



Government Furnished Property Property Transfer Training For Contractor Users

Defense Pricing and Contracting (DPC)

Carol Brown, OSD A&S DPC, carol.a.brown160.civ@mail.mil
Pam Rooney, Support to OSD A&S DPC, www.dodprocurementtoolbox.com

Jan 2023



Topics

- ◆ **Background**
- ◆ Reporting Receipt of GFP
- ◆ Reporting Shipment of GFP
- ◆ Resources

This training assumes basic knowledge of the DoD GFP environment. For additional information see the basic training on the DoD Procurement Toolbox at <https://dodprocurementtoolbox.com/site-pages/gfp-training>

For additional advanced scenarios, see the GFP Property Transfer for contractors – Extended Scenarios



Policy: Property Clauses in Contracts

- ◆ FAR 52.245-1 **Government Property**, in all cost type and T&M solicitations and contracts, and in labor hour and fixed-price solicitations and contracts when the Government will provide property
- ◆ FAR 52.245-9 **Use and Charges**, in solicitations and contracts when the clause at 52.245-1 is included
- ◆ DFARS 252.245-7001 **Tagging, Labeling, and Marking of Government-Furnished Property**
- ◆ DFARS 252.245-7002 **Reporting Loss of Government Property**
- ◆ DFARS 252.245-7003 **Contractor Property Management System Administration**
- ◆ DFARS 252.245-7004 **Reporting, Reutilization, and Disposal**
- ◆ DFARS 252.211-7007 **Reporting of Government-Furnished Property**

DFARS clauses are being revised to consolidate clauses and clarify language



Basic Requirement of DFARS 252.211-7007

◆ *Reporting of Government-Furnished Property*

“... the Contractor shall report...all serially managed Government-furnished property, regardless of unit-acquisition cost and receipt of non-serially managed items”



Requirement for Contractors to report receipt/shipment to the GFP Module

252.211-7007 Reporting of Government-Furnished Property (Mar 2022)

As prescribed in 211.274-6(b), use the following clause:

(f) *Procedures for reporting of Government-furnished property.* Except as provided in paragraph (c) of this clause, the Contractor shall establish and report to the IUID Registry the information required by FAR clause 52.245-1, paragraphs (e) and (f)(1)(iii), in accordance with the data submission procedures at

https://dodprocurementtoolbox.com/cms/sites/default/files/resources/2021-09/GFP%20Reporting%20Guide_Vendors_June%202018.pdf



Reporting Government Furnished Property Vendor Guide:

3.1.1 GFP Module Implementation

Reporting of receipt for all GFP, and reporting of shipment, and transfer to other contracts of serially managed GFP as required by DFARS 252.211-7007 is conducted through the GFP Module. When an item with a registered UII is reported as received by a contractor, the GFP Module automatically updates the custody record for that item in the IUID Registry. Contractors should report receipt of all GFP to the GFP Module. There should be no reporting of GFP receipt to the IUID Registry.



The GFP Module is a PIEE Application

Consolidates GFP capabilities into single tool

- ◆ **Phase 1 – GFP Attachment**
 - » Launched 2 April 2018
 - » Provides authorization for Contractor to have custody of Government Property
 - » Provides workflow for initiator, reviewer, approver
 - » Automatically uploads to EDA
- ◆ **Phase 2 – GFP Property Transfer**
 - » Launched 16 July 2018
 - » Captures GFP Shipments and Receipts
 - » Reuses data in the Module to prepopulate transactions to reduce data entry burden and increase data accuracy
 - » Compares shipment or receipt to Attachment and alerts discrepancies
 - » Populates real time GFP Position Report (in EDA)
- ◆ **Phase 3 – Plant Clearance and Property Loss**
 - » Property Loss launched 19 November 2019; CAP Pre-Screening launched 4 February 2020
 - » Supports workflow, communication, and visibility to enable dispositioning of Government Property
 - » Enables APSR out of inventory data capture (as part of Phase 5)
- ◆ **Phase 4 – Update items while in Contractor custody**
 - » Currently performed in CAV, IUID Registry
- ◆ **Phase 5 – Integration**
 - » Data sharing with APSRs and DLA



The GFP Module



My Account Help

User: Pam Rooney

Last Successful Logon Date: 2021/02/18 13:00:44 UT

Last Unsuccessful Logon Attempt: 2021/01/04 15:47

Welcome to the Procurement Integrated Enterprise Environment

Award

Post Award Admin

Payment

Property Management

Operational Support

Other

The screenshot displays the PIIEE dashboard with the following modules and their functional groupings:

- Award:** Solicitation
- Post Award Admin:** CCM (Contracting Communication Module), EDA (Electronic Data Access)
- Payment:** WAWF (Wide Area Workflow), myInvoice
- Property Management:** GFP (Government Furnished Property), IUID (IUID Registry)
- Operational Support:** PCM (Purpose Code Management)
- Other:** WBT (Web Based Training)

Red circles highlight the EDA, WAWF, and IUID modules. A green arrow points to the GFP module.

Applications grouped in functional areas
GFP Module shares data with other PIIEE Applications



The GFP Attachment

- ◆ **Formalizes the “deal” of what property will be provided to the Contractor; Authorizes Contractors to have custody of Government Property**
- ◆ **Available in the GFP Module for view only; also uploaded to EDA**
- ◆ **Identifies the type and quantity of Government Property the Contractor is allowed to have over the life of the contract**
- ◆ **Identifies which items are serially managed versus non-serially managed for Contractor reporting under DFARS 252.211-7007**
- ◆ **Available for pre-population of receipt and shipment documents**



Property Transfer- GFP Receipt and Shipment Reporting

- **Report Receipt and Shipment of GFP using the GFP Module Property Transfer capability**
- **Per DFARS 252.211-7007, Contractors are compelled to report GFP**
 - **Receipt of non-serially managed GFP**
 - **Receipt, shipment, consumption, disposal, and transfer of serially managed GFP**
- **All GFP – non-serially managed, serially managed via serial number, and serially managed via Ull is reported to the GFP Module**
 - **Custody section of Ull record in IUID Registry automatically updated when Ull is receipted**



What Gets Reported

	Serially-Managed	Non-Serially Managed
Receipt	X	X
Delivery or Shipment	X	*
Consumed or Expended	X	
Disposal	X	**
Transfer to Another Contract	X	

*May still be subject to Appendix F

**May still be subject to 252.245-7002 or 252.245-7004



GFP Module Property Transfer Enablers

- ◆ **Enables pre-population of unilateral receipt document from GFP Attachment**
- ◆ **Allows selection from previously receipted items for population of Contractor shipment**
- ◆ **Enables pre-population of shipment document from GFP Attachment (if items have not been previously receipted)**
- ◆ **Alerts discrepancies between physical receipt/shipment and GFP Attachment to contracting officer**
- ◆ **Tracks real-time GFP position against a contract and CAGE – GFP Position Report**



GFP Module Roles

◆ Contractor Roles

» GFP Module

- Contractor Property Shipper
- Contractor Property Receiver
- Various View Only

» WAWF

- Vendor to create/submit Reparable Receiving Report
- Vendor or Vendor View Only to view GFP Position Report in EDA



Register for GFP Module Access

Self-register for role on the PIEE home page
(after log in)*:

The screenshot shows the PIEE 6.8.0 Procurement Integrated Enterprise Environment home page. The navigation bar includes 'My Account' and 'Help' links. The main content area is titled 'Welcome to the Procurement Integrated Enterprise Environment' and displays several modules: Award (Solicitation), Post Award Admin (Contracting Communication Module, Electronic Data Access), Payment (Wide Area Workflow, myInvoice), Property Management (Government Furnished Property, IUID Registry), Operational Support (Purpose Code Management), and Other (Web Based Training). The 'GFP' module is highlighted in the Property Management section.

*If this is the first PIEE role, go to wawf.eb.mil and select “Register.” See <https://dodprocurementtoolbox.com/cms/sites/default/files/resources/2020-05/Register%20for%20GFP%20Module%20Roles%20-%20Contractors%20May%202020.pdf> for detailed role request info and instructions.



The Contractor View

GFP Vendor Property Transfer Property Loss CAP Pre-screening Lookup Documentation



View GFP Attachments where the Prime CAGE matches the User's CAGE



Report property receipt, shipment and transfer



Topics

- ◆ Background
- ◆ **Reporting Receipt of GFP**
- ◆ Reporting Shipment of GFP
- ◆ Resources

