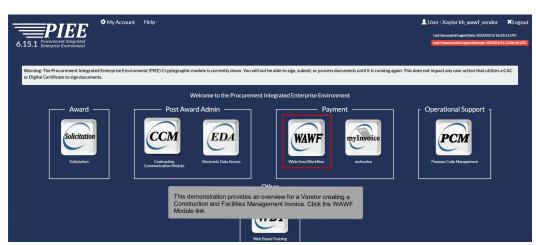
Intro



Welcome to PIEE Business Suite.

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

Scene 1



This demonstration provides an overview for a Vendor creating a Construction and Facilities Management Invoice. Click the WAWF Module link.

WAWF	
User Vendor Documentation Lookup Exit	
Create Document	
History Polder	Welcome to Wide Area Workflow (WAWF)! Please start by selecting one of the links from the menu above.
Mylnvoice History Folder	Please start by selecting one of the links non-the mend above.
Rejected Receiving Reports Folder	
Rejected Invoices Folder	
Correction Required Folder	
Documentation Required Folder	
Saved Documents Folder	
Pure Edge Folder	
	The Vendor selects Create Document from the Vendor dropdown menu.
	The vendor selects create Document from the vendor dropdown menu.
Help	

The Vendor selects Create Document from the Vendor dropdown menu.

Scene 3

NAWF								U Sei	r : Kaylor kh_wawf_vendor Printer Friendly
User Vendor Documentation Loo	kup Exit								
Vendor - Create Document Contract Info									
CAGE Code / DUNS / DUNS+4 / Ext. *	Contractual?*	Contract Number Type	Contract Number*	Delivery Order	From Template?*				Î
Contract Number begins with Delivery (*) Advanced Search Criteria for WAWF NOTE: You must either enter a Contract Num Cocument Type Create Assistan	ber or select one fro	Issue/Submitted Date	Issue/Submitted Date En	EDA WAWF					
Jocument Type Create Assistant WMF Invoice Construction Invoice Cost Voucher - Final Cost Voucher - Final Cost Voucher - Final Cost Voucher - Final Cost Voucher - Interim and Direct Submit Creat Invoice Energy Invoice and Energy Receiving Re Energy Invoice Energy Receiving Report Fast Pay Invoice Grant Voucher	MBO 101		D	UNS+4 / Ext from	the CAGE drop	document by sele down and entering s available on the	in the Contract I	nformation.	

The Vendor can create an WAWF document by selecting a CAGE Code / DUNS / DUNS+4 / Ext from the CAGE dropdown and entering in the Contract Information. The create From Template option is available on the Contract Information page.

User Vendor Documentation Loo	kup Exit					Pri
Vendor - Create Document						
CAGE Code / DUNS / DUNS+4 / Ext.*	Contractual?*	Contract Number Type	Contract Number*	Delivery Order	From Template? *	
1HKQ6/011173312/ / 🗸	ΥΨ	DoD Contract (Non-FAR)	W9124J22D2158		NV	
* = Required Fields						
Pre-Populate Contract Number/Delive				-		
Contract Number begins with Delivery	/ Order begins with		Issue/Submitted Date End	d Populate From		
		YYYY/MM/DD	YYYY/MWDD	EDA WAWF		
[+] Advanced Search Criteria for WAWF						
[*] Advanced Search Criteria for WARP						
	ber or select one fro	om the search results.				
NOTE: You must either enter a Contract Num						
NOTE: You must either enter a Contract Num Document Type Create Assistan	ce					
Document Type Create Assistan						
Document Type Create Assistan WAWF Invoice and Receiving Report CO Commercial Item Financing						
Document Type Create Assistan WAWF Invoice and Receiving Report CO Commercial Item Financing Construction Invoice			_	_		
Document Type Create Assistan WAWF Invoice and Receiving Report CO Commercial Item Financing Construction Invoice Cost Voucher - Final	MBO 101		Tor	etrieve a list of C	contract Numbers and Delivery Order Numbers from EDA, the Vendor	
Document Type Create Assistan WAWF Invoice and Receiving Report CO Commercial Item Financing Construction Invoice Cost Voucher - Final Cost Voucher - Interim and Direct Submit	MBO 101					
Document Type Create Assistan WAWF Invoice and Receiving Report CO Commercial Item Financing Construction Invoice Cost Voucher - Final	MBO 101		can	select a CAGE (Code from the dropdown list and click on the "EDA" link. The system will	
Document Type Create Assistan WAWF Invoice and Receiving Report CO Commercial Item Financing Construction Invoice Cost Voucher - Final Cost Voucher - Interim and Direct Submi Credit Invoice	MBO 101 it		can perr	select a CAGE (mit the Vendor to	Code from the dropdown list and click on the "EDA" link. The system will filter the search result by entering a few characters in the Contract	
Document Type Create Assistan WAWF Invoice and Receiving Report CO Commercial Item Financing Cost Vuccher - Final Cost Vuccher - Final Credit Invoice Energy Invoice and Energy Receiving Re Energy Invoice	MBO 101 it		can perr	select a CAGE (mit the Vendor to	Code from the dropdown list and click on the "EDA" link. The system will	
Document Type Create Assistan WWWF Invoice and Receiving Report CO Commercial Item Financing Construction Invoice Cost Voucher - Final Cost Voucher - Interim and Direct Submit Creat Invoice Energy Invoice Energy Invoice and Energy Receiving Re	MBO 101 it		can perr	select a CAGE (mit the Vendor to	Code from the dropdown list and click on the "EDA" link. The system will filter the search result by entering a few characters in the Contract	

To retrieve a list of Contract Numbers and Delivery Order Numbers from EDA, the Vendor can select a CAGE Code from the dropdown list and click on the "EDA" link. The system will permit the Vendor to filter the search result by entering a few characters in the Contract Number or Delivery Order fields as well as entering dates in the date range fields.

