

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 provides an overview for creating a Property Transfer Document.

The Property Transfer document provides accountability and reporting of Government property in possession of contractors.

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

[Help](#)

Logon Date : 2010/11/19 10:05:58 EST Last Accessed Date : 2010/11/19 10:05:58 EST

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To begin creating a Property Transfer document, the Contractor Shipper can mouse over the Property Transfer Menu option to display the Create Document sub menu option.

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User	Vendor	Property Transfer	Documentation	Lookup	Logout
		Contractor Property Shipper	Create Document		
		Contractor Property Receiver	Shipment Folder		
		Contractor Contract Administrator	Rejected Shipments Folder		
		Contractor Property Ship From	Saved Documents Folder		



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Select the Create Document option.

Help

Contractor Property Shipper - Property Transfer Document

Workflow Selection

* Asterisk indicates required entry.

Select Property Transfer WorkFlow: *

- Contractor to another Contractor
- Contractor to DoD
- Contractor (Contract to Contract)

WAWF's Property Transfer document accounts for transfer of property in three scenarios:

- 1) From one Contractor to another Contractor.
- 2) From Contractor to the Government.
- 3) From one Contract to another Contract, for the same Contractor.

Contractors may use the Form DD 1149, the Form DD 1348-1, or some other approved form to provide the data to key into the WAWF forms.

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Contractor Property Shipper - Property Transfer Document

Workflow Selection

* Asterisk indicates required entry.

Select Property Transfer WorkFlow: *

- Contractor to another Contractor
- Contractor to DoD
- Contractor (Contract to Contract)

Select the appropriate Property Transfer Document workflow.

Next Reset Help

Contractor Property Shipper - Property Transfer Document

Workflow Selection

* Asterisk indicates required entry.

Select Property Transfer WorkFlow: *

- Contractor to another Contractor
- Contractor to DoD
- Contractor (Contract to Contract)

Select the appropriate Property Transfer Document workflow.

Click the Next button to continue.



Next Reset Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Losing Contract Information:		Gaining Contract Information:	
Contract Number *	Delivery Order	Contract Number	Delivery Order
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Shipper Code * / Extension	Receiver Code * / Extension	Ship To Code / Extension	Ship From Code / Extension
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Search For:

Template Active Documents Archived Documents

Depending on the selected workflow, the Gaining Contract Number may either be required, optional, or not applicable.

- 1) For 'Contractor to Contractor' scenario, the Gaining Contract Number is an optional field.
- 2) For 'Contractor to DoD' scenario, the Gaining Contract Number field is not applicable.
- 3) For 'Contract to Contract' scenario, the Gaining Contract Number is a required field.

Use your Form DD 1149, Form DD 1348-1, or some other approved form to key in data into these fields.

WAWF routes documents electronically using the location codes so make sure the information is correct according to the latest information.

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Losing Contract Information:		Gaining Contract Information:	
Contract Number *	Delivery Order	Contract Number	Delivery Order
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Shipper Code * / Extension	Receiver Code * / Extension	Ship To Code / Extension	Ship From Code / Extension
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Search For:

Template Active Documents Archived Documents

Depending on the selected workflow, the Receiver Location Code may either be required, or a non-editable field.

- 1) For 'Contractor to Contractor' scenario, the Receiver Location Code is a required field.
- 2) For 'Contractor to DoD' scenario, the Receiver Location Code is a required field.
- 3) For 'Contract to Contract' scenario, the Gaining Contract Number is a non-editable field.

The 'Ship To' location code is an optional entry. However, if left blank, it will be defaulted to the the 'Receiver' location code.

The 'Ship From' location code is an optional entry. However, if left blank, it will be defaulted to the the 'Shipper' location code.

Note: You do need to enter the Ship From Code (source of shipment) and the Ship To Code (destination of shipment) if these locations are different from the Shipper code and/or the Receiver Code.

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Losing Contract Information:		Gaining Contract Information:	
Contract Number *	Delivery Order	Contract Number	Delivery Order
LCNXXX78XX101			

Enter the required fields.