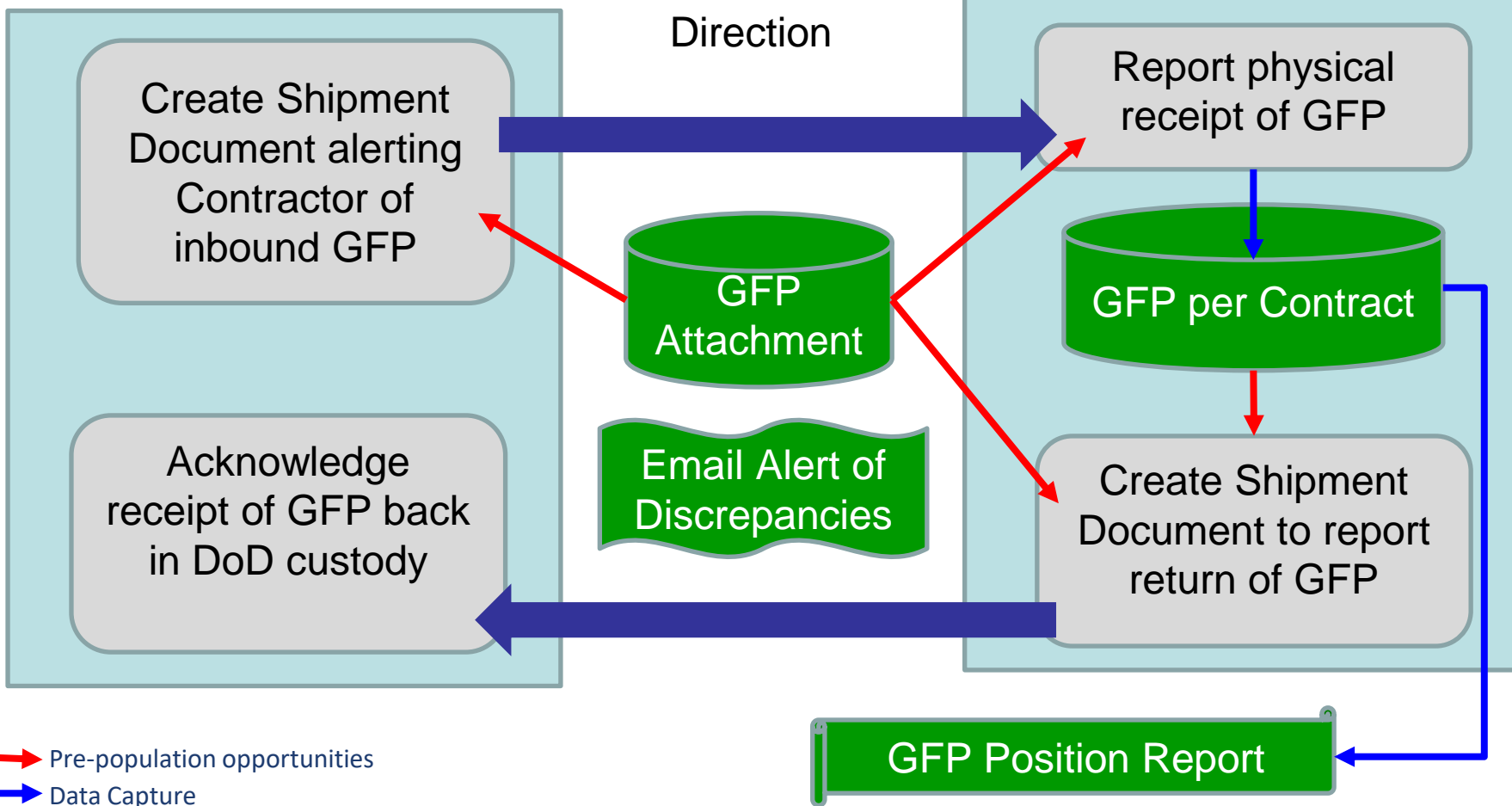


GFP Module Property Transfer Process Flow

Government

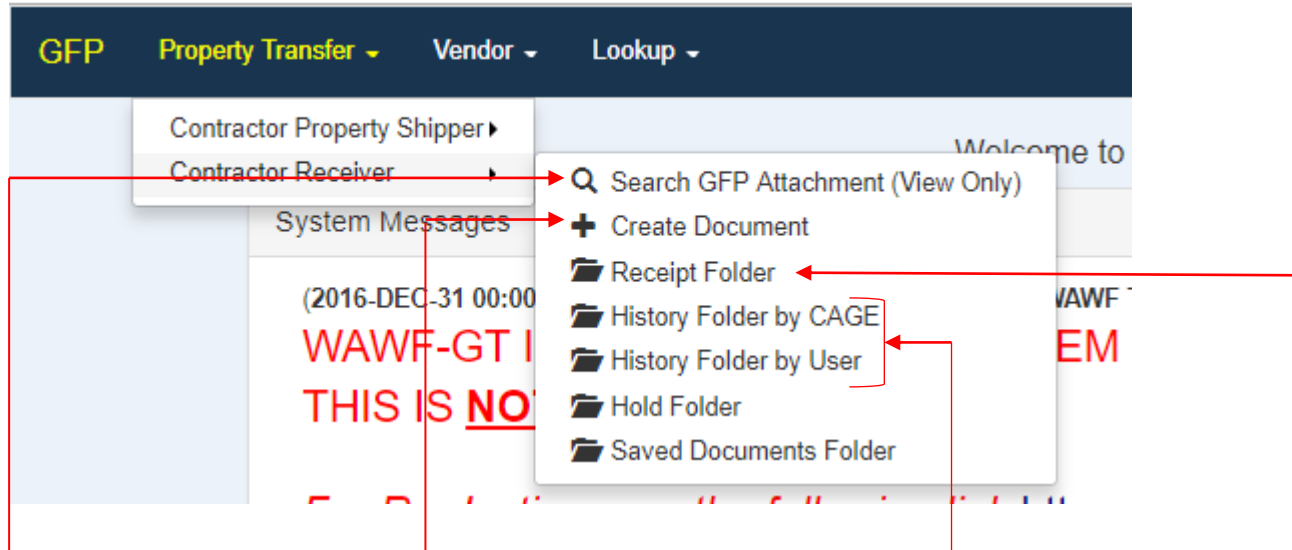
Physical Item
Movement
Direction

Contractor





Contractor Receiver Folders



Search GFP Attachment to see if an Attachment exists for the contract; review Attachment content

Create a unilateral receipt – report receipt with no preceding shipment document

View previously submitted receipts

View inbound shipments; report receipt against a shipment document



Property Receipt Scenarios

◆ GFP Module

- » Unilateral receipt (Slides 19 – 39)
- » Receipt with previous shipment document (Slides 40 – 61)

The web entry approach is described; Excel upload and electronic file submission are also available.

For Excel upload, see

<http://dodprocurementtoolbox.com/cms/sites/default/files/resources/2020-08/Property%20Transfer%20Excel%20-%20Aug%202020.pdf>

For electronic file submission, see

<http://dodprocurementtoolbox.com/cms/sites/default/files/resources/2016-04/iRAPT%20Web%20Based%20Training%20access.pdf>



Scenario #1: Unilateral Receipt Scenario

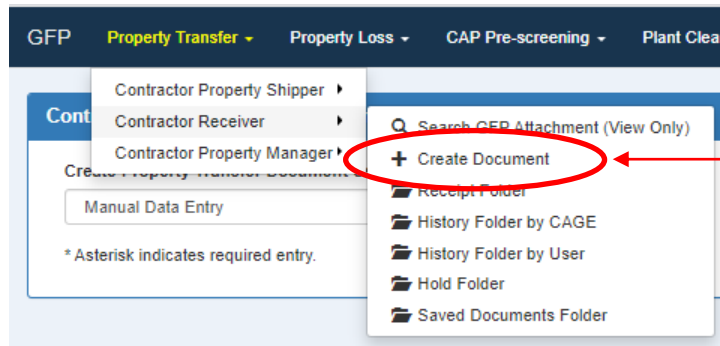
- ◆ **You have a contract with the GFP Attachment** (Note – even if you do NOT have a GFP Attachment or it isn't in the Module, you must still report receipt of GFP)
- ◆ **GFP shows up on your receiving dock** (or you already had it and you are catching up)
 - » **5 Items**
 - » **4 are on the GFP Attachment; 1 is not**
 - » **2 of the items on the GFP Attachment are serially managed**
- ◆ **You are going to report receipt of these items**

Reminder: All GFP, including UII'd GFP, can be reported via the GFP Module. The GFP Module is the only way to report non-UII'd GFP. The DFARS is being updated to require all GFP to be reported via the GFP Module.

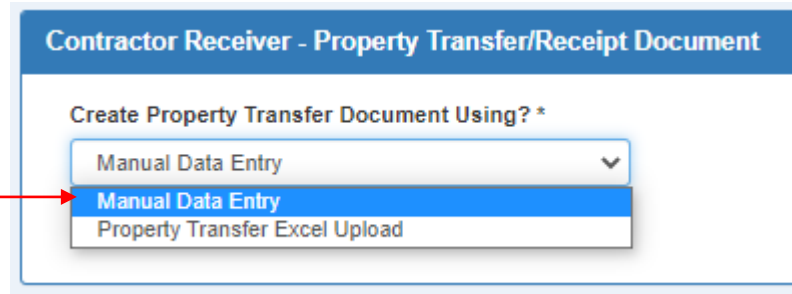


Create the Unilateral Receipt

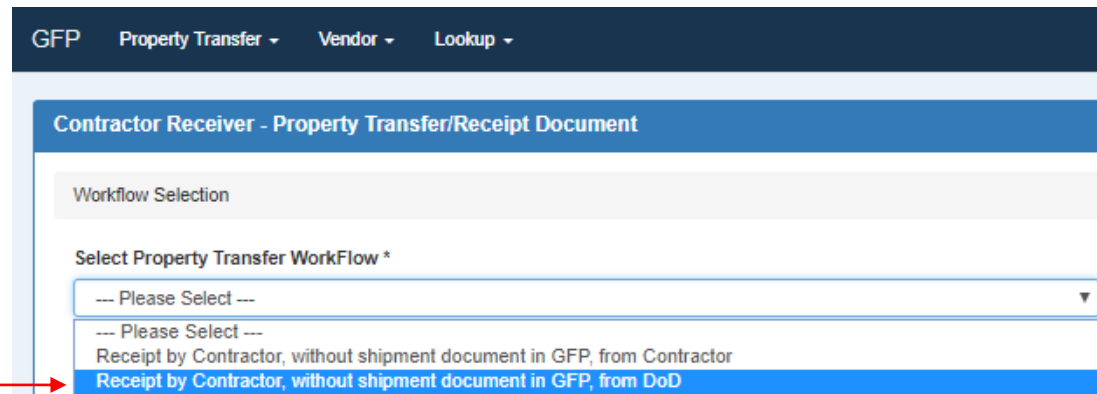
First, check the Receipt Folder to make sure there is not a shipment doc. Finding none...



