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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 Office Reviewer (LPOR) pre-certifying a Construction Invoice.

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

[Help](#)

Logon Date : 2011/01/18 13:27:48 EST Last Accessed Date : 2011/01/18 13:27:47 EST

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- Admin By
 - Issue By
 - Local Processing Office
 - Local Processing Office Reviewer
 - Pay Official
- If
 - W
 - editor, before sending the u
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 - Use of this button will caus
 - Where they exist, use the F
 - In data capture and when re
 - Items, etc.

- Certification Folder
- History Folder by DoDAAC
- History Folder by User
- Discount Folder
- Hold Folder
- Recall - Action Required Folder
- Pure Edge Folder

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

WARNING!

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may move from tab to tab to work with the various information categories, e.g., Document Header, Addresses, Comments, Line

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.

WARNING: This folder contains saved data for DoDAACs: FU4417 that will be purged in 1 day.

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 *	
Select Location Code	
Contract Number	Delivery Order
<input type="text"/>	<input type="text"/>
Vendor (Payee) / Vendor (Payee) Extension	Ship From / Ship From Extension
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Shipment No.	Invoice Number
<input type="text"/>	<input type="text"/>
SSN / Confirm SSN	Tax Id (EIN)
<input type="text"/> <input type="text"/>	<input type="text"/>
Type Document	Status
All Documents	All Documents
Create / Update Date (YYYY/MM/DD)	Create / Update Date End (YYYY/MM/DD)
2010/12/19	2011/01/18
Acceptance Date (YYYY/MM/DD)	Acceptance Date End (YYYY/MM/DD)
<input type="text"/>	<input type="text"/>
Invoice Received Date (YYYY/MM/DD)	Invoice Received Date End (YYYY/MM/DD)
<input type="text"/>	<input type="text"/>
Estimated Delivery Date (YYYY/MM/DD)	Estimated Delivery Date End (YYYY/MM/DD)
<input type="text"/>	<input type="text"/>

DoDAAC *

FA3030



The DoDAAC field is the only mandatory field.

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

All Documents

Status

All Documents

Create / Update Date (YYYY/MM/DD)

2010/12/19

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

2011/01/18

Acceptance Date (YYYY/MM/DD)

Acceptance Date End (YYYY/MM/DD)

Invoice Received Date (YYYY/MM/DD)

Invoice Received Date End (YYYY/MM/DD)

Estimated Delivery Date (YYYY/MM/DD)

Estimated Delivery Date End (YYYY/MM/DD)

The LPO Reviewer can use the Result Columns drop down list to choose to display only certain columns of data on the Results page.

Result Size / Result Font

20 items 13px

Result Columns

- Shipment and Invoice Columns
- Shipment and Invoice Columns
- Shipment and Invoice Columns (without dates)
- Shipment Columns
- Shipment Columns (without dates)
- Invoice Columns
- Invoice Columns (without dates)

Submit

Help

DoDAAC * FA3030	
Contract Number <input type="text"/>	Delivery Order <input type="text"/>
Vendor (Payee) / Vendor (Payee) Extension <input type="text"/> <input type="text"/>	Ship From / Ship From Extension <input type="text"/> <input type="text"/>
Shipment No. <input type="text"/>	Invoice Number <input type="text"/>
SSN / Confirm SSN <input type="text"/> <input type="text"/>	Tax Id (EIN) <input type="text"/>
Type Document All Documents	Status All Documents
Create / Update Date (YYYY/MM/DD) 2010/12/19	Create / Update Date End (YYYY/MM/DD) 2011/01/18
Acceptance Date (YYYY/MM/DD) <input type="text"/>	Acceptance Date End (YYYY/MM/DD) <input type="text"/>
Invoice Received Date (YYYY/MM/DD) <input type="text"/>	Invoice Received Date End (YYYY/MM/DD) <input type="text"/>
Estimated Delivery Date (YYYY/MM/DD) <input type="text"/>	Estimated Delivery Date End (YYYY/MM/DD) <input type="text"/>
Result Size / Result Font 20 items 13px	Result Columns Invoice Columns

