

FTP Guide - Appendix P FTP Import (Email) Notification



**Prepared For:
Defense Logistics Agency**

**Effective as of version 7.1
This guide remains valid until modified.**

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History Page

<i>Version</i>	<i>Date</i>	<i>Change Description</i>
5.4.0-1	08/28/12	CAMCG166 Removed all History prior to 5.4
5.4.1-1	02/19/13	CAMCG196 Updated to Version 5.4.1, July 2013
5.5.0-1	06/06/13	CAMCG211 Updated to Version 5.5.0, January 2014
5.6.0-1	01/07/14	WAWF-215 Updated to Version 5.6.0, August 2014
5.6.0-2	05/20/14	WAWF-1007 Updated Delivery Order Nos. to 0015 on header
5.6.0-3	07/08/14	WAWF-1283 Updated to Version 5.6.0, October 2014
5.7.0-1	10/22/14	WAWF-1760 Updated to Version 5.7.0, April 2015
5.8.0-1	06/23/15	WAWF-2407 Updated to Version 5.8.0, November 2015
5.9.0-1	12/29/15	WAWF-2762 Updated version to 5.9.0, updated deployment date to June 2016
5.9.1-1	08/17/16	WAWF-3303 Updated contract number to SP4701-16-D-2001. Updated version to 5.9.1 and deployment date to October 2016.
5.12.1-1	07/05/18	WAWF-5755 Updated all instances of iRAPT to WAWF. Updated all instances of Issue Date to Effective Date.
6.10.0-1	09/01/21	ET-19775 Updated version. Title page: Added "This guide remains valid until modified."
7.1.3	12/17/24	Updated 1.8 Document Type (Line Number 7) – Detail, Field 2 with Document abbreviation to include GFPEMB

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1 General Instructions

The following pages represent the Wide Area Workflow (WAWF) User Defined Format (UDF) for extracting FTP Import (email) notification transactions from WAWF to an FTP directory for vendors to access.

Each UDF table includes the following columns:

1. Field Sequential number of the Field contained within the layout record.
2. Description Description of information to be contained within the Field.
3. Min/Max Minimum/maximum number of characters that may be included within the Field.
4. WAWF Req. Depicts whether the Field is:
 - M** – Mandatory – Usage is required.
 - O** – Optional – Can be used or not used.
 - C** – Conditional – Contingent upon other criteria being met. (Field is not mandatory or optional, e.g. Extension Fields to Department of Defense Activity Address Codes (DoDAAC); use if a DoDAAC is present.)_See Notes Column for specific instructions.
 - N/A** – Not Allowed.
5. Notes Contains notations of the Field’s usage or restrictions within WAWF.
6. Type Contains the data Field type (i.e. Alphanumeric, Numeric, Date, etc.).

In addition, Fields to be included within WAWF display the Field “Type” to depict the type of value to be included within the Field:

- **N** Integer Numeric Field
- **R** Decimal number. WAWF will not imply or assume decimal points.
- **ID** Identifier
- **AN** Alphanumeric String
- **DT** Date – All Date Fields use format CCYYMMDD.
- **TM** Time – All Time Fields use format HHMMSS.

When appropriate, below the Line layout, there are lists of values for the Fields that have identifiers.

- If a Line number is included in a transaction, then “*” and “^” (Field separators) are always mandatory.
- Special characters will not be extracted out of WAWF.

- The term DoDAAC is used within this guide to represent DoDAAC or MAPAC.
- All FTP files will have the following extension: .ftp or .FTP

1.1 START (Label START)

NOTES: There must be one and only one instance of the START Line per file.

START must be capitalized.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Form Counter	1/3	M	Number of import or workflow notification extracts within the file.	N

Sample:

START*1^

1.2 Beginning Line for Text Message Information (Line Number 1) – Header

NOTE: There must be one instance of this Line per file.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Transaction Set Purpose Code	1/17	M	Valid values: "FTP Import" or "EDI Import"	AN

Sample:

1*FTP Import^

1.3 Line Currently Not Used (Line Number 2) – Header – Not Used

1.4 File Information (Line Number 3) – Header

NOTE: There must be one instance per file when Line 1, Field 1 = “FTP Import”.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	File Name	1/30	M		AN
2	# Successful Imports	1/4	M		AN
3	# Failed Imports	1/4	M		AN

Sample:

3*RR_SS_49MM6.ftp^5^0^

1.5 Line Currently Not Used (Line Number 4) – Header – Not Used

1.6 Document Counter (Line Number 5) – Detail

NOTES: There must be at least one instance of Line 5 to designate the beginning of the Document loop.