Select "Create Document"



Identify creation method



Identify source



Enter Header Data

Enter the contract number AND order number if there is one.
Contract Number Type will default to “DoD Contract (FAR). If you have a different type of contract number, select it from the drop down
Enter the CAGE that is the prime on the contract as the Property Receiver.

Contractor Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From DoD)

Workflow Selection / Contract Info

Gaining Contract Information

Contract Number Type

Contract Number *

M6785414C6526

Delivery Order

Property Receiver Code * / Extension

5MVT5/602125908//

Property Shipper Code

Property Ship To Code

Property Ship To Code Extension

Property Ship From Code

The CAGE or contractor DoDAAC of the physical recipient can go here - optional

If you know the DoDAAC of the DoD org that is the shipper, enter the 6 character DoDAAC so they receive email notification of receipt. But shipper is optional.

Click “Next”



Enter Routing Data

There are no data entry requirements on this screen

The PCO and ACO will be pulled from the contract when found in EDA

You can optionally enter other Govt DoDAACs and Contractor CAGEs or DoDAACs for view-only visibility

Click "Next"

Contractor Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From DoD)

[Workflow Selection](#) / [Contract Info](#) / [Routing](#)

Gaining Information - Location Code / Extension

Property PCO

Property PCO Extension

Property ACO

Property ACO Extension

Government Program Manager

Government Program Manager Extension

Government Property Administrator

Government Property Administrator Extension

Contractor Program Manager

Contractor Program Manager Extension

Contractor Property Manager

Contractor Property Manager Extension

Contractor Contract Administrator

Contractor Contract Administrator Extension

Effective Date



Enter Shipment Info

1. Enter Shipment Number. This is usually found on accompanying paperwork. Use the shipment number if there is one or use the document number. If there is no DoD number, create a shipment number following organizational conventions.
2. Enter Shipment Date if it is on the paperwork. If not, enter receipt date.
3. Click the Line Item tab.

Contractor Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **3. Line Item** Attachments Preview Document

Gaining Contract Information

Gaining Contract Number	Gaining Delivery Order	Gaining Contract Number Type
M6785414C6526		DoD Contract (FAR)

Shipment Information

1. <input type="text" value="M67004312002"/>	2. <input type="text" value="2021/02/22"/>	Estimated <input type="text" value=""/>	Estimated Delivery Date <input type="text" value="YYYY/MM/DD"/>
TCN <input type="text" value=""/>	Gross Weight <input type="text" value=""/>	Serial Shipping <input type="text" value=""/>	



Report Items

You have two ways to identify the items:

1. Select from the GFP Attachment (Slides 25 – 32)
2. Enter item data (Slides 33 – 34)

Contractor Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **Line Item** Attachments Preview Document

Populate Line Items

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	NSN	Manufacturer CAGE	Part Number	Model Number	UofM Code	Qty. Received	UID	Item Serial No.	Actions
											+ Add

Note: If there is no GFP Attachment, the blue button will be replaced with the text below. You must still report receipt using “Add” (see Slide 33)

Populate Line Items

An approved GFP Attachment was not found for the entered Receiver CAGE code and contract information.



Select from GFP Attachment

The lines from the GFP Attachment are displayed sequentially within the Serially Managed section, then Non-Serially managed section, then Requisitionable.

For mass receipt, select all and populate (Attachment) quantity can be helpful.

Line Item Pre-population from GFP Attachment

National Stock Number Manufacturer CAGE Part Number Model Number

Item Name Item Description Item Type

Check All Items on Page Uncheck All Items on Page

Selected	Line Number	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Item Type	GFP Attachment Quantity	Quantity Received	Item Populated?
<input type="checkbox"/>	1	Tank tracked	M1A2 with special features		0LFY7	14-6457-33		EACH	Serial	10	<input type="text"/>	
<input type="checkbox"/>	2	Tank tracks	Heavy duty tracks for M1A2 tank	4565016745632				EACH	Serial	20	<input type="text"/>	
<input type="checkbox"/>	3	Engine Tank	Engine for M1A2 tank; heavy duty				E-24392	EACH	Serial	10	<input type="text"/>	
<input type="checkbox"/>	4	Crack test set	Special test set to identify chassis cracks		0LFY7	99-678		EACH	Serial	1	<input type="text"/>	
<input type="checkbox"/>	5	Server	Dell high performance, dual core		7X3W7	24251		EACH	Serial	4	<input type="text"/>	
<input type="checkbox"/>	6	Server	HP heavy duty, hard care		3X7W3	HP7632		EACH	Serial	8	<input type="text"/>	
<input type="checkbox"/>	1	Chassis support	Support for M1A2 chassis during repair				23-789665	EACH	Non-Serial	2	<input type="text"/>	
<input type="checkbox"/>	2	Fasteners track	Heavy duty fasteners that connect track to tank	2431013465789				BAG	Non-Serial	3	<input type="text"/>	

200 rows/page
Additional pages shown at bottom of screen



Filter GFP Attachment

The fields at the top can be used to filter the Attachment rows.

Product ID (NSN, CAGE, Part Number, Model) must be exact match.

Item Name and Item Description are partial word search.

Item Type filters to Attachment section (serially managed, non serially managed, req).

The user entered “track” into the “Item Name” field and clicked the “Filter Items” button.

Line Item Pre-population from GFP Attachment

National Stock Number	Manufacturer CAGE	Part Number	Model Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Item Name	Item Description	Item Type	
<input type="text" value="track"/>	<input type="text"/>	All Item Types	

Check All Items on Page Uncheck All Items on Page

Selected	Line Number	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Item Type	GFP Attachment Quantity	Quantity Received	Item Populated?
<input type="checkbox"/>	1	Tank tracked	M1A2 with special features		0LFY7	14-6457-33		EACH	Serial	10	<input type="text"/>	
<input type="checkbox"/>	2	Tank tracks	Heavy duty tracks for M1A2 tank	4565016745632				EACH	Serial	20	<input type="text"/>	
<input type="checkbox"/>	2	Fasteners track	Heavy duty fasteners that connect track to tank	2431013465789				BAG	Non-Serial	3	<input type="text"/>	

Item Count: 3

Page 1 of 1



Select Filtered Items

For those items for which you are reporting receipt, click the “Selected” box and enter the quantity that have physically received.

Add them to the receipt document by clicking “Populate Selected Items.”

Line Item Pre-population from GFP Attachment

National Stock Number Manufacturer CAGE Part Number Model Number

Item Name Item Description Item Type

- Check All Items on Page
- Uncheck All Items on Page
-
-
-
-

Selected	Line Number	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Item Type	GFP Attachment Quantity	Quantity Received	Item Populated?
<input checked="" type="checkbox"/>	1	Tank tracked	M1A2 with special features		0LFY7	14-6457-33		EACH	Serial	10	<input type="text" value="1"/>	
<input checked="" type="checkbox"/>	2	Tank tracks	Heavy duty tracks for M1A2 tank	4565016745632				EACH	Serial	20	<input type="text" value="2"/>	
<input checked="" type="checkbox"/>	2	Fasteners track	Heavy duty fasteners that connect track to tank	2431013465789				BAG	Non-Serial	3	<input type="text" value="1"/>	

Item Count: 3 Page 1 of 1

-
-
-



Serially Managed Items Require Ull or Serial Number

Two of the populated items are on the serially managed section of the GFP Attachment, so the user must edit them to add the Ull or SN. Click “Edit” for the Tank.

Contractor Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From DoD)

Workflow Selection / Contract / Routing / Data Capture






Header Addresses Comments **Line Item** Attachments Preview Document

ERROR: The Line Items marked as Invalid contain errors. Please click the Edit action for each Invalid Line Item to view a more detailed error message.

Populate Line Items

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Received	UID	Item Serial No.	Actions	
1	Tank tracked	M1A2 with special features			0LFY7	14-6457-33		EACH	1	N	N	 	Invalid
2	Tank tracks	Heavy duty tracks for M1A2 tank		4565016745632				EACH	2	N	N	 	Invalid
3	Fasteners track	Heavy duty fasteners that connect track to tank		2431013465789				BAG	1	N	N	 	



Adding UII or Serial Number

The "Line Item" page is displayed. The error is described. Click the "UID/Serial No." tab.

Contractor Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From DoD)

Line Item **UID/Serial No.** MILSTRIP

ERROR: The associated Line Item on the gaining contract's GFP Attachment for Line Item '1' is Serially Managed. Therefore, Line Item '1' requires at least one Item Serial Number or UII.

Item No.	Item Name *		
<input type="text" value="1"/>	<input type="text" value="Tank tracked"/>		
National Stock Number †	Manufacturer CAGE †	AND	Part Number †
<input type="text"/>	<input type="text" value="0LFY7"/>		<input type="text" value="14-6457-33"/>
Qty. Received *	Unit of Measure *		Model Num
<input type="text" value="1"/>	<input type="text" value="EACH"/>		<input type="text"/>
Advice Code	Supply Condition Code		
<input type="text"/>	<input type="text"/>		
Type Designation Method (required when Type Designation Value is entered)			
<input type="text"/>			
Type Designation Value (required when Type Designation Method is entered)			
<input type="text"/>			



Add UII

If the item has an IUID Data Matrix, enter the derived UII by clicking the “Add UID” button. This is the tank which has a registered UII. Note the UII must already be in the IUID Registry. If the UII is not in the IUID Registry, an error will be returned.

