

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

This presentation will demonstrate a Supervisor reviewing, approving, rejecting and cancelling COR nomination records.

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

Government and

(2012-NOV-20) S

Test of all users i

(2012-NOV-20) System: *EDA/CORT/BI* Subject: *government EDA, CORT BI* Message For: *Government Users*

Test of government for EDA, CORT, and BI for both inside and out

(2012-NOV-20) System: *All* Subject: *Test of all users* Message For: *All Users*

Test of all users

(2012-SEP-14) System: *WAWF* Subject: *Availability* Action Required! Critical! Message For: *All Users*

All CORT users will have a CORT Tool menu option on sign on.
Select the CORT Tool menu link.

Workflow!
on links from the menu above.

Government and Government Support Contractor Messages

(2012-NOV-20) System: [WAWF/EDA](#) Subject: [WAWF and EDA All users](#) Message For: All Users
Test of all users inside logon for WAWF and EDA.

(2012-NOV-20) System: [EDA/CORT/BI](#) Subject: [government EDA, CORT BI](#) Message For: Government Users
Test of government for EDA, CORT, and BI for both inside and out

(2012-NOV-20) System: [All](#) Subject: [Test of all users](#) Message For: All Users
Test of all users

(2012-SEP-14) System: [WAWF](#) Subject: [Availability](#) **Action Required! Critical!** Message For: All Users

Welcome to the Department of Defense's COR Nomination and Tracking Site

This site allows for the electronic nomination of a Contracting Officer Representative (COR) against a contract or order with any DoD agency using FPDS-NG.

To obtain a copy of the DoD COR Handbook, please click [here](#).

To obtain a copy of the Contingency COR Handbook, please click [here](#).

To obtain a copy of the DPAP COR Users Guide, please click [here](#).

The DPAP COR website can be reached at <http://www.acq.osd.mil/dpap/pdi/eb/cor.html>.

Select an option from the CORT Menu on the left side of the page to begin

The CORT Tool Home page is displayed in a separate browser window.

TRAINING STATUS UPDATE

- Based on OSD/DPAP guidance, starting on 14 May 2012 for all new appointments, CORs are required to complete "Combating Trafficking in Persons" and ensure it is listed within their Profile. CORs with appointments already in place do not need to complete the subject course. The DoD site <http://ctip.defense.gov/> provides links to Trafficking in Persons (TIP) training, including mandatory general awareness course J3TA-US030, Combating Trafficking in Persons.
- Based upon DPAP Policy Guidance, COR training requirements are available via the mouseover 'i'. These training levels are determined by the Contracting Officer based upon the complexity of the contract.
- For more information on COR training offered by DAU, please click [here](#).

All Users

- All users that possess a Common Access Card (CAC) can utilize the site.

COR NOMINEES

- **CREATE PROFILE:** To create or update your profile, use the COR Profile link from the menu and complete the required fields.
- **CONTRACT NOMINATION:** Use the COR Nomination Process link from the menu on the left to begin the COR Nomination Process. Be sure to select your servicing contracting center prior to populating the required fields.
- **NOMINATION STATUS REVIEW:** To view the status of an existing nomination, use the Contract List/Status link from the menu.
- **ADD DOCUMENTS:** To add a document, such as a Monthly Status Report, to one of your appointed contracts, use the Contract List/Status link from the menu. Click on the contract you wish to work with and scroll down to the Contract Management section. In this section you will find the capability to add the desired document.

COR SUPERVISORS/COMMANDERS

- **APPROVE/REJECT:** To review any nominations awaiting your review, use the Awaiting My Approval link from the menu. Click the Contract Number you wish to work with to navigate to that nomination. You can then review the COR information at the top of the record and Approve/Reject the request in the Supervisor/Commander section.

CONTRACTING OFFICERS/SPECIALISTS

- **APPROVE/REJECT:** To review any nominations awaiting your review, use the Awaiting My Approval link from the menu. Click the Contract Number you wish to work with to navigate to that nomination. You can then review

Contracting Officer Representative Tracking (CORT) Tool

Menu

Exit

Home

Awaiting My Approval

Contract List / Status

All COR Submitted Documents

Local Forms and POCs

COR Related Links

Document Templates

My Organization

Select Menu to display the Supervisor role menu options.