Shipper Code * / Extension	Receiver Code * / Extension	Ship To Code / Extension	Ship From Code / Extension
06481	1QU78		

Search For:

Template

Active Documents Archived Documents

Shipment No.

Note:
 You can also choose to populate the data from a previously submitted Property Transfer document. When you choose this method, WAWF will automatically fill in fields for routing information and Line Item data taken from the template document. This pre-population reduces repetitive keystrokes and data errors.

When creating a document from the template, enter the required Contract Numbers and Delivery Order Numbers, if applicable, select required Location Codes, and check the Template checkbox. Narrow the search by entering a specific Shipment Number.

Next

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Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract Info

* Asterisk indicates required entry.

Losing Contract Information:		Gaining Contract Information:	
Contract Number *	Delivery Order	Contract Number	Delivery Order
LCNXXX78XX101			

Enter the required fields.

Shipper Code * / Extension	Receiver Code * / Extension	Ship To Code / Extension	Ship From Code / Extension
06481	1QU78		

Search For:

Template Active Documents Archived Documents

Shipment No.

Click the Next button to continue.



Next Previous Reset Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract Info >> Routing

* Asterisk indicates required entry.

Role	Losing Information	Gaining Information
	Location Code / Extention	Location Code / Extention
Property PCO	<input type="text"/> <input type="text"/> *	<input type="text"/> <input type="text"/>
Property ACO	<input type="text"/> <input type="text"/> *	<input type="text"/> <input type="text"/>
Government Program Manager	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Government Property Administrator	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Contractor Program Manager	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Contractor Property Manager	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Contractor Contract Administrator	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Issue Date	<input type="text" value="YYYY/MM/DD"/>	<input type="text" value="YYYY/MM/DD"/>

Next Previous Reset Help

Depending on the selected workflow, the Losing and Gaining Property PCO and Property ACO Location Codes may either be required, optional or not applicable.

- 1) For 'Contractor to Contractor' scenario, the Losing Property PCO and the Losing Property ACO Location Codes are required fields.
- 2) For 'Contractor to DoD' scenario, the Losing Property PCO and the Losing Property ACO Location Codes are required fields.
- 3) For 'Contract to Contract' scenario, the Losing Property PCO and the Losing Property ACO Location Codes are required fields.

For all three scenarios, the rest of the Losing Location Codes are optional fields.

- 1) For 'Contractor to Contractor' scenario, the Gaining Location Codes are optional fields.
- 2) For 'Contractor to DoD' scenario, the Gaining Location Codes are not applicable.
- 3) For 'Contract to Contract' scenario, the Gaining Property PCO and the Gaining Property ACO Location Codes are required fields. The rest of the Gaining Location Codes are optional.

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract Info >> Routing

* Asterisk indicates required entry.

Role	Losing Information		Gaining Information	
	Location Code / Extention		Location Code / Extention	
Property PCO	<input type="text" value="FU4417"/>	<input type="text"/> *	<input type="text"/>	<input type="text"/>
Property ACO	<input type="text" value="FU4417"/>	<input type="text"/> *	<input type="text"/>	<input type="text"/>
Government Program Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Government Property Administrator	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contractor Program Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contractor Property Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contractor Contract Administrator	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Issue Date	<input type="text" value="YYYY/MM/DD"/>		<input type="text" value="YYYY/MM/DD"/>	

Enter the Required information.

Note: The Issue Date is the date of the contract (not the date the document is being created).

Next Previous Reset Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract Info >> Routing

* Asterisk indicates required entry.

Role	Losing Information		Gaining Information	
	Location Code / Extention		Location Code / Extention	
Property PCO	<input type="text" value="FU4417"/>	<input type="text"/> *	<input type="text"/>	<input type="text"/>
Property ACO	<input type="text" value="FU4417"/>	<input type="text"/> *	<input type="text"/>	<input type="text"/>
Government Program Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Government Property Administrator	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contractor Program Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contractor Property Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contractor Contract Administrator	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Issue Date	<input type="text" value="YYYY/MM/DD"/>		<input type="text" value="YYYY/MM/DD"/>	

Enter the Required information.

Click Next to continue.



