information updates or entries need to be made on the LLA tab. Total (\$): 2,088.48

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	Unit Price (\$)	Amount (\$)
0001	StockNumber001	SN	2	EA	225.99	451.98
AAI		SDN		PR Number		

Description

submitted via 2RR\_wUID\_23456789e123456789f123 match. Inv with doc level F89b123456789c123456789d123456789e123456789f123456789g12345

IPay.856 P together. CLINs not required to DESCRIPTION

The LPO Reviewer can navigate to the ACRNs page by clicking the ACRNs tab.

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	Unit Price (\$)	Amount (\$)
0002	StockNumber002	SN	2	EA	325.50	651.00
AAI		SDN		PR Number		

Description

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Contract Number	Delivery Order	Reference Procurement Identifier	Invoice Number	Invoice Date	Shipment Number
N6868812E0724	0004		INV0838	2008/02/08	SHP0838

All accounting information updates or entries need to be made on the LLA tab.

Document Total (\$)	Approved Total (\$)	Difference (\$)
2,088.48	1,102.98	985.50

Item Number	CLIN Amount (\$)	ACRN Amount (\$)	Difference (\$)	Govt Approved Amount (\$)	CLIN Approved Amount (\$)	CLIN Approved Difference (\$)
0001	451.98	451.98	0.00	451.98	451.98	0.00

ACRN	Original Amount (\$)	ACRN Approved Amount (\$)	ACRN Difference (\$)
AB	225.99	225.99	0.00

Reference Shipment Number	Reference Shipment Amount (\$)
RSN001	225.99

ACRN	Original Amount (\$)	ACRN Approved Amount (\$)	ACRN Difference (\$)
BB	225.99	225.99	0.00

Reference Shipment Number	Reference Shipment Amount (\$)
RSN002	225.99

The ACRNs page is displayed. The LPO Reviewer can review contents of the ACRNs page.

Item Number	CLIN Amount (\$)	ACRN	Difference (\$)	Govt Approved Amount (\$)	CLIN Approved Amount (\$)	CLIN Approved Difference (\$)
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- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

- Header
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- Misc. Info
- Preview Document

Contract Number	Delivery Order	Reference Procurement Identifier	Invoice Number	Invoice Date	Shipment Number
N6868812E0724	0004		INV0838	2008/02/08	SHP0838

All accounting information updates or entries need to be made on the LLA tab.

Document Total (\$)	Approved Total (\$)	Difference (\$)
2,088.48	1,102.98	985.50

Item Number	CLIN Amount (\$)	ACRN Amount (\$)	Difference (\$)	Govt Approved Amount (\$)	CLIN Approved Amount (\$)	CLIN Approved Difference (\$)
0001				98	451.98	0.00

The LPO Reviewer can navigate to the LLA page by clicking the LLA tab.

Reference Shipment Number	Reference Shipment Amount (\$)
RSN001	225.99

ACRN	Original Amount (\$)	ACRN Approved Amount (\$)	ACRN Difference (\$)
BB	225.99	225.99	0.00

Reference Shipment Number	Reference Shipment Amount (\$)
RSN002	225.99

Item Number	CLIN Amount (\$)	ACRN	Difference (\$)	Govt Approved Amount (\$)	CLIN Approved Amount (\$)	CLIN Approved Difference (\$)
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- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

\* = Required Fields

Table with 6 columns: Contract Number, Delivery Order, Reference Procurement Identifier, Invoice Number, Invoice Date, Shipment Number. Values: N6868812E0724, 0004, INV0838, 2008/02/08, SHP0838

An LLOA is required per CLIN/SLIN. The ACRN, SDN, and Agency Accounting Id (AAA) fields are MANDATORY per CLIN/SLIN on this page - the ACRN and SDN on the document will not be forwarded to ONE-PAY. The document cannot be certified for a lesser amount when miscellaneous allowances, fees, or taxes are present on an invoice or combo document.

[+] Populate All

LLA Level dropdown menu showing ACRN Level

Certify For Lesser Amount

checkbox

Table with 3 columns: Item Number, CLIN Amount (\$), Actions. Row 1: 0001, 451.98, Add ACRN

The Long Line of Accounting (LLA) page is displayed. The LPO Reviewer is responsible for entering accounting data on the Long Line of Accounting (LLA) tab if the document is being submitted to the Navy One-Pay Entitlement System.