Contracting Officer Representative Tracking (CORT) Tool

nomination of a Contracting Officer Representative (COR) against a contract or order with any DoD agency posted contract in the Electronic Document Access (EDA) system.

For more information and instruction, visit the Defense Procurement Acquisition Policy website:

Training Updates:

- Based upon current DoD policy, COR training levels are determined by the Contracting Officer and are based upon the complexity of the contract.
- For more information on COR training offered by DAU please click [here](#). This site also contains a list of equivalent providers for DAU COR 222.
- Combating Trafficking in Persons and Ethics Training are required courses for all CORs. The DoD site for the Combating Trafficking in Persons course is <http://ctip.defense.gov>

All Users:

- All users that possess a Common Access Card (CAC) can utilize the site.
- Select an option from the CORT TOOL Menu at the top of the page to begin

Contracting Officer Representatives (COR Nominees):

- **Create Profile:** To create or update your profile, use the "COR Profile" link from the menu and complete the required fields.
- **COR Nomination:** To nominate yourself as a COR on a contract, use the "COR Nomination Process" link from the menu. Be sure to select your servicing contracting center prior to populating the required fields.
- **Review Nomination Status:** To view the status of a nomination, use the "Contract List/Status" link from the menu.

Contracting Officer Representatives (Appointed/Active CORs):

- **Maintain COR Online Files:** To access the online file, use the "Contract List/Status" link from the menu. Click on the contract you wish to work with and scroll down to the COR's Online File section. CORs may add edit or delete the following COR documents: Status Reports, Trip Report, Correspondence and Miscellaneous Documents.

Supervisors/Commanders:

- **Approve/Reject Nomination:** To review any nominations awaiting your review/approval, use the "Awaiting My Approval" link from the menu. Click the Contract Number you wish to work. You can then review the COR information at the top of the record and Approve/Reject the request in the Supervisor/Commander section.

Contract Specialist:

- **Create a Profile:** To create or update your profile, use the "Contract Specialist Profile" link from the menu. Select the "Add" button and complete the required fields for the contracting center(s).

Contracting Officer Representative Tracking (CORT) Tool

Menu Exit

Home

Awaiting My Approval

Contract List / Status

All COR Submitted Documents

Local Forms and POCs

COR Related Links

Document Templates

My Organization

Department of Defense Contracting Officer Representative Tracking (CORT) Tool

mination of a Contracting Officer Rep

tronic Document Access (EDA) system.

d instruction, visit the Defen

When a Supervisor receives a "Pending Supervisor Review" email, the Supervisor can check on the "Awaiting My Approval" view for the nomination record.

Training Updates:

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Contract Specialist:

- **Create a Profile:** To create or update your profile, use the "Contract Specialist Profile" link from the menu. Select the "Add" button and complete the required fields for the contracting center(s).

Contracting Officer Representative Tracking (CORT) Tool

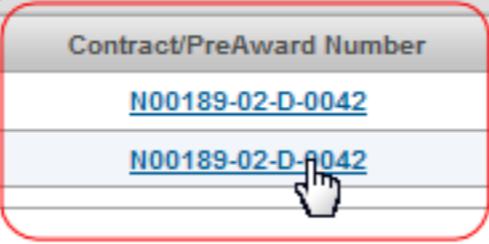
Menu Exit

Awaiting My Approval

COR Nominations Awaiting My Approval as Supervisor / Commander (2 items found)

Sorted by Contract Number/PreAward Number in ascending order

Item	COR	Contract/PreAward Number	Contracting Officer	Date Approved
1	Representative, Cory	N00189-02-D-0042	ContractO, Karl	2012/12/10
2	Representative, Cory	N00189-02-D-0042	ContractO, Karl	2012/12/10



Select the Contract/PreAward Number to review the nomination record.

