

# Process Information Paper

## Delivery of New Procurement Items Shipped to Contractor Location

June 2021

This Process Information Paper describes the processing and interaction between the Procurement Integrated Enterprise Environment (PIEE) applications WAWF and GFP Module when items are delivered as new procurement and shipped to a contractor as Government Furnished Property.

This scenario is common when items are procured by DoD to be embedded in other items under a production or repair contract. One example is engines procured by DoD and provided to an aircraft production contract. In this document, the scenario reflects alternators being procured by DoD and provisioned as GFP to an end item repair contract.

The scenario below demonstrates the interaction between the delivery executed in WAWF and the GFP receipt executed in the GFP Module.

Figure 1 illustrates the three steps in the process:

1. Manufacturer submits the Receiving Report (DD250) to WAWF identifying the GFP Recipient contractor's CAGE as the "Ship To"
2. DoD Accepts the delivered items; Shipment Notice automatically transmitted to GFP Recipient
3. GFP Recipient contractor reports receipt of physical custody

Note that the Manufacturer and GFP Recipient can be the same contractor.

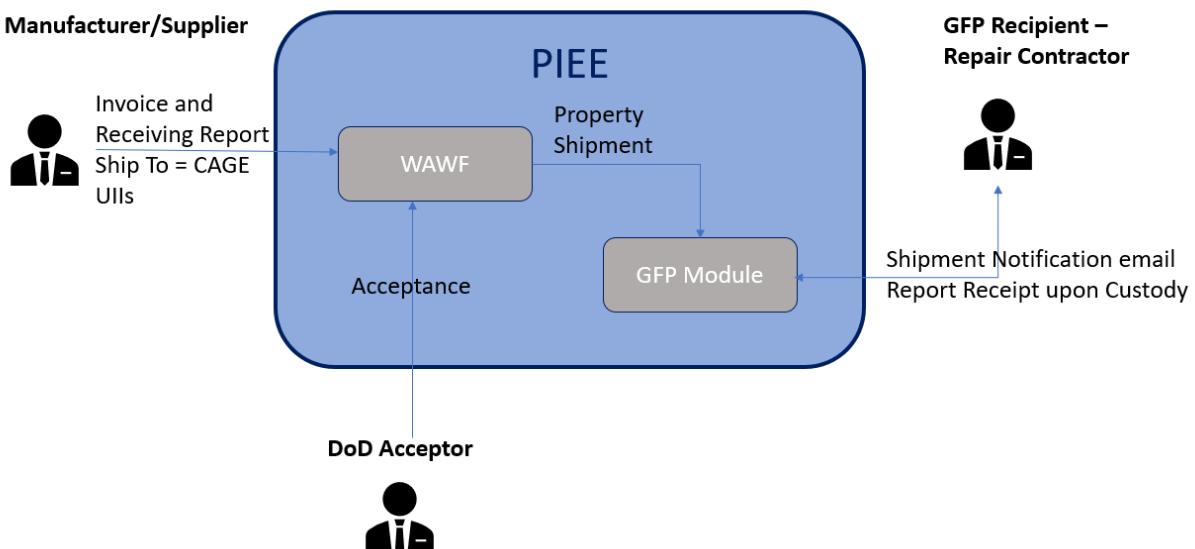


Figure 1 - Process Flow of Spawned Property Shipment Document

**Scenario Overview:**

Contract for delivery of Alternators: **M67854-21-C-MFR1**

Contract for embedding Alternators received as GFP from DoD (shipped directly from the alternator supplier to the repair contractor): **M67854-21-C-GFP1**