Document Record Reference ID \* input field

Agency Accounting ID \* input field

Table with 2 columns: ACRN, Actions. Row 1: AB, Delete ACRN

Table with 3 columns: ACRN \*, Amount (\$) \*, Approved Amount (\$) \*. Row 1: AB, 225.99, 225.99

- Submit Save Draft Document Help

Local Processing Office Reviewer - Invoice

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

\* = Required Fields

Contract Number	Delivery Order	Reference Procurement Identifier	Invoice Number	Invoice Date	Shipment Number
N6868812E0724	0004		INV0838	2008/02/08	SHP0838

An LLOA is required per CLIN/SLIN. The ACRN, SDN, and Agency Accounting Id (AAA) fields are MANDATORY per CLIN/SLIN on this page - the ACRN and SDN on the document will not be forwarded to ONE-PAY. The document cannot be certified for a lesser amount when miscellaneous allowances, fees, or taxes are present on an invoice or combo document.

[+] Populate All

**LLA Level**

ACRN Level ▼

Line Level

**ACRN Level**

The LPO Reviewer can enter the LLA data at either the Line Level or the ACRN Level.

Each Line Item can have only one ACRN when LLA data is entered at the Line Level.

Certify For Lesser Amount

CLIN Amount (\$)	Actions
451.98	Add ACRN

Document Record Reference ID \*

Agency Accounting ID \*

ACRN	Amount (\$) *	Approved Amount (\$) *	Actions
AB	225.99	225.99	Delete ACRN

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Item Number	CLIN Amount (\$)	Actions
0001	451.98	Add ACRN
Document Record Reference ID *	Agency Accounting ID *	
<input type="text"/>	<input type="text"/>	
ACRN	Amount (\$) *	Approved Amount (\$) *
AB	225.99	<input type="text" value="225.99"/>
ACRN *		
<input type="text" value="AB"/>		
Reference Shipment Number *	Reference Shipment Amount (\$) *	Actions
<input type="text" value="RSN001"/>	<input type="text" value="225.99"/>	Delete Reference Shipment Add Reference Shipment
ACRN	Amount (\$) *	Approved Amount (\$) *
BB	225.00	<input type="text" value="225.00"/>
ACRN *		
<input type="text" value="BB"/>		

[\[+\] Optional LLA Fields](#)

The LPO Reviewer can click the Optional LLA Fields link to enter the optional LLA data at the Line Level.

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

\* = Required Fields

Table with 6 columns: Contract Number, Delivery Order, Reference Procurement Identifier, Invoice Number, Invoice Date, Shipment Number. Values: N6868812E0724, 0004, INV0838, 2008/02/08, SHP0838

An LLOA is required per CLIN/SLIN. The ACRN, SDN, and Agency Accounting Id (AAA) fields are MANDATORY per CLIN/SLIN on this page - the ACRN and SDN on the document will not be forwarded to ONE-PAY. The document cannot be certified for a lesser amount when miscellaneous allowances, fees, or taxes are present on an invoice or combo document.

[+] Populate All

LLA Level dropdown menu showing ACRN Level selected

The LPO Reviewer selects the ACRN level option from the LLA Level dropdown.

Certify For Lesser Amount checkbox

Main table with columns: Item Number, CLIN Amount (\$), Actions. Row 1: 0001, 451.98, Add ACRN. Includes sub-tables for Agency Accounting ID and ACRN details.

- Submit Save Draft Document Help

Local Processing Office Reviewer - Invoice

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

Item Number	Document Record Reference ID *	Agency Accounting ID *	Line Amount (\$)	Actions
0001	<input type="text"/>	<input type="text"/>	781.00	<a href="#">Add ACRN</a>

The LPO Reviewer can select the Add ACRN link to add ACRNs to the Line Item.