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

Submit Help

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LPO Reviewer Certification Folder for 'FA3030' (6 items, sorted by Invoice Received Date)

Item	Type	Vendor (Payee)	Contract Number	Delivery Order	Invoice Number	Submitted	Received↑	Status	Purge	Hold	Amount
1	Invoice 2in1	493R2	N45924RYCE111		INV0947	2010-12-28	2010-12-28	Accepted		H	\$411.00
2	NAVCON	1DK07	N6095110E1209	NC275NYYE141S	INV2236	2010-12-10	D2010-12-10	Accepted		H	\$50.00
3	NAVCON	1DK07	N6095110F1229	NC276NYF141N	INV1028	2010-12-29	D2010-12-29	Accepted		H	\$1,000.00
4	Invoice 2in1	493R2	F03000WBTA111		INV0928	2011-01-03	D2011-01-03	Accepted		H	\$22,069,395.36
5	Construction Invoice	493R2	HQ0347WBTA111		CP908	2011-01-03	D2011-01-03	Accepted		H	\$17,664.92
6	Invoice 2in1	493R2	HQ0303WBTA111	WBTA	INV1229	2011-01-14	D2011-01-14	Accepted		H	\$108.08

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

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

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[Vendor Customer Support](#)
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LPO Reviewer Certification Folder for 'FA3030' (6 items, sorted by Invoice Received Date)

Item	Type	Vendor (Payee)	Contract Number	Delivery Order	Invoice Number	Submitted	Received↑	Status	Purge	Hold	Amount
1	Invoice 2in1	493R2	N45924RYCE111		INV0947	2010-12-28	2010-12-28	Accepted		H	\$411.00
2	NAVCON	1DK07	N6095110E1209	NC275NYYE141S	INV2236	2010-12-10	D2010-12-10	Accepted		H	\$50.00
3	NAVCON	1DK07	N6095110F1229	NC276NYF141N	INV1028	2010-12-29	D2010-12-29	Accepted		H	\$1,000.00
4	Invoice 2in1	493R2	F03000WBTA111		INV0928	2011-01-03	D2011-01-03	Accepted		H	\$22,069,395.36
5	Construction Invoice	493R2	HQ0347WBTA111		CP908	2011-01-03	D2011-01-03	Accepted		H	\$17,664.92
6	Invoice 2in1	493R2	HQ0303WBTA111	WBTA	INV1229	2011-01-14	D2011-01-14	Accepted		H	\$108.08

Return Help

The LPO Reviewer can select a document to review by clicking the Construction Invoice Number link for the appropriate document.

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Local Processing Office Reviewer - Construction Payment Invoice

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

Contract Number	Delivery Order	Issue Date
-----------------	----------------	------------

HQ0347WBTA111		
---------------	--	--

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
----------------	--------------	----------------	-----------------------

CP908	2011/01/03	N	2011/01/03
-------	------------	---	------------

Discounts

5 % 45 Days

NET : 14

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

Summary of Detail Level Information

2 CLIN/SLIN(s)	\$ 17,631.66
2 Miscellaneous Amount(s)	\$ 33.26
Document Total:	\$ 17,664.92

Shipment Number	Shipment Date	Final Shipment
-----------------	---------------	----------------

CP908	2011/01/03	
-------	------------	--

Routing Information

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	HQ0347		DEFENSE FINANCE AND ACCOUNTING SVC
Admin	FA3030		FA3030 17 CONS CC
Inspect By	FA3030		FA3030 17 CONS CC
Contracting Officer	FA3030		FA3030 17 CONS CC
LPO	FA3030		FA3030 17 CONS CC

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

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	HQ0347		DEFENSE FINANCE AND ACCOUNTING SVC
Admin	FA3030		FA3030 17 CONS CC
Inspect By	FA3030		FA3030 17 CONS CC
Contracting Officer	FA3030		FA3030 17 CONS CC
LPO	FA3030		FA3030 17 CONS CC

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 acceptance of a subcontractor's performance.