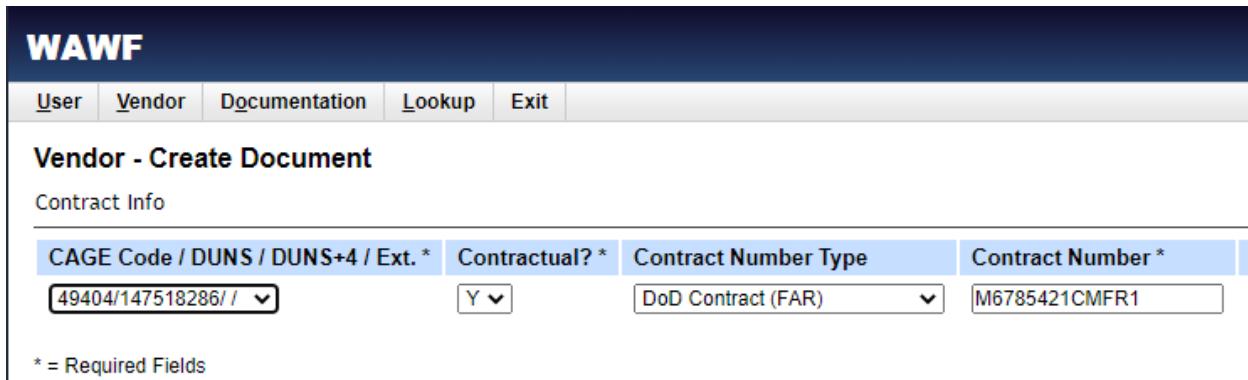
The Alternators are **Accepted** by the DoD Acceptor to become Government Property before they can become Government Furnished Property.

**WAWF Actions:**

The Supplier of the Alternators creates an invoice and receiving report in WAWF.

The Receiving Report includes information about the Alternators being delivered.

The Supplier identifies the contract:



The screenshot shows the WAWF (Web Application for Acquisition Workforce) interface. The top navigation bar includes links for User, Vendor, Documentation, Lookup, and Exit. The main title is "Vendor - Create Document". Below the title, a section is labeled "Contract Info". The form contains the following fields:

CAGE Code / DUNS / DUNS+4 / Ext. *	Contractual? *	Contract Number Type	Contract Number *
49404/147518286/ /	Y	DoD Contract (FAR)	M6785421CMFR1

A note at the bottom left indicates: \* = Required Fields.

The Supplier enters the pay office:

**WAWF**

User Vendor Documentation Lookup Exit

**Vendor - Create Document**

Contract >> Pay DoAAC

INFO: Unable to retrieve PDS XML from EDA. The PDS XML was not found in EDA.  
INFO: The contract data is not available in DoD EDA.  
INFO: Click the Previous button or Contract >> link to enter a different Contract Number or continue creating the document.

Contractual	Reference Procurement Identifier	Contract Number Type	Contract Number	Delivery Order	CAGE	DUNS	DUNS + 4	Extension	Pay Official *
Y		DoD Contract (FAR)	M6785421CMFR1		49404	147518286			M67443

\* = Required Fields

The supplier indicates the document type being created. In this example, the supplier is creating an Invoice and Receiving Report Combination. The process would work the same if the Receiving Report were being created separately from the invoice.

This example indicates the inspection and acceptance are at the source – the supplier’s facility. The inspection/acceptance must be either “Source” or “Other”. The inspection/acceptance cannot be “Destination” when the supplier is shipping to another contractor.

**WAWF**

User Vendor Documentation Lookup Exit

**Create New Document**

Contract >> Pay DoAAC >> Document

Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	Extension	Pay Official
M6785421CMFR1			49404	147518286			M67443

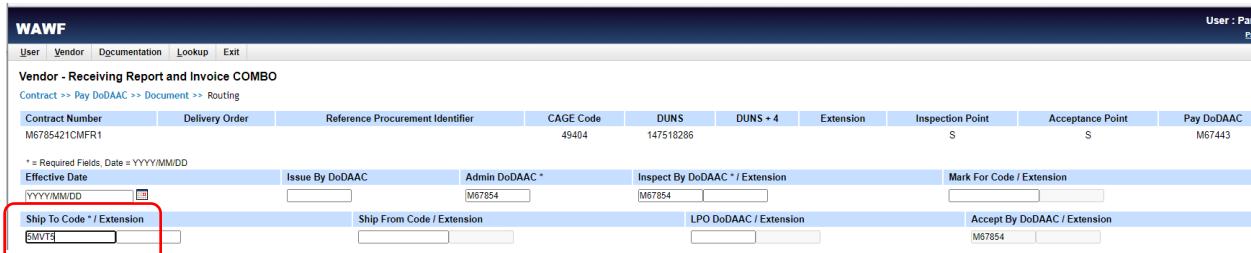
\* = Required Fields

**Select Document to Create: \***

Invoice  
 Credit Invoice  
 Invoice as 2-in-1 (Services Only)  
 Construction Payment Invoice  
 Commercial Item Financing  
 Performance Based Payment  
 Progress Payment  
 Receiving Report  
 Invoice and Receiving Report (Combo)  
 Reparables Receiving Report  
 Invoice and Reparables Receiving Report (Combo)  
 Cost Voucher (FAR 52.216-7, 52.216-13, 52.216.14, 52.232-7)  
 Non Procurement Instruments (NPI) Voucher  
 Grant Voucher  
 Navy Construction / Facilities Management Invoice  
 Telecom Invoice (Contractual)