Contractor Receiver - Property Transfer/Receipt Document (Receipt by Contractor - From DoD)

Line Item UID/Serial No. MILSTRIP

UID

+ Add UID

Item Serial Number (only for non-UII items)

Item Serial Number

Supply Condition Code

|



Add UII for Tank

Select “Yes” for 2D Compliant (the item has an IUID data matrix), Select “E” (Equipment) or “M” (Material); and select Special Tooling Status. Enter the UID info and click “Add” if more UIIs need to be entered. Click “Save UID” when all UIIs have been entered. Return to the summary and select “Edit” for the tank tracks.

Add UID

Current Part Number	Current Part Number Cost	Current Part Number Effective Date
<input type="text"/>	<input type="text"/>	<input type="text" value="YYYY/MM/DD"/>

2D Compliant *	Property Category Code *	Special Tooling Or Test Equipment Status *
<input type="text" value="Yes"/>	<input type="text" value="E"/>	<input type="text" value="Not Special Tooling Or Test Equipment"/>

UID Number *	Supply Condition Code	Action(s)
<input type="text" value="D0353812345"/>	<input type="text"/>	<input type="button" value="X Delete"/>
		<input type="button" value="+ Add"/>

<input type="button" value="Save UID"/>	<input type="button" value="X Cancel"/>	<input type="button" value="Help"/>
---	---	-------------------------------------



Enter Serial Numbers for Tank Tracks

The tank tracks do not have IUID Data Matrices on them, so the user will enter the Serial Numbers.

Note that there can be a combination of UIIs and serial numbers for a line. The sum of UII plus serial number must equal the quantity received for a line. Do NOT enter a UII AND a serial number for the same item. Return to the Line Item tab and click “Save Line Item.”

Line Item UID/Serial No. MILSTRIP

INFO: Saved as of: 2018/11/26 09:59:48 Document will be removed from a saved status after 2 day(s) and any data will be lost.

UID

+ Add UID

Item Serial Number (only for non-UII items)

Item Serial Number	Supply Condition Code	Action(s)
<input type="text"/>	<input type="text"/>	<input type="button" value="Save"/>
1472-B		<input type="button" value="Edit"/> <input type="button" value="Delete"/>
5257-Y		<input type="button" value="Edit"/> <input type="button" value="Delete"/>



Report Receipt of Item Not on Attachment

Receipt the CARC paint by selecting from the GFP Attachment.
Racing stripes also came with the shipment, but they are not on the GFP Attachment.
Click “Add” to access the data entry screen.

Populate Line Items

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Received	UID	Item Serial No.	Actions
1	Tank tracked	M1A2 with special features			0LFY7	14-6457-33		EACH	1	Y	N	Edit Delete
2	Tank tracks	Heavy duty tracks for M1A2 tank		4565016745632				EACH	2	N	Y	Edit Delete
3	Fasteners track	Heavy duty fasteners that connect track to tank		2431013465789				BAG	1	N	N	Edit Delete
4	CARC Paint	CARC Paint		6758012342347				GALLON	4	N	N	Edit Delete
+ Add												



Item Matching

If entered Product ID data (NSN, CAGE/PN, Model Number) match with items previously received, but item name, description, or Unit of Measure do not match, you will indicate whether the item data previously received is correct and you want to use that (“No”) or if you want to overwrite the data in the accountable items list with the data you’ve just entered (“Yes”).

Matching Information on Record Found

The Current Line Item you have entered differs from the matched Information on Record. The Information on Record will be updated with your Current Line Item data. Do you confirm this action?

Current Line Item

Item Name	Item Description	Unit of Measure	
Tank	Tank	EACH	
NSN	Manufacturer CAGE	Part No.	Model No.
1234001234567			M1A2

Information on Record

Item Name	Item Description	Unit of Measure	
tanks, tracked	super cool tanks	EACH	
NSN	Manufacturer CAGE	Part No.	Model No.
1234001234567			M1A2

Yes, replace the Information on Record with my Current Line Item. No, replace my Current Line Item with the Information on Record.



Unilateral Receipt Item Summary

The items to be receipted are shown on the summary screen.
Return to the Header tab to submit.

Populate Line Items

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Received	UID	Item Serial No.	Actions
1	Tank tracked	M1A2 with special features			0LFY7	14-6457-33		EACH	1	Y	N	Edit Delete
2	Tank tracks	Heavy duty tracks for M1A2 tank		4565016745632				EACH	2	N	Y	Edit Delete
3	Fasteners track	Heavy duty fasteners that connect track to tank		2431013465789				BAG	1	N	N	Edit Delete
4	CARC Paint	CARC Paint		6758012342347				GALLON	4	N	N	Edit Delete
5	Racing Stripes	Racing stripes for tracked out tank		2323003354321				PACKAGE	1	N	N	Edit Delete
+ Add												

NOTE: Regardless the method used to add items to the Receipt document, a Product ID (NSN, CAGE/PN, Model Number) can be used only ONE time. Multiple rows of the same Product ID must be aggregated into one row with summed quantity. Duplicate Product ID on the Receipt Doc will throw this error:

ERROR: Line Item '2' contains duplicate Product Identifiers compared to Line Item '1' (NSN, Manufacturer CAGE, Part Number, Model Number). To avoid issues with data integrity in the contractor's accountable quantity, please aggregate these line items into one line and update the quantity. UIDs and Serial Numbers may be entered on the UID/Serial No. tab.




Submit Receipt

At the bottom of the Header tab, enter the date of the receipt and click “Signature”

Action By: 5MVT5 *

Signature Date



 Signature
Signature of Authorized Property Recipient

Receive the validation warning that item 5 is not on the GFP Attachment. Click “Ok.”
The contracting officer will receive an email with the discrepancy.

GFP Validation Warning Messages

Line Item 5 was not found on the GFP Attachment for the gaining contract.
If Line Item 5 is DoD Serially Managed, please report item Ull or Serial Number.

Press OK to submit the document or Cancel to return to the document to make changes.



One Time Password (OTP)

As of 2020/08/25 12:32:37 UTC, an email was sent to your email account pamrooney@comorantconsulting.com with a One-Time Password (OTP). This password will expire in 900 seconds.

- i** The PIEE signature requirement has changed to allow support for all the major browsers. Click [here](#) for more information.
- g** If you have not setup your Digital PIN, click on [Manage Digital PIN](#) link to setup your PIN.
- o** If you are having issue with 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 GFPMODVEND

PIN (Digital PIN) [Manage Digital PIN](#)

OTP (One-Time Password) [Send OTP via E-Mail](#)

Submit Without Preview

Signature of Authorized Property Recipient

The system requires a one time password (OTP)

Enter your PIN

The system will automatically send a one time password to your email on record
Copy the OTP and paste in the data field
Click "Sign and Submit"

NOTE: If you have not yet established your PIN, see the instructions here: <https://dodprocurementtoolbox.com/articles/piee-now-requires-a-one-time-password>



Submission Confirmation

Receive the success message. You can send email to others within your company or in DoD.

Contractor Receiver - Success

The Property Transfer/Receipt Document (Receipt by Contractor - From DoD) was successfully received.

Document Information

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
		M6785414C6526		M67004312002

Emails

Email sent to Receiver: pamrooney@cormorantconsulting.com
Email sent to Gaining GFP Attachment Approver with warning messages: pamela.p.rooney.ctr@mail.mil

[Send Additional Email Notifications](#)

Wed Feb 24 20:26:22 UTC 2021

The Approver of the GFP Attachment (generally the Contracting Officer) email identifies the discrepancies.



Scenario #2: Receipt Against Shipment Document Scenario

- ◆ **DoD has entered a GFP shipment document to Contractor**
 - » 4 items total
 - » 3 items are selected from GFP Attachment and 1 is added via data entry
 - » 2 of the items selected from GFP Attachment are serially managed; 1 is not
 - » No Ulls or Serial Numbers have been entered by DoD Shipper
- ◆ **The items physically arrive at your facility**
 - » You, as Contractor will now report receipt of the GFP against the shipment document



DoD Shipment Doc View

This is the DoD Shipper's summary view of the items being shipped by DoD to the Contractor

Government Property Shipper - Property Transfer/Receipt Document (DoD to Contractor)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **Line Item** Pack Attachments Preview Document

Populate Line Items

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Shipped	UID	Item Serial No.	Actions
1	Airplane Engines	Engine for fighter jet		1234567890123				EACH	2	N	N	Edit Delete
2	Vertical Stabilizers	Vertical stabilizers for fighter jets			0FTL5	456-7890-012		EACH	4	N	N	Edit Delete
3	Support equipment	Support equipment for fight jets					FGH-17A	KIT	1	N	N	Edit Delete
4	Horizontal Stabilizers	Horizontal stabilizers for fighter jets			0FTL5	456-7890-013		EACH	4	N	N	Edit Delete
+ Add												



Email Notification of Shipment

The Contractor will receive an email alerting them that the shipment document has been submitted.

Subject: \\M6700421C5555\ \M67004\ \Property GV\5USA123\ \13499\ \Submitted

This email was generated in a TEST environment from the AWS PIEE-GT platform. If you are a PRODUCTION user, then please ignore it.