ACRN	Amount (\$) *	Approved Amount (\$) *	Actions
AB	225.99	225.99	Delete ACRN
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Reference Shipment Number *	Reference Shipment Amount (\$) *	Actions
<input type="text" value="RSN001"/>	<input type="text" value="225.99"/>	Delete Reference Shipment Add Reference Shipment

[+] Optional LLA Fields

ACRN	Amount (\$) *	Approved Amount (\$) *	Actions
BB	225.00	225.00	Delete ACRN
<input type="text"/>	<input type="text"/>	<input type="text"/>	

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

[+] Populate All

LLA Level	Invoice Amount (\$)	Certify For Lesser Amount
ACRN Level <input type="button" value="v"/>		<input type="checkbox"/>
<b>Item Number</b>		<b>CLIN Amount (\$)</b>
0001		451.98
<b>Document Record Reference ID *</b>	<b>Agency Accounting ID *</b>	<b>Actions</b>
<input type="text" value="SDN604560561450"/>	<input type="text" value="068688"/>	Add ACRN
<b>ACRN</b>		<b>Actions</b>
AB		Delete ACRN
<b>ACRN *</b>	<b>Amount (\$) *</b>	<b>Approved Amount (\$) *</b>
<input type="text" value="AB"/>	225.99	<input type="text" value="225.99"/>
	<b>Reference Shipment Number *</b>	<b>Reference Shipment Amount (\$) *</b>
	<input type="text" value="RSN001"/>	<input type="text" value="225.99"/>
		Delete Reference Shipment
		Add Reference Shipment
<b>[+] Optional LLA Fields</b>		
ACDM		Actions

The LPO Reviewer enters the mandatory information for the ACRN.

- Submit
- Save Draft Document
- Help

## Local Processing Office Reviewer - Invoice

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

[+] Populate All

LLA Level	Invoice Amount (\$)	Certify For Lesser Amount
ACRN Level <input type="button" value="v"/>	2088.48	<input type="checkbox"/>

Item Number	CLIN Amount (\$)	Actions
0001	451.98	Add ACRN
Document Record Reference ID *	Agency Accounting ID *	
<input type="text" value="SDN604560561450"/>	<input type="text" value="068688"/>	
ACRN	Actions	
AB	Delete ACRN	
ACRN *	Amount (\$) *	Approved Amount (\$) *
<input type="text" value="AB"/>	225.99	<input type="text" value="225.99"/>
Reference Shipment Number *	Reference Shipment Amount (\$) *	Actions
<input type="text" value="RSN001"/>	<input type="text" value="225.99"/>	Delete Reference Shipment Add Reference Shipment
[+] Optional LLA Fields		

The LPO Reviewer can click the Optional LLA Fields link to enter the optional LLA data at the ACRN Level.

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

[+] Populate All



The LPO Reviewer selects the Populate All link to enter all accounting data elements that will be used to fill or replace the LLA data fields for each ACRN.

LLA Level Certify For Lesser Amount

ACRN Level

Item Number	CLIN Amount (\$)	Actions
0001	451.98	Add ACRN
Document Record Reference ID * <input type="text" value="SDN604560561450"/>		Agency Accounting ID * <input type="text" value="068688"/>
ACRN	Amount (\$) *	Approved Amount (\$) *
AB	225.99	<input type="text" value="225.99"/>
Reference Shipment Number * <input type="text" value="RSN001"/>		Reference Shipment Amount (\$) * <input type="text" value="225.99"/>
		Delete Reference Shipment Add Reference Shipment
[+] Optional LLA Fields		Actions
ACRN		

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

[ - ] Populate All

Document Record Reference ID SDN604560561450	Agency Accounting ID 068688	Accounting Classification Reference Number <input type="text"/>	Reference Shipment Number <input type="text"/>
Agency Qualifier Code DD	Defense Agency Allocation Recipient <input type="text"/>	Cost Code <input type="text"/>	Department Indicator D5
Job/Work Order Code <input type="text"/>	Cost Allocation Code D5015000	Transfer from Department 5D	Sub-Allotment Recipient <input type="text"/>
Classification Code J45555515	Fiscal Year Indicator <input type="text"/>	Work Center Recipient <input type="text"/>	DoD Budget Accounting Classification Code 50AD56
Basic Symbol Number <input type="text"/>	Major Reimbursement Source Code <input type="text"/>	Limit/Sub Head <input type="text"/>	Reimbursement Source Code 501
Fund Code <input type="text"/>	Customer Indicator/MPC <input type="text"/>	Fund Org Admin Code <input type="text"/>	Object Class <input type="text"/>
IFS Number <input type="text"/>	Allotment <input type="text"/>	Program/ Planning Code <input type="text"/>	Transaction Type <input type="text"/>
Activity Address Code <input type="text"/>	Foreign Currency Code <input type="text"/>	Program/ Planning Code <input type="text"/>	Program Element Code <input type="text"/>

The LPO Reviewer enters the accounting data and selects the Populate All button to continue filling or replacing accounting data elements with those listed in the Populate All section.

