



# Government Furnished Property Property Transfer Training For Government Users

Defense Pricing, Contracting, and Acquisition  
Policy (DPCAP)

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# Agenda

- ◆ **Background**
- ◆ **Shipping GFP**
- ◆ **Receiving GFP**



# Property Transfer in the GFP Module

- ◆ Captures GFP shipment and receipt actions
- ◆ Reuses data from the GFP Attachment
- ◆ Warns of discrepancies between GFP Attachment and shipment
- ◆ Entry of UII or Serial Number is optional on shipment document (if not entered at shipment will be required at Contractor receipt)
- ◆ Contractor receipt populates GFP Position Report



# Policy and Guidance

- ◆ **DoDI 4161.02 – Accountability and Management of Government Contract Property (update in progress to require shipment doc in GFP Module)**
  - » The DoD Components shall:
    - Use electronic transactions when transferring Government property to a Contractor and upon return of property to DoD
    - Provide effective and efficient oversight of Contractors having custody of Government contract property
    - Ensure that Contractors report receipt of GFP
- ◆ **DoDI 5000.64 – Accountability and Management of DoD Equipment and Other Accountable Property**
  - » It is DoD policy that ....electronic transactions, will be used to the maximum extent practicable to improve the capability to gather, organize, and assess information on accountable Government property
- » **SECNAVINST 5200.43A – Government Furnished Property, Accountability and Management**