Scene 5

AWF													0.0011110	vend
er <u>V</u> endor	Documentation Lookup Exit													
endor - Cre	ate Document													
ntract >> Pay	y DoDAAC													
	dor CAGE Code entered '1HKQ6' is differe Previous button or Contract >> link to ent				pulated on t	the document.								
	Reference Procurement Identifier				CAGE	DUNS	DUNS+4	UEI	Extension	Pay Official *				
		DoD Contract (Non-FAR)	W9124J22D2158		1HKQ6	011173312	2	E3KUMALX69W4						
equired Field	ds													
		т	he Pay DoDA	AAC page is	s displa	ayed.								
		т	he Pay DoDA he Pay DoDA umber exists	AC will be p	pre-po	pulated	from the	EDA syster	n if the co	ontract	i			
		T n	he Pay DoDA umber exists	AC will be p in the EDA	pre-po systen	pulated					i			
		T n T	he Pay DoDA	AC will be p in the EDA	pre-po systen	pulated n. e the pre					l			

The Pay DoDAAC page is displayed.

The Pay DoDAAC will be pre-populated from the EDA system if the contract number exists in the EDA system.

The Vendor has the option to use the pre-populated Pay DoDAAC or enter a Pay DoDAAC that is not in the EDA system.

Click the Next button to continue creating a document.

Previous Reset Help

Scene 6 Very first Quantation Quant

The Document page is displayed with a list of valid document types for the selected contract number and pay system.

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Scene 7

	kup Exit								
Create New Document									
Contract >> Pay DoDAAC >> Document									
Contract Number Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS+4	UEI	Extension	Pay Official	Currency Code	
W9124J22D2158		1HKQ6	011173312		E3KUMALX69W4		HM1227	USD 👻	
* = Required Fields									
Select Document to Create: *									
O Invoice									
Credit Invoice									
O Invoice as 2-in-1 (Services Only)									
Construction and Facilities Manage	ment Invoice								
Commercial Item Financing									
O Performance Based Payment									
O Progress Payment									
Receiving Report									
Invoice and Receiving Report (Com	bo)								
Reparables Receiving Report									
Cost Voucher (FAR 52.216-7, 52.21									
Non Procurement Instruments (NPI									
						Click	the Const	truction and Facilities Management Invo	ice
	ricej							e radio button. Click the next button.	
 Navy Shipbuilding Invoice (Fixed P Navy Construction / Facilities Mana 	noment Invoice								

Click the Construction and Facilities Management Invoice Payment Invoice radio button. Click the next button.

er Vendor Documentati	ion Lookup Exit							Pri
	nd Facilities Management	Invoice						
intract >> Pay DoDAAC >> D								
		ivery Order. You can continue creating this document, but comments v						
Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	UEI	Extension	Pay DoDAAC
V9124J22D2158			1HKQ6	011173312		E3KUMALX69W4		HM1227
= Required Fields. Date = YYY	YMMIDD							
flective Date		DoDAAC * Inspect By DoDAAC * / Extension						
YYYMMDE I								
ccept By * / Extension								
				_				_
				The	Bouting page	e is displayed. Enter ro	outing informati	ion for the
						e is displayed. Enter ro		
				doc	ument. WAW	/F electronically routes	the document	based on
				doc the	ument. WAN	/F electronically routes (DoDAAC/CAGE) fiel	the document lds. Therefore,	based on ensure that
				doc the the	ument. WAW location code information is	/F electronically routes	the document lds. Therefore,	based on ensure that
				doc the the	ument. WAN	/F electronically routes (DoDAAC/CAGE) fiel	the document lds. Therefore,	based on ensure that
				doc the the	ument. WAW location code information is	/F electronically routes (DoDAAC/CAGE) fiel	the document lds. Therefore,	based on ensure that
				doc the the	ument. WAW location code information is	/F electronically routes (DoDAAC/CAGE) fiel	the document lds. Therefore,	based on ensure that
				doc the the	ument. WAW location code information is	/F electronically routes (DoDAAC/CAGE) fiel	the document lds. Therefore,	based on ensure that

The Routing page is displayed. Enter routing information for the document. WAWF electronically routes the document based on the location code (DoDAAC/CAGE) fields. Therefore, ensure that the information is accurate according to the latest contract information.

Scene 9

AWF									User : Kaylor kh_waw	rr_vendor inter Friendly
er Vendor Documentatio	n <u>L</u> ookup Exit									
ndor - Construction an	d Facilities Manag	gement Invoice								
ntract >> Pay DoDAAC >> Do	cument >> Routing									
			You can continue creating this document, but comments v							
ontract Number	Delivery Or	rder	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	UEI	Extension	Pay DoDAAC	
/9124J22D2158				1HKQ6	011173312		E3KUMALX69W4		HM1227	
= Required Fields. Date = YYYY	MM/DD									
ffective Date	Issue By DoDAAC	Admin DoDAAC *	Inspect By DoDAAC * / Extension							
YYY/MM/DD		FU4417	FU4417							
ccent By * / Extension										
	7			-						
					-					
							d. The following Rout		odes are	
							d. The following Rout nd Facilities Managen		odes are	
iccept By * / Extension					mandatory for C	construction a			odes are	
					Admin DoDAA	Construction a			odes are	
]				 Mandatory for C Admin DoDAA Inspect By Do 	Construction a			odes are	
]				Admin DoDAA	Construction a			odes are	
]				 Admin DoDAA Inspect By Do Accept By Dol 	Construction a AC DAAC DAAC	nd Facilities Managen	nent Invoice:		
]				Mandatory for C • Admin DoDAA • Inspect By Dol • Accept By Dol WAWF routes c	Construction a AC DAAC DAAC documents ele	nd Facilities Managen	nent Invoice: location codes	so make	
]				mandatory for C • Admin DoDAA • Inspect By Do • Accept By Dol WAWF routes of sure the information	Construction a AC DAAC DAAC documents ele ation is correc	nd Facilities Managen actronically using the t according to the late	nent Invoice: location codes	so make	
]				mandatory for C • Admin DoDAA • Inspect By Do • Accept By Dol WAWF routes of sure the information of the second seco	Construction a AC DAAC DAAC documents ele ation is correct our contract m	nd Facilities Managen ectronically using the I t according to the late ay require you to com	nent Invoice: location codes ast contract info	so make ormation. In hore of the	
]				mandatory for C • Admin DoDAA • Inspect By Do • Accept By Dol WAWF routes of sure the information some cases, yo optional location	Construction a AC DAAC DAAC documents ele ation is correct our contract m	nd Facilities Managen actronically using the t according to the late	nent Invoice: location codes ast contract info	so make ormation. In hore of the	
]				mandatory for C • Admin DoDAA • Inspect By Do • Accept By Dol WAWF routes of sure the information of the second seco	Construction a AC DAAC DAAC documents ele ation is correct our contract m	nd Facilities Managen ectronically using the I t according to the late ay require you to com	nent Invoice: location codes ast contract info	so make ormation. In hore of the	
]				mandatory for C • Admin DoDAA • Inspect By Do • Accept By Dol WAWF routes of some cases, you optional location clarification.	AC DAAC DAAC DAAC documents ele ation is correct our contract m in code fields.	nd Facilities Managen ectronically using the I t according to the late ay require you to com	nent Invoice: location codes ast contract info	so make ormation. In hore of the	