Signature Date
2011/01/03

Norma Rice_IMACROS

Signature of Contractor Representative

ACTION BY: FA3030

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

- | | | |
|--|------------------------|-----------------------|
| <input checked="" type="checkbox"/> Accepted | Acceptance Date | Signature Date |
| <input type="checkbox"/> Reject to Initiator | 2011/01/18 | 2011/01/18 |

Norma Rice-Imacros

Authorized Government Representative

ACTION BY: FA3030 *

- Recommend Document Certified
- Recommend Document Rejected

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.



Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	HQ0347		DEFENSE FINANCE AND ACCOUNTING SVC
Admin	FA3030		FA3030 17 CONS CC
Inspect By	FA3030		FA3030 17 CONS CC
Contracting Officer	FA3030		FA3030 17 CONS CC
LPO	FA3030		FA3030 17 CONS CC

Contractor Certification

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- (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 acceptance of a subcontractor's performance.

Signature Date
2011/01/03

Norma Rice_IMACROS

Signature of Contractor Representative

ACTION BY: FA3030

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

Accepted

Acceptance Date

Signature Date

Norma Rice-Imacros

Reject to Initiator

2011/01/18

2011/01/18

Government Representative

ACTION BY: FA3030 *

Recommend Document Certified

Recommend Document Rejected

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

Note: Comments are mandatory when Recommending Rejection.

Submit

Save Draft Document

Previous

Help

Logon Date : 2011/01/18 13:27:48 EST Last Accessed Date : 2011/01/18 13:29:06 EST

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Local Processing Office Reviewer - Construction Payment Invoice

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

Contract Number	Delivery Order	Issue Date
-----------------	----------------	------------

HQ0347WBTA111

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
----------------	--------------	----------------	-----------------------

CP908	2011/01/03	N	2011/01/03
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Discounts

5 % 45 Days
NET : 14

Summary of Detail Level Information

2 CLIN/SLIN(s)
2 Miscellaneous Amount(s)

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

Document Total: \$ 17,664.92

Shipment Number	Shipment Date	Final Shipment
-----------------	---------------	----------------

CP908	2011/01/03	
-------	------------	--

Routing Information

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	HQ0347		DEFENSE FINANCE AND ACCOUNTING SVC
Admin	FA3030		FA3030 17 CONS CC
Inspect By	FA3030		FA3030 17 CONS CC
Contracting Officer	FA3030		FA3030 17 CONS CC
LPO	FA3030		FA3030 17 CONS CC

Contractor Certification

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

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Local Processing Office Reviewer - Construction Payment Invoice

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

Contract Number	Delivery Order	Invoice Number	Invoice Date	Shipment Number	Shipment Date
HQ0347WBTA111		CP908	2011/01/03	CP908	2011/01/03
		Total:	17664.92	Government Total:	17,664.92

Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)
1001	stock21231	CL	300.25	WE	50.30	15,102.58
		SDN	ACRN	Qty. Inspected	Qty. Accepted	Government Amount
		<input type="text" value="SDN41456456456"/>	<input type="text" value="55"/>		300.25	15,102.58

Description
Vendor - Construction Payment Invoice

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

Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)
1002	ST12310	CL	50.32	WE	50.26	2,529.08
		SDN	ACRN	Qty. Inspected	Qty. Accepted	Government Amount
		<input type="text"/>	<input type="text"/>		50.32	2,529.08

Description
Vendor - Construction Payment Invoice

Milstrip No.	Milstrip Qty.
MST2123	50.32

Item No.	Unit Price (\$)	Amount (\$)
I260	30.00	30.00
Description		
TRANSPORT DIRECT BILLING CHARGE		

Local Processing Office Reviewer - Construction Payment Invoice

Header Line Item Addresses Misc. Info Preview Document

Contract Number	Delivery Order	Invoice Number	Invoice Date	Shipment Number	Shipment Date
HQ0347WBTA111		CP908	2011/01/03	CP908	2011/01/03
		Total:	17664.92	Government Total:	17,664.92

Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)
1001	stock21231	CL	300.25	WE	50.30	15,102.58
		SDN	ACRN	Qty. Inspected	Qty. Accepted	Government Amount
		<input type="text" value="SDN41456456456"/>	<input type="text" value="55"/>		300.25	15,102.58

Description
Vendor - Construction Payment Invoice

The LPO Reviewer can enter or modify the optional Standard Document Number or ACRN information.

Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)
1002	ST12310	CL	50.32	WE	50.26	2,529.08
		SDN	ACRN	Qty. Inspected	Qty. Accepted	Government Amount
		<input type="text"/>	<input type="text"/>		50.32	2,529.08

Description
Vendor - Construction Payment Invoice

Milstrip No.	Milstrip Qty.
MST2123	50.32

Item No.	Unit Price (\$)	Amount (\$)
I260	30.00	30.00
Description		
TRANSPORT DIRECT BILLING CHARGE		

Local Processing Office Reviewer - Construction Payment Invoice

Header Line Item Addresses Misc. Info Preview Document

Contract Number	Delivery Order	Invoice Number	Invoice Date	Shipment Number	Shipment Date
HQ0347WBTA111		CP908	2011/01/03	CP908	2011/01/03
		Total:	17664.92	Government Total:	17,664.92

Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)
1001	stock21231	CL	300.25	WE	50.30	15,102.58
		SDN	ACRN	Qty. Inspected	Qty. Accepted	Government Amount
		<input type="text" value="SDN41456456456"/>	<input type="text" value="55"/>		300.25	15,102.58

Description
Vendor - Construction Payment Invoice

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

Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)
1002	ST12310	CL		WE		2,529.08
		SDN	ACRN	Qty. Inspected	Qty. Accepted	Government Amount
		<input type="text"/>	<input type="text"/>		50.32	2,529.08

Description
Vendor - Construction Payment Invoice

Milstrip No.	Milstrip Qty.
MST2123	50.32

Item No.	Unit Price (\$)	Amount (\$)
I260	30.00	30.00
Description		
TRANSPORT DIRECT BILLING CHARGE		

Local Processing Office Reviewer - Construction Payment Invoice

- Header
- Line Item
- Addresses
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- Preview Document

Contract Number	Delivery Order	Invoice Number	Invoice Date	Shipment Number	Shipment Date
HQ0347WBTA111		CP908	2011/01/03	CP908	2011/01/03

Prime Contractor	
CAGE Code	Extension
493R2	
Activity Name 1	
COMERICA INCORPORATED	
Activity Name 2	

Administered By	
DoDAAC	Extension
FA3030	
Activity Name 1	
FA3030 17 CONS CC	
Activity Name 2	

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

Activity Name 3		
Address 1		
1717 MAIN ST		
Address 2		
Address 3		
Address 4		
City	State	Zip
DALLAS	TX	752014612
Country	Military Location Description	
USA		

ADMINISTRATIVE ONLY NO REQUISITIONS		
Address 2		
210 SCHERZ BLVD		
Address 3		
Address 4		
GOODFELLOW AFB TX 76908-4705		
City	State	Zip
Country	Military Location Description	

Inspect By	
DoDAAC	Extension

Contracting Officer	
DoDAAC	Extension

Local Processing Office Reviewer - Construction Payment Invoice

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

Contract Number	Delivery Order	Invoice Number	Invoice Date	Shipment Number	Shipment Date
HQ0347WBTA111		CP908	2011/01/03	CP908	2011/01/03

Prime Contractor		
CAGE Code	Extension	
493R2		
Activity Name 1		
COMERICA INCORPORATED		
Activity Name 2		
Activity Name 3		
Address 1		
1717 MAIN ST		
Address 2		
Address 3		
Address 4		
City	State	Zip
DALLAS	TX	752014612
Country	Military Location Description	
USA		