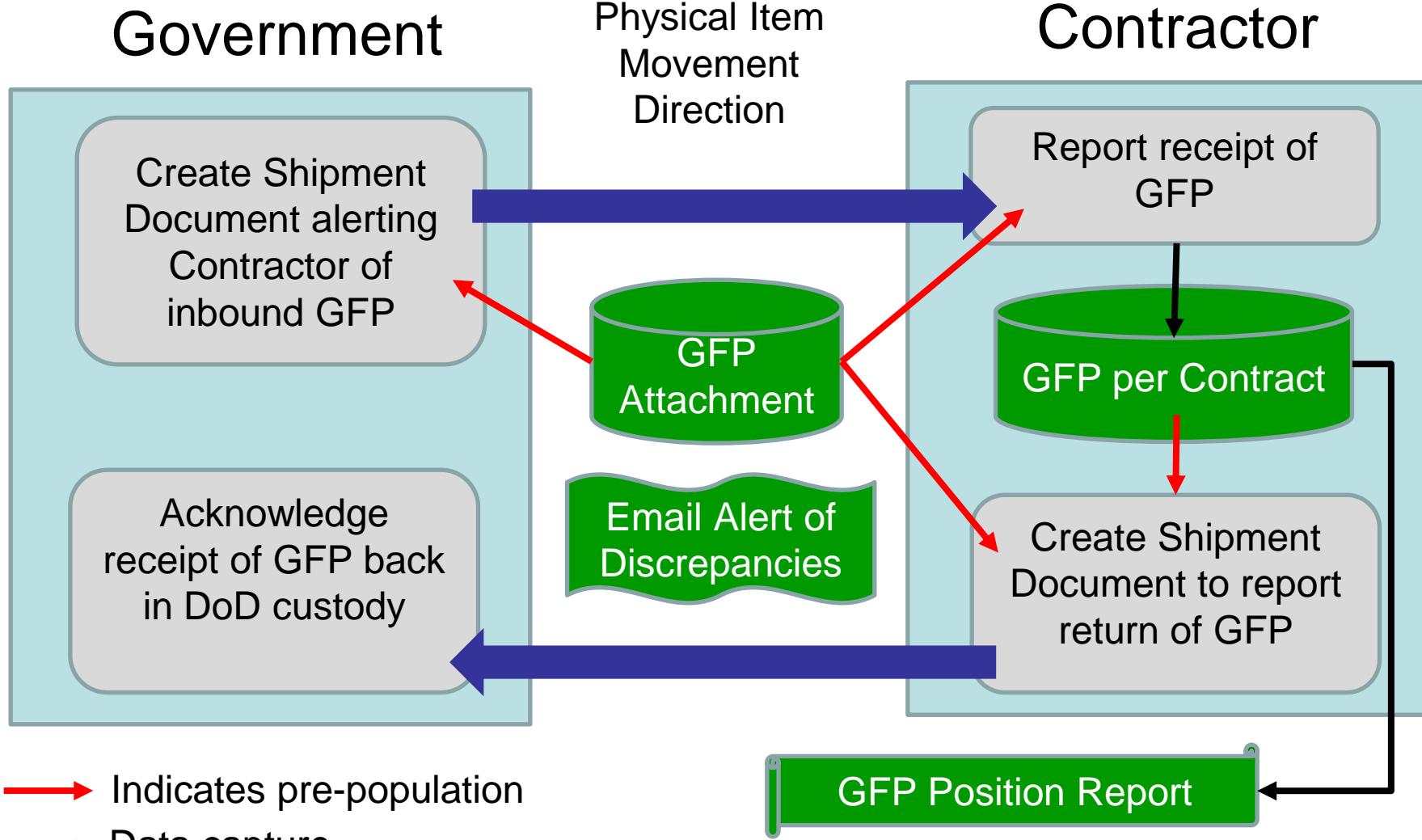
# Property Transfer Roles

- ◆ All users must be registered and active in GFP Module
- ◆ Users must acquire roles for specific Department of Defense Activity Address Codes (DoDAAC)
- ◆ **Government GFP Roles:**
  - “Government Property Shipper” - for property shipment document
  - “Government Property Receiver” - for property receipt document
- ◆ **Contractor “Property Receiver” CAGE code must be valid and active in GFP Module and have at least one user with the role of Contractor Property Receiver**
- ◆ **EDA Advanced Reporting Role – enables visibility of GFP Position Report**

Note: These GFP roles do not permit acceptance of new procurement delivery



# GFP Module Property Transfer Architecture





# The Government View

GFP

Government ▾

Property Transfer ▾

Property Loss ▾

CAP Pre-screening ▾

Admin ▾

Lookup ▾

Documentation ▾



## Property Movements

- Shipments
- Receipts
- View Only

## Phase 2



# Govt Property Transfer Functions

- ◆ **Govt Property Shipper**
  - » **To a Contractor**
  - » **To DoD**
- ◆ **Government Property Receiver**
  - » **Receive from Contractor**
    - **Against Shipment Document**
    - **Without a Shipment Document**
  - » **Receive from DoD**
    - **Against a Shipment Document**
    - **Without a Shipment Document**



# Agenda

- ◆ **Background**
- ◆ **Shipping GFP**
- ◆ **Receiving GFP**



# End to End Property Transfer Process

## Government

Create Shipment Document alerting Contractor of inbound GFP

Acknowledge receipt of GFP back in DoD custody

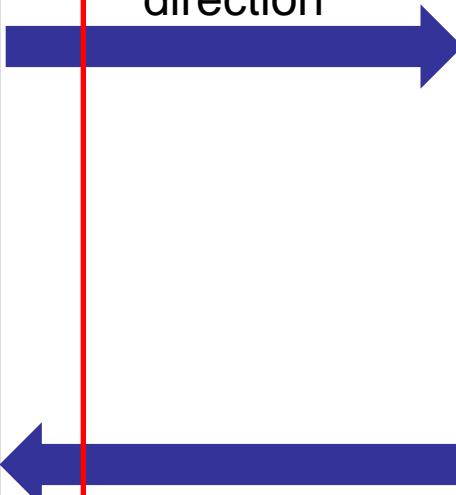
Today's training

Physical item movement direction

## Contractor

Report receipt of GFP against Shipment Document

Create Shipment Document to report return of GFP





# GFP Module Icon

PIEE  
6.4.0 Procurement Integrated Enterprise Environment

My Account Help User: Pam Rooney

Last Successful Logon Date: 2020/02/14 13:25  
Last Unsuccessful Logon Attempt: 2020/02/14 13:25