Contracting Officer Representative Tracking (CORT) Tool

Menu Exit

COR Nomination Process

COR Information

COR Name: REPRESENTATIVE, CORY
COR Home Organization DoDAAC: M67001
Supervisor/Commander Name: SUPERVISOR, SUE
Supervisor/Commander Phone: 888-596-7000

Training Courses	Training Level	Equivalency?	Provider	Certificate	Completion Date	Hours	Actions
DAU CLC 108 COR with a Mission Focus	[A]	<input type="checkbox"/>		textAttachment.txt	2012/11/27	0	View
Refresher Training		<input type="checkbox"/>		Word97-2003.doc	2012/11/12	12	View
DAU CLM 003 Ethics Training or Agency Equiv	ABC	<input checked="" type="checkbox"/>	Training provider	bmpTest.bmp	2012/11/05	0	View

Contracting Information

Contracting Center Department: NAVY
Contracting Center DoDAAC: M67001
Contracting Officer: CONTRACTO, KARL
Contracting Officer Phone: 877-596-7000
Contracting Officer Email: pco@caci.com
Contract Specialist: SPECIALIST, SALLY
Contract Specialist Phone: 800-596-7000
Contract Specialist Email: specialist@caci.com

Contract / Solicitation Number: N0018902D0042
Contract Completion Date: 2012/12/10

Delivery / Task Orders: 0001, 0002

COR Nomination Status: Pending Supervisor Review

Review the courses in the "COR Information" section. If courses are present, Supervisors may view the courses and course certificates by clicking the 'View' link.

Supervisors should reject the nomination when there are no courses listed and advise the COR in the comments section to enter training courses.

Contractor Information

CAGE Code: 3G7Q9
DUNS: 135252950
DUNS+4:
Contractor Name: FSS ALUTIIQ JOINT VENTURE
Contractor Address: 737 VOLVO PKWY STE 120
Contractor City: CHESAPEAKE
Contractor State:
Contractor Zip:
Contractor Country:

Contracting Officer Representative Tracking (CORT) Tool

Menu Exit

COR Nomination Process

COR Information

COR Name REPRESENTATIVE, CORY
COR Home Organization DoDAAC M67001
Supervisor/Commander Name SUPERVISOR, SUE
Supervisor/Commander Phone 888-596-7000

Upon completing the review of the Training courses, the Supervisor may collapse this section by selecting the icon to the right.



Training Courses	Training Level	Equivalency?	Provider	Certificate	Completion Date	Hours	Actions
DAU CLC 108 COR with a Mission Focus	[A]	<input type="checkbox"/>		textAttachment.txt	2012/11/27	0	View
Refresher Training		<input type="checkbox"/>		Word97-2003.doc	2012/11/12	12	View
DAU CLM 003 Ethics Training or Agency Equiv	ABC	<input checked="" type="checkbox"/>	Training provider	bmpTest.bmp	2012/11/05	0	View

Contracting Information

Contracting Center Department NAVY
Contracting Center DoDAAC M67001
Contracting Officer CONTRACTO, KARL
Contracting Officer Phone 877-596-7000
Contracting Officer Email pco@caci.com
Contract Specialist SPECIALIST, SALLY
Contract Specialist Phone 800-596-7000
Contract Specialist Email specialist@caci.com

Contract / Solicitation Number N0018902D0042
Contract Completion Date 2012/12/10

Delivery / Task Orders
0001, 0002

COR Nomination Status
Pending Supervisor Review

Contractor Information

CAGE Code 3G7Q9
DUNS 135252950
DUNS+4
Contractor Name FSS ALUTIIQ JOINT VENTURE
Contractor Address 737 VOLVO PKWY STE 120
Contractor City CHESAPEAKE
Contractor State
Contractor Zip
Contractor Country

Contracting Officer Representative Tracking (CORT) Tool

Menu Exit

COR Nomination Process

COR Information

Contracting Information

Contracting Center Department	Contracting Center DoDAAC	
NAVY	M87001	
Contracting Officer	Contracting Officer Phone	Contracting Officer Email
CONTRACTO, KARL	877-596-7000	poo@caci.com
Contract Specialist	Contract Specialist Phone	Contract Specialist Email
SPECIALIST, SALLY	800-596-7000	specialist@caci.com
Contract / Solicitation Number	Contract Completion Date	
N0018902D0042	2012/12/10	
Delivery / Task Orders		
0001, 0002		
COR Nomination Status		
Pending Supervisor Review		

Ensure accurate entry of the department or agency, contracting center DoDAAC, Contract Number, Contracting Officer and Contract Specialist.

Upon completing the review of Contracting Information, the supervisor may collapse this section by selecting the icon to the right.



