

Search for Warrants

Reference Guide

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JAM

Warrants

Search for Warrants

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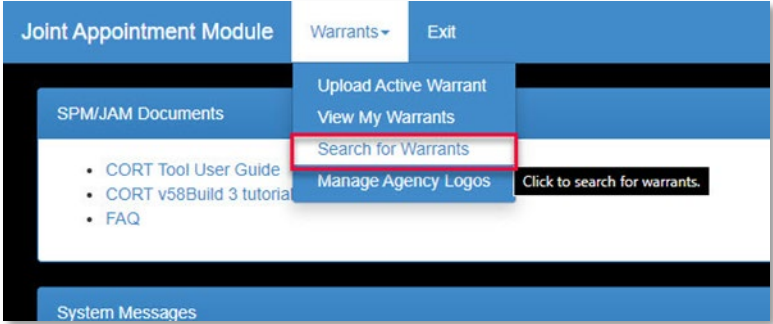
Roles

Roles that will have access to Search for Warrants in JAM:

- Government Users
- PIEE GAM Level 3
- PIEE GAM Level 2

Search for Warrants

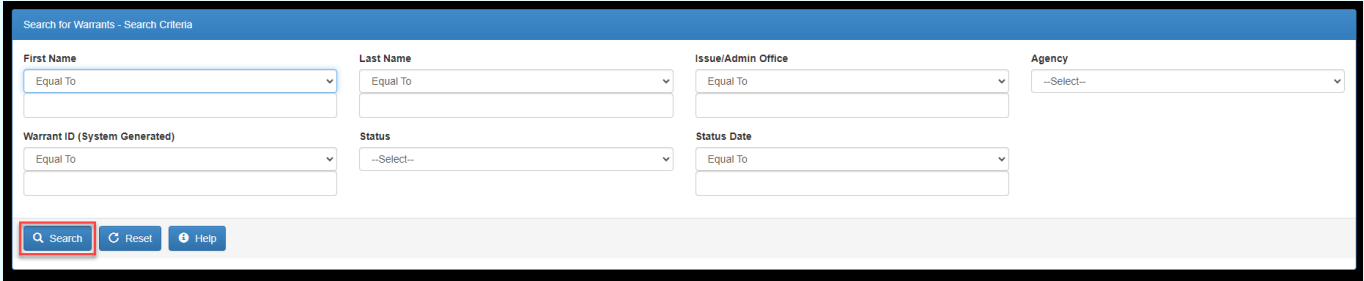
Log into PIEE and access JAM. In JAM go to **Warrants > Search for Warrants**.



The screenshot shows the 'Joint Appointment Module' interface. At the top, there are tabs for 'Warrants' and 'Exit'. A dropdown menu is open under 'Warrants', showing options: 'Upload Active Warrant', 'View My Warrants', 'Search for Warrants' (highlighted with a red box), and 'Manage Agency Logos'. To the right of the menu, there is a button that says 'Click to search for warrants.'. Below the menu, there are links for 'SPM/JAM Documents' and a list of links: 'CORT Tool User Guide', 'CORT v58Build 3 tutorial', and 'FAQ'. At the bottom, there is a 'System Messages' section.

Search for Warrants – Search Criteria

Enter any criterion to search for warrants in JAM.



The screenshot shows the 'Search for Warrants - Search Criteria' form. It has several dropdown menus for search criteria: 'First Name', 'Last Name', 'Issue/Admin Office', 'Agency', 'Warrant ID (System Generated)', 'Status', and 'Status Date'. Each dropdown menu has 'Equal To' or '--Select--' as the selected option. At the bottom, there are three buttons: 'Search' (with a magnifying glass icon), 'Reset', and 'Help'.

Search Criteria:

- First Name
- Last Name
- Issue/Admin Office
- Agency
- Warrant ID (System Generated)
- Status

- Status Date

The screenshot shows two dropdown menus. The 'Issue/Admin Office' dropdown is open, showing options: 'Equal To', 'Contains', 'Starts With', and 'Ends With'. The 'Agency' dropdown is closed and shows '--Select--'.

Search Modifiers:

- Equal To – Searches field for values that match.
- Contains – Searches fields that contain the entered value.
- Starts With – Searches fields where the field starts with the entered value.
- Ends With – Searches fields where the field ends with the entered value.

The search results screen will display any warrants that were returned from the query.

Search for Warrants – Search Results

The screenshot shows a table with the following data:

Warrant ID	Issued To	Issue / Admin Office	Agency / Department	Organization	Status	Status Date
N40080874768	Talent, Jerry	N40080	DEPT OF THE NAVY	HQ COMNAVFACTSYSCOM WASHINGTON (WASH)	Active	2023/10/27

Showing 1 to 1 of 1 entries

Buttons: Back, Export (CSV), Help

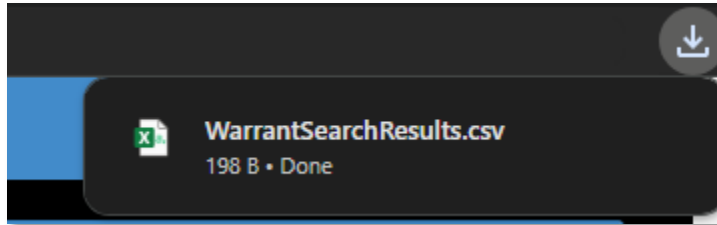
This is a close-up of the table row from the previous screenshot:

N40080874768	Talent, Jerry	N40080
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Showing 1 to 1 of 1 entries

Buttons: Back, Export (CSV), Help

Users may export the search results to a CSV file.



Warrant Search Results Export File Columns:

- Warrant ID
- Issued To
- Issue/Admin Office
- Agency/Department
- Organization
- Status
- Status Date

	A	B	C	D	E	F	G
1	WarrantID	IssuedTo	Issue/AdminOffice	Agency/Department	Organization	Status	StatusDate
2	N40080874768	Talent Jerry	N40080	DEPT OF THE NAVY	HQ COMNAVFACSYS COM WASHINGTON (WASH)	Active	10/27/2023
3							
4							
5							

**Warrant
Information –
View**

All Warrant Information will be view only.

Warrant Information Help

First Name * Jerry	Middle Name	Last Name * Talent	Suffix
DOD ID 9600010209	Issue / Admin Office * N40080	Organization * HQ COMNAVFACTSYS COM WASHINGTON (WASH)	Agency / Department * DEPT OF THE NAVY
Warrant Type Description * Agreements Officer	Warrant Number 10272023	Is Warrant Unlimited? * Y	Warrant Limit
Subject to the limitation contained in the Federal Acquisition Regulation and to the following: * Testing			Temporary Warrant Termination Date
<input type="checkbox"/> Supplementary Warrant Indicator			Approval Date * 2023/10/27

File Name *	Action
DesignationLetter-2.pdf	View

Warrant Approver Help

First Name	Last Name	Title
Work Phone Number	Work Email Address	

History Help

Name (Last, First)	Action	Date	Status	Comments
Talent, Jerry	Government user uploaded active warrant.	2023/10/27	Active	