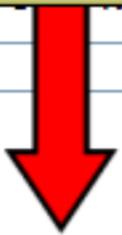
- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Classification Code <input type="text" value="J4555515"/>	Fiscal Year Indicator <input type="text"/>	Work Center Recipient <input type="text"/>	DoD Budget Accounting Classification Code <input type="text" value="50AD56"/>
Basic Symbol Number <input type="text"/>	Major Reimbursement Source Code <input type="text"/>	Limit/Sub Head <input type="text"/>	Reimbursement Source Code <input type="text" value="501"/>
Fund Code <input type="text"/>	Customer Indicator/MPC <input type="text"/>	Fund Org Admin Code <input type="text"/>	Object Class <input type="text"/>
IFS Number <input type="text"/>	Allotment Serial Number <input type="text"/>	Government Public Sector ID <input type="text"/>	Transaction Type <input type="text"/>
Activity Address Code <input type="text"/>	Foreign Currency <input type="text"/>	Program Element Code <input type="text"/>	Project Task/Budget Subline <input type="text"/>
FMS Case Number (1-3) <input type="text"/>	FMS Case Number <input type="text"/>		
Special Interest/Program Cost <input type="text"/>			

The LPO Reviewer scrolls to the bottom of the section and clicks the Populate All button.



Local Processing Office Reviewer - Invoice

Header Line Item ACRNs LLA Addresses Misc. Info Preview Document

Classification Code J4555515 Fiscal Year Indicator Work Center Recipient DoD Budget Accounting Classification Code 50AD56

Basic Symbol Number Major Reimbursement Source Code Limit/Sub Head Reimbursement Source Code 501

Fund Code

IFS Number

Activity Address Code

FMS Case Number (1-3) FMS Case Number (4-5) FMS Case Number (6-8) Project Task/Budget Subline

Special Interest/Program Cost

Message from webpage: By selecting Populate All, all the data elements entered will be replaced with these fields. Are you sure you want to do this? OK Cancel

The LPO selects OK from the pop-up window.

Populate All

Submit Save Draft Document Help

Local Processing Office Reviewer - Invoice

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

The data elements entered in the Populate All section of the LLA tab are now displayed for the Line Item or ACRN.

[ - ] Optional LLA Fields

Agency Qualifier Code DD	Defense Agency Allocation Recipient <input type="text"/>	Cost Code <input type="text"/>	Department Indicator D5
Job/Work Order Code <input type="text"/>	Cost Allocation Code D5015000	Transfer from Department 5D	Sub-Allotment Recipient <input type="text"/>
Classification Code J45555515	Fiscal Year Indicator <input type="text"/>	Work Center Recipient <input type="text"/>	DoD Budget Accounting Classification Code 50AD56
Basic Symbol Number <input type="text"/>	Major Reimbursement Source Code <input type="text"/>	Limit/Sub Head <input type="text"/>	Reimbursement Source Code 501
Fund Code <input type="text"/>	Customer Indicator/MPC <input type="text"/>	Fund Org Admin Code <input type="text"/>	Object Class <input type="text"/>
IFS Number <input type="text"/>	Allotment Serial Number <input type="text"/>	Government Public Sector ID <input type="text"/>	Transaction Type <input type="text"/>
Activity Address Code	Foreign Currency Code	Program/ Planning Code	Program Element Code

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

[ - ] Optional LLA Fields

Agency Qualifier Code	Defense Agency Allocation Recipient	Cost Code	Department Indicator
DD	<input type="text"/>	<input type="text"/>	D5
Job/Work Order Code	Cost Allocation Code		
<input type="text"/>	D5015000		
Classification Code	Fiscal Year Indicator		
J45555515	<input type="text"/>		50AD56
Basic Symbol Number	Major Reimbursement Source Code	Limit/Sub Head	Reimbursement Source Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	501
Fund Code	Customer Indicator/MPC	Fund Org Admin Code	Object Class
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
IFS Number	Allotment Serial Number	Government Public Sector ID	Transaction Type
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Activity Address Code	Foreign Currency Code	Program/ Planning Code	Program Element Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The LPO Reviewer can navigate to the Addresses page by clicking the Addresses tab.