Inspection:  Acceptance:   Fast Pay (FAR 52.213-1)  FMS

The supplier indicates the Admin DoDAAC and the Inspector DoDAAC (which will also populate the Acceptor field). The Supplier will populate the “Ship To” field with the CAGE of the GFP Recipient. DoD must inform the Alternator supplier in the contract or by other method the CAGE of the Recipient contractor. The CAGE of the GFP Recipient should be included as the “Ship To Code” in the fill in table of DFARS 252.232-7006 Wide Area WorkFlow Payment Instructions.



WAWF

User : Par  
P

Vendor - Receiving Report and Invoice COMBO

Contract >> Pay DoDAAC >> Document >> Routing

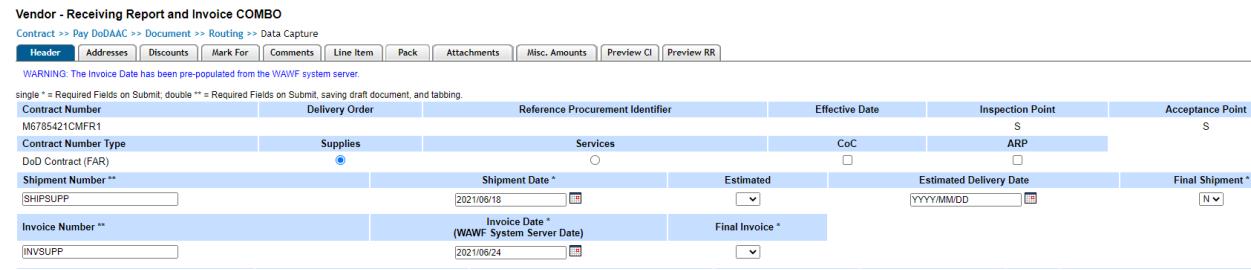
Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	Extension	Inspection Point	Acceptance Point	Pay DoDAAC
M6785421CMFR1			49404	147516286			S	S	M67443

\* = Required Fields, Date = YYYY/MM/DD

Effective Date	Issue By DoDAAC	Admin DoDAAC *	Inspect By DoDAAC * / Extension	Mark For Code / Extension
YYYY/MM/DD		M67854	M67854	

Ship To Code * / Extension	Ship From Code / Extension	LPO DoDAAC / Extension	Accept By DoDAAC / Extension
5MVT9			M67854

The Supplier will identify the invoice number, shipment number, and shipment date:



Vendor - Receiving Report and Invoice COMBO

Contract >> Pay DoDAAC >> Document >> Routing >> Data Capture

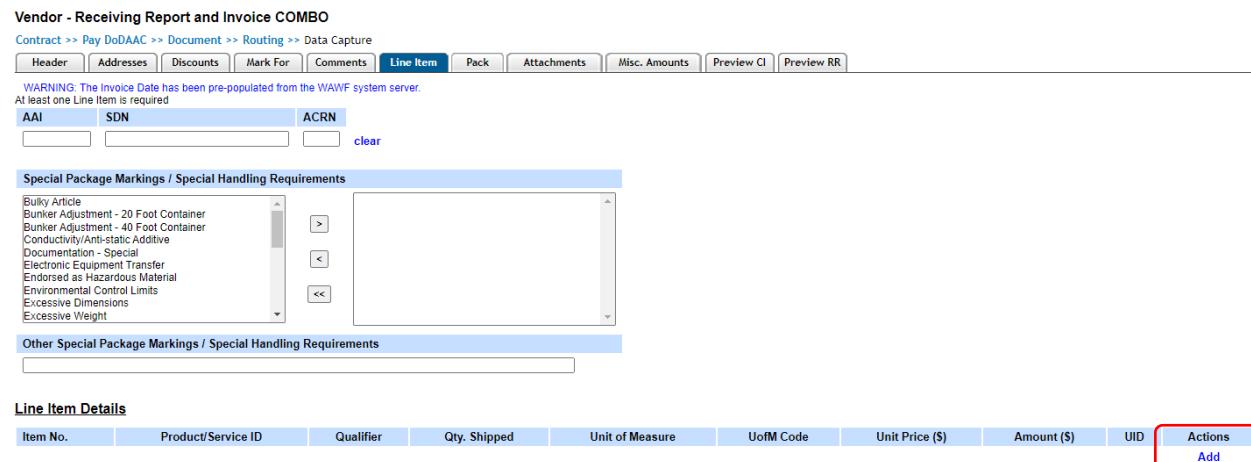
Header	Addresses	Discounts	Mark For	Comments	Line Item	Pack	Attachments	Misc. Amounts	Preview CI	Preview RR
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WARNING: The Invoice Date has been pre-populated from the WAWF system server.