The Routing page is displayed. The following Routing Location Codes are mandatory for Construction and Facilities Management Invoice:

- Admin DoDAAC
- Inspect By DoDAAC
- Accept By DoDAAC

WAWF routes documents electronically using the location codes so make sure the information is correct according to the latest contract information. In some cases, your contract may require you to complete one or more of the optional location code fields. If needed, ask your contracting officer for clarification.

The Vendor clicks the Next button to continue.

VAWF							User : Kaylor kh_wawf_vendor Printer Friendly
Jser Vendor Documentation Lo	okup Exit						
/endor - Construction and Fac	ilities Management Invoice.						
Contract >> Pay DoDAAC >> Document	t >> Routing >> Data Capture						
Header Addresses Discounts	s Comments Line Item	Misc. Amounts Attachments	Preview Dr	Jocument			
WARNING: The Invoice Date has been pr	e-populated from the WAWF system sr	erver.					
ingle " = Required Fields on Signing; doubl	le ** = Required Fields on Signing, sav	ing draft document, and tabbing.					
Contract Number	Delivery Order	Reference Procurement Identifier	Effective Date	CAGE Code/Ext.			
W9124J22D2158				1HKQ6	HM1227		
Contract Number Type	Invoice Number **	Invoice Date * (WAWF System Server Date)	Final Invoice *	Construction	Fixed Price		
DoD Contract (Non-FAR)		2023/03/13	~	N¥	ΥΨ		
Shipment Number	Shipment Date						
	YYYYMM/DD						
Currency Code	Document Total (\$)						
USD							
Contractor Certification *							
	Date					Signature of Contractor Representative	
	2023/03/13	-				Signature	
	2023/03/13	1					
	Th	e Header Tab is displayed	4				
		Thought the is any in the	<u> </u>				
	Th	e Vendor can save an inc	omplete do	cument by cl	icking the S	Save Draft Document button. The	
	Sa	ve and Continue functiona	ality allows #	he user to sa	we the docr	ument in its current state and either	
		ntinue working on it, or con					
Save Draft Document Previous Hel	2						
						rnment Customer Support FAQ	

The Header Tab is displayed.

The Vendor 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.

Scene 11

VAWF									User : Kaylor kh_wawf_vendo Printer Friend
Iser Vendor Documentation	ookup Exit								
/endor - Construction and Fa	cilities Management Invoice								
Contract >> Pay DoDAAC >> Docume	at >> Routing >> Data Capture								
Header Addresses Discoun	s Comments Line Item	Misc. Amounts	Attachments	Preview D	ocument				
WARNING: The Invoice Date has been	re-populated from the WAWF system se	ver.							
ingle " = Required Fields on Signing; dou	ile ** = Required Fields on Signing, savir	ig draft document, a	nd tabbing.						
Contract Number	Delivery Order	Reference Pro	curement Identifier	Effective Date		Pay DoDAAC			
W9124J22D2158					1HKQ6	HM1227	1		
Contract Number Type	Invoice Number **	Invo (WAWF Sys	ice Date * tem Server Date)	Final Invoice*	Construction	Fixed Price			
DoD Contract (Non-FAR)	3579	2023/03/13		N¥	N¥	ΥΨ			
Shipment Number	Shipment Date						•		
	YYYY/MM/DD								
Currency Code	Document Total (\$)								
USD									
Contractor Certification *									
	Date		0-1			dan melani an be	aura fas Einal	Contractor Representative	
	2023/03/13		Select 'Y' or 'N Invoice, Const				oxes for Final	Signature	
	2023/03/13							mit Without Preview	
			The Invoice Nu	umber is man	datory.				
			The Vendor er	iters the Invo	ice Number b	efore continu	uing.		
		_							
							the WAWF system		
			server. Chang Date pre-popu				eater than the Invoice		
			processing iss				ay cause		
Save Draft Document Previous H	(p					,			
		Coouri	h 9 Drivacu - Acr	essibility Von	dor Customer Si	inport Gover	nment Customer Support	FAO	

Select 'Y' or 'N' from the three respective dropdown boxes for Final Invoice, Construction & Fixed Price indicator.

The Invoice Number is mandatory.

The Vendor enters the Invoice Number before continuing.

Note: The Invoice Date has been pre-populated from the WAWF system server. Changing the Invoice Date to a date that is greater than the Invoice Date pre-populated from the WAWF system server may cause processing issues within the entitlement system.