Administered By		
DoDAAC	Extension	
EA3030		
Activity Name 1		
030 17 CONS CC		
Activity Name 2		
Activity Name 3		
Address 1		
ADMINISTRATIVE ONLY NO REQUISITIONS		
Address 2		
210 SCHERZ BLVD		
Address 3		
Address 4		
GOODFELLOW AFB TX 76908-4705		
City	State	Zip
Country	Military Location Description	

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

Inspect By	
DoDAAC	Extension

Contracting Officer	
DoDAAC	Extension

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Local Processing Office Reviewer - Construction Payment Invoice

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

Contract Number	Delivery Order	Invoice Number	Invoice Date	Shipment Number	Shipment Date
HQ0347WBTA111		CP908	2011/01/03	CP908	2011/01/03

Initiator

Name: Norma Rice_IMACROS	Date of Action / IRD: 2011/01/03 0908 EST / 2011/01/03	Phone #: 777-MACROS-1	<div data-bbox="1785 527 2792 739" style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p>The Misc. Info page is displayed. The LPO Reviewer can review the contents of the Misc. Info page.</p> </div>		
Email: nrice@caci.com	Title: IMACROS_Vendor	Action(s): [Submitted, Web, Stand Alone]			
Org Email: nrice@caci.com					
Attachments: Attachment_for_WAWF.doc			View Attachment		
Comments: Vendor - Construction Payment Invoice	<div data-bbox="1541 1126 2801 1324" style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p>The LPO Reviewer can click the View Attachment link to view attachments added by previous users.</p> </div>				

Acceptor

Name: Norma Rice-Imacros	Date of Action: 2011/01/18 1325 EST	Phone #: 555-555-imac	DSN:
Email: nrice@caci.com	Title: I-NORMA Govt	Action(s): [Accepted]	
Org Email: nrice@caci.com			
Attachments:			
Comments:			

Local Processing Official Reviewer

Name: norma rice govt	Date of Action: 2011/01/18 1329 EST	Phone #: 555-555-LPO	DSN:
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Name:	Date of Action / IRD:	Phone #:	DSN:
Norma Rice_IMACROS	2011/01/03 0908 EST / 2011/01/03	777-MACROS-111	
Email:	Title:	Action(s):	
nrice@caci.com	IMACROS_Vendor	[Submitted, Web, Stand Alone]	
Org Email:			
nrice@caci.com			
Attachments:			
Attachment_for_WAWF.doc	View Attachment		
Comments:			
Vendor - Construction Payment Invoice			

Acceptor

Name:	Date of Action:	Phone #:	DSN:
Norma Rice-Imacros	2011/01/18 1325 EST	555-555-imac	
Email:	Title:	Action(s):	
nrice@caci.com	I-NORMA Govt	[Accepted]	
Org Email:			
nrice@caci.com			
Attachments:			
Comments:			

Local Processing Official Reviewer

Name:	Date of Action:	Phone #:	DSN:
norma rice_govt	2011/01/18 1329 EST	555-555-LPO	
Email:	Title:	Action(s):	
nrice@caci.com	LPO		
Org Email:			
Attachments:			
<div data-bbox="451 1488 1458 1692" style="border: 1px solid black; background-color: yellow; padding: 5px; display: inline-block;"> Attachments can be added on the Misc. Info page by clicking the Add Attachments link. </div> <div data-bbox="1501 1676 1855 1794" style="border: 2px solid red; padding: 5px; display: inline-block; margin-left: 20px;"> Add Attachments </div>			
Comments:			

Local Processing Office Reviewer - Construction Payment 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 3MB, attachments over this size will be rejected.

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

Local Processing Office Reviewer - Construction Payment Invoice

Form - Attach

WARNING: Do NOT enter

There is an attachment

Information ONLY.

Choose file

Look in: Attachments

- Attachment_for_WAWF.doc
- Attach.txt

File name: Attachment_for_WAWF.doc

Files of type: All Files (*.*)

Open

Cancel

The LPO Reviewer clicks the Open button after the file is selected.

Upload Return Help

Local Processing Office Reviewer - Construction Payment 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 3MB, attachments over this size will be rejected.