Next Previous Reset Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Losing Contract Information

Losing Contract Number

LCNXXX78XX101

Losing Delivery Order

The Data Capture tabs are displayed with the Header tab as the Active tab.

Losing Contract Number Type

Shipment Number **

Shipment Date *

Estimated

Estimated Delivery Date

TCN

Gross Weight

Serial Shipping Container Code

Transportation Leg

Standard Carrier Alpha Code

Bill of Lading Number

Secondary Transportation Tracking Number

Secondary Transportation Tracking Type

First Line Haul Mode

Currency Code

- Submit
- Save Draft Document
- Previous
- Help

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Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Losing Contract Information

Losing Contract Number

Losing Delivery Order

Losing Contract Number Type

Shipment Number ** Shipment Date * Estimated Estimated Delivery Date

The Shipment Number is mandatory. Enter the Shipment Number before continuing.

TCN Gross Weight Serial Shipping Container Code

Transportation Leg Standard Carrier Alpha Code Bill of Lading Number

Secondary Transportation Tracking Number Secondary Transportation Tracking Type

First Line Haul Mode Currency Code

- Submit
- Save Draft Document
- Previous
- Help

Click Save Draft Document to save a working copy of this document.

2010/11/19 10:07:07 EST Last Accessed Date : 2010/11/19 10:07:45 EST

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

Header Addresses Comments Line Item Pack Attachments Preview Document

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Losing Contract Information

Losing Contract Number Losing Delivery Order

LCNXXX78XX101

Losing Contract Number Type

[Dropdown menu]

Shipment Number ** Shipment Date * Estimated Estimated Delivery Date

AAXY181

2010/11/19

[Dropdown menu]

YYYY/MM/DD

TCN Gross Weight Serial Shipping Container Code

[Text input]

[Text input]

[Text input]

Transportation Leg Standard Carrier Alpha Code Bill of Lading Number

[Text input]

[Text input]

Secondary Transportation Tracking Number Secondary Transportation Tracking Type

[Text input]

[Dropdown menu]

[Text input]

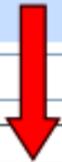
[Dropdown menu]

First Line Haul Mode Currency Code

[Text input]

USD

The Contractor Property Shipper 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

Click Save Draft Document to save a working copy of this document.

0/11/19 10:07:07 EST Last Accessed Date : 2010/11/19 10:07:45 EST

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Click the Addresses Tab to go to the Address page.

Losing Contract Information

Losing Contract Number

Losing Delivery Order

Losing Contract Number Type

Shipment Number **

Shipment Date *

Estimated

Estimated Delivery Date

TCN

Gross Weight

Serial Shipping Container Code

Transportation Leg

Standard Carrier Alpha Code

Bill of Lading Number

Secondary Transportation Tracking Number

Secondary Transportation Tracking Type

First Line Haul Mode

Currency Code

- Submit
- Save Draft Document
- Previous
- Help

Click Save Draft Document to save a working copy of this document.

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Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses**
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

single * = Required Fields on Submit.

Contractor Property Shipper 06481

* Activity Name 1:
 Activity Name 2:
 Activity Name 3:
 Address 1:
 Address 2:
 Address 3:
 Address 4:
 City: State: Zip Code:
 Country: Military Location Description:

WAWF will pre-populate the address information for each of the location codes onto the document based on the routing location codes entered.

- CAGE Code information is pulled from CCR (Central Contractor Registration)
- DoDAAC information is pulled from DAAS (Defense Automatic Addressing System). These sites are the official DoD sites for address information.

If the addresses pulled are incorrect, you must notify your Service/Agency or EB POC to get the address information corrected in these systems.

Contractor Property Receiver 1QU78

* Activity Name 1:
 Activity Name 2:
 Activity Name 3:
 Address 1:
 Address 2:
 Address 3:
 Address 4:
 City: State: Zip Code:
 Country: Military Location Description:

If you want to specify a particular room or building number, which may not be pulled from these systems, you can make that change on this screen.

Please remember that any change you make on the form only applies to the form you are creating and does not apply to future forms you may create. If permanent changes are needed, you will need to get that address information corrected permanently.