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Contract Number	Delivery Order	Reference Procurement Identifier	Invoice Number	Invoice Date	Shipment Number
N6868812E0724	0004		INV0838	2008/02/08	SHP0838

Prime Contractor			
CAGE Code	DUNS	DUNS + 4	Extension
1QU78	114896066		
Activity Name 1			
CACI INC FEDERAL			
Activity Name 2			
Activity Name 3			
Address 1			
14370 NEWBROOK DRIVE			
Address 2			
Address 3			
Address 4			

Administered By
DoDAAC
S0512A
Activity Name 1
DCMA LOS ANGELES
Address 1
16111 PLUMMER STREET
Address 2
BLDG 10 2ND FLOOR
Address 3
Address 4

The Addresses page is displayed. The LPO Reviewer can review the contents of the Addresses page.

- Submit
- Save Draft Document
- Help



Local Processing Office Reviewer - Invoice

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

Attachments:

Comments:

Local Processing Official Reviewer

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN:</b>
Carla McGarva	2012/08/09 0911 EDT	904-000-0000	904-000-0000
<b>Email:</b>		<b>Title:</b>	<b>Action(s):</b>
cmcgarva@caci.com		SQA1	
<b>Org Email:</b>			
<b>Attachments:</b>			

[Add Attachments](#)

Comments:

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

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Org Email:  
nrice@caci.com

Attachments:

Comments:

Local Processing Official Reviewer

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN:</b>
Carla McGarva	2012/08/09 0911 EDT	904-000-0000	904-000-0000
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
cmcgarva@caci.com	SQA1		
<b>Org Email:</b>			
<b>Attachments:</b>			
<b>Comments:</b>			

[Add Attachments](#)

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

- Submit
- Save Draft Document
- Help

## Local Processing Office Reviewer - Invoice

### Form - Attachments

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

There is an attachment size limit of 6MB, attachments over this size will be rejected.

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

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

[User](#) [Administration Console](#) [Government](#) [Property Transfer](#) [Documentation](#) [Lookup](#) [Logout](#)

## Local Processing Office Reviewer - Invoice

### Form - Attachments

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

There is an attachment size limit of 6MB, attachments over this size will be rejected.

The LPO Reviewer clicks the Upload button to attach the selected document.



Local Processing Office Reviewer - Invoice

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

Comments:

Local Processing Official Reviewer

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN:</b>
Carla McGarva	2012/08/09 0911 EDT	904-000-0000	904-000-0000
<b>Email:</b>	<b>Title:</b>	<b>Action(s):</b>	
cmcgarva@caci.com	SQA1		

Org Email:

**Attachments:**  
test3.txt



The attachment is now saved on the document.

- [View Attachment](#)
- [Delete Attachment](#)
- [Add Attachments](#)

Comments:

Empty text area for comments with a vertical scrollbar.

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Comments:

Local Processing Official Reviewer

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN:</b>
Carla McGarva	2012/08/09 0911 EDT	904-000-0000	904-000-0000
<b>Email:</b>		<b>Title:</b>	<b>Action(s):</b>
cmcgarva@caci.com		SQA1	

Org Email:

Attachments:

test3.txt

[View Attachment](#)   [Delete Attachment](#)  
[Add Attachments](#)

Comments:

Empty text area for comments with a scroll bar on the right.

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

The LPO Reviewer can click the Add Attachments link and repeat the process.

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Comments:

Local Processing Official Reviewer

<b>Name:</b>	<b>Date of Action:</b>	<b>Phone #:</b>	<b>DSN:</b>
Carla McGarva	2012/08/09 0911 EDT	904-000-0000	904-000-0000
<b>Email:</b>		<b>Title:</b>	<b>Action(s):</b>
cmcgarva@ca			
<b>Org Email:</b>			
<b>Attachments</b>			
test3.txt		<a href="#">Attachment</a>	<a href="#">Delete Attachment</a>

The Comments Section allows the LPO Reviewer to enter comments for the Invoice.