C:\Documents and Settings\Inrice

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

nrice@caci.com

Attachments:

Attachment_for_WAWF.doc

[View Attachment](#)

Comments:

Vendor - Construction Payment Invoice

Acceptor

Name:	Date of Action:	Phone #:	DSN:
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Norma Rice-Imacros	2011/01/18 1325 EST	555-555-imac	
--------------------	---------------------	--------------	--

Email:	Title:	Action(s):
--------	--------	------------

nrice@caci.com	I-NORMA Govt	[Accepted]
----------------	--------------	------------

Org Email:

nrice@caci.com

Attachments:

Comments:

Local Processing Official Reviewer

Name:	Date of Action:	Phone #:	DSN:
-------	-----------------	----------	------

norma rice_govt	2011/01/18 1329 EST	555-555-LPO	
-----------------	---------------------	-------------	--

Email:	Title:	Action(s):
--------	--------	------------

nrice@caci.com	LPO	
----------------	-----	--

Org Email:

Attachments:

Attachment_for_WAWF.doc

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

[Add Attachments](#)

Comments:



The attachment is now saved on the document.

nrice@caci.com

Attachments:

Attachment_for_WAWF.doc

[View Attachment](#)

Comments:

Vendor - Construction Payment Invoice

Acceptor

Name:	Date of Action:	Phone #:	DSN:
Norma Rice-Imacros	2011/01/18 1325 EST	555-555-imac	
Email:		Title:	Action(s):
nrice@caci.com		I-NORMA Govt	[Accepted]
Org Email:			
nrice@caci.com			
Attachments:			
Comments:			

Local Processing Official Reviewer

Name:	Date of Action:	Phone #:	DSN:
norma rice_govt	2011/01/18 1329 EST	555-555-LPO	
Email:		Title:	Action(s):
nrice@caci.com		LPO	
Org Email:			
Attachments:			
Attachment_for_WAWF.doc	View Attachment	Delete Attachment	
	Add Attachments		
Comments:			



To add another attachment, the LPO Reviewer can click the Add Attachments link and repeat the process.

nrice@caci.com

Attachments:

Attachment_for_WAWF.doc

[View Attachment](#)

Comments:

Vendor - Construction Payment Invoice

Acceptor

Name:	Date of Action:	Phone #:	DSN:
Norma Rice-Imacros	2011/01/18 1325 EST	555-555-imac	
Email:		Title:	Action(s):
nrice@caci.com		I-NORMA Govt	[Accepted]
Org Email:			
nrice@caci.com			
Attachments:			
Comments:			

Local Processing Official Reviewer

Name:	Date of Action:		
norma rice_govt	2011/01/18 1329 EST		
Email:			
nrice@caci.com			
Org Email:			
Attachments:			
Attachment_for_WAWF.doc	View Attachment	Delete Attachment	
Comments:	Add Attachments		

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



nrice@caci.com

Attachments:

Attachment_for_WAWF.doc

[View Attachment](#)

Comments:

Vendor - Construction Payment Invoice

Acceptor

Name:	Date of Action:	Phone #:	DSN:
Norma Rice-Imacros	2011/01/18 1325 EST	555-555-imac	
Email:		Title:	Action(s):
nrice@caci.com		I-NORMA Govt	[Accepted]
Org Email:			
nrice@caci.com			
Attachments:			
Comments:			

Local Processing Official Reviewer

Name:	Date of Action:	Phone #:	DSN:
norma rice_govt	2011/01/18 1329 EST	555-555-LPO	
Email:		Title:	Action(s):
nrice@caci.com		LPO	
Org Email:			
Attachments:			
Attachment_for_WAWF.doc			

Comments:

Local Processing Office Reviewer Comments - Construction Payment Invoice

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

Note: Comments are mandatory when Rejecting the document.

