

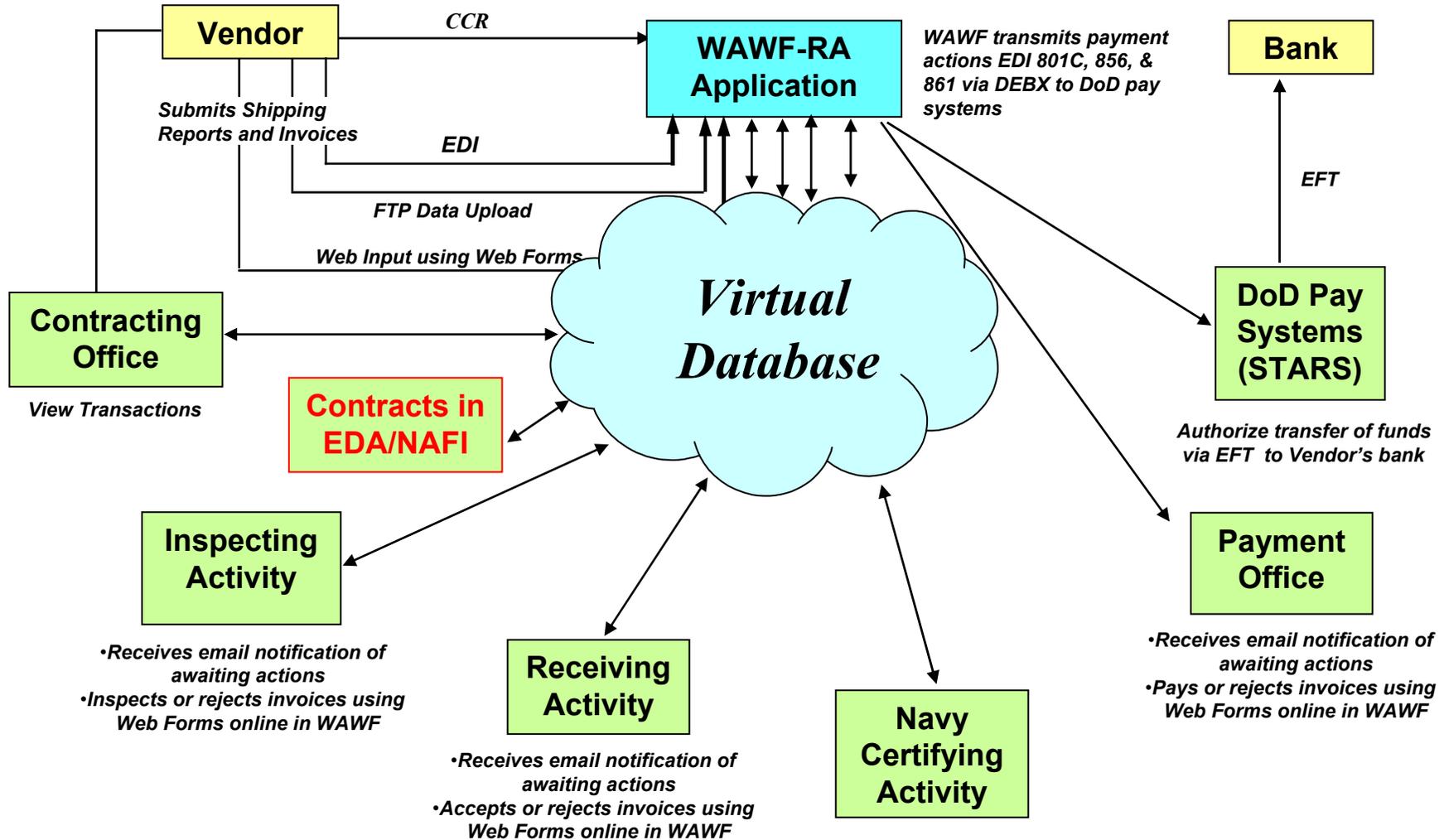


Wide Area WorkFlow - Receipts and Acceptance (WAWF-RA)

Partnering For e2e Success



Wide Area Workflow





WAWF Use of EDA/NAFI

Use of EDA information in WAWF is two-fold:

1. WAWF pulls routing (DODAAC) information from the EDA index file for all WAWF transactions.
2. WAWF displays a link to the original contract in EDA.