Welcome to the Procurement Integrated Enterprise Environment

Award

- Solicitation

Post Award Admin

- SPM
- CCM
- CDR
- EDA
- Contract Closeout

Payment

- WAWF
- myInvoice

Property Management

- GFP
- IUID Registry

Operational Support

- JAM
- PCM

Other

- MRS
- WBT



Log onto PIEE and select the GFP Module tile



# DoD Property Transfer Shipper Folders

GFP Government ▾ Property Transfer ▾ Admin ▾ Lookup ▾ Documentation ▾

Government Receiver

Government Property Shipper

System Messages

(2016-DEC-31 00:00) System: All Subj  
**WAWF-GT IS THE WAW**  
**THIS IS NOT PRODUCT**

Welcome to Government Furn

- Q Search GFP Attachment (View Only)
- ✚ Create Document
- 📁 Shipment Folder
- 📁 Rejected Shipments Folder
- 📁 Saved Documents Folder
- 📁 View Only Folder (Contract Number)

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

Create new shipment document

See shipments submitted and their status



# Create Shipment Document

## 1. Select Property Transfer/Government Property Shipper/Create Document

The screenshot shows the GFP application interface. The top navigation bar includes links for GFP, Government, Property Transfer, Admin, Lookup, and Documentation. The 'Property Transfer' menu is open, showing options like 'Government Receiver' and 'Government Property Shipper'. A sub-menu for 'Create Document' is displayed, with the '+ Create Document' option circled in red. The main content area shows a system message: '(2016-DEC-31 00:00) System: All Subject: WAWF-GT IS THE WAW THIS IS NOT PRODUCT'.

## 2. Select Creation Method

Government Property Shipper - Property Transfer/Receipt Document

Create Property Transfer Document Using? \*

Manual Data Entry

Manual Data Entry

Property Transfer Excel Upload

## 3. Select “DoD to Contractor”

Government Property Shipper - Property Transfer/Receipt Document

Workflow Selection

Select Property Transfer WorkFlow \*

--- Please Select ---

--- Please Select ---

DoD to Contractor

DoD to DoD



# Enter Contract Information

Enter the Contract/Order Number and Receiver Code (the CAGE code of the Prime Contractor). If the physical Ship To is the same, it will auto populate. If the physical Ship To is different, enter it in the Ship To field.

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

Workflow Selection / Contract Info

Gaining Contract Information

Contract Number Type	Contract Number *	Delivery Order
<input type="text"/>	<input type="text" value="M6700421C5555"/>	<input type="text"/>

Property Shipper Code \* / Extension

<input type="text" value="M67004"/>	Property Receiver Code *	Property Receiver Code Extension
<input type="text"/>	<input type="text" value="13499"/>	<input type="text"/>

Property Ship To Code

<input type="text"/>	Property Ship To Code Extension	Property Ship From Code	Property Ship From Extension
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Note: Contract Number Type will default to "DoD Contract (FAR)". If you have an OTA, grant, GSA contract or other contract number that does not conform to PIID structure, select appropriate contract number type from the drop down list.



# POC Page

If the Contract is found, Gaining Contract PCO and ACO will be auto-populated. The shipper may enter optional information about the DoD POCs (for view only visibility) and Contractor POC info.