Contractor Information

CAGE Code	DUNS	DUNS+4
3G7Q9	135252950	
Contractor Name	Contractor Address	Contractor City
FSS ALUTIIQ JOINT VENTURE	737 VOLVO PKWY STE 120	CHESAPEAKE
Contractor State	Contractor Zip	Contractor Country
VA	233201601	USA
Contract Award Date	PSC Description	
2008/10/01		

QA Surveillance Plan (QASP)

QASP Document	QASP Description	Actions
textAttachment.txt	text attachment test1	View

Contracting Officer Representative Tracking (CORT) Tool

Menu Exit

COR Nomination Process

COR Information

Contracting Information

Contractor Information

CAGE Code	DUNS	DUNS+4
3G7Q9	135252950	
Contractor Name	Contractor Address	Contractor City
FSS ALUTIIQ JOINT VENTURE	737 VOLVO PKWY STE 120	CHESAPEAKE
Contractor State	Contractor Zip	Contractor Country
VA	233201801	USA
Contract Award Date	PSC Description	
2008/10/01		

Upon completing the review of Contractor Information, the supervisor may collapse this section by selecting the icon to the right.



QA Surveillance Plan (QASP)

QASP Document

textAttachment.txt

QASP Description

text attachment test1

Actions

[View](#)

COR Certification

Certification

Certified

I will complete the COR specific "refresher training" as required by "DoD Standards for Certifications of Contracting Officer Representative (COR) for Services Acquisition" every 3rd year. I will update the training section of this CORT Tool with a copy of the refresher course certificate and date of course completion.

✓

I hereby understand that I may be required, as a COR, to complete COR Reports and submit them within the CORT Tool as specified in the contract.

✓

I hereby understand that I am required, as a COR, to complete the yearly administrative review of my COR files with the Contracting Officer in the anniversary month of the appointment each year.

✓

I have the necessary clearance for this contract and any relevant information

✓

I may be held personally liable for unauthorized acts.

✓

If applicable, I have registered as a user of Wide Area Workflow (WAWF) online and taken the training at <https://wawf.eb.mil> and will process payments when possible using WAWF.

✓

I have taken all of the additional training mandated by the contracting activity to be appointed as a COR on this contract

✓

Contracting Officer Representative Tracking (CORT) Tool

Menu Exit

COR Nomination Process

COR Information



Contracting Information



Contractor Information



Review the Quality Assurance Surveillance Plan (QASP) document.

After reviewing the QASP document, the Supervisor may collapse this section by selecting the icon to the right.

QA Surveillance Plan (QASP)



QASP Document

QASP Description

Actions

textAttachment.txt

text attachment test1

[View](#)

COR Certification



Certification

Certified

I will complete the COR specific "refresher training" as required by "DoD Standards for Certifications of Contracting Officer Representative (COR) for Services Acquisition" every 3rd year. I will update the training section of this CORT Tool with a copy of the refresher course certificate and date of course completion.



I hereby understand that I may be required, as a COR, to complete COR Reports and submit them within the CORT Tool as specified in the contract.



I hereby understand that I am required, as a COR, to complete the yearly administrative review of my COR files with the Contracting Officer in the anniversary month of the appointment each year.



I have the necessary clearance for this contract and any relevant information



I may be held personally liable for unauthorized acts.



If applicable, I have registered as a user of Wide Area Workflow (WAWF) online and taken the training at <https://wawf.eb.mil> and will process payments when possible using WAWF.



I have taken all of the additional training mandated by the contracting activity to be appointed as a COR on this contract.



Date Certified

2012/12/10

COR Comments

test cor nomination comments

Supervisor/Commander Certification



Contracting Officer Representative Tracking (CORT) Tool

Menu Exit

COR Nomination Process

COR Information 

Contracting Information 

Contractor Information 

QA Surveillance Plan (QASP) 

Upon completing the review of the COR Certifications, the supervisor can collapse this section by selecting the icon on the upper right.