							User : Kaylor kh_wawf_vendor
WAWF							Printer Friendly
User Vendor Documentation	ookup Exit						
Vendor - Construction and Fa	cilities Management Invoice						
Contract >> Pay DoDAAC >> Docume	nt >> Routing >> Data Capture						
Header Addresses Discount	ts Comments Line Item /	Wisc. Amounts Attachments	Preview D	ocument			
WARNING: The Invoice Date has been p	pre-populated from the WAWF system serv	ver.					<u>^</u>
single " = Required Fields on Signing; dou	ble ** = Required Fields on Signing, saving	g draft document, and tabbing.					
Contract Number	Delivery Order	Reference Procurement Identifier	Effective Date				
W9124J22D2158				1HKQ6	HM1227		
Contract Number Type	Invoice Number **	Invoice Date * (WAWF System Server Date)	Final Invoice *	Construction	Fixed Price	When Construction is set to "Y", Contractor Certification	
DoD Contract (Non-FAR)	6789	2023/03/20	N¥	Υv	Υv	will display.	
Shipment Number	Shipment Date						
	YYYYMWDD						
Currency Code	Document Total (\$)						
USD							

ent Customer Support FAQ

Currency Code	Document Total (S)	
USD		
Contractor Certification *		
(2) All payments due to subcontractors chapter 39 of Title 31, United States C (3) This request for progress payments	ode;	Fer the contract have been made, 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 tractor intends to withhold or retain from a subcontractor or supplier in accordance with the terms and conditions of the subcontract; and
	Date	Signature of Contractor Representative
	2023/03/20	Signature
		Submit Without Preview
Save Draft Document Previous He	1p	

Vendor Cust

lv & Priva

When Construction is set to "Y", Contractor Certification will display.

Scene 13

typendor Dgcumentation Lookup fendor Construction and Facilities construction and Facilities construction and Facilities idear Addresse Discurrest >= Row constructions construction and solutions idear Addresse Discurrest >= Row constructions constructions contract tumber Vene Contract tumber type contract tumber type	Management Invoice buting >> Data Capture imments Line Item With ated from the WAWF system serve lequired Fields on Signing, saving		Preview D			5
contract >> Rey DoDAAC >> Document >> Roy Header Addresses Discounts Cor WXRNING: The Invoice Date has been pre-populations Cor Cor Ingle '= Required Fields on Signing; double ''' = Re Contract Number Res W9124J22D2158 Contract Number Contract Number	buting >> Data Capture mments Line Item W ated from the WAWF system serve lequired Fields on Signing, saving Delivery Order	r. draft document, and tabbing.				
Header Addresses Discounts Cor WARNING: The Invoice Date has been pre-popular ingle * = Required Fields on Signing; double ** = Re Contract Number Signing; double ** = Re W9124J22D2158 Very Signing; double ** Re	imments Line Item Mi ated from the WAWF system serve lequired Fields on Signing, saving Delivery Order	r. draft document, and tabbing.				
WARNING. The Invoice Date has been pre-popula ingle * - Required Fields on Signing; double ** = Re Contract Number W9124J22D2158	ated from the WAWF system serve lequired Fields on Signing, saving Delivery Order	r. draft document, and tabbing.				
ingle " = Required Fields on Signing; double ** = Re Contract Number W9124J22D2158	lequired Fields on Signing, saving Delivery Order	draft document, and tabbing.	Effective Date	CACE Code/Ent		
Contract Number W9124J22D2158	Delivery Order		Effective Date	CACE Code/Ent		
Contract Number W9124J22D2158	Delivery Order		Effective Date	CACE Code/Ent		
	Invoice Number**			CAGE CODE/EXI.	Pay DoDAAC	
Contract Number Type	Invoice Number **			1HKQ6	HM1227	
	myorce munder	Invoice Date * (WAWF System Server Date)	Final Invoice *	Construction	Fixed Price	
DoD Contract (Non-FAR) 3579		2023/03/13	NV	NV	ΥΨ	
Shipment Number	Shipment Date					
(YYY)	YY/MM/DD					
Currency Code	Document Total (\$)					
USD						
Contractor Certification *						
	Date					Signature of Contractor Representative
	2023/03/13					Signature
	2023/03/13					Submit Without Preview
	1					
		The Vendor clicks the	Addresses	Tab to go to	the Address pa	age.
Save Draft Document Previous Help						
rave bran bocument Previous neip						

The Vendor clicks the Addresses Tab to go to the Address page.