No matter what entries are made there must be at least a name of the organization/agency (the Payee Name 1 field).

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

single * = Required Fields on Submit.

Click Comments tab to go to the Comments page.

Contractor Property Shipper 06481

* Activity Name 1: NORTHROP GRUMMAN GUIDANCE AND ELECTRONICS COMPANY C.
Enter Property Shipper Activity Name 1

Activity Name 2:

Activity Name 3:

Address 1: 21240 BURBANK BLVD

Address 2:

Address 3:

Address 4:

City : WOODLAND HILLS

State : CA

Zip Code : 913676675

Country : USA

Military Location Description:

Contractor Property Receiver 1QU78

* Activity Name 1: CACI INC FEDERAL

Activity Name 2:

Activity Name 3:

Address 1: 14370 NEWBROOK DRIVE

Address 2:

Address 3:

Address 4:

City : CHANTILLY

State : VA

Zip Code : 201512218

Country : USA

Military Location Description:

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments**
- Line Item
- Pack
- Attachments
- Preview Document

Initiator Comments

The Comments page allows you to enter Property Transfer Document comments.

- Submit
- Save Draft Document
- Help

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Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

Initiator Comments

Comments for Property Transfer - Contractor to Contractor

Click the Line Item Tab to go to the Line Item

- Submit
- Save Draft Document
- Help

Logon Date : 2010/11/19 10:07:07 EST Last Accessed Date : 2010/11/19 10:08:50 EST

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item**
- Pack
- Attachments
- Preview Document

At least one Line Item is required

Line Item Details

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	UID	Actions
----------	----------------	------	--------------	------	-----	---------

[Add](#)

The Line Item Details page is displayed.
Click Add link under the 'Actions' heading to Add a Line Item.

- Submit
- Save Draft Document
- Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN UID MILSTRIP

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Item No. **	Stock Part No. *	Type *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Qty. Shipped *	Unit *	
<input type="text"/>	<input type="text"/>	
Advice Code		
<input type="text"/>		
Description *		
<input type="text"/>		

The CLIN/SLIN page is displayed.

Notes:

- 1) At least one Line Item must be entered to submit a Property Transfer document to WAWF.
- 2) Unit Price - Only the 'DoD to DoD' scenario will have a Unit Price field. The Government initiator may enter the unit price if the contract requires. If the Government initiator enters Unique Identification data in the UID tab form, then the WAWF system will not allow an entry of Unit Price.

Save Clin/Slin/Elin Save Draft Document Previous Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN UID MILSTRIP

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Item No. **	Stock Part No. *	Type *
1001	stock0000001	B8 - BATCH NUMBER

Qty. Shipped *	Unit *
2	EA

When all the required information has been added for the line item, click the UID tab.

Advice Code

[Dropdown menu]

Description *

Line Item description...

Enter Line Item Description

Save Clin/Slin/Elin Save Draft Document Previous Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN UID MILSTRIP

* Asterisk indicates required entry for 'Save'. ** Double asterisk indicates required entry for 'Save and Continue'.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date	UID Number	Actions
				Add UID

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

The UID Summary page is displayed.
Click Add UID link under the 'Actions' heading to Add UID.

Save Draft Document Help

Add UID

single * = Required Fields on Submit.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date
<input type="text"/>	<input type="text"/>	YYYY/MM/DD

2D Compliant *	Property Category Code *
<input type="text"/>	<input type="text"/>

UID Number *	Actions
<input type="text"/>	Delete
	Add

Click Add under 'Actions' to add more UIDs

The UID Details page is displayed.

2D Compliant - Two Dimensional Compliant (2D) is the equivalent of the bar code, such as RFID. If your item is 2D compliant, select Y for "Yes."

Property Category Code - E represents equipment; M represents Material.

The Unique Identifier (UID) is a number that uniquely identifies tangible items. It provides asset accountability within the DoD Supply Chain.

Add UID

single * = Required Fields on Submit.