COR Certification 

Certification	Certified
I will complete the COR specific "refresher training" as required by "DoD Standards for Certifications of Contracting Officer Representative (COR) for Services Acquisition" every 3rd year. I will update the training section of this CORT Tool with a copy of the refresher course certificate and date of course completion.	<input checked="" type="checkbox"/>
I hereby understand that I may be required, as a COR, to complete COR Reports and submit them within the CORT Tool as specified in the contract.	<input checked="" type="checkbox"/>
I hereby understand that I am required, as a COR, to complete the yearly administrative review of my COR files with the Contracting Officer in the anniversary month of the appointment each year.	<input checked="" type="checkbox"/>
I have the necessary clearance for this contract and any relevant information	<input checked="" type="checkbox"/>
I may be held personally liable for unauthorized acts.	<input checked="" type="checkbox"/>
If applicable, I have registered as a user of Wide Area Workflow (WAWF) online and taken the training at https://wawf.eb.mil and will process payments when possible using WAWF.	<input checked="" type="checkbox"/>
I have taken all of the additional training mandated by the contracting activity to be appointed as a COR on this contract.	<input checked="" type="checkbox"/>

Date Certified

2012/12/10

COR Comments

test cor nomination comments

Supervisor/Commander Certification 

Certification

Certify All

Contractor Information +

QA Surveillance Plan (QASP) +

COR Certification +

Supervisor/Commander Certification -

Certification	Certify All
The Nominee is familiar with pertinent contract clauses such as changes, inspection and acceptance, Government-furnished property, termination, and the concepts of excusable and nonexcusable delays in contract performance.	<input type="checkbox"/>
The Nominee possesses the necessary ability to analyze, interpret, and evaluate factors involved in contract administration.	<input type="checkbox"/>
The Nominee has the technical or administrative abilities and the required security clearance commensurate with the proposed COR duties.	<input type="checkbox"/>
The Nominee's integrity and adherence to the Standards of Conduct DoDD5500.7-R, The Joint Ethics Regulation (JER) and the Procurement Integrity Act (FAR 3.104) are above reproach.	<input type="checkbox"/>
The Nominee has time available to adequately perform such duties.	<input type="checkbox"/>
The Nominee will complete the applicable COR Reports and place a copy of these	<input type="checkbox"/>
The Nominee will complete the COR specific "refresher training" as required by "Do update the training section of the CORT Tool with a copy of the refresher course cer	<input type="checkbox"/>
The Nominee will complete yearly administrative review of the nominees COR files with the Contracting Officer in the anniversary month of appointment each year.	<input type="checkbox"/>
To the best of my knowlege, the Nominee has no violations with US Government credit cards.	<input type="checkbox"/>
To the best of my knowlege, the Nominee has no violations with US Government purchase cards.	<input type="checkbox"/>
To the best of my knowlege, the Nominee has no security violations.	<input type="checkbox"/>
The Nominee may be held personally liable for unauthorized acts.	<input type="checkbox"/>
I certify that I am the Supervisor (or higher authority) of the Nominee and I submit the Nominees name to the Contracting Officer as an acceptable candidate for Contracting Officer's Representative.	<input type="checkbox"/>
If Applicable, this COR Nominee has registered as a user of Wide Area Workflow (WAWF) online and taken the training at https://wawf.eb.mil , and will process payments when possible using WAWF.	<input type="checkbox"/>

Upon completing the review of the COR nomination record, mark off the supervisor certifications individually or select Certify All.



Date Certified

Approval/Rejection Comments



COR Certification



Supervisor/Commander Certification



Certification	Certify All
The Nominee is familiar with pertinent contract clauses such as changes, inspection and acceptance, Government-furnished property, termination, and the concepts of excusable and nonexcusable delays in contract performance.	<input checked="" type="checkbox"/>
The Nominee possesses the necessary ability to analyze, interpret, and evaluate factors involved in contract administration.	<input checked="" type="checkbox"/>
The Nominee has the technical or administrative abilities and the required security clearance commensurate with the proposed COR duties.	<input checked="" type="checkbox"/>
The Nominee's integrity and adherence to the Standards of Conduct DoDD5500.7-R, The Joint Ethics Regulation (JER) and the Procurement Integrity Act (FAR 3.104) are above reproach.	<input checked="" type="checkbox"/>
The Nominee has time available to adequately perform such duties.	<input checked="" type="checkbox"/>
The Nominee will complete the applicable COR Reports and place a copy of these reports in this CORT Tool.	<input checked="" type="checkbox"/>
The Nominee will complete the COR specific "refresher training" as required by "DoD Standards for Certification of Contracting Officer Representatives (COR) for Services Acquisition" every 3rd year and will update the training section of the CORT Tool with a copy of the refresher course certificate and date of course completion.	<input checked="" type="checkbox"/>
The Nominee will complete yearly administrative review of the nominees COR files with the Contracting Officer in the anniversary month of appointment each year.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government credit cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government purchase cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no security violations.	<input checked="" type="checkbox"/>
The Nominee may be held personally liable for unauthorized acts.	<input checked="" type="checkbox"/>
I certify that I am the Supervisor (or higher authority) of the Nominee and I submit the Nominee's name to the Contracting Officer as an acceptable candidate for Contracting Officer's Representative.	<input checked="" type="checkbox"/>
I certify that I am the Supervisor (or higher authority) of the Nominee and I submit the Nominee's name to the Contracting Officer as an acceptable candidate for Contracting Officer's Representative. I have signed the line and taken the training at https://wawf.eb.mil , and will process payments when possible using WAWF.	<input checked="" type="checkbox"/>