VILVE Very Work Opcommentation Lexkup Ext Very Work Opcommentation Lexkup Ext Very Work Opcommentation Lexkup Ext Very Work Opcomments Opcoments Opcoments Very Work Opcomments Opcoments Very Work Opcomments Opcoments Very Work Opcomments Very Very Very Very Very Very Very Very				
Varder-Construction and Facilities Management Invoice Construction C	WF			User : Kaylor kh_wawf_v Printer
The Address table or "DUNK" * Documet * Bodies * DUNK * Decement * Review Rocument	Vendor Documentation Lookup Exit			
National Decode Mater. Answerts Attachments Pervise Becaument WARDER Because Italia UE: ExcumAl X00W4 Extension: * Progres Name 2: DUNS - & UE: EXCUMALX00W4 Extension: * Progres Name 2: DUNS - & UE: EXCUMALX00W4 Extension: * Progres Name 2: DUNS - & UE: EXCUMALX00W4 Extension: Progres Name 2: DUNS - & UE: EXCUMALX00W4 Extension: Address 1: 0005 000T 3T DUNS - & DUNS - & DUNS - & Address 2: DUNS - & DUNS - & DUNS - & DUNS - & Address 2: DUNS - & DUNS - & DUNS - & DUNS - & Court 1: DE: DUNS - & Court 1: DE: DUNS - & Court 1: DE: DUNS - & Court 1: DE: DUNS - & DE: DUNS - & DE: DUNS - & DE: DUNS - & <	dor - Construction and Facilities Managem	ant Invoice		
WANNO. The Insect: Date tables tree populated but the WANF system serve: * Repare Name 5 * Repare Name 5 DUNS: 911173712 Payres Name 5 DUNS: 911173712 Payres Name 5 DUNS: 911173712 Address 4: DUNS: 91117371 Address 4: DUNS: 9111737 Address 4: DUNS: 9111737 Address 4: DUNS: 9111737 Country: VISTIA State: Zap Code: 2011 The Address tab is displayed.	ract >> Pay DoDAAC >> Document >> Routing >> Date	Capture		
Pagee Hand :: EDDNS: 011172312 DUNS - 4: UE: EXUMALX69W4 Exension: * Pagee Hand :: EEDOS INC	eader Addresses Discounts Comments Li	ne Item Misc. Amounts Attachments Preview Document		
Payee HHX06 DUNS: 0117332 DUNS - 6 UEL: EXUMAL X69W4 Extension: Payee Rame 3:		AWF system server.		
Payee Name 2: Payee Name 2: Address 1: 000 50011 51 Address 2: Address 2: County: VISTA County: VISTA The Address tab is displayed.		: 011173312 DUNS + 4:	UEI: E3KUMALX69W4	Extension:
Payee Name 3: Address 4: Address 5: Address 6: Crop: VISTA State: CA Zip Code: 2001 County: USA The Address tab is displayed.	* Payee Name 1: LEIDOS, INC.			
Address 1: 2005 SCOTT ST Address 2:	Payee Name 2:			
Address 2: Address 2: Address 4: City: WSTA State: CA Zip Code: @2081 County: USA The Address tab is displayed.	Payee Name 3:			
Address 3: Address 4: Cay: WISTA State: CA Zip Code: @2081 Country: URA The Address tab is displayed.	Address 1: 2985 SCOTT ST			
Address 4: Clark With State: CA Zip Code: @2001 CODE: Code: @2001 CODE: Code: @2001 CODE: Code: @2001 CODE:	Address 2:			
City: VISTA State: CA Zip Code: 12001	Address 3:			
Country: USA The Addresses tab is displayed.	Address 4:			
Country: USA The Addresses tab is displayed.	City: VISTA	State: CA	Zip Code: 92081	
The Addresses tab is displayed.	Country USA			
	,	The Addresses tab is displayed		
The vehiclor can use this tab to view or edit the address information.		The Vendor can use this tab to view or edit the address in	iformation.	
*Activity Name 1: FU417 1 SOCS SC				
Activity Name 2: Based on the routing location codes entered, WAWF will pre-populate the address information for each			pre-populate the address information for each	
Activity Name 3: of the location codes onto the document.		or the location codes onto the document.		
Address 1: CP 80 844 6118 The Vendor clicks the Discounts Tab to go to the Discounts page.	Address 1: CP 850 884 6118	The Vendor clicks the Discounts Tab to go to the Discourt	nts page.	
ave Draft Document Tele	e Draft Document Help			
Security & Privacy Accessibility Vandor Customer Support Government Customer Support FAQ	Transferration (1999)			

The Addresses tab is displayed.

The Vendor can use this tab to view or edit the address information.

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

The Vendor clicks the Discounts Tab to go to the Discounts page.

Scene 15

WAWF			User : Kaylor kh_
User Vendor Documentation Lookup Exit			
/endor - Construction and Facilities Manageme	ent Invoice		
Contract >> Pay DoDAAC >> Document >> Routing >> Data	Capture		
Header Addresses Discounts Comments Li	ne Item Misc. Amounts	Attachment	nts Preview Document
WARNING: The Invoice Date has been pre-populated from the W * Asterisk indicates required entry for 'Save'.	AWF system server.		
Astensk indicates required entry for Save.			
Discount Percentage (%)	Due Days	Actions	1
processies are complexity	000 0090	Add	
Discount Amount (\$)	Discount Date	Actions	
			splayed. The Discounts page allows the Vendor to offer discounts ain number of days.
	The Vendor c and Due Days		dd link under Discount Percentage to enter a Discount Percentage
			he number of days in which an invoice is to be paid. This number is nal Invoice" and "Construction" indicator(s) selection made on the
Save Draft Document Help			defaults to 14 days when the Construction and Facilities Non Final Construction. Otherwise, Net Days Discount is 30 days.

The Discount page is displayed. The Discounts page allows the Vendor to offer discounts for payment within a certain number of days.

The Vendor clicks the Add link under Discount Percentage to enter a Discount Percentage and Due Days.

The Net Days displays the number of days in which an invoice is to be paid. This number is determined from the "Final Invoice" and "Construction" indicator(s) selection made on the Header tab.

The Net Days Discount defaults to 14 days when the Construction and Facilities Management Invoice is Non Final Construction. Otherwise, Net Days Discount is 30 days.

AWF		User : Kaylor kh_wawf_vi Printer
ser Vendor Documentation Lookup Exit		
endor - Construction and Facilities Management Invoice		
ntract >> Pay DoDAAC >> Document >> Routing >> Data Capture		
Header Addresses Discounts Comments Line Item Misc. Amoun	ts Attachments Preview Document	
VARNING: The Invoice Date has been pre-populated from the WAWF system server.		
	Initiator Comments	
	The Comments page allows the Vendor to enter Construction and Facilities Management Invoice	
	comments.	
	NOTE: If the Construction and Facilities Management Invoice is being submitted after a previous "final"	
	Invoice is being submitted after a previous final Invoice, the vendor is required to fill out the Comments	
	page.	
ave Draft Document Help		

The Comments page allows the Vendor to enter Construction and Facilities Management Invoice comments.

NOTE: If the Construction and Facilities Management Invoice is being submitted after a previous "final" Invoice, the vendor is required to fill out the Comments page.