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

Contract Number	Delivery Order	Reference Procurement Identifier	Effective Date	Inspection Point	Acceptance Point
M6785421CMFR1				S	S
Contract Number Type	Supplies	Services	CoC	ARP	
DoD Contract (FAR)	●	○	<input type="checkbox"/>	<input type="checkbox"/>	
Shipment Number **	Shipment Date *	Estimated	Estimated Delivery Date	Final Shipment *	
SHIPSUPP	2021/06/18		YYYY/MM/DD	N	
Invoice Number **	Invoice Date * (WAWF System Server Date)	Final Invoice *			
INVSUPP	2021/06/24				

On the Line Item tab, the Supplier will identify the items being shipped. This example is for a contract that is not in EDA. When the contract is in EDA, there will be information pre-populated for the Supplier to use. Click Add.



Vendor - Receiving Report and Invoice COMBO

Contract >> Pay DoDAAC >> Document >> Routing >> Data Capture

Header	Addresses	Discounts	Mark For	Comments	Line Item	Pack	Attachments	Misc. Amounts	Preview CI	Preview RR
--------	-----------	-----------	----------	----------	-----------	------	-------------	---------------	------------	------------

WARNING: The Invoice Date has been pre-populated from the WAWF system server.

At least one Line Item is required

AAI	SDN	ACRN
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="clear"/>		

Special Package Markings / Special Handling Requirements

Bulky Article  
Bunker Adjustment - 20 Foot Container  
Bunker Adjustment - 40 Foot Container  
Corrosive Material - Additive  
Documentation - Specialist  
Electronic Equipment Transfer  
Endorsed as Hazardous Material  
Environmental Control Limits  
Excessive Dimensions  
Excessive Weight

Other Special Package Markings / Special Handling Requirements

Line Item Details

Item No.	Product/Service ID	Qualifier	Qty. Shipped	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)	UID	Actions
									<input type="button" value="Add"/>

The Supplier will enter information about the items being delivered based on the CLIN:

**WAWF**

User Vendor Documentation Lookup Exit

**Vendor - Receiving Report and Invoice COMBO**

CLIN/SLIN/ELIN UID MILSTRIP Batch/Lot & Shelf Life

single \* = Required Fields when saving line item; double \*\* = Required Fields when saving line item, saving draft document, and tabbing

Item No. **	Product/Service ID *	Product/Service ID Qualifier *	Add Additional
1001	1234002345678	FS - NATIONAL STOCK NUMBER	Amount (\$)
Qty. Shipped *	Unit of Measure *	NSP	Unit Price (\$)*
3	Auto Complete	<input type="checkbox"/>	9.0000
AAI	SDN	ACRN	Project Code
Multiple Box Pack Indicator	PR Number	GFE?	Advice Code
N		N	

Special Package Markings / Special Handling Requirements

Bulky Article  
Bunker Adjustment - 20 Foot Container  
Bunker Adjustment - 40 Foot Container  
Conductivity/Anti-static Additive  
Documentation - Special  
Electronics Equipment Transfer  
Explosive Hazardous Material  
Environmental Control Limits  
Excessive Dimensions  
Excessive Weight

Other Special Package Markings / Special Handling Requirements

Type Designation Method (required when Type Designation Value is entered)

Type Designation Value (required when Type Designation Method is entered)

Description \*

Alternator, hardened

To enter UID data, the Supplier clicks on the UID tab and clicks "Add UID":

**Vendor - Receiving Report and Invoice COMBO**

CLIN/SLIN/ELIN **UID** MILSTRIP Batch/Lot & Shelf Life

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

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

Enterprise Identifier	Issuing Agency Code	UID Type	Original Part Number	Lot / Batch	Actions
					<a href="#">Add UID</a>

Supplier enters the UID data and clicks “Add UID”:

Add UID

\* Asterisk indicates required entry for 'Save'. \*\* Double asterisk indicates required entry for 'Save and Continue'.  
INFO: Enter the Original Part Number even if not used in UII creation.