Clicking the 'Approve' button sends the nomination to the Contracting Officer/ Contract Specialist for final approval.

Approval/Rejection Comments

Approve

Save

Reject

Previous

Cancel

Contracting Information

Contractor Information

On Approval by the Supervisor, an Info message is displayed and the nomination record status is updated to "Pending PCO Review."



Info: COR Nominee Record Approved and Submitted to Contracting Officer.

QA Surveillance Plan (QASP)

COR Certification

Supervisor/Commander Certification

Certification	Certified
The Nominee is familiar with pertinent contract clauses such as changes, inspection and acceptance, Government-furnished property, termination, and the concepts of excusable and nonexcusable delays in contract performance.	<input checked="" type="checkbox"/>
The Nominee possesses the necessary ability to analyze, interpret, and evaluate factors involved in contract administration.	<input checked="" type="checkbox"/>
The Nominee has the technical or administrative abilities and the required security clearance commensurate with the proposed COR duties.	<input checked="" type="checkbox"/>
The Nominee's integrity and adherence to the Standards of Conduct DoDD5500.7-R, The Joint Ethics Regulation (JER) and the Procurement Integrity Act (FAR 3.104) are above reproach.	<input checked="" type="checkbox"/>
The Nominee has time available to adequately perform such duties.	<input checked="" type="checkbox"/>
The Nominee will complete the applicable COR Reports and place a copy of these reports in this CORT Tool.	<input checked="" type="checkbox"/>
The Nominee will complete the COR specific "refresher training" as required by "DoD Standards for Certification of Contracting Officer Representatives (COR) for Services Acquisition" every 3rd year and will update the training section of the CORT Tool with a copy of the refresher course certificate and date of course completion.	<input checked="" type="checkbox"/>
The Nominee will complete yearly administrative review of the nominees COR files with the Contracting Officer in the anniversary month of appointment each year.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government credit cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government purchase cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no security violations.	<input checked="" type="checkbox"/>
The Nominee may be held personally liable for unauthorized acts.	<input checked="" type="checkbox"/>
I certify that I am the Supervisor (or higher authority) of the Nominee and I submit the Nominees name to the Contracting Officer as an acceptable candidate for Contracting Officer's Representative.	<input checked="" type="checkbox"/>
If Applicable, this COR Nominee has registered as a user of Wide Area Workflow (WAWF) online and taken the training at https://wawf.eb.mil , and will process payments when possible using WAWF.	<input checked="" type="checkbox"/>