Note: Comments are mandatory when Recommending Rejection.

**Comments:**

LPO Reviewer comments.

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Comments:

Local Processing Official Reviewer

<b>Name:</b> Carla McGarva	<b>Date of Action:</b> 2012/08/09 0911 E	<div data-bbox="1113 515 2105 731" data-label="Text"> <p>The LPO Reviewer clicks the Preview Document tab to view the entire document.</p> </div>	<b>DSN:</b> 904-000-0000
<b>Email:</b> cmcgarva@caci.com			<b>Action(s):</b> SQA1

Org Email:

Attachments:

test3.txt

[View Attachment](#) [Delete Attachment](#)  
[Add Attachments](#)

Comments:

LPO Reviewer comments.

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Expand All Collapse All

[-]Document Information

Contract Number Type	Contract Number	Delivery Order	Reference Procurement
DoD Contract (FAR)	N6868812E0724	0004	2008/02/08

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
INV0838	2008/02/08	N	

Summary of Detail Level Information

3 CLIN/SLIN(s)	(48)
0 Miscellaneous Amount(s)	(00)

Document Total (\$): 2,088.48

Shipment Number	Shipment Date	Final Shipment
SHP0838	2008/02/08	N

Bill of Lading Number	Bill of Lading Type
BL1234675	Government

[-]Line Item Information

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	Unit Price (\$)	Qty. Accepted	Amount (\$)
----------	----------------	------	--------------	------	-----------------	---------------	-------------

- Submit
- Save Draft Document
- Help

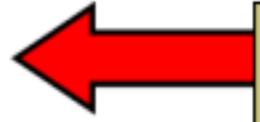
The Preview Document page is now displayed. The Preview Document page provides a full representation of the document. The LPO Reviewer can scroll the contents of the tab to review the document.

If the LPO Reviewer notices an inaccuracy after reviewing the invoice information, the LPO Reviewer can return to the appropriate tab to correct the information.

Local Processing Office Reviewer - Invoice

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

Expand All Collapse All



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

[-]Document Information

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date	Supplies or Services
DoD Contract (FAR)	N6868812E0724	0004		2008/02/08	SPL
Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date		
INV0838	2008/02/08	N	2012/07/24		
Summary of Detail Level Information					Total (\$)
3 CLIN/SLIN(s)					2,088.48
0 Miscellaneous Amount(s)					0.00
					Document Total (\$): 2,088.48
Shipment Number	Shipment Date	Final Shipment			
SHP0838	2008/02/08	N			
Bill of Lading Number	Bill of Lading Type				
BL1234675	Government				

[-]Line Item Information

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	Unit Price (\$)	Qty. Accepted	Amount (\$)
----------	----------------	------	--------------	------	-----------------	---------------	-------------

- Submit
- Save Draft Document
- Help

## Local Processing Office Reviewer - Invoice

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

[Expand All](#) [Collapse All](#)

[+]Document Information

[+]Line Item Information

[+]ACRN Information

[+]LLA Information

[+]Address Information

[+]Misc Information

[+]Workflow Information



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

Submit

Save Draft Document

Help

Local Processing Office Reviewer - Invoice

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

Expand All Collapse All

The Document Information section is expanded.

**[-]Document Information**

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date	Supplies or Services
DoD Contract (FAR)	N6868812E0724	0004		2008/02/08	SPL

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
INV0838	2008/02/08	N	2012/07/24

Summary of Detail Level Information			Total (\$)
3 CLIN/SLIN(s)			2,088.48
0 Miscellaneous Amount(s)			0.00
<b>Document Total (\$):</b>			<b>2,088.48</b>

Shipment Number	Shipment Date	Final Shipment
SHP0838	2008/02/08	N

Bill of Lading Number	Bill of Lading Type
BL1234675	Government

[+]Line Item Information

[-]ACRN Information

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Expand All Collapse All

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

[-]Document Information

Contract Number Type	Reference Procurement Identifier	Issue Date	Supplies or Services
DoD Contract (FAR)	N6868812E0724	2008/02/08	SPL

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
INV0838	2008/02/08	N	2012/07/24