UID Type **	Original Part Number *	Enterprise Identifier *	Issuing Agency Code *
UID2 - DoD Construct 2, Serialization within the Original Part Number or within the Lot/Batch	PN-123	49404	D - CAGE Code
Lot / Batch	Warranty		
Current Part Number			
Original Manufacturer Code	Original Manufacturers ID	Special Tooling Or Test Equipment Status *	
		Not Special Tooling Or Test Equipment	

At least one UID Number and Serial Number is required.

UID Number \* Serial Number Actions Message

**Add UID**

The specific UII and the Serial Number for each individual item is entered:

**WAWF**

User Vendor Documentation Lookup Exit

**Add UID Detail**

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

**UID Number \***

D49404PN-123SN-GHI

**Serial Number**

SN-GHI

Once all UIIs are entered, the Supplier goes back to the Line Item tab and clicks “Save Line”:

UID Type \*\*

UID2 - DoD Construct 2, Serialization within the Original Part Number or within the Lot/Batch

Original Part Number *	Enterprise Identifier *
PN-123	49404
Lot / Batch	Warranty
<input type="text"/> <input type="button" value="▼"/>	
Current Part Number	
<input type="text"/>	
Original Manufacturer Code	Original Manufacturers ID
<input type="text"/> <input type="button" value="▼"/>	
Spec	
<input type="button" value="No"/>	

At least one UID Number and Serial Number is required.

UID Number *	Serial Number	Actions	Message
D49404PN-123SN-ABC	SN-ABC	Edit UID Delete UID	
D49404PN-123SN-DEF	SN-DEF	Edit UID Delete UID	
D49404PN-123SN-GHI	SN-GHI	Edit UID Delete UID	
		Add UID	

The Line Item summary is displayed and the Supplier clicks “Submit”. If additional items were being delivered and shipped to the GFP Recipient contractor, the Supplier could click “Add” to identify those items.

Vendor - Receiving Report and Invoice COMBO

Contract >> Pay DoDAAAC >> Document >> Routing >> Data Capture

Header	Addresses	Discounts	Mark For	Comments	Line Item	Pack	Attachments	Misc. Amounts	Preview CI	Preview RR
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WARNING: The Invoice Date has been pre-populated from the WAWF system server.  
At least one Line Item is required.

AAI	SDN	ACRN
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="clear"/>		

Special Package Markings / Special Handling Requirements

Bulky Article	<input type="button" value="&gt;"/>
Bunker Adjustment - 20 Foot Container	<input type="button" value="&lt;"/>
Bunker Adjustment - 40 Foot Container	<input type="button" value="&lt;&lt;"/>
Conductivity/Anti-static Additive	<input type="button" value="&gt;&lt;"/>
Documentation - Special	<input type="button" value="&lt;&gt;"/>
Electronic Equipment Transfer	<input type="button" value="&gt;&lt;&gt;"/>
Endorsed as Hazardous Material	<input type="button" value="&lt;&lt;&gt;&gt;"/>
Environmental Control Limits	<input type="button" value="&lt;&lt;&lt;&gt;&gt;&gt;"/>
Excessive Dimensions	<input type="button" value="&lt;&lt;&lt;&lt;&gt;&gt;&gt;&gt;"/>
Excessive Weight	<input type="button" value="&lt;&lt;&lt;&lt;&lt;&gt;&gt;&gt;&gt;&gt;"/>