[User](#) [Government](#) [Documentation](#) [Lookup](#) [Logout](#)

Local Processing Office Reviewer - Construction Payment Invoice

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

Contract Number	Delivery Order	Invoice Number	Invoice Date	Shipment Number	Shipment Date
HQ0347WBTA111		CP908	2011/01/03	CP908	2011/01/03

Initiator

Name:	Date of Action / IRD:	Phone #:	DSN:
Norma Rice_IMACROS	2011/01/03 0908 EST / 2011/01/03	777-MACROS-111	
Email:	Title:	Action(s):	
nrice@caci.com	IMACROS_Vendor	[Submitted, Web, Stand Alone]	
Org Email:			
nrice@caci.com			
Attachments:			
Attachment_for_WAWF.doc			
Comments:			
Vendor - Construction Payment Invoice			

The LPO Reviewer clicks the Preview Document tab to View the entire document.

Acceptor

Name:	Date of Action:	Phone #:	DSN:
Norma Rice-Imacros	2011/01/18 1325 EST	555-555-imac	
Email:	Title:	Action(s):	
nrice@caci.com	I-NORMA Govt	[Accepted]	
Org Email:			
nrice@caci.com			
Attachments:			
Comments:			

Local Processing Official Reviewer

Name:	Date of Action:	Phone #:	DSN:
norma rice govt	2011/01/18 1329 EST	555-555-LPO	

Local Processing Office Reviewer - Construction Payment Invoice

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

Expand All Collapse All

[-] Document Information

Contract Number	Delivery Order	Issue Date
HQ0347WBTA111		
Invoice Number	Invoice Date	Final Invoice?
CP908	2011/01/03	N

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 tab to review the document.

Discounts
 5 % 45 Days
 NET : 14

Summary of Detail Level Information	Total
2 CLIN/SLIN(s)	\$ 17,631.66
2 Miscellaneous Amount(s)	\$ 33.26
Document Total:	\$ 17,664.92

Shipment Number	Shipment Date	Final Shipment
CP908	2011/01/03	

[-] Line Item Information

			Total:	17664.92			Government Total:	17664.92
Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)		
1001	stock21231	CL	300.25	WE	50.30	15,102.58		
	SDN		ACRN	Qty. Inspected	Qty. Accepted	Government Amount		
	SDN41456456456		55		300.25	15,102.58		
Description								
Vendor - Construction Payment Invoice								

Local Processing Office Reviewer - Construction Payment Invoice

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

Expand All Collapse All

[-] Document Information

Contract Number	Delivery Order	Issue Date
HQ0347WBTA111		
Invoice Number	Invoice Date	Final Invoice?
CP908	2011/01/03	N

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 tab to review the document.

Discounts

5 % 45 Days
NET : 14

Summary of Detail Level Information	Total
2 CLIN/SLIN(s)	\$ 17,631.66
2 Miscellaneous Amount(s)	\$ 33.26
Document Total:	\$ 17,664.92

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.

Shipment Number	Shipment Date	Final Shipment
CP908	2011/01/03	

[-] Line Item Information

			Total:	17664.92			Government Total:	17664.92
Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)		
1001	stock21231	CL	300.25	WE	50.30	15,102.58		
			SDN	ACRN	Qty. Inspected	Qty. Accepted	Government Amount	
			SDN41456456456	55	300.25	15,102.58		
Description								
Vendor - Construction Payment Invoice								

Local Processing Office Reviewer - Construction Payment Invoice

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

Expand All Collapse All

[-] Document Information

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.

Contract Number Delivery Order

HQ0347WBTA111

Invoice Number Invoice Date Final Invoice? Invoice Received Date

CP908 2011/01/03 N 2011/01/03

Discounts

5 % 45 Days
NET : 14

Summary of Detail Level Information Total

2 CLIN/SLIN(s) \$ 17,631.66
 2 Miscellaneous Amount(s) \$ 33.26
Document Total: \$ 17,664.92

Shipment Number Shipment Date Final Shipment

CP908 2011/01/03

[-] Line Item Information

Item No.	Stock Part No.	Type	Qty. Provided	Unit	Unit Price (\$)	Amount (\$)
1001	stock21231	CL	300.25	WE	50.30	15,102.58
	SDN		ACRN	Qty. Inspected	Qty. Accepted	Government Amount
	SDN41456456456		55	300.25		15,102.58