Scene 17

WF User User Yender Topological State State Good Construction and Facilities Management Invoice State State act >> Pp Address _ Dessues _ Comments Like tem _ Misc Amounts _ Mentage >> Obto Capture State MROT The Invoice Date has been pre sepulated from the WOWF prefers terver. Initiator Comments State	er : Kaylor kh_wawf_vendor Printer Friendly
In C Construction and Facilities Management Invoice act >> Bay bollAdC >> Document >> Burling >> Data Capture aster Addresse Decourts Comments Line Item Allisc. Ansunts Attachments Preview Document NNIO The Invoice Date has been pre-populated from the WWVF system server. Initiator Comments	
act >> PRy DBUACC >> Document >> Floating >> Exita Capture selem Addresses Decourts Comments Line Item Alloc Amounts Attachments Preview Document NNIO The Invice Cale has been pre apoulated from the WAVF system server. Initiator Comments	
Addresses Discounts Comments Mice Amounts Attachments Preview Bocument NNIG: The Involute Date has been pre spoulated from the "WVVVP system stream: Initiator Comments Initiator Comments	
NMG. The Invoke Date has been pre-populated from the WWWF system server. Initiator Comments	
Initiator Comments	
ments Added	
The Vendor enters comments. The Vendor clicks the Line Item tab to go to the Line Item page.	
Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ	

The Vendor enters comments. The Vendor clicks the Line Item tab to go to the Line Item page.

WAWF									User : Kaylor kh_way	IWT_VE Printer F
User Vendor	Documentation Lookup Exit									
Vendor - Cons	struction and Facilities Manager	ment Invoice								
Contract >> Pay D	DoDAAC >> Document >> Routing >> Di	ata Capture								
Header Ad	ddresses Discounts Comments	Line Item Mis	isc. Amounts Attacl	hments Preview Documer	t					
WARNING: The Im At least one Line Iter	twoice Date has been pre-populated from the im is required	e WAWF system server.	n							
Line Item Deta										
Item No.	Product/Service ID	Qualifier	Qty. Provided	Unit of Measure	UofM Code	Unit Price (\$)	Amount (\$)	Actions		
Nom No.		a contract	wynterner	one of	00111 2222	0111111111	,,,,,,,,	Add		
			_							
							1			
			The	Line Item Details p	age is displaye	ed]			
			The	Line Item Details p	age is displaye	ed.	1			
			The	Vendor clicks the	Add link under	ed. he 'Actions'				
			The	Line Item Details p Vendor clicks the <i>k</i> ding to Add a Line I	Add link under	ed. he 'Actions'				
			The	Vendor clicks the	Add link under	ed. he 'Actions'				
			The	Vendor clicks the	Add link under	ed. he 'Actions'				
			The	Vendor clicks the	Add link under	ed. he 'Actions'				
			The	Vendor clicks the	Add link under	ed. he 'Actions'				
			The	Vendor clicks the	Add link under	ed. he 'Actions'				
			The	Vendor clicks the	Add link under	ed. he 'Actions'				
Save Draft Document	ला (सक्र)		The	Vendor clicks the	Add link under	∂d. he 'Actions'				

The Line Item Details page is displayed.

The Vendor clicks the Add link under the 'Actions' heading to Add a Line Item.

Scene 19

				User : Kaylor kh wawf vendo
WAWF				Printer Friend
User Vendor Documentation				
CLIN/SLIN MILSTRIP	acilities Management Invoice			
single " = Required Fields when saving I Item No. **	line item; double ** = Required Fields when saving line item; saving draft o Product/Service ID.	focument, and fabbing.	Product/Service ID Qualifier	
			•	
Qty. Provided *	Unit of Measure *	Unit Price (\$) *	Amount (\$)	
	Auto Complete			
SDN		ACRN	PR Number	
Description *				
			The Add CLINSLIN screen appears. The following fields are mandatory when creating a Construction and Facilities Management document: I term Number Quantity Provided Unit of Measure Unit Price and Description	
Save CLIN/SLIN Save Draft Docume				
	Security & Pr	ivacy Accessibility Vendor Customer Support	Government Customer Support FAQ	

The Add CLIN/SLIN screen appears.

The following fields are mandatory when creating a Construction and Facilities Management document:

- · Item Number
- · Quantity Provided
- · Unit of Measure
- · Unit Price and
- Description

WAWF				User : Kaylor kh_wawf_vendo Printer Friend
User Vendor Document	ation Lookup Exit			
Vendor - Construction	and Facilities Management Invoice			
CLIN/SLIN MILSTRIP				
single " = Required Fields when	saving line item; double ** = Required Fields when saving line item, sa	aving draft document, and fabbing		
Item No. **	Product/Service ID.		Product/Service ID Qualifier	
123456			· · · · · · · · · · · · · · · · · · ·	
Qty. Provided *	Unit of Measure *	Unit Price (\$) *	Amount (\$)	
1	EA-EACH	10.00	10.00	
SDN		ACRN	PR Number	
Description *				
Fuel pump				
			When the required information for the line item has be Vendor clicks the Save CLIN/SLIN button at the botto	
Save CLIN/SLIN Save Draft	Document Previous Help			

When the required information for the line item has been entered, the Vendor clicks the Save CLIN/SLIN button at the bottom of the screen.

Scene 21

									User : Kaylor kn_	wawf_vendor Printer Friendly
User Vendor	Documentation Lookup Exit									
Vendor - Cons	truction and Facilities Manag	jement Invoice								
	DoDAAC >> Document >> Routing >>									
	ddresses Discounts Comments			Attachments Preview Dor	cument					
WARNING: The In At least one Line Iter	woice Date has been pre-populated from t m is required	the WAWF system ser	rver.							
Line Item Deta	uls									
Item No.	Product/Service ID	Qualifier	Qty. Provided	Unit of Measure	UofM Code	Unit Price (\$)	Amount (\$)	Actions		
1234KA	FuelPump	UX	1	Each	EA	10.00	10.00	Edit Delete		
								Add		
			_							
			The	Line Item is now s	aved.					
			The	Line Item is now s	aved.					
			The	Vendor may edit o	or delete Line It					
			The	Vendor may edit o essary by clicking t	or delete Line It					
			The	Vendor may edit o	or delete Line It					
			The nect the	Vendor may edit o essary by clicking t Actions heading.	or delete Line It the Edit or Dele	ete links under				
			The nect the To a	Vendor may edit o essary by clicking t Actions heading. add another Line Ite	or delete Line It the Edit or Dele em, the Vendor	ete links under				
Save Draft Docume	स) फिल्क		The nect the To a	Vendor may edit o essary by clicking t Actions heading.	or delete Line It the Edit or Dele em, the Vendor	ete links under				

The Line Item is now saved.