1. WAWF Pull from EDA Index File (1)

When the vendor submits an invoice in WAWF the first step is to type in the contract number.

A screenshot of a Netscape browser window displaying a web form titled "DoD Paperless Contracting - Wide Area Workflow". The browser's address bar shows a URL starting with "https://foghorn.cols.disa.mil". The form has a header with "Required Fields" and "Optional Fields" tabs, and buttons for "Submit", "Return", and "Reset". Below the header, there are three input fields: "Contract Number" (circled in red), "Delivery Order", and "Shipment Number". To the right of the "Shipment Number" field is a checkbox labeled "Multiple Shipments". Below these fields is a section titled "Select scenario for creating Invoices and Receiving Reports" with five radio button options: "Create Invoice" (selected), "Create Invoice as 2-in-1 (Services Only)", "Create Invoice and Receiving Report", "Create Receiving Report", and "Create Delivery Ticket / Invoice (DTI) This option can only be used if authorized in your contract." At the bottom of the form, there is a footer that reads "DoD Wide Area Workflow -- Invoice, Receiving Report, and Payment Folder -- DoD Paperless Contracting". The browser's status bar at the bottom indicates "Form Ready".



1. WAWF Pull from EDA Index File (2)

WAWF then pre-populates fields by pulling routing information from the EDA index file:

Required Fields
Optional Fields

Submit Return Reset

The contract data is not available in DoD EDA. Please enter contract information. If you want to use a different Contract Number, click the Reset button on the toolbar and re-enter the Contract Number.

DoD Paperless Contracting - Wide Area Workflow

Contract Number	Delivery Order	Issue Date	
M7600102M1961			
Issue DODAAC	Admin DODAAC		
Ship To Code / Ext.	Ship From Code	LPO DODAAC / Ext.	Pay DODAAC

Select scenario for creating Invoices and Receiving Reports

Create Invoice
 Create Invoice as 2-in-1 (Services Only)
 Create Invoice and Receiving Report
 Create Receiving Report
 Create Delivery Ticket / Invoice (DTI) **This option can only be used if authorized in your contract.**

DoD Wide Area Workflow -- Invoice, Receiving Report, and Payment Folder -- DoD Paperless Contracting

- Issue date
- Issue DODAAC
- Admin DODAAC
- Pay DODAAC



2. WAWF Link to Contract in EDA

Once the user is in his folder with invoices and receiving reports, WAWF displays a link to view the original contract in EDA.

Wide Area WorkFlow - Netscape

File Edit View Go Communicator Help

Bookmarks Netsite: https://caryons.ogden.disa.mil:443/servlet/superuser?enc=FRFFVBAYQ%3Dv4fe2k15z8akncc11ldro8

What's Related

DoD Paperless Contracting Wide Area WorkFlow

Supervisor Folder For Admin 'M67004' (1 item)

Item	Type	Case Code	Contract Number	Delivery Order	Shipment No	Acceptance Date	Status	Invoice Number	Invoice Received Date	Status	Amount	Voucher
1	DD250	00NE4	GS35F5135F	M6700402F004	1166JUNE		Submitted				\$3,435.42	V

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Document: Done

This is your link to the contract



WAWF Users Accessing EDA

- **Acceptor/Inspector** –accesses EDA to check incoming goods and receiving reports against terms in the contract
- **LPO** – accesses EDA to certify invoice and make sure invoice reflects terms of the contract
- **Payment Official** – accesses EDA to validate invoices



Summarizing

- WAWF capitalizes on the value of EDA by
 - Pulling routing information
 - Linking to the contract in EDA
- Use of WAWF requires that contract information populate EDA / NAFI.



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