Description

Vendor - Construction Payment Invoice

Local Processing Office Reviewer - Construction Payment Invoice

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

Expand All Collapse All

- [+] Document Information
- [+] Line Item Information
- [+] Address Information
- [+] Misc Information
- [+] Workflow Information

Click to Collapse

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

- Submit
- Save Draft Document
- Help

Local Processing Office Reviewer - Construction Payment Invoice

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

Expand All Collapse All

[-] Document Information

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

Contract Number

HQ0347WBTA111

Invoice Number	Invoice Date	Final Invoice?	Invoice Received Date
----------------	--------------	----------------	-----------------------

CP908	2011/01/03	N	2011/01/03
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Discounts

5 % 45 Days
NET : 14

Summary of Detail Level Information	Total
-------------------------------------	-------

2 CLIN/SLIN(s)	\$ 17,631.66
2 Miscellaneous Amount(s)	\$ 33.26
Document Total:	\$ 17,664.92

Shipment Number	Shipment Date	Final Shipment
-----------------	---------------	----------------

CP908	2011/01/03	
-------	------------	--

[+] Line Item Information

[+] Address Information

[+] Misc Information

[+] Workflow Information

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	HQ0347		DEFENSE FINANCE AND ACCOUNTING SVC
Admin	FA3030		FA3030 17 CONS CC
Inspect By	FA3030		FA3030 17 CONS CC
Contracting Officer	FA3030		FA3030 17 CONS CC
LPO	FA3030		FA3030 17 CONS CC

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 acceptance of the work.

The Header page is displayed.

Norma Rice_IMACROS

Signature of Contractor Representative

ACTION BY: FA3030

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

- | <input checked="" type="checkbox"/> Accepted | Acceptance Date | Signature Date |
|--|-----------------|----------------|
| <input type="checkbox"/> Reject to Initiator | 2011/01/18 | 2011/01/18 |

Norma Rice-Imacros

Signature Of Authorized Government Representative

ACTION BY: FA3030 *

- Recommend Document Certified
- Recommend Document Rejected

Role	Location Code	Extension	Name
Payee	493R2		COMERICA INCORPORATED
Pay Official	HQ0347		DEFENSE FINANCE AND ACCOUNTING SVC
Admin	FA3030		FA3030 17 CONS CC
Inspect By	FA3030		FA3030 17 CONS CC
Contracting Officer	FA3030		FA3030 17 CONS CC
LPO	FA3030		FA3030 17 CONS CC

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 acceptance of a subcontractor's performance.

Signature Date
2011/01/03

Norma Rice_IMACROS

Signature of Contractor Representative

ACTION BY: FA3030

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

- Accepted
- Reject to Initiator

The LPO Reviewer selects Recommend Document Certified and clicks the Submit button to continue pre-certifying the document.

Norma Rice-Imacros

Signature Of Authorized Government Representative

ACTION BY: FA3030 *

- Recommend Document Certified
- Recommend Document Rejected

Submit

Save Draft Document

Previous

Help

Logon Date : 2011/01/18 13:27:48 EST Last Accessed Date : 2011/01/18 13:30:44 EST

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

[User](#) [Government](#) [Documentation](#) [Lookup](#) [Logout](#)**Success**

The Construction Payment Invoice was successfully recommended for certification.

Contract Number	Delivery Order	Shipment Number	Invoice Number
HQ0347WBTA111		CP908	CP908

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

[Send Additional Email Notifications](#)



Tue Jan 18 14:07:56 EST 2011

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

An E-mail is sent to the Local Processing Office.

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

[Return](#)

Logon Date : 2011/01/18 14:07:20 EST Last Accessed Date : 2011/01/18 14:07:50 EST

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

Success

The Construction Payment Invoice was successfully recommended for certification.

Contract Number	Delivery Order	Shipment Number	Invoice Number
HQ0347WBTA111		CP908	CP908

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

[Send Additional Email Notifications](#)

Tue Jan 18 14:07:56 EST 2011

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

Return