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

Workflow Selection / Contract Info / Routing

Losing Information - Location Code / Extension		Gaining Information - Location Code / Extension	
Government Program Manager	Government Program Manager Extension	Property PCO	Property PCO Extension
<input type="text"/>	<input type="text"/>	<input type="text"/> M67854	<input type="text"/>
Government Property Administrator	Government Property Administrator Extension	Property ACO	Property ACO Extension
<input type="text"/>	<input type="text"/>	<input type="text"/> M67854	<input type="text"/>
		Government Program Manager	Government Program Manager Extension
		<input type="text"/>	<input type="text"/>
		Government Property Administrator	Government Property Administrator Extension
		<input type="text"/>	<input type="text"/>
		Contractor Program Manager	Contractor Program Manager Extension
		<input type="text"/>	<input type="text"/>
		Contractor Property Manager	Contractor Property Manager Extension
		<input type="text"/>	<input type="text"/>
		Contractor Contract Administrator	Contractor Contract Administrator Extension
		<input type="text"/>	<input type="text"/>
		Effective Date	<input type="text"/> YYYY/MM/DD



# Enter Header Information

Enter the Shipment Number and Shipment Date. Other optional information about the shipment may be entered.

Click the Line Item tab to enter items being shipped.

## 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

3.

### Gaining Contract Information

Gaining Contract Number

M6700421C5555

Gaining Delivery Order

Gaining Contract Number Type

DoD Contract (FAR)

### Shipment Information

Shipment Number \*\*

SHIP123

Shipment Date \*

2021/03/05

Estimated

Estimated Delivery Date

YYYY/MM/DD



1.

2.

Shipment number can be either the number on the outer package or a document number



# Add Item from GFP Attachment

If a GFP Attachment is found for the Contract/Order number, the “Populate From GFP Attachment” button will appear. If the items being shipped are on the GFP Attachment, be sure to use it to pre-populate the shipment document.

## 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
												<b>+ Add</b>

If the GFP Attachment is not found, a message will replace the blue box.

Populate Line Items

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



# Serially Managed GFP

- ◆ Serially managed GFP should be assigned a UII, marked with an IUID Data Matrix, and registered prior to being provided to a Contractor as GFP
  - ◆ Reparables without a UII will be marked and registered by the contractor when the required technical data is provided (per DFARS 252.245-7005)
  - ◆ Non-reparable serially managed items without a marked and registered UII will be reported by the serial number
- ◆ When creating shipment doc that includes multiple serially managed line items, include the serial number or UII of ALL serially managed items or for NONE of the serially managed items



# Populate from GFP Attachment

The items on the GFP Attachment are returned (all sections). The shipper can filter using the top boxes to locate the item(s) being shipped.

Top row of filter is Product ID elements – must be exact match.

Second row of filter is item name/description which can be partial key word search.

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"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>						
<input checked="" type="checkbox"/> Check All Items on Page		<input type="checkbox"/> Uncheck All Items on Page		<input type="button" value="Populate Selected Quantity"/>		<input type="button" value="Clear Selected Quantity"/>						
<input type="button" value="Filter Items"/>		<input type="button" value="Reset Filter"/>										
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 type="checkbox"/>	1	Airplane Engines	Engine for fighter jet	1234567890123				EACH	Serial	2	<input type="text"/>	
<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"/>	

Item Count: 3

Page 1 of 1



# Filter Attachment Data

For example, the user selected “Serially Managed” from the “Item Type” field and the items that are serially managed are returned. Select the item(s) to be shipped and enter the quantity being shipped. Click the “Populate Selected Items” button at the bottom. “Item Populated?” will become “Y.”

Line Item Pre-population from GFP Attachment

Please select at least one Line Item to populate.

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"/>	<input type="text"/> Serially Managed

**Click this to execute the filter**

Check All Items on Page  Uncheck All Items on Page  Populate Selected Quantity  Clear Selected Quantity  Filter Items  Reset Filter

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 type="checkbox"/>	1	Airplane Engines	Engine for fighter jet	1234567890123				EACH	Serial	2	<input type="text"/>	
<input checked="" type="checkbox"/>	2	Vertical Stabilizers	Vertical stabilizers for fighter jets		0FTL5	456-7890-012		EACH	Serial	4	<input type="text" value="2"/>	

Item Count: 2

Page 1 of 1



# Add Item not on GFP Attachment

Items to be shipped that are not on the GFP Attachment (or if there is no Attachment) are entered via the data entry screen accessed by clicking “Add” on the Line Item tab. The shipper has the option to provide UII/Serial Number.