Summary of Detail Level Information			Total (\$)
3 CLIN/SLIN(s)			2,088.48
0 Miscellaneous Amount(s)			0.00
<b>Document Total (\$):</b>			<b>2,088.48</b>

Shipment Number	Shipment Date	Final Shipment
SHP0838	2008/02/08	N

Bill of Lading Number	Bill of Lading Type
BL1234675	Government

[+]Line Item Information

[-]ACRN Information

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Invoice

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

Table with columns: Contract Number Type, Contract Number, Delivery Order, Reference Procurement Identifier, Issue Date, Supplies or Services. Values: DoD Contract (FAR), N6868812E0724, 0004, 2008/02/08, SPL.

Table with columns: Invoice Number, Invoice Date, Final Invoice?, Invoice Received Date. Values: INV0838, 2008/02/08, N, 2012/07/24.

Summary of Detail Level Information table with columns: Description, Total (\$). Includes rows for 3 CLIN/SLIN(s) (2,088.48) and 0 Miscellaneous Amount(s) (0.00). Total: 2,088.48.

The Header page is displayed.

Table with columns: Shipment Number, Shipment Date, Final Shipment. Values: SHP0838, 2008/02/08, N.

Table with columns: Bill of Lading Number, Bill of Lading Type. Values: BL1234675, Government.

Routing Information table with columns: Role, Location Code, Extension, Name. Includes roles like Pay Official, Ship To, Issue Rv.

- Submit Save Draft Document Previous Help

Local Processing Office Reviewer - Invoice

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

SHP0838	2008/02/08	N
<b>Bill of Lading Number</b>	<b>Bill of Lading Type</b>	
BL1234675	Government	

Routing Information			
Role	Location Code	Extension	Name
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Ship To	1QU78		CACI INC FEDERAL
Issue By	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Admin	S0512A		DCMA LOS ANGELES
LPO	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Payee	1QU78		CACI INC FEDERAL

ACTION BY: FU4417 \*

- Recommend Document Certified
- Recommend Document Rejected

The LPO Reviewer selects Recommend Document Certified and enters the Received and Acceptance Dates.

Acceptance Date

- Submit
- Save Draft Document
- Previous
- Help

Local Processing Office Reviewer - Invoice

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

SHP0838	2008/02/08	N
<b>Bill of Lading Number</b>	<b>Bill of Lading Type</b>	
BL1234675	Government	

Routing Information			
Role	Location Code	Extension	Name
Pay Official	N68688		DEFENSE FINANCE AND ACCOUNTING SERV
Ship To	1QU78		CACI INC FEDERAL
Issue By	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Admin	S0512A		DCMA LOS ANGELES
LPO	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Payee	1QU78		CACI INC FEDERAL

ACTION BY: FU4417 \*

Recommend Document Certified

<b>Date Received</b>	<b>Acceptance Date</b>
2012/08/09	2012/08/09

The LPO Reviewer clicks the Submit button to continue pre-certifying the document.

- Submit
- Save Draft Document
- Previous
- Help

[User](#) [Administration Console](#) [Government](#) [Property Transfer](#) [Documentation](#) [Lookup](#) [Logout](#)

## Success

The Invoice was successfully recommended for certification.

Contract Number	Delivery Order	Shipment Number	Invoice Number
N6868812E0724	0004	SHP0838	INV0838

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

[Send Additional Email Notifications](#)

Thu Aug 09 09:21:14 EDT 2012

After the Commercial Invoice has been submitted, the WAWF system informs the LPO Reviewer that the document was recommended for certification.

An email is sent to the Local Processing Office.

[Return](#)

**Success**

The Invoice was successfully recommended for certification.

Contract Number	Delivery Order	Shipment Number	Invoice Number
N6868812E0724	0004	SHP0838	INV0838

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

[Send Additional Email Notifications](#)

Thu Aug 09 09:21:14 EDT 2012



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

[Return](#)

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## Success

The Invoice was successfully recommended for certification.

Contract Number	Delivery Order	Shipment Number	Invoice Number
N6868812E0724	0004	SHP0838	INV0838

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

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This concludes the demonstration of a Local Processing Office Reviewer (LPOR) pre-certifying a Commercial Invoice.

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