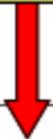
Current Part Number	Current Part Number Cost	Current Part Number Effective Date
<input type="text"/>	<input type="text"/>	YYYY/MM/DD

2D Compliant *	Property Category Code *
<input type="text" value="Y"/>	<input type="text" value="E"/>

Enter the required information.

UID Number *	Actions
<input type="text" value="UID_number_000000000000123456"/>	Delete
<input type="text" value="UID_number_000000000000789012"/>	Delete

Click Save UID to save the UID(s) and return to the UID Summary Page.



Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN UID MILSTRIP

* Asterisk indicates required entry for 'Save'. ** Double asterisk indicates required entry for 'Save and Continue'.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date	Actions
			Edit UID Delete UID

2D Compliant	Property Category Code
Y	E

UID Number
UID_number_000000000000123456
UID Number
UID_number_000000000000789012

The UID header and the associated UIDs are displayed on the UID Summary Page.

Click on the appropriate link - 'Edit UID', 'Delete UID' to modify or delete the existing UIDs.

Click 'Add UID' to add more UID headers and the associated UIDs.

Click the CLIN/SLIN tab to return to the CLIN/SLIN page.

[Add UID](#)

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER

Save Draft Document Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

CLIN/SLIN UID MILSTRIP

single * = Required Fields on Submit; double ** = Required Fields on Submit, saving draft document, and tabbing.

Item No. **	Stock Part No. *	Type *
<input type="text" value="1001"/>	<input type="text" value="stock0000001"/>	<input type="text" value="B8 - BATCH NUMBER"/>

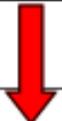
Qty. Shipped *	Unit *
<input type="text" value="2"/>	<input type="text" value="EA"/>

Advice Code

Description *

Line Item description...

Click 'Save CLIN/SLIN/ELIN' button to return to the Line Item Summary page.



Save Clin/Slin/Elin Save Draft Document Previous Help

Click Save CLIN/SLIN/ELIN to save the current line item.

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item**
- Pack
- Attachments
- Preview Document

At least one Line Item is required

Line Item Details

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	UID	Actions
1001	stock0000001	B8	2	EA	Y	Edit Delete Add 

To add another Line Item, click the Add link again and repeat the procedure.

You can add up to 250 line items using this action. However, if you need to enter a large number of items, you should use FTP or EDI to submit your Property Transfer Document.

- Submit
- Save Draft Document
- Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

At least one Line Item is required

Line Item Details

Item No.	Stock Part No.	Type	Qty. Shipped	Unit	UID	Actions
1001	stock0000001	B8	2	EA	Y	Edit Delete Add

Click Pack to go to the Pack page.



- Submit
- Save Draft Document
- Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack**
- Attachments
- Preview Document

Actions

Add



The Pack page is displayed.
Click Add under 'Actions' to add Pack data

- Submit
- Save Draft Document
- Help

Contractor Property Shipper - Property Transfer Document - Contractor to another Contractor

Workflow Selection >> Contract >> Routing >> Data Capture

Header Addresses Comments Line Item **Pack** Attachments Preview Document

Actions

Add



Click the Attachments tab to go to the Attachments page.

Submit Save Draft Document Help

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header Addresses Comments Line Item Pack Attachments Preview Document

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

Attachment

The Attachment page is now displayed.

Attachments Name Actions

Click the 'Browse' button to navigate to your file, and click 'Upload' to upload the file to WAWF.

Logon Date : 2010/11/19 10:07:07 EST Last Accessed Date : 2010/11/19 10:12:10 EST

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header Addresses Comments Line Item Pack Attachments Preview Document

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

Attachment

Browse... Upload

Attachments Name	Actions
------------------	---------

wawf_attachment_1.txt	View Attachment Delete Attachment
-----------------------	---



The attachment is now saved on the document.

Submit Save Draft Document Help

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments**
- Preview Document

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

Attachment

Attachments Name	Actions
------------------	---------

wawf_attachment_1.txt	View Attachment Delete Attachment
-----------------------	---

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

- Submit
- Save Draft Document
- Help

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments**
- Preview Document

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

Attachment



Attachments Name Actions

wawf_attachment_1.txt [View Attachment](#) [Delete Attachment](#)

To add another attachment, click the Browse button and repeat the process.