The Vendor may edit or delete Line Items as necessary by clicking the Edit or Delete links under the Actions heading.

To add another Line Item, the Vendor can click the Add link and repeat the process.

Page 12 of 17

Scene 22

				Pri
User Vendor Documentation Look				
Vendor - Construction and Facili				
Contract >> Pay DoDAAC >> Document >				_
	Comments Line Item Misc. Amounts	Attachments	Preview Document	
WARNING: The Invoice Date has been pre-p	opulated from the WAWF system server.			
Miscellaneous Amounts				
Misc. Fee	Misc. Fee Amount (\$)		Actions	
			Add	
Misc. Allowance	Misc. Allowance Amount (\$)		Actions Add	
Tax	Tax Amount (\$)		Actions	
104	in Amount (2)		Add	
			Amount The Ve button	scellaneous Is page is displayed. Andre Cicks on Add under Action row to immation.

The Miscellaneous Amounts page is displayed. The Vendor clicks on Add button under Action row to add information.

Scene 23

WAWF	User : Kaylor kh_wawf_ven
User Vendor Documentation Lookup Exit	
Add Misc. Fee	
" Asterisk indicates required entry for 'Save'.	
Misc. Fee * Misc. Fee Price (\$) *	
×	
Description *	
	The Add Miscellaneous Fee page is displayed.
	Miscellaneous Fee,
	Miscellaneous Fee Price, and
	Description are required. Click Save Misc. Fee button to save.
Save Misc. Fee Previous Help	
Security & Pr	ivacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Add Miscellaneous Fee page is displayed. Miscellaneous Fee, Miscellaneous Fee Price, and Description are required. Click Save Misc. Fee button to save.

WAWF		User : Kaylor kh_wawt_ver
User Vendor Documentation J	Lookup Exit	
Vendor - Construction and Fa	cilities Management Invoice	
Contract >> Pay DoDAAC >> Docume	nt >> Routing >> Data Capture	
Header Addresses Discoun	ts Comments Line Item Misc. An	Ints Attachments Preview Document
WARNING: The Invoice Date has be	een pre-populated from the WAWF system sen	
WARNING: WAWF is designat	ted for Sensitive Unclassified inform	tion ONLY. Do NOT enter classified information in this system.
There is an attachment size limit of 6N	AB, attachments over this size will be rejected.	
Attachment		
Choose File No file chosen	Upload	
Attachment Name	Attachment Type * Actions	
		The Attachment page is now displayed.
		······································
		When creating a non-final Construction and Facilities
		Management document, at least 1 attachment is
		required.
		In the case of final construction invoices, at least 2
		In the case of final construction invoices, at least 2
Save Draft Document Help		In the case of final construction invoices, at least 2

The Attachment page is now displayed.

When creating a non-final Construction and Facilities Management document, at least 1 attachment is required.

In the case of final construction invoices, at least 2 attachments are required.

Scene 25

	station Lookun Fait				Printer Erier
User Vendor Docume					
	n and Facilities Manag		ice		
	Document >> Routing >> Discounts Comments		Misc. Amounts	Attachments Preview Document	
				Attachments Preview Document	
ERROR: Please enter the	late has been pre-populated	from the WAWF	 system server. 		
		ve Unclassi	fied information O	Y. Do NOT enter classified information in this system.	
	imit of 6MB, attachments o			······	
Attachment					
Choose File est.txt		h			
Choose File est.txt	Upload				
Attachment Name	Attachm	ent Type * Ad	ctions		
				. Vendor clicks the Choose File button to locate the file that is to be	
			т	i Vendor clicks the Choose File button to locate the file that is to be	
			т		
			T a		
			T a	ched.	

The Vendor clicks the Choose File button to locate the file that is to be attached.

The Vendor clicks the Upload button to attach the selected document.

WAWF		User : Kaylor kh_wawf_vende Printe: Editor
User Vendor Documentation Lookup Exit		LineLino
Vendor - Construction and Facilities Management Invoice		
Contract >> Pay DoDAAC >> Document >> Routing >> Data Capture		
Header Addresses Discounts Comments Line Item Misc. Amounts	Attachments Preview Document	
WARNING: The Invoice Date has been pre-populated from the WAWF system server.		
WARNING: WAWF is designated for Sensitive Unclassified information	ONLY. Do NOT enter classified information in this system.	
There is an attachment size limit of 6MB, attachments over this size will be rejected.		
Attachment		
Choose File No file chosen Upload		
Attachment Name	Attachment Type * Actions	
test.txt	View Attachment Delete Attachment	
	The attachment is now saved on the	
	document.	
	Attachment type is required. Click the	
	dropdown to select.	
Save Draft Document Help		

The attachment is now saved on the document. Attachment type is required. Click the dropdown to select.

Scene 27

		(wawf_ve Printer.E
ser Vendor Documentation L	pokup Exit							
endor - Construction and Fac								
ontract >> Pay DoDAAC >> Documen					_			
Header Addresses Discounts			Attachments	Preview Documen	t			
WARNING: The Invoice Date has bee								
ARNING: WAWF is designate			UNLY, DO NUT enter ci	assimed inform	nation in this system.			
nere is an attachment size limit of 6M8	3, attachments over th	as size will be rejected.						
Attachment								
Choose File No file chosen	Upload							
Attachment Name			Attachment Type *		Actions			
test.txt			Invoices	~	View Attachment Delete A	ttachment		
		_						
			The attachment may	he viewed e	r deleted by clicking the	- Viow		
			Attachment or Delet			5 16 1		
					endor clicks the Choos	se File button		
			and repeats the pro-	ess.				
			Click the Preview Do	cument tab t	o continue.			
							1	

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

To add another attachment, the Vendor clicks the Choose File button and repeats the process.