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
												<b>+ Add</b>



# Add Item Data Entry Screen

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

Line Item	UID/Serial No.	MILSTRIP	
Item No.	Item Name *		
2	Horizontal Stabilizers		
National Stock Number †	Manufacturer CAGE †	Part Number †	Model Number †
	0FTL5	AND	456-7890-013
Qty. Shipped *	Unit of Measure *		
2	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 *			
Horizontal stabilizers for fighter jets			

Data elements with asterisk are required



# Enter UII or Serial Number (Optional)

The shipper has the option to enter UII or serial number for items pre-populated from the GFP Attachment or added via the data entry screen for items that are DoD serially managed. A UII must already exist in the IUID Registry. The number of UIIs and SNs entered must equal the quantity of shipped items.

Enter SN/UII for all of the serially managed rows or none of the serially managed rows.

After entering UIIs and SNs, return to the Line Item tab to save the line item.

Note: UII is preferred. If UII is not assigned, marked, and registered, then enter serial number.

Screenshot of the Government Property Shipper - Property Transfer/Receipt interface showing the 'Add UID' dialog box overlaid on the main form.

The main form shows the 'Line Item' tab selected. A red circle highlights the 'UID/Serial No.' button. A red box highlights the 'Item Serial Number (only for non-UII items)' section, which contains a red box around the 'Item Serial Number' input field.

The 'Add UID' dialog box contains the following fields:

- Current Part Number
- Current Part Number Cost
- Current Part Number Effective Date (YYYY/MM/DD)
- 2D Compliant \* (Yes)
- Property Category Code \* (E)
- Special Tooling Or Test Equipment Status \* (Not Special Tooling Or Test Equipment)
- UID Number \* (D03538ABCDE, D0353812345)
- Supply Condition Code
- Action(s) (Delete buttons for each UID number)

Buttons in the dialog box include '+ Add UID', 'Add more UIIs' (with a red arrow pointing to it), and 'Save UID' (circled in red).

Annotations in the dialog box:

- A red arrow points from the '+ Add UID' button to the 'Add more UIIs' button.
- A red arrow points from the 'Save all UIIs to doc' text to the 'Save UID' button.



# Shipment Summary Screen

Review shipment items; you can remove them, add more from the Attachment, add more items manually (by clicking the “Add” button), or edit items.

When shipment document is complete, go to the Header tab and click “Submit” to submit the shipment document. Clicking “Save” will place the in-process document into your “Saved Documents Folder”

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

Data Capture

Header Addresses Comments Line Item Pack Attachments Preview Document

Header is circled in red.

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

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	Vertical Stabilizers	Vertical stabilizers for fighter jets			0FTL5	456-7890-012		EACH	2	N	Y	<a href="#">Edit</a> <a href="#">Delete</a>
2	Horizontal Stabilizers	Horizontal stabilizers for fighter jets			0FTL5	456-7890-013		EACH	2	Y	N	<a href="#">Edit</a> <a href="#">Delete</a>
3	Airplane Engines	Engine for fighter jet		1234567890123				EACH	1	N	Y	<a href="#">Edit</a> <a href="#">Delete</a>
4	Support equipment	Support equipment for fighter jets					FGH-17A	KIT	1	N	N	<a href="#">Edit</a> <a href="#">Delete</a>

+ Add



# Duplicate Product IDs

Note that you **SHOULD NOT** have multiple rows with duplicate Product ID (NSN, Mfr CAGE/PN, or Model Number). Be sure to aggregate the quantity of that item into one row on the shipment doc.

Upon clicking “Submit”, duplicates will be identified in the Validation Warning Messages. For example:

## GFP Validation Warning Messages

An approved GFP Attachment was not found for the gaining contract (M6785421C616B).

Items may be DoD Serially Managed for the gaining contract (M6785421C616B).