Action CAGE\Ext: 13499

Document Type: Property Transfer

Status: Submitted

Receipt Date:

Processed Date: 2021/02/25

Losing Contract Number:

Losing Delivery Order Number:

Gaining Contract Number: M6700421C5555

Gaining Delivery Order Number:

Contract Issue Date:

Gaining Contract Issue Date:

Shipper DoDAAC\Ext: M67004

Shipment Number: 5USA123

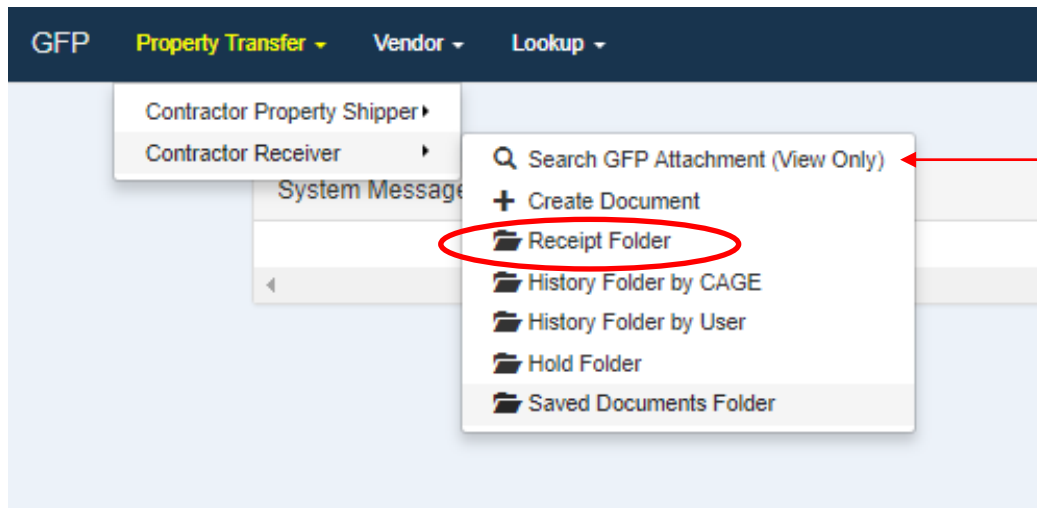
Shipment Date: 2021/02/25



Report Receipt Against Shipment Doc

Once the items physically arrive, report receipt. The receipt process is the same for items transferred from DoD or items shipped to the Contractor on a Receiving Report (new delivery) or Reparable Receiving Report from another Contractor.

Click Property Transfer/Contractor Receiver/Receipt Folder



Tip: you can review the GFP Attachment associated with the shipment before reporting receipt

NOTE: If the Government did not create a shipment document, the Contractor is still compelled to report receipt of all GFP. A change to DFARS 252.211-7007 will require all GFP movement to be reported via the GFP Module. Currently the GFP Module is the ONLY way to report non-Ull GFP movement.



Search for the Shipment Doc

Tip: Remove the create date if you are not sure shipment was within last 30 days

Search Criteria - Property Receipt Folder

CAGE Code or Contractor DoDAAC / DUNS / DUNS+4 / Ext *
13499 / 060605883 //

Status: All Documents
Create / Update Date: 2021/01/26
Create / Update Date End: 2021/02/25

Losing Contract Number
Losing Delivery Order

Gaining Contract Number
Gaining Delivery Order

Shipment No.

Ship From
Ship From Extension
Ship To

Shipper
Shipper Extension

Receipt Date: YYYY/MMDD
Receipt Date End: YYYY/MMDD
Estimated Delivery Date: YYYY/MMDD

Search Help

Select the CAGE and any other filter criteria and click Search



Select the Shipment Doc

All shipment documents that are pending receipt are displayed.
Select the shipment associated with the receipt being reported.

GFP Vendor ▾ Property Transfer ▾ Property Loss ▾ CAP Pre-screening ▾ Plant Clearance ▾ Lookup ▾ Documentation ▾

Property Receipt Folder for '13499' (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
<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>
M67004						M6700421C5555		5USA123	2021-02-25		Submitted

Showing 1 to 1 of 1 entries



Review Summary

Note that if warning messages were presented to the shipper, they will also be presented to the receiver.

Contractor Receiver - Property Transfer/Receipt Document (DoD to Contractor)

Header **Line Item** UID/Serial No. Addresses Misc. Info Preview Document

Warning messages were generated when validating against the GFP Attachment. Click on the View Validation Warnings link to view.
[View Validation Warnings](#)

* = Required Fields

Losing Information

Losing Contract Number	Losing Delivery Order	Losing Contr:
Government Property Administrator / Ext	Property PCO / Ext	Property ACC

Validation Warning Messages - Shipment

Line Item 4 was not found on the GFP Attachment for the gaining contract.

Review the Header tab including the number of line items and click the Line Item tab



Line Item Tab

Item No. 1 is the engines, which are serially managed. Because the shipper did NOT enter SNs or UIIs, the receiver must enter the quantity received. Go to the UID/Serial No. tab to report the unique identifier.

If the shipper HAD included a UII or SN, the Qty Received field would be a non-editable “0” and you would go to the UID/Serial No. tab to confirm receipt of those individual items.

Quantity received of any serially managed items must be entered before moving to the UID/Ser No tab.

Item No. 1

Item Name	Qty. Shipped	Unit of Measure	Ship Advice Code	Supply Condition Code
Airplane Engines	2	EACH		

National Stock Number	Manufacturer CAGE Code	Part Number	Model Number
1234567890123			

Type Designation Method	Type Designation Value
<input type="text"/>	<input type="text"/>

Qty. Received *
<input type="text"/>

Description
Engine for fighter jet



Items with IUID Data Matrix

If the item has an IUID Data Matrix, click “Add UID” and enter the derived UII (you likely have to use a scanner to derive the UII). It will be a string of characters, commonly starting with D or LH with no special characters (other than slash and dash).

Item No. 1

Qty. Shipped
2

UID

+ Add UID

Item Serial Number (only for non-UII items)

+ Add Item Serial Number



Enter the IUID Info

Enter the 2D compliant = “Yes” (it has a data matrix) and category. Enter the UII in the “UID Number” field. Click “Add” (add additional UIIs) and then “Save UID.”

If the derived UII is NOT registered, an error will be returned.

If you are the OEM and can guarantee that the data matrix is intended to be globally unique, register the UII in the IUID Registry as GFP.

If you are NOT the OEM, report receipt using the item’s serial number (shown on slide 53)

Add UID

ERROR: The entered UII: D123456789012 was not found in the Registry. Please enter the appropriate UII or call the IUID help desk at 269-961-4745.

Current Part Number	Current Part Number Cost	Current Part Number Effective Date
<input type="text"/>	<input type="text"/>	<input type="text" value="YYYY/MM/DD"/>

2D Compliant *	Property Category Code *	Special Tooling Or Test Equipment Status *
<input type="text" value="Yes"/>	<input type="text" value="E"/>	<input type="text" value="Not Special Tooling Or Test Equipment"/>

UID Number *	Supply Condition Code	Action(s)
<input type="text" value="D0353812345"/>	<input type="text"/>	<input type="button" value="X Delete"/>
		<input type="button" value="+ Add"/>

Select the condition code for Repairables

<input type="button" value="Save UID"/>	<input type="button" value="X Cancel"/>	<input type="button" value="Help"/>
---	---	-------------------------------------



Confirm Receipt of UII

A UII that is found in the Registry will be added to the item data. Click "Receive" and the Quantity Received will reflect the quantity to be reported. Note that if the shipper had entered the UII, you would still do this step.

Item No. 1				
Qty. Shipped	Qty. Received	Qty. Rejected	Receive All	Reject All
2	1	0	<input type="checkbox"/>	<input type="checkbox"/>

UID				
Current Part Number	Current Part Number Cost	Current Part Number Effective Date	Action(s)	
			Edit UID	Delete UID
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	
D0353812345			● / ●	

UID				
Current Part Number	Current Part Number Cost	Current Part Number Effective Date	Action(s)	
			Edit UID	Delete UID
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	
D03538ABCDE			● / ●	



Report Receipt

Return to Header tab and scroll to the bottom

Action By: 13499

Actions <input checked="" type="checkbox"/> Received <input type="checkbox"/> Partially Received <input type="checkbox"/> Reject to Initiator	Signature Date 2021/02/25	Signature Signature of Authorized Property Recipient
---	-------------------------------------	--

Check "Received," add date and click "Signature"



Errors Alerted

At submission, the document is validated. If errors are found, the user will be alerted. Any items that are on the serially managed items section of the GFP Attachment require UII or Serial Number. In this case, the user neglected to enter UII or SN for Line 2.

Contractor Receiver - Property Transfer/Receipt Document (DoD to Contractor)

Header Line Item UID/Serial No. Addresses Misc. Info Preview Document

Warning messages were generated when validating against the GFP Attachment. Click on the View Validation Warnings link to view.

[View Validation Warnings](#)

ERROR: This document contains errors in the following Tab(s) - Line Item

* = Required Fields

Losing Information

Losing Contract Number	Losing Delivery Order	Losing Contract Number Type
Government Property Administrator / Ext	Property PCO / Ext	Property ACO / Ext

Contractor Receiver - Property Transfer/Receipt Document (DoD to Contractor)

Header Line Item UID/Serial No. Addresses Misc. Info Preview Document

Warning messages were generated when validating against the GFP Attachment. Click on the View Validation Warnings link to view.

[View Validation Warnings](#)

ERROR: The associated Line Item on the gaining contract's GFP Attachment for Line Item '2' is Serially Managed. Therefore, Line Item '2' requires at least one Item Serial Number or UII.



Enter Serial Numbers

The Contractor receiver did not enter Ull or Serial Number for Line 2 which was selected from the serially managed items tab by the Government shipper.

He returns to the UID/Serial No. tab to enter the item level data.

These items (the vertical stabilizers) do not have UID data matrices, so the serial numbers will be reported. Click “Add Item Serial Number.”

Note: the sum of Ulls and Serial Numbers must equal the quantity received

Item No. 2

Qty. Shipped
4

UID

+ Add UID

Item Serial Number (only for non-Ull items)

+ Add Item Serial Number



Enter Serial Numbers

Enter the first serial number, click “Save.” Scroll back down to Item No. 2 and enter second, third, and fourth serial numbers. The sum of serial numbers and Ulls must equal the quantity shipped. Once the serial numbers are entered, click “Receive All” at the line item to receipt them (or reject by specific individual item).