Other Special Package Markings / Special Handling Requirements

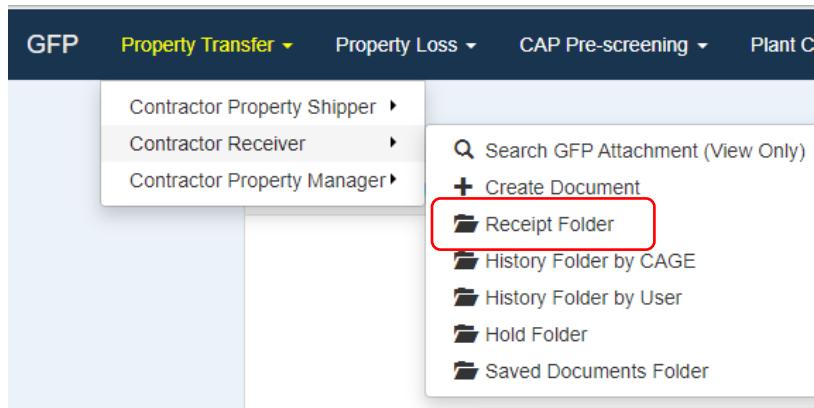
Line Item Details

Item No.	Product/Service ID	Qualifier	Qty. Shipped	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)	UID	Actions
1001	1234002345678	FS	3	Each	EA	9,000.00	27,000.00	Y	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Add"/>

The DoD Acceptor performs acceptance of the delivery making the Alternators Government Property. The acceptance action automatically registers the UIIs in the IUID Registry. Upon acceptance, the Property Shipment document is automatically created and transmitted to the CAGE code identified as the “Ship To”. This is the contractor who will embed the Alternators into an end item. The Alternators are GFP to the receiving contractor. The shipment document alerts the GFP Recipient contractor of inbound GFP.

### **GFP Module Actions:**

The GFP Recipient organization will receive an email when the property shipment document is transmitted. When the Alternators arrive on the GFP Recipient's dock, the GFP Recipient will go into the GFP Module, select Property Transfer, Contractor Receiver, and Receipt Folder:



The GFP Recipient will enter data in the search screen and click "Search" – the Recipient's CAGE is sufficient:

Search Criteria - Property Receipt Folder

CAGE Code or Contractor DoDAAC / DUNS / DUNS+4 / Ext \*

5MVT5 / 602125908 //

Status

All Documents

Create / Update Date

2021/05/25

Create / Update Date End

2021/06/24

The shipment document created from the Supplier's Receiving Report (the delivery with the Ship-To of the GFP Recipient contractor) is now visible to the GFP Recipient contractor. The delivery contract number is displayed as the "Losing Contract". The GFP Recipient contractor selects the Shipment Number to report receipt:

Property Receipt Folder for '5MVT5' (1 items found)

Show 10 entries

Initiator	DUNS	DUNS+4	Ext	Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number	Submit Date	Receipt Date	Status
Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter
M6785421CMFR1				IM6785421CMFR1				SHIP SUPP	2021-06-24		Submitted

The GFP Recipient reviews the Header tab and enters the Contract Number under which the GFP Recipient has authorization to have custody of the property. This is the “Gaining” Contract Number.

Gaining Information			
Gaining Contract Number*		Gaining Delivery Order	
<input type="text" value="M6785421CGFP1"/>		<input type="text"/>	
Gaining Effective Date		Property PCO	Ext
<input type="text" value="YYYY/MM/DD"/>		<input type="text"/>	<input type="text"/>
Government Property Administrator	Ext	Contractor Program Manager	Ext
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The GFP Recipient reviews the Line Item tab. Items shipped without a UII will display an enterable field into which the GFP Recipient will enter the quantity that he has received. If the quantity received field shows a zero and is uneditable, as shown in the example below, the GFP Recipient must report receipt of the UIIs on the UID tab.

Item No. 1001			
Item Name	Qty. Shipped	Unit of Measure	
	3	EACH	
National Stock Number	Manufacturer CAGE Code	Part Number	
1234002345678			
Type Designation Method	Type Designation V:		
<input type="text"/>	<input type="text"/>		
Qty. Received			
0			
Description			
Alternator, hardened			

On the UID tab, the GFP Recipient acknowledges receipt of the UID'd items by clicking the document level “Receive All”. Any discrepancies would be identified at the individual item level.

Item No. 1001			Receive All on the Document	Reject All on the Document
Qty. Shipped	Qty. Received	Qty. Rejected	<input checked="" type="checkbox"/> Receive All	<input type="checkbox"/> Reject All
3	3	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>
UID				
Current Part Number	Current Part Number Cost	Current Part Number Effective Date	Action(s)	<a href="#">Edit UID</a>
2D Compliant	Property Category Code	Special Tooling Or Test Equipment Status		
Yes	E	Not Special Tooling Or Test Equipment		
UID Number	Supply Condition Code	Receive / Reject		
D49404PN-123SN-ABC		<input checked="" type="radio"/> / <input type="radio"/>		
D49404PN-123SN-DEF		<input checked="" type="radio"/> / <input type="radio"/>		
D49404PN-123SN-GHI		<input checked="" type="radio"/> / <input type="radio"/>		

The GFP Recipient returns to the Header tab and scrolls to the bottom, clicks “Received,” enters the date, clicks “Signature,” and completes the one-time password requirement.