Line Item '1' contains duplicate Product Identifiers compared to Line Item '2' (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.

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.

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

Please click “Cancel” and correct this warning before submitting the shipment doc. The contractor will be prevented from reporting receipt when rows have duplicate Product IDs.



# Add Optional Comments

Before submitting, add any comments to the contractor including action requests or notes.

## Best Practices:

- Provide the contractor one or more email addresses to add when he reports receipt against this shipment doc (provides assurance of receipt to shipper)
- Provide the owning organization DoDAAC that the contractor should use when shipping items back to DoD

## 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

### Initiator Comments

Please add email jsmith@mail.mil on receipt confirmation screen. Please use DoDAAC M6785X as the "Property Receiver" when shipping these items back to DoD.



# Review Validation Messages

If items were added to the shipment that were not on the GFP Attachment (or there was no GFP Attachment, the shipper will receive a warning message upon clicking “Submit.” He would then click “Ok” and the Contracting Officer will receive an email alert of shipped items discrepant with GFP Attachment.

GFP Validation Warning Messages

Line Item 2 was not found on the GFP Attachment for the gaining contract.  
The Quantity for Line Item 4 (1) plus the current Quantity Accountable to the gaining contractor (1) exceeds the Quantity on the gaining contract's GFP Attachment (1).

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

Ok    Cancel



# Confirmation

Confirmation of successful shipment notification document creation.

The shipment document will now be in your “History” folder.

An email is sent to the organization email address of the Government shipper and the Contractor receiver. Status is “Submitted.”

When the Contractor reports receipt against the shipment document, the shipper will receive another email with the receipt confirmation. Status will become “Received.”

Additional emails can be sent from this confirmation screen.

## Government Property Shipper - Success

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

### Document Information

Losing Contract Number	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number
		M6700421C5555		SHIP123

### Emails

Email sent to Shipper: pamrooney@cormorantconsulting.com

Email sent to Receiver: jerolyn.r.melendez.cfr@mail.mil

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: /aci\_db/efp/WAWF\_RA\_sec/FTPEDI/Directory/ftp\_working/GEXAWS/notifications

Email sent to Gaining GFP Attachment Approver with warning messages: pamrooney@cormorantconsulting.com

**Send Additional Email Notifications**

Fri Mar 05 14:34:53 UTC 2021



# Contractor Actions

- ◆ **Items physically arrive at Contractor**
- ◆ **Contractor receipts items**
  - » Against the shipment document
  - » Unilaterally if no shipment doc was created
- ◆ **Govt Shipper receives email – assurance of delivery**
- ◆ **Contractor uses GFP in performance of contract**
- ◆ **Contractor receives direction from DoD to return GFP**
- ◆ **Contractor creates shipment document in GFP Module**



# Agenda

- ◆ **Background**
- ◆ **Shipping GFP**
- ◆ **Receiving GFP**



# DoD Receipt of Returned GFP

When the Contractor submits the shipment, the Government DoDAAC (and email(s) entered at shipment submission) receive an email alerting them of inbound GFP

Subject: M6700421C5555\\ \\ \\13499\\ \Property VG\RESHIP456\\ \M67004\\ \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 DoDAAC\Ext: M67004

Document Type: Property Transfer

Status: Submitted

Receipt Date:

Processed Date: 2021/03/05

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: RESHIP456

Shipment Date: 2021/03/05

Has been Submitted by Quentin Harris on 2021/03/05. Status is Submitted.



# DoD Property Transfer Receiver Folders

The screenshot shows a software interface with a dark blue header containing navigation links: GFP, Government, Property Transfer, Admin, Lookup, and Documentation. Below the header is a table with columns for 'Property Receipt Hold', 'Government Receiver', and 'Government Property Shipper'. A context menu is open over the 'Property Receipt Hold' column, listing the following options: Search GFP Attachment (View Only), Create Document, Receipt Folder, History Folder by DoAAC, History Folder by User, Hold Folder, Saved Documents Folder, and View Only Folder (Contract Number). The 'Receipt Folder' option is highlighted with a red box and an arrow pointing to the 'Receipt Folders' section below.