Item No. 2

Qty. Shipped	Qty. Received	Qty. Rejected	Receive All	Reject All
4	4	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>

UID

[+ Add UID](#)

Item Serial Number (only for non-Ull items)

Item Serial Number	Supply Condition Code	Receive / Reject	Action(s)
123-XYZ-1		<input type="radio"/> / <input type="radio"/>	Edit Delete
123-XYZ-2		<input type="radio"/> / <input type="radio"/>	Edit Delete
123-XYZ-3		<input type="radio"/> / <input type="radio"/>	Edit Delete
123-XYZ-4		<input type="radio"/> / <input type="radio"/>	Edit Delete

[+ Add Item Serial Number](#)



Print UIIs and Serial Numbers

+ Add Item Serial Number

Save Draft Document

Print UID/SN

Download Document

Property Transfer

(DoD to Contractor)

-- UID / Item Serial Number Details --
(Access the GFP Module to view signed copy)

Losing Contract Number		Losing Delivery Order		Shipment Number	
Gaining Contract Number M6700421C5555		Gaining Delivery Order		5USA123	
Item No	Qty. Shipped	Qty. Received	Qty. Rejected		
1	2	2	0		
Current Part Number		Current Part Cost	Current Part Effective Date		
2D Compliant Y		Property Category E	Special Tooling Or Test Equipment Status Not Special Tooling Or Test Equipment		
UID No. D0353812345		Supply Condition Code		Received	
Current Part Number		Current Part Cost	Current Part Effective Date		
2D Compliant Y		Property Category E	Special Tooling Or Test Equipment Status Not Special Tooling Or Test Equipment		
UID No. D03538ABCDE		Supply Condition Code		Received	
Item No	Qty. Shipped	Qty. Received	Qty. Rejected		
2	4	4	0		
Item Serial No. 123-XYZ-1 123-XYZ-2 123-XYZ-3 123-XYZ-4		Supply Condition Code		Received Received Received Received	
Item No	Qty. Shipped	Qty. Received	Qty. Rejected		
3	1	1	0		



Report Receipt

Once again return to Header tab and scroll to the bottom

Action By: 13499

Actions <input checked="" type="checkbox"/> Received <input type="checkbox"/> Partially Received <input type="checkbox"/> Reject to Initiator	Signature Date 2021/02/25	Signature Signature of Authorized Property Recipient
---	-------------------------------------	--

Check "Received," add date and click "Signature"



One Time Password (OTP)

As of 2020/08/25 12:32:37 UTC, an email was sent to your email account pamrooney@comorantconsulting.com with a One-Time Password (OTP). This password will expire in 900 seconds.

- i** The PIEE signature requirement has changed to allow support for all the major browsers. Click [here](#) for more information.
- g** If you have not setup your Digital PIN, click on [Manage Digital PIN](#) link to setup your PIN.
- o** If you are having issue with 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	GFPMODVEND
PIN (Digital PIN)	<input type="password" value="....."/> Manage Digital PIN
OTP (One-Time Password)	<input type="text"/> Send OTP via E-Mail
Submit Without Preview	<input checked="" type="checkbox"/>

Signature of Authorized Property Recipient

✓ Sign And Submit

∨ Cancel

The system now requires a one time password (OTP)

Enter your PIN

The system will automatically send a one time password to your email on record
Copy the OTP and paste in the data field
Click "Sign and Submit"

NOTE: If you have not yet established your PIN, see the instructions here:
<https://dodprocurementtoolbox.com/articles/piee-now-requires-a-one-time-password>



Acknowledge Validation Messages

You might see Validation Warning messages. These notifications are informational and DO NOT prevent submission of the receipt. Click “Ok” to continue.

GFP Validation Warning Messages

Line Item 4 was not found on the GFP Attachment for the gaining contract.
If Line Item 4 is DoD Serially Managed, please report item UII or Serial Number.

Press OK to submit the document or Cancel to return to the document to make changes.



Success Message

The shipper will receive an email confirming the receipt

Contractor Receiver - Success

The Property Transfer/Receipt Document (DoD to Contractor) was successfully received.

Document Information

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
		M6700421C5555		5USA123

Emails

Email sent to Shipper: pamrooney@cormorantconsulting.com
Notification sent for CAGE code 13499 to EDI Routing Codes- ISA07: 01, ISA08: 123456789, GS03: JITC
Notification sent for CAGE code 13499 to FTP Directory: /caci_db/efp/WAWF_RA_sec/FTPEDIDirectory/ftp_working/GEXAWS/notifications
Email sent to Gaining GFP Attachment Approver with warning messages: pamrooney@cormorantconsulting.com

[Send Additional Email Notifications](#)

← You can send email confirmation to others

Mon Mar 01 20:14:51 UTC 2021



History Folder

Once submitted, the receipt will appear in the History folder

Property Receipt History from Active Folder for '13499' (1 items found)

Show 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	Purge
<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>
M67004						M6700421C5555		5USA123	2021-02-25	2021-02-25	Received	

Showing 1 to 1 of 1 entries



Topics

- ◆ Background
- ◆ Reporting Receipt of GFP
- ◆ **Reporting Shipment of GFP**
- ◆ Resources



Property Shipments

- ◆ **Shipping GFP on Property Transfer in the GFP Module**
 - » To DoD, another Contractor
 - » To another contract
- ◆ **Returning a reparable via the Reparable Receiving Report (covered in Extended Scenarios training)**

The web entry approach is described; Excel upload and electronic file submission are also available.

For Excel upload, see

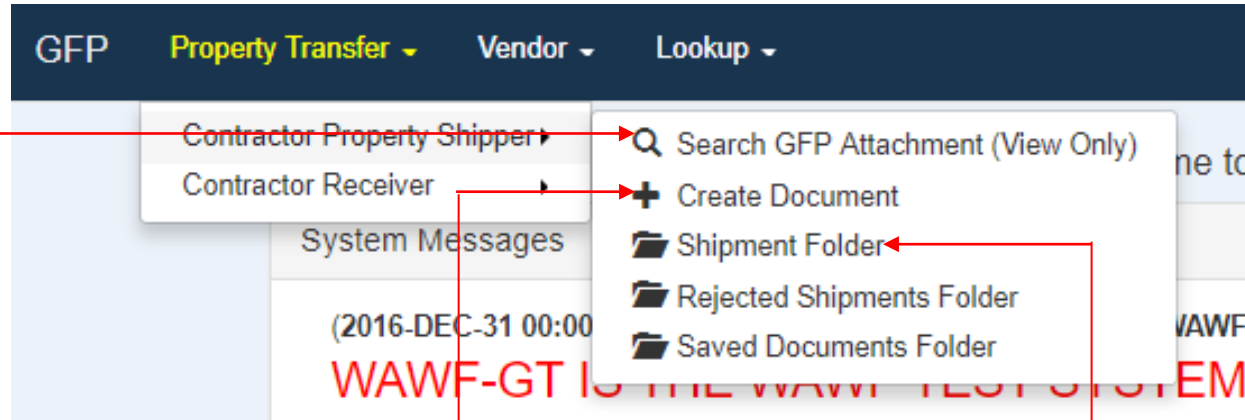
<http://dodprocurementtoolbox.com/cms/sites/default/files/resources/2020-08/Property%20Transfer%20Excel%20-%20Aug%202020.pdf>

For electronic file submission, see

<http://dodprocurementtoolbox.com/cms/sites/default/files/resources/2016-04/iRAPT%20Web%20Based%20Training%20access.pdf>



Contractor PT Shipper Folders



Search GFP Attachment to see if an Attachment exists for the contract or to review Attachment content

Create a shipment document; report shipment of serially managed GFP back to DoD or to another Contractor

See shipments submitted and their status

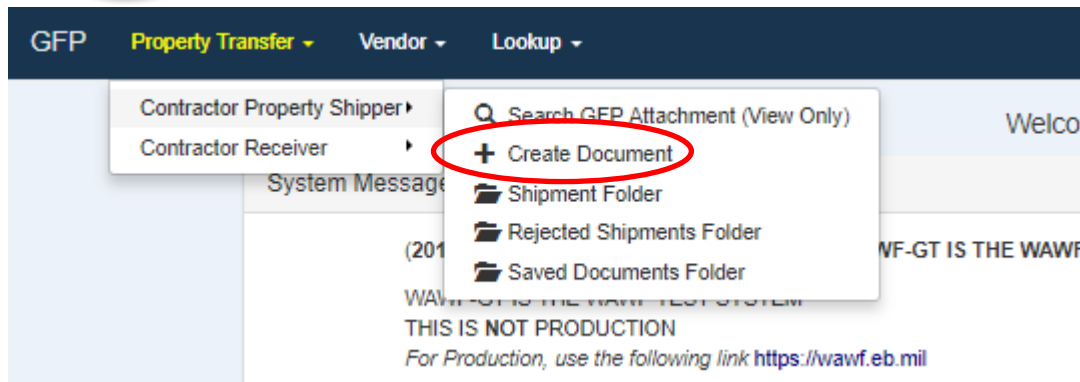


Shipping GFP Scenario

- ◆ **You have been instructed to ship GFP back to DoD (note – this works the same if the GFP is shipped to another Contractor)**
 - » **One previously receipted serially managed item**
 - » **One item not previously receipted in the Module, but on the GFP Attachment**
 - » **One item neither previously receipted nor on the GFP Attachment**