Click the Preview Document tab to continue.

WAWF										User : Kaylor kh_i
User Vendor Doc	umentation Look	up Exit								
Vendor - Constru	tion and Facilit	ties Management In	voice							
Contract >> Pay DoDA	AC >> Document >	> Routing >> Data Captu	re							
Header Addres	ses Discounts	Comments Line Iten	Misc. Amounts	Attachments	Preview Document					
Expand All Collaps	e All									
company compa										
[-] Document Informati	m									
Contract Number Ty	20	Con	tract Number	Delivery Order		Peference	Procurement Identifier	Effective Date	Construction	Fixed Price
DoD Contract (Non-F.			24J22D2158	Derivery Order		Reference	Tocurement raemaner	Linective Date	N	Y
Invoice Number				Invoice Date		Fi	nal Invoice?		Invoice Received Date	
6789				2023/03/20			N			
Discounts										
NET: 30					_					
Summary of Detail L	evel Information				The Ver	ndor			Total	
0 CLIN/SLIN(s)					verifies				\$ 0	
0 Miscellaneous Amo	unt(s)				information				\$ 0.00	
					the Header			Docume	nt Total: \$	
Shipment Number					continu	ue.	Shipment Date			
[-] Address Information										
CAGE Code	DUNS	Prim DUNS +	Contractor 4 UEI	C -1	ension	DoDAA	e	Administered By		
1HKQ6	011173312	DONS *		UMALX69W4	ension	EU4417				
11 In New	011113312		EJK	COMPLEX CONTR		1 704417				

The Vendor verifies all information. Click the Header tab to continue.

Scene 29

VAWF							User : Kaylor kh_wawf_ven Printer Frie
ser Vendor Documentation L	ookup Exit						
endor - Construction and Fa	cilities Management Invoice						
ontract >> Pay DoDAAC >> Documer	nt >> Routing >> Data Capture						
Header Addresses Discount	s Comments Line Item	Wisc. Amounts Attachments	Preview E	locument			
WARNING: The Invoice Date has been p	re-populated from the WAWF system ser	ver.					
ngle " = Required Fields on Signing; doul	ole ** = Required Fields on Signing, savin	g draft document, and tabbing.					
Contract Number	Delivery Order	Reference Procurement Identifier	Effective Date				
W9124J22D2158				1HKQ6	HM1227		
Contract Number Type	Invoice Number **	Invoice Date * (WAWF System Server Date)	Final Invoice *	Construction	Fixed Price		
DoD Contract (Non-FAR)	8567	2023/03/13	N¥	N¥	ΥΨ		
Shipment Number	Shipment Date						
3579	2023/03/13						
Currency Code	Document Total (\$)						
USD	10.00						
Contractor Certification *							
	Date					Signature of Contractor Representative	
	2023/03/13					Signature	
						Submit Without Preview	
				ndor verifies a			
				ation and clicks	s the		
			Signatu	ire Button.			
Save Draft Document Previous He	lp.						

The Vendor verifies all information and clicks the Signature Button.

WAWF			User : Kaylor kh_wawf_vendor Printer Friendly
User Vendor Documentation	Lookup Exit		
Vendor - Construction and R Contract >> Pay DoDAAC >> Docur	Facilities Management Invoice		
Header Addresses Disco Some document values oner from the View Validation Warnings	unts Comments Line Item Misc. Am ose in ECAL CICK on the View Vancation warmings pre-populated from the WAWF system server.		
	ble ** = Required Fields on Signing, saving draft door	WAWF VALIDATION WARNING MESSAGES	
Contract Number W9124J22D2158	Delivery Order Referen	The CAGE Code on the WAWF document (1HKQ6) is different than the CAGE Code on the contract in EDA (1QU78).	
Contract Number Type	Invoice Number ** (WA)		
DoD Contract (Non-FAR)	8567 2023	If not corrected, this may result in payment delays.	
Shipment Number	Shipment Date		
3579	2023/03/13	Press OK to submit the document or Cancel to return.	
Currency Code	Document Total (\$)	OK Cancel	
USD	10.00		
Contractor Certification *	Date	sentative	
	2023/03/13		
	Мар	WAWF will perform a series of validations and warn the vendor of potential issues that may result in payment delays. Click OK to continue or Cancel to go back.	
		Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ	

WAWF will perform a series of validations and warn the vendor of potential issues that may result in payment delays. Click OK to continue or Cancel to go back.

Scene 31

AWF		User : Kaylor kh_wawf_vend Printer Fries
ser <u>V</u> endor Dg	mentation Lookup Exit	
AWF - Signatu		
NFO: As of 2023/03/ lignature	17:39:43 UTC, an email was sent to your email account 11 or with a One-Time Password (OTP). This password will expire in 200 seconds.	
	rement has changed to allow support for all the major browsers. Click here for more information.	
you have not setup y you are having issue	/ Diptal PIN, cick on Manage Diptal PIN link to setup your PIN. In receiving One-Time Password(OTP) via E-mail, you can also setup OTP on your mobile device by visiting Setup Time-Based One Time Password page.	
User ID	kh_wawf_vendor	
Digital PIN	Enter 6-digit Optal PIN. Manage Digital PIN	
OTP	Enter One Time Password (OTP) Resent OTP via E-Mail	
	For vendors that registered with	
	a User ID and password: The Vendor enters User ID, Digital PIN, and OTP. Click the next button.	

For vendors that registered with a User ID and password: The Vendor enters User ID, Digital PIN, and OTP. Click the next button.

<u>P</u>
75
After the Construction and Facilities Management
Invoice has been submitted, the WAWF system
informs the Vendor that the submission was successful.
E-mails, FTP and EDI notifications were sent as applicable.
The Vendor may add more email addresses by clicking the Send Additional Email Notifications link.

After the Construction and Facilities Management Invoice has been submitted, the WAWF system informs the Vendor that the submission was successful.

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

The Vendor may add more email addresses by clicking the Send Additional Email Notifications link.