- Search GFP Attachment (View Only)
- Create Document
- Receipt Folder
- History Folder by DoAAC
- History Folder by User
- Hold Folder
- Saved Documents Folder
- View Only Folder (Contract Number)

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

Create a receipt when no shipment document was created

Previous Receipts

Find shipment documents to receipt against



# Acknowledge Receipt of Returned GFP

When the physical items are back in DoD custody, the receiver goes into the GFP Module, selects Property Transfer/Government Receiver/Receipt Folder

The screenshot shows a software interface for the GFP (Government Property) module. The top navigation bar includes links for 'GFP', 'Government', 'Property Transfer', 'Admin', 'Lookup', and 'Documentation'. The 'Property Transfer' menu is open, showing sub-options: 'Government Receiver' (with a dropdown arrow), 'Government Property Shipper' (with a dropdown arrow), and a list of folder options. The 'Receipt Folder' option is highlighted with a red circle. The list of folder options is as follows:

- Search GFP Attachment (View Only)
- + Create Document
- Receipt Folder** (highlighted with a red circle)
- History Folder by DoDAAC
- History Folder by User
- Hold Folder
- Saved Documents Folder
- View Only Folder (Contract Number)

It is important for DoD to acknowledge receipt of returned GFP in order to remove items from Contractor's custody in the IUID Registry



# Search for Contractor-Created Shipment Document

Enter any search criteria (or leave the filtering blank) and click “Search.” The create date defaults to the last 30 days, so be sure to move that back in time if the shipment happened prior to that.

GFP   [Government](#) ▾   [Property Transfer](#) ▾   [Property Loss](#) ▾   [CAP Pre-screening](#) ▾   [Plant Clearance](#) ▾   [Lookup](#) ▾   [Documentation](#) ▾

**Search Criteria - Property Receipt Folder**

DoDAAC *	<input type="text" value="M67004"/>	Extension	<input type="text"/>
Status	<input type="text" value="All Documents"/>	Create / Update Date	<input type="text" value="2021/02/03"/>
		Create / Update Date End	<input type="text" value="2021/03/05"/>
Losing Contract Number	<input type="text"/>	Losing Delivery Order	<input type="text"/>
Gaining Contract Number	<input type="text"/>	Gaining Delivery Order	<input type="text"/>
Shipment No.	<input type="text"/>		
Ship From	<input type="text"/>	Ship From Extension	<input type="text"/>
		Ship To	<input type="text"/>
		Ship To Extension	<input type="text"/>



# Select Shipment Document

Select the shipment number against which to report receipt

Property Receipt Folder for 'M67004' (2 items found)														
<input type="button" value="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="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	<input type="button" value="Filter"/>	
13499	060605883			<a href="#">M6700421C5555</a>				<a href="#">23456</a>	2021-03-01		Submitted			
13499	060605883			<a href="#">M6700421C5555</a>				<a href="#">RETSHIP456</a>	2021-03-05		Submitted			

Showing 1 to 2 of 2 entries



# Warning Messages

Warning messages presented to the shipper will be displayed. Review the Header data and click Line Item tab.

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

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](#)

### ⚠ Validation Warning Messages - Shipment

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 UII or Serial Number.



# Line Item Tab

After clicking on the Line Item tab, the items entered on the shipment document by the Contractor are displayed. Items that have the quantity required are non-serially managed items and are received by entering Quantity Received at the line item level.

Item No. 2			
Item Name	Qty. Shipped	Unit of Measure	
Support equipment	1	KIT	
National Stock Number	Manufacturer CAGE Code	Part Number	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Type Designation Method	<input type="text"/>		Type Designation Value
<input type="text"/>	<input type="button" value="▼"/>		<input type="text"/>
Qty. Received *	PQDR/SDR Report		
<input type="text" value="1"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Description			
Support equipment for fight jets			



# Serially Managed Item on Line Item Tab

If the quantity cannot be entered on the Line Item tab, the items are serially managed and must be receipted at the individual item level on the UID/Serial No tab. Click the UID/Serial No tab.