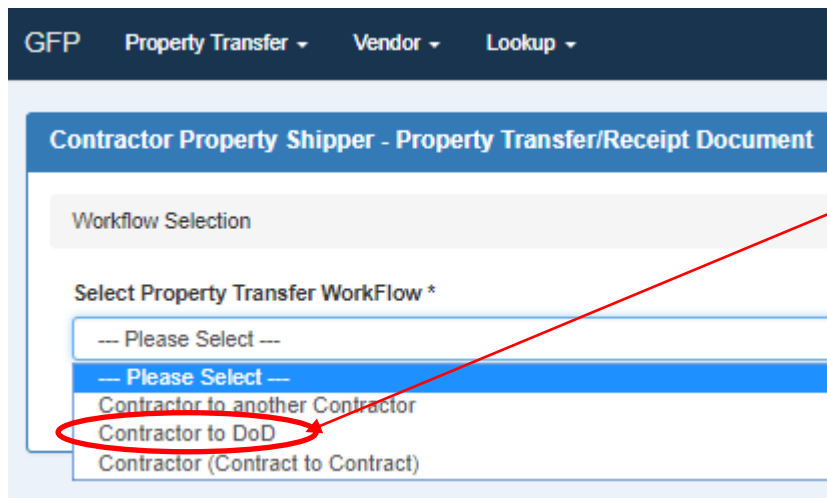
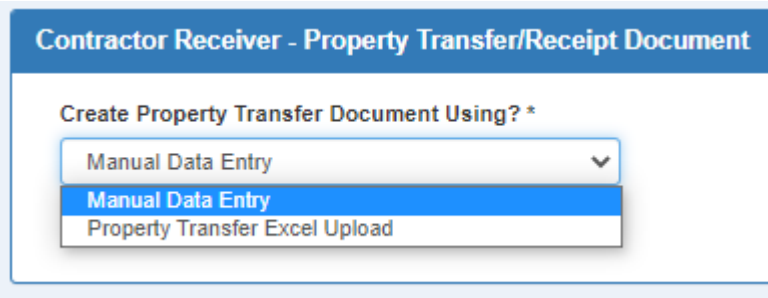


Create the Shipment Document



Select Property Transfer/
Contractor Property Shipper/
Create Document

Identify creation method



Select "Contractor to DoD"

Note: For transfer of GFP from one contract to another within a CAGE, use the "Contractor (Contract to Contract)" option. The accountability will be moved to the gaining contract; no separate receipt action is required. This action is taken ONLY after the contract modification directs transfer of accountability.



Enter Contract and Routing

Enter contract number (and delivery order for A, G, and optionally D type contract numbers) under which the GFP is authorized (contract number type will default to DoD Contract (FAR) – if you have a different type of contract number, select from the drop down list).

Property Shipper - Enter the Prime CAGE code of the contract; physical location may be entered in the “Ship To”.

Property Receiver – Enter the DoDAAC that will acknowledge receipt from their Receipt Folder.

Note: the Contract/Delivery Order/Shipper CAGE must be exactly as it is on the GFP Attachment to have the Attachment available for line item selection.

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Workflow Selection / Contract Info

Losing Contract Information

Contract Number Type

Contract Number *

M6700421C5555

Delivery Order

Property Shipper Code * / Extension

13499/060605883//

Property Receiver Code

M67004|

Property Receiver Code Extension

Property Ship To Code

Property Ship To Code Extension

Property Ship From Code

Property Ship From Extension



Optional View Only POCs

Contractor Property Shipper - Property Transfer/Receipt

Workflow Selection / Contract Info / Routing

Losing Information - Location Code / Extension

Property PCO

M67854

Property ACO

M67854

Government Program Manager

Government Property Administrator

M67854

Contractor Program Manager

Contractor Property Manager

13499

Contractor Contract Administrator

13499

Effective Date

YYYY/MM/DD

The PCO and ACO will be pulled from the contract automatically if the contract is found in EDA.

The user can enter any other POCs to enable view only access for users registered for those roles.



Enter Shipment Info

Enter Shipment Number and Date
Click Line Item tab

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **Line Item** Pack Attachments Preview Document

Losing Contract Information

Losing Contract Number	Losing Delivery Order	Losing Contract Number Type
M6700421C5555		DoD Contract (FAR)

Shipment Information

Shipment Number **

23456

Shipment Date *

2021/03/01

TCN

Gross Weight



Shipment Doc Population Options

Option #1 – Populate from Receipts – items that have been previously receipted in the GFP Module. Selecting these items removes them from your accountable property list. (Slides 71 – 72)

Option #2 – Populate from GFP Attachment – items that were in your custody before the GFP Module but are on the GFP Attachment (Slides 73 – 76)

Option #3 – Add – items that have neither been previously receipted nor are on the GFP Attachment (Slides 77 – 78)

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **Line Item** Pack Attachments Preview Document

Populate Line Items

1. + Populate From Receipts
2. + Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	NSN	Manufacturer CAGE	Part Number	Model Number	UofM Code	Qty. Shipped	UID	Item Serial No.	Actions
											3. + Add



Populate from Receipts - Filter

Bottom section is the accountable items - the items previously received for this contract (and not shipped or adjudicated through Property Loss).

Top section enables filtering of the accountable items list. Product ID (NSN, CAGE, PN, Model, SN, UII) must have exact match.

Item Name and Description allow partial word search. Enter filter and click "Filter Items."

Click "Reset Filter" to see complete accountable items list after filtering.

Line Item Pre-population from Received Items

National Stock Number	Manufacturer CAGE	Part Number	Model Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Item Name	Item Description	UII	
<input type="text" value="stabil"/>	<input type="text"/>	<input type="text"/>	
Item Serial Number	<input type="text"/>		

Check All Items on Page Uncheck All Items on Page

Selected	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Accountable Quantity
<input type="checkbox"/>	Vertical Stabilizers	Vertical stabilizers for fighter jets		0FTL5	456-7890-012		EACH	4

Note: Serial Numbers or UIIs are present when the "+" is displayed

<input type="checkbox"/>	Horizontal Stabilizers	Horizontal stabilizers for fighter jets		0FTL5	456-7890-013		EACH	4
--------------------------	------------------------	---	--	-------	--------------	--	------	---

Note: Non-serially managed items do not have the "+" and require entry of quantity only



Select Previously Received Items

Select the item by checking the “Selected” box.

Enter the quantity of the item being shipped.

If serially managed, select the specific item being shipped.

Click “Populate Selected Items” at the bottom of the screen.

Check All Items on Page Uncheck All Items on Page

Selected	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Accountable Quantity	Quantity to Ship	Item Populated?
<input checked="" type="checkbox"/>	Vertical Stabilizers	Vertical stabilizers for fighter jets		0FTL5	456-7890-012		EACH	4	<input type="text" value="2"/>	N
+ Item Serial Numbers										
<input type="checkbox"/> Select All		Populate?	Item Serial Number	Shipment Number	Shipped Date	Received Date				
		<input type="checkbox"/>	123-XYZ-1	5USA123	2021/02/25	2021/02/25				
		<input checked="" type="checkbox"/>	123-XYZ-2	5USA123	2021/02/25	2021/02/25				
		<input checked="" type="checkbox"/>	123-XYZ-3	5USA123	2021/02/25	2021/02/25				
		<input type="checkbox"/>	123-XYZ-4	5USA123	2021/02/25	2021/02/25				

Selected	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Accountable Quantity	Quantity to Ship	Item Populated?
<input type="checkbox"/>	Horizontal Stabilizers	Horizontal stabilizers for fighter jets		0FTL5	456-7890-013		EACH	4	<input type="text"/>	N

Item Count: 2 Page 1 of 1



Option #2 - Populate from GFP Attachment

To populate from the GFP Attachment, select the button.

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **Line Item** Pack Attachments Preview Document

Populate Line Items

+ Populate From Receipts

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Shipped	UID	Item Serial No.	Actions
1	Vertical Stabilizers	Vertical stabilizers for fighter jets			0FTL5	456-7890-012		EACH	2	N	Y	Edit Delete
+ Add												



Populate from GFP Attachment

The top section provides filtering to find the items on the Attachment. Top row product ID is exact match; second row Item Name/Description are partial key word search. Select the items and enter quantity, then click “Populate Selected Items” at the bottom of the screen.

These items are in your custody but were not received in the GFP Module.

Line Item Pre-population from GFP Attachment

National Stock Number	Manufacturer CAGE	Part Number	Model Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Item Name	Item Description	Item Type	
<input type="text"/>	<input type="text"/>	All Item Types ▼	

Check All Items on Page

Uncheck All Items on Page

Selected	Line Number	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Item Type	GFP Attachment Quantity	Quantity to Ship	Item Populated?
<input checked="" type="checkbox"/>	1	Airplane Engines	Engine for fighter jet	1234567890123				EACH	Serial	2	<input type="text" value="2"/>	
<input type="checkbox"/>	2	Vertical Stabilizers	Vertical stabilizers for fighter jets		0FTL5	456-7890-012		EACH	Serial	4	<input type="text"/>	
<input type="checkbox"/>	1	Support equipment	Support equipment for fight jets				FGH-17A	KIT	Non-Serial	1	<input type="text"/>	



Edit Item to Add Identifier

The engines selected from the GFP Attachment are in the serially managed section, so the system throws an alert to require the user to enter a serial number or UII. To do this, click “Edit.”

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **Line Item** Pack Attachments Preview Document

ERROR: The Line Items marked as Invalid contain errors. Please click the Edit action for each Invalid Line Item to view a more detailed error message.