Date Certified

2012/12/10

Approval/Rejection Comments

Previous

COR Certification

Supervisor/Commander Certification

Certification	Certify All
The Nominee is familiar with pertinent contract clauses such as changes, inspection and acceptance, Government-furnished property, termination, and the concepts of excusable and nonexcusable delays in contract performance.	<input checked="" type="checkbox"/>
The Nominee possesses the necessary ability to analyze, interpret, and evaluate factors involved in contract administration.	<input checked="" type="checkbox"/>
The Nominee has the technical or administrative abilities and the required security clearance commensurate with the proposed COR duties.	<input checked="" type="checkbox"/>
The Nominee's integrity and adherence to the Standards of Conduct DoDD5500.7-R, The Joint Ethics Regulation (JER) and the Procurement Integrity Act (FAR 3.104) are above reproach.	<input checked="" type="checkbox"/>
The Nominee has time available to adequately perform such duties.	<input checked="" type="checkbox"/>
The Nominee will complete the applicable COR Reports and place a copy of these reports in this CORT Tool.	<input checked="" type="checkbox"/>
The Nominee will complete the COR specific "refresher training" as required by "DoD Standards for Certification of Contracting Officer Representatives (COR) for Services Acquisition" every 3rd year and will update the training section of the CORT Tool with a copy of the refresher course certificate and date of course completion.	<input checked="" type="checkbox"/>
The Nominee will complete yearly administrative review of the nominees COR files with the Contracting Officer in the anniversary month of appointment each year.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government credit cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government purchase cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no security violations.	<input checked="" type="checkbox"/>
The Nominee may be held personally liable for unauthorized acts.	<input checked="" type="checkbox"/>
I certify that the Nominee is an acceptable candidate for Contracting Officer's Representative.	<input checked="" type="checkbox"/>
I will complete the training at https://wawf.eb.mil , and will process payments when possible using WAWF.	<input checked="" type="checkbox"/>

To save the nomination for future updates, select the "Save" button. This option will not route the nomination record to the next role.

Approval/Reject Comments

Supervisor comments





Info: COR Nominee Record Rejected by Supervisor/Commander.

Contractor Information

QA Surveillance Plan (QASP)

COR Certification

Supervisor/Commander Certification

Certification	Certified
The Nominee is familiar with pertinent contract clauses such as changes, inspection and acceptance, Government-furnished property, termination, and the concepts of excusable and nonexcusable delays in contract performance.	<input checked="" type="checkbox"/>
The Nominee possesses the necessary ability to analyze, interpret, and evaluate factors involved in contract administration.	<input checked="" type="checkbox"/>
The Nominee has the technical or administrative abilities and the required security clearance commensurate with the proposed COR duties.	<input checked="" type="checkbox"/>
The Nominee's integrity and adherence to the Standards of Conduct DoDD5500.7-R, The Joint Ethics Regulation (JER) and the Procurement Integrity Act (FAR 3.104) are above reproach.	<input checked="" type="checkbox"/>
The Nominee has time available to adequately perform such duties.	<input checked="" type="checkbox"/>
The Nominee will complete the applicable COR Reports and place a copy of these reports in this CORT Tool.	<input checked="" type="checkbox"/>
The Nominee will complete the COR specific "refresher training" as required by "DoD Standards for Certification of Contracting Officer Representatives (COR) for Services Acquisition" every 3rd year and will update the training section of the CORT Tool with a copy of the refresher course certificate and date of course completion.	<input checked="" type="checkbox"/>
The Nominee will complete yearly administrative review of the nominees COR files with the Contracting Officer in the anniversary month of appointment each year.	<input checked="" type="checkbox"/>
To the best of my knowlege, the Nominee has no violations with US Government credit cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government purchase cards.	<input checked="" type="checkbox"/>
To the best of my knowlege, the Nominee has no security violations.	<input checked="" type="checkbox"/>
The Nominee may be held personally liable for unauthorized acts.	<input checked="" type="checkbox"/>
I certify that I am the Supervisor (or higher authority) of the Nominee and I submit the Nominees name to the Contracting Officer as an acceptable candidate for Contracting Officer's Representative.	<input checked="" type="checkbox"/>
If Applicable, this COR Nominee has registered as a user of Wide Area Workflow (WAWF) online and taken the training at https://wawf.eb.mil , and will process payments when possible using WAWF.	<input checked="" type="checkbox"/>

Date Certified

Approval/Rejection Comments

Reject this record

The Supervisor must have comments when rejecting a record. Record Status changes to "Record Rejected by Supervisor."