## Item No. 1

Item Name	Qty. Shipped	Unit of Measure
Vertical Stabilizers	1	EACH
National Stock Number	Manufacturer CAGE Code	Part Number
	0FTL5	456-7890-012
Type Designation Method	Type Designation Value	
Qty. Received	PQDR/SDR Report	
0	<input type="checkbox"/>	
Description		
Vertical stabilizers for fighter jets		



# UID/Serial No. Tab

The Serially Managed items are receipted by individual item, by line, or by document (all serially managed items on doc receipted or rejected with one click).

Item No. 3				
Qty. Shipped	Qty. Received	Qty. Rejected	Receive All	Reject All
1	0	0	<input type="checkbox"/> By Line	<input type="checkbox"/>
UID				
Current Part Number	Current Part Number Cost	Current Part Number Effective Date	Action(s)	<input type="button"/> Edit 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		
DD353812345		<input type="radio"/> / <input type="radio"/>		

The UII'd item

Item No. 4				
Qty. Shipped	Qty. Received	Qty. Rejected	Receive All	Reject All
1	0	0	<input type="checkbox"/>	<input type="checkbox"/>
Item Serial Number (only for non-UII items)				
Item Serial Number	Supply Condition Code	Receive / Reject	Action(s)	
555-7778-01		<input type="radio"/> / <input type="radio"/>	<input type="button"/> Edit	

The Serial Numbered item

By item



# Complete Receipt Action on Header Tab

Return to the Header tab and indicate Receipt, Date, and Sign the document

Routing Information		
Property Ship From		
Location Code	Extension	Name
13499		ROCKWELL COLLINS, INC.
Property Ship To		
Location Code	Extension	Name
M67004		DISTRIBUTION MANAGEMENT OFFICE
Action By: M67004		
<b>Actions</b>	<b>Signature Date</b>	
<input checked="" type="checkbox"/> Received	2021/03/05	 Signature
<input type="checkbox"/> Partially Received		Signature of Authorized Property Recipient
<input type="checkbox"/> Reject to Initiator		



# Confirmation Screen

Success! Additional email addresses can be entered.

## Government Receiver - Success

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

### Document Information

Losing Contract Number

M6700421C5555

Losing Delivery Order

Gaining Contract Number

Gaining Delivery Order

Shipment Number

RETSHIP456

### Emails

Email sent to Shipper: jerolyn.r.melendez.ctr@mail.mil

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/ftp\_working/GEXAWS/notifications

[Send Additional Email Notifications](#)

Fri Mar 05 20:14:51 UTC 2021



# Additional Information

- ◆ **DoD Procurement Toolbox**  
**([www.dodprocurementtoolbox.com](http://www.dodprocurementtoolbox.com))**
  - » **Policy Implementation Guidance for each GFP Module Capability Area**

Department of Defense  
**Procurement Toolbox**

Government Furnished Property ▾ PIEE

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Government Furnished Property (GFP)

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

- » **Use “Contact Us” to ask specific questions**



# Training Certificates

***Please use the link below to fill out a request:***

***[https://forms.osi.apps.mil/ResponsePage.aspx?id=kQEtkPEtEK7uYUexyxqD6G70RRoIffhpnINNrhRTIA\\_kPjlUMDJNMzFLSExHNTVORjNOSDQOV002OUFGTC4u](https://forms.osi.apps.mil/ResponsePage.aspx?id=kQEtkPEtEK7uYUexyxqD6G70RRoIffhpnINNrhRTIA_kPjlUMDJNMzFLSExHNTVORjNOSDQOV002OUFGTC4u)***

Training certificates are issued for live webinar sessions only