Populate Line Items

+ Populate From Receipts

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Shipped	UID	Item Serial No.	Actions
1	Vertical Stabilizers	Vertical stabilizers for fighter jets			0FTL5	456-7890-012		EACH	2	N	Y	Edit Delete
2	Airplane Engines	Engine for fighter jet		1234567890123				EACH	2	N	N	Edit Delete Invalid
+ Add												



Add the Item Identifier

The Line Item tab identifies the error. Click on the UID/Serial No. tab

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Line Item **UID/Serial No.** MILSTRIP

ERROR: The associated Line Item on the losing contract's GFP Attachment for Line Item '2' is Serially Managed. Therefore, Line Item '2' requires at least one Item Serial Number or UII.

Item No.	Item Name *			
<input type="text" value="2"/>	<input type="text" value="Airplane Engines"/>			
National Stock Number †	Manufacturer CAGE †	AND	Part Number †	Model Number †
<input type="text" value="1234567890123"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>

Enter the UII or the Serial Number for the item(s). Return to Line Item tab and click "Save Line Item."

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Line Item UID/Serial No. MILSTRIP

UID

Current Part Number	Current Part Number Cost	Current Part Number Effective Date	Action(s)
			Edit UID Delete UID
2D Compliant Yes	Property Category Code E	Special Tooling Or Test Equipment Status Not Special Tooling Or Test Equipment	
UID Number	Supply Condition Code		
D0353812345			



Option #3 - Add Item from Scratch

If you are shipping an item that has not been previously receipted and is not on the GFP Attachment, click the "Add" button at the bottom of the summary list.

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments Line Item Pack Attachments Preview Document

Populate Line Items

+ Populate From Receipts

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Shipped	UID	Item Serial No.	Actions
1	Vertical Stabilizers	Vertical stabilizers for fighter jets			0FTL5	456-7890-012		EACH	2	N	Y	Edit Delete
2	Airplane Engines	Engine for fighter jet		1234567890123				EACH	2	Y	N	Edit Delete
+ Add												

NOTE: Regardless the method used to add items to the Shipment document, a Product ID (NSN, CAGE/PN, Model Number) can be used only ONE time. Multiple rows of the same Product ID must be aggregated into one row with summed quantity. Duplicate Product ID on the Shipment Doc will throw this error:

ERROR: Line Item '2' contains duplicate Product Identifiers compared to Line Item '1' (NSN, Manufacturer CAGE, Part Number, Model Number). To avoid issues with data integrity in the contractor's accountable quantity, please aggregate these line items into one line and update the quantity. UIDs and Serial Numbers may be entered on the UID/Serial No. tab.



Add Item – Data Entry Screen

Enter item data – Item Name and Description, Quantity Shipped, UoM and Product ID are required. Product ID is at least one of NSN, or Model Number, or CAGE AND Part Number. If the items are serially managed, click the UID/Serial No. tab and enter the UIIs or serial numbers.

Click “Save Line Item.”

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Line Item UID/Serial No. MILSTRIP

Item No. Item Name *

3 Unexpected Special Gadget

National Stock Number † Manufacturer CAGE † AND Part Number † Model Number †

SG-4750

Qty. Shipped * Unit of Measure *

1 EACH

Advice Code Supply Condition Code

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

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

Description *

Special gadget provided by PMO to test application of aircraft paint|



Shipment Summary Screen

When all items to be shipped have been entered, click “Submit” at the bottom of the screen

Contractor Property Shipper - Property Transfer/Receipt Document (Contractor to DoD)

Workflow Selection / Contract / Routing / Data Capture

Header Addresses Comments **Line Item** Pack Attachments Preview Document

Populate Line Items

+ Populate From Receipts

+ Populate From GFP Attachment

Line Item Details

Item No.	Item Name	Item Description	Comments	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty. Shipped	UID	Item Serial No.	Actions
1	Vertical Stabilizers	Vertical stabilizers for fighter jets			0FTL5	456-7890-012		EACH	2	N	Y	Edit Delete
2	Airplane Engines	Engine for fighter jet		1234567890123				EACH	2	Y	N	Edit Delete
3	Unexpected Special Gadget	Special gadget provided by PMO to test application of aircraft paint					SG-4750	EACH	1	N	N	Edit Delete

[Submit](#) [Save Draft Document](#) [Help](#) [Download Document](#)



Complete the Shipment

GFP Validation Warning Messages

Line Item 3 was not found on the losing contractor's Accountable Line Items.
 Line Item 3 was not found on the GFP Attachment for the losing contract. ←
 If Line Item 3 is DoD Serially Managed, please report item UUI or Serial Number.

Press OK to submit the document or Cancel to return to the document to make changes.

✓ Ok ✗ Cancel

Validation warnings identify items not on the accountable property list or not on the attachment. The same validations will be displayed to the receiver. Click "Ok." These are notifications and DO NOT prevent submission of the shipment document.

Contractor Property Shipper - Success

The Property Transfer/Receipt Document (Contractor to DoD) was successfully submitted.

Document Information

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
M6700421C5555				23456

Emails

Email sent to Shipper: jerolyn.r.melendez_ctr@mail.mil
 Email sent to Receiver: pamrooney@cormorantconsulting.com
 Notification sent for CAGE code 13499 to EDI Routing Codes- ISA07: 01, ISA08: 123456789, GS03: JITC
 Notification sent for CAGE code 13499 to FTP Directory: /caci_db/efp/WAWF_RA_sec/FTPEDI/Directory/ftp_working/GEXAWS/notifications
 Email sent to Losing GFP Attachment Approver with warning messages: pamrooney@cormorantconsulting.com

[Send Additional Email Notifications](#)

Mon Mar 01 21:54:25 UTC 2021

Shipment document confirmation. Shipper and Receiver get email. Shipper can send additional emails.



Email to Receiver

From: wawf-gt@eb.mil <wawf-gt@eb.mil>
Sent: Monday, March 1, 2021 4:55 PM
To: Pam Rooney <PamRooney@CormorantConsulting.com>
Subject: M6700421C5555\ \ \ \13499\ \Property VG\23456\ \M67004\ \Submitted

This email was generated in a TEST environment from the AWS PIEE-GT platform. If you ar

Action DoDAAC\Ext: M67004

Document Type: Property Transfer

Status: Submitted

Receipt Date:

Processed Date: 2021/03/01

Losing Contract Number: M6700421C5555

Losing Delivery Order Number:

Gaining Contract Number:

Gaining Delivery Order Number:

Contract Issue Date:

Gaining Contract Issue Date:

Shipper CAGE\Ext: 13499

Shipment Number: 23456

Shipment Date: 2021/03/01

Has been Submitted by Quentin Harris on 2021/03/01. Status is Submitted.

The document is ready for your action.

Access the site at Procurement Integrated Enterprise Environment



Topics

- ◆ Background
- ◆ Reporting Receipt of GFP
- ◆ Reporting Shipment of GFP
- ◆ **Resources**



For More Information

GFP Policy



Training, Procedures, Tools



Department of Defense Procurement Toolbox

<http://www.acq.osd.mil/dpap/pdi/gfp/index.html>

www.dodprocurementtoolbox.com

or

Contact Carol Brown at carol.a.brown160.civ@mail.mil



GFP Resources

- ◆ **DoD Procurement Toolbox**
(www.dodprocurementtoolbox.com)
 - » **GFP Module transition information**
 - » **General GFP information**
 - » **Sign up for updates and ask questions (“Contact Us”)**

GFP Resources

Information regarding the DoD GFP processing and tracking environment.

Name	Date	
Data Item Description DI-PSSS-80727A - Government Furnished Material by National Stock Number	1/2021	View >>
GFP Module Reports Provides guidance on access to and content of GFP Module reports	1/2021	View >>
Registering for Roles in the PIEE Government Furnished Property Module – Government Provides guidance on registering for GFP Module roles for government users	5/2020	View >>
Registering for Roles in the PIEE Government Furnished Property Module – Contractors Provides guidance on registering for GFP Module roles for contractor users	5/2020	View >>



GFP Training

Government Furnished Property ▾ Unique ID ▾ eBusiness ▾ Purchase Card ▾ Cybersecurity ▾ Procure to Pay (P2P) ▾ Contract Closeout ▾ beta.SAM ▾

[Home](#) » [Government Furnished Property](#) » [Training](#)

Government Furnished Property (GFP)

- Policy
- General GFP Information
- Attachment Information
- GFP Shipping and Receiving Information
- GFP Disposition Information
- Resources
- Training
- FAQs

GFP Training

General GFP Topics

Name	Date	
GFP Process Training Provides overview of the end-to-end GFP Process including policy, GFP Attachment, GFP Receipt and Reconciliation. Information systems and DoD and Contractor roles and responsibilities are addressed.	10/2020	View >>
GFP Module Attachment Training This training describes the workflow concepts and execution steps to create, review, and approve GFP Attachments in the GFP Module.	10/2020	View >>
GFP Property Loss for Government Users Describes the GFP Module Property Loss capability to adjudicate loss cases. The roles of Property Administrator, Industrial Property Management Specialist, Contracting Specialist, Contracting Officer, and Ground and Flight Risk Representative are addressed.	10/2020	View >>

Training available on the DoD Procurement Toolbox;
Recorded sessions at bottom of page

<http://dodprocurementtoolbox.com/site-pages/gfp-training>



Training Certificates

Please use the link below to fill out a request:

<https://docs.google.com/forms/d/e/1FAIpQLSeZnqUKKvoNRttNQ4jlwavP94GimaMrfzMqyPqej9niKh14Zw/viewform?c=0&w=1>

Training certificates are issued for live webinar sessions only



Questions?

Carol Brown, OSD A&S DPC, carol.a.brown160.civ@mail.mil
Pam Rooney, Support to OSD A&S DPC, www.dodprocurementtoolbox.com