Action By: 5MVT5		
<b>Actions</b>	<b>Signature Date</b>	
<input checked="" type="checkbox"/> Received	2021/06/24	<a href="#">Signature</a>
<input type="checkbox"/> Partially Received		Signature of Authorized Property Recipient
<input type="checkbox"/> Reject to Initiator		

The items are now in the GFP Recipient’s accountable items list and the UIIs are in the GFP Recipient’s custody in the IUID Registry.

The IUID Registry shows the item having been delivered under the production contract:

Contractor - Single Item Query: Results Page			
UID:	D49404PN-123SN-GHI	Single Item Query	
Effective Date:	2021-06-26	Run Time:	2021-06-25 01:
Initial Load Date:	2021-06-24	Initial Load State:	New Acquisition
		Initial Load Type:	End Item
<b>UII D49404PN-123SN-GHI</b>		<b>Acquisition Contract</b>	
Active Description	Alternator, hardened (Pedigree)	Reference Procurement Identifier	
Active Part Number	PN-123 (Pedigree - Original)	Contract Number	M6785421CMFR1
Active National Stock Number	1234002345678 (Pedigree)	Contract Order Number	
Active Batch/Lot		Contract Number Type	DOD CONTRACT (F)
<b>Pedigree</b>		Prime Acquisition Contractor	147518286
UID Type	UID2	CLIN/SLIN/ELIN	1001
Issuing Agency Code	D	Cost	9000
Enterprise Identifier	49404	Currency Code	USD
Original Part Number	PN-123	Unit of Measure	EA
		Acceptance Location Code	M67854
		Acceptance Date	2021-06-22

And in the custody of the GFP Recipient:

Custody										
Reference Procurement Identifier	Contract Number	Contract Order Number	Contract Number Type	DUNS	CAGE	DODAAC	Sent	Received	Category	Status
	M6785421CGFP1		DOD CONTRACT (FAR)	602125908	5MVT5		2021-06-18	2021-06-24	E	K

The items are in the GFP Recipient's Accountable Items List:

Line Item Pre-population from Received Items										
National Stock Number	Manufacturer CAGE	Part Number	Model Number							
Item Name	Item Description		UII							
Item Serial Number										
<input type="checkbox"/> Check All Items on Page <input type="checkbox"/> Uncheck All Items on Page <input type="checkbox"/> Populate Selected Quantity <input type="checkbox"/> Clear Selected Quantity <input type="checkbox"/> Filter Items <input type="checkbox"/> Reset Filter										
Selected	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Accountable Quantity	Quantity to Ship	
<input type="checkbox"/>		Alternator, hardened	1234002345678				EACH	3		
+ UIIs										
<input type="checkbox"/> Select All		Populate?	UID	Shipment Number				Shipped Date	Received Date	
<input type="checkbox"/>		<input type="checkbox"/>	D49404PN-123SN-ABZ	SHIPSUPP				2021/06/18	2021/06/24	
<input type="checkbox"/>		<input type="checkbox"/>	D49404PN-123SN-DEF	SHIPSUPP				2021/06/18	2021/06/24	
<input type="checkbox"/>		<input type="checkbox"/>	D49404PN-123SN-GHI	SHIPSUPP				2021/06/18	2021/06/24	

Further, the GFP Position report also accessible to both DoD and the GFP Recipient contractor shows the items and the UIIs in the contractor's custody:

## GFP Position Report - By Contract

Report Execution Date: 6/25/2021

Contract Number

M6785421CGFP1

Delivery Order Number

CAGE Code

Contract Number 	Delivery Order Number 	Item Name 	Item Description 	NSN 
M6785421CGFP1			Alternator, hardened	1234002345678

## GFP Position Report - By Contract

Report Execution Date: 6/25/2021

Contract Number

M6785421CGFP1

Delivery Order Number

CAGE Code

MFR CAGE 	Part Number 

Records: 1 to 1

### Serial Numbers/Unique Ids

Serial Numbers  Unique Ids

D49404PN-123SN-ABZ

D49404PN-123SN-GHI

D49404PN-123SN-DEF