-
-
-

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

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

Attachment

Attachments Name	Actions
------------------	---------

wawf_attachment_1.txt	View Attachment Delete Attachment
-----------------------	---

Click the Preview Document tab to View the entire document.

- Submit
- Save Draft Document
- Help

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

Header Addresses Comments Line Item Pack Attachments **Preview Document**

Expand All Collapse All

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

[-]Document Information

Losing Contract Number		Losing Contract Number	
------------------------	--	------------------------	--

LCNXXX78XX101 DoD Contract (FAR)

Issue Date	Property PCO / Ext	Property ACO / Ext	Government Program Manager / Ext
	FU4417	FU4417	

Government Property Administrator / Ext	Contractor Program Manager / Ext	Contractor Property Manager / Ext	Contractor Contract Administrator / Ext
FU4417		06481	06481

Gaining Information

Gaining Contract Number	Gaining Delivery Order	Gaining Contract Number Type
Issue Date	Property PCO / Ext	Property ACO / Ext

Government Property Administrator / Ext	Contractor Program Manager / Ext	Contractor Property Manager / Ext	Contractor Contract Administrator / Ext
---	----------------------------------	-----------------------------------	---

Shipment Information

Shipment Number	Shipment Date	Estimated	Estimated Delivery Date
AAXY181	2010/11/19		

TCN	Gross Weight	Serial Shipping Container Code
-----	--------------	--------------------------------

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number	Bill of Lading Type
Secondary Transportation Tracking Number	Secondary Transportation Tracking Type	Secondary Transportation Tracking Description	

First Line Haul Mode

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

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

Expand All Collapse All

[-]Document Information

Losing Contract Number	Lossing Contract Number	DoD Contract (FAR)	Government Program Manager / Ext
------------------------	-------------------------	--------------------	----------------------------------

LCNXXX78XX101

Issue Date	Property PCO / Ext	Contractor Program Manager / Ext	Government Program Manager / Ext
------------	--------------------	----------------------------------	----------------------------------

Government Property Administrator / Ext	Contractor Program Manager / Ext	Contractor Contract Administrator / Ext	06481
---	----------------------------------	---	-------

FU4417

Gaining Contract Number	Gaining Delivery Order	Gaining Contract Number Type
-------------------------	------------------------	------------------------------

Issue Date	Property PCO / Ext	Property ACO / Ext	Government Program Manager / Ext
------------	--------------------	--------------------	----------------------------------

Government Property Administrator / Ext	Contractor Program Manager / Ext	Contractor Property Manager / Ext	Contractor Contract Administrator / Ext
---	----------------------------------	-----------------------------------	---

Shipment Information

Shipment Number	Shipment Date	Estimated	Estimated Delivery Date
-----------------	---------------	-----------	-------------------------

AAXY181 2010/11/19

TCN	Gross Weight	Serial Shipping Container Code
-----	--------------	--------------------------------

Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number	Bill of Lading Type
--------------------	-----------------------------	-----------------------	---------------------

Secondary Transportation Tracking Number	Secondary Transportation Tracking Type	Secondary Transportation Tracking Description
--	--	---

First Line Haul Mode

[+]Line Item Information

[+]UID Information

[+]Address Information

[+]Misc Information

[+]Workflow Information

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

If after reviewing the Property Transfer information you notice an inaccuracy, you may return to the appropriate tab to correct the information.

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

Expand All Collapse All 

The vendor can expand all document sections by clicking the Expand All link. The Contractor Property Shipper can collapse the contents of the tab by clicking the Collapse All link.