Supervisor/Commander Certification

Certification	Certify All
The Nominee is familiar with pertinent contract clauses such as changes, inspection and acceptance, Government-furnished property, termination, and the concepts of excusable and nonexcusable delays in contract performance.	<input checked="" type="checkbox"/>
The Nominee possesses the necessary ability to analyze, interpret, and evaluate factors involved in contract administration.	<input checked="" type="checkbox"/>
The Nominee has the technical or administrative abilities and the required security clearance commensurate with the proposed COR duties.	<input checked="" type="checkbox"/>
The Nominee's integrity and adherence to the Standards of Conduct DoDD5500.7-R, The Joint Ethics Regulation (JER) and the Procurement Integrity Act (FAR 3.104) are above reproach.	<input checked="" type="checkbox"/>
The Nominee has time available to adequately perform such duties.	<input checked="" type="checkbox"/>
The Nominee will complete the applicable COR Reports and place a copy of these reports in this CORT Tool.	<input checked="" type="checkbox"/>
The Nominee will complete the COR specific "refresher training" as required by "DoD Standards for Certification of Contracting Officer Representatives (COR) for Services Acquisition" every 3rd year and will update the training section of the CORT Tool with a copy of the refresher course certificate and date of course completion.	<input checked="" type="checkbox"/>
The Nominee will complete yearly administrative review of the nominees COR files with the Contracting Officer in the anniversary month of appointment each year.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government credit cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no violations with US Government purchase cards.	<input checked="" type="checkbox"/>
To the best of my knowledge, the Nominee has no security violations.	<input checked="" type="checkbox"/>
The Nominee may be held personally liable for unauthorized acts.	<input checked="" type="checkbox"/>
I certify that I am the Supervisor for the Contracting Officer's Representative.	<input checked="" type="checkbox"/>
If Applicable, this COR will ensure that payments are made when possible using WAWF.	<input checked="" type="checkbox"/>

The Supervisor may cancel a record by clicking the 'Cancel' button. This will remove the record from the system and it will no longer be available to CORT Tool users.



Date Certified
2012/12/10

Approval/Rejection Comments

Supervisor comments

Contracting Information

Contractor Information

QA Surveillance Plan (QASP)

COR Certification

Supervisor/Commander Certification

Confirmation of the cancellation will be displayed.



Info: COR Contract Record cancelled.

Certification	Certified
The Nominee is familiar with pertinent contract clauses such as changes, inspection and acceptance, Government-furnished property, termination, and the concepts of excusable and nonexcusable delays in contract performance.	<input type="checkbox"/>
The Nominee possesses the necessary ability to analyze, interpret, and evaluate factors involved in contract administration.	<input type="checkbox"/>
The Nominee has the technical or administrative abilities and the required security clearance commensurate with the proposed COR duties.	<input type="checkbox"/>
The Nominee's integrity and adherence to the Standards of Conduct DoDD5500.7-R, The Joint Ethics Regulation (JER) and the Procurement Integrity Act (FAR 3.104) are above reproach.	<input type="checkbox"/>
The Nominee has time available to adequately perform such duties.	<input type="checkbox"/>
The Nominee will complete the applicable COR Reports and place a copy of these reports in this CORT Tool.	<input type="checkbox"/>
The Nominee will complete the COR specific "refresher training" as required by "DoD Standards for Certification of Contracting Officer Representatives (COR) for Services Acquisition" every 3rd year and will update the training section of the CORT Tool with a copy of the refresher course certificate and date of course completion.	<input type="checkbox"/>
The Nominee will complete yearly administrative review of the nominees COR files with the Contracting Officer in the anniversary month of appointment each year.	<input type="checkbox"/>
To the best of my knowlege, the Nominee has no violations with US Government credit cards.	<input type="checkbox"/>
To the best of my knowlege, the Nominee has no violations with US Government purchase cards.	<input type="checkbox"/>
To the best of my knowlege, the Nominee has no security violations.	<input type="checkbox"/>
The Nominee may be held personally liable for unauthorized acts.	<input type="checkbox"/>
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If Applicable, this COR Nominee has registered as a user of Wide Area Workflow (WAWF) online and taken the training at https://wawf.eb.mil , and will process payments when possible using WAWF.	<input type="checkbox"/>

Date Certified

Approval/Rejection Comments

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

Government and Government Support Contractor Messages

(2012-NOV-20) System: [WAWF/EDA](#) Subject: [WAWF and EDA All users](#) Message For: All Users

Test of all users ins

(2012-NOV-20) Sys

Test of government t

(2012-NOV-20) System: [All](#) Subject: [Test of all users](#) Message For: All Users

Test of all users

(2012-SEP-14) System: [WAWF](#) Subject: [Availability](#) Action Required! Critical! Message For: All Users

WAWF All

This concludes the demonstration of a Supervisor reviewing, approving, rejecting and cancelling COR nomination records.