Click to Collapse All section

[+]Document Information

Losing Information

Losing Contract Number	Losing Delivery Order	Losing Contract Number Type	
LCNXXX78XX101		DoD Contract (FAR)	
Issue Date	Property PCO / Ext	Property ACO / Ext	Government Program Manager / Ext
	FU4417	FU4417	
Government Property Administrator / Ext	Contractor Program Manager / Ext	Contractor Property Manager / Ext	Contractor Contract Administrator / Ext
FU4417		06481	06481

Gaining Information

Gaining Contract Number	Gaining Delivery Order	Gaining Contract Number Type	
Issue Date	Property PCO / Ext	Property ACO / Ext	Government Program Manager / Ext
Government Property Administrator / Ext	Contractor Program Manager / Ext	Contractor Property Manager / Ext	Contractor Contract Administrator / Ext

Shipment Information

Shipment Number	Shipment Date	Estimated	Estimated Delivery Date
AAXY181	2010/11/19		
TCN	Gross Weight	Serial Shipping Container Code	
Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number	Bill of Lading Type
Secondary Transportation Tracking Number	Secondary Transportation Tracking Type	Secondary Transportation Tracking Description	
First Line Haul Mode			

[+]Line Item Information

[+]UID Information

[+]Address Information

[+]Misc Information

[+]Workflow Information

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document**

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

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

The Contractor Property Shipper can expand and collapse individual headers by clicking on the section headers.

- Submit
- Save Draft Document
- Print Document
- Help

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to Contractor)

Workflow Selection >> Contract >> Routing >> Data Capture

- Header
- Addresses
- Comments
- Line Item
- Pack
- Attachments
- Preview Document

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

Click to Expand All sections for the preview document page

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

Click the Submit button.

- Submit
- Save Draft Document
- Print Document
- Help

Logon Date : 2010/11/19 10:07:07 EST Last Accessed Date : 2010/11/19 10:14:02 EST

Success

The Property Transfer/Receipt Document (Contractor to Contractor) was successfully submitted.

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
LCNXXX78XX101				AAXY181

After the Property Transfer Document has been submitted, the WAWF system informs you that the submission was successful.

E-mails, FTP and EDI notifications were sent as applicable.

Email sent to Shipper: lesley@caci.com
 Email sent to Shipper: wawf@caci.com
 Email sent to Receiver: krismith@caci.com
 Notification sent for CAGE code 06481 to EDI Routing Codes- ISA07: 8P, ISA08: 11--99_YY8, GS03: 777
 Notification sent for CAGE code 06481 to EDI Routing Codes- ISA07: 77, ISA08: 77777777, GS03: 777777
 Notification sent for CAGE code 06481 to FTP Directory: /caci_db/efp/WAWF_RA_sec/Dev/Version420/FTPEDIDirectory/FTPNotificationsTEMP/06481
 Notification sent for CAGE code 1QU78 to EDI Routing Codes- ISA07: 88, ISA08: 8989999999999999, GS03: 987
 Notification sent for CAGE code 1QU78 to FTP Directory: /caci_db/efp/WAWF_RA_sec/Dev/Version500/FTPEDIDirectory/notifications_temp

[Send Additional Email Notifications](#) ←

If you would like to add more addresses, click the Send Additional Email Notifications link.

Fri Nov 19 10:15:21 EST 2010

Help



Success

The Property Transfer/Receipt Document (Contractor to Contractor) was successfully submitted.

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
LCNXXX78XX101				AAXY181

Email sent to Shipper: lesley@caci.com
Email sent to Shipper: wawf@caci.com
Email sent to Receiver: krismith@caci.com
Notification sent for CAGE code 06481 to EDI Routing Codes- ISA07: 8P, ISA08: 11--99_YY8, GS03: 777
Notification sent for CAGE code 06481 to EDI Routing Codes- ISA07: 77, ISA08: 77777777, GS03: 7777777
Notification sent for CAGE code 06481 to FTP Directory: /caci_db/efp/WAWF_RA_sec/Dev/Version420/FTPEDIDirectory/FTPNotificationsTEMP/06481
Notification sent for CAGE code 1QU78 to EDI Routing Codes- ISA07: 88, ISA08: 8989999999999999, GS03: 987
Notification sent for CAGE code 1QU78 to FTP Directory: /caci_db/efp/WAWF_RA_sec/Dev/Version500/FTPEDIDirectory/notifications_temp

[Send Additional Email Notifications](#)

Fri Nov 19 10:15:21 EST 2010

This concludes the overview demonstration for creating a Contractor Shipper created Property Transfer Document.

Help