Document loop may occur multiple times.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Document Counter	4/4	M	Increment by one for each additional import file.	AN

Sample:

5*0003^

1.7 Email Recipients Information (Line Number 6) – Detail

NOTE: There may be multiple instances of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Role	1/35	O		AN
2	Email Address	1/80	O		AN

Sample:

6*Acceptor^WAWF_Acceptor@caci.com^

1.8 Document Type (Line Number 7) – Detail**NOTE:** There may be one instance of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Document Type	1/22	M	Possible values: Invoice Invoice 2in1 Construction Invoice Commercial Item Financing Fast Pay Invoice Performance Based Payment Progress Payment Cost Voucher Receiving Report Miscellaneous Payments Property Transfer Property Transfer Receipt Grants & Cooperative Agreements Voucher Navy Construction / Facilities Management Invoice Navy Shipbuilding Invoice	AN
2	Document Abbreviation	1/6	M	Possible values: CI CI2N1 CICON CIF CIFP PBP PPR CV RR 3N1 GFP GFP-R GCV NAVCON NSI GFPEMB	AN

Sample:

7*Invoice^CI^

1.9 Contract Number Information (Line Number 8) – Detail

NOTE: There may be one instance of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Contract Number	1/19	M		AN
2	Delivery Order Number	4/17	O		AN
3	Contract Effective Date	8/8	O	CCYYMMDD	DT

Sample:

8*ABC10096D0050^0040^20080919^

1.10 Invoice Information (Line Number 9) – Detail

NOTES: There may be one instance of this Line within each Document loop.

This line will extract as the Voucher Number and Voucher Date for Cost Vouchers.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Invoice Number	1/22	O		AN
2	Invoice Date	8/8	O	CCYYMMDD	DT

Sample:

9*INV0800^20080919^

1.11 Voucher Information (Line Number 10) – Detail – Not Used

NOTE: For Import Notifications, Voucher Number and Voucher Date will be extracted on Line 9.

1.12 Shipment Information (Line Number 11) – Detail

NOTE: There may be one instance of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Shipment Number	2/22	O		AN
2	Shipment Date	8/8	O	CCYYMMDD	DT

Sample:

11*SHP0758^20080919^

1.13 Vendor Information (Line Number 12) – Header

NOTE: There may be one instance of this Line per document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Vendor Name – Free form	1/60	M	The Submitted By name.	AN
2	CAGE Code	5/5	C		AN
3	CAGE Extension	1/6	O		AN

Sample:

12*John T. Vendor^49MM6^^

1.14 Request Number Information (Line Number 13) – Detail

NOTES: There may be one instance of this Line within each Document loop.

This Line is only used for Performance Based Payment (PBP).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Request Number	7/7	M		AN
2	Request Date	8/8	O	CCYYMMDD	DT

Sample:

13*PBPA123^20080920^

1.15 GFP Gaining Contract (Line Number 14) – Detail

NOTES: There may be one instance of this Line within each Document loop.

This Line is only used for Property Transfer (GFP).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Gaining Contract Number	1/19	C		AN
2	Gaining Delivery Order	1/17	C		AN
3	Gaining Contract Effective Date	8/8	C	CCYYMMDD	DT

Sample:

14*234933555^VFBO^20080920^

1.16 GFP Losing Contract (Line Number 15) – Detail

NOTES: There may be one instance of this Line within each Document loop.

This Line is only used for Property Transfer (GFP).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Losing Contract Number	1/19	C		AN
2	Losing Delivery Order	1/17	C		AN
3	Losing Contract Effective Date	8/8	C	CCYYMMDD	DT

Sample:

15*DCA10096D0050^VFBO^20080922^

1.17 GFP Scenario (Line Number 16) – Detail

NOTES: There may be one instance of this Line within each Document loop.

This Line is only used for Property Transfer (GFP).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	GFP Scenario	2/3	M		AN

Sample:

16*VV^

1.18 GFP Shipper Information (Line Number 17) – Detail

NOTES: There may be one instance of this Line within each Document loop.

This Line is only used for Property Transfer (GFP).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Shipper Location Code CAGE/DoDAAC	5/6	C		AN
2	Shipper Location Code CAGE/DoDAAC Extension	1/6	O		AN

Sample:

17*67580^DET^

1.19 Access this Site at (Line Number 18) – Detail – Not Used

1.20 Lesser Amount Approved (Line Number 19) – Detail – Not Used

1.21 Lesser Quantity Approved (Line Number 20) – Detail – Not Used

1.22 Action DoDAAC (Line Number 21) – Detail – Not Used

1.23 Line Currently Not Used (Line Number 22) – Detail – Not Used

1.24 Acceptance Date (Line Number 23) – Detail – Not Used

1.25 Processed Date (Line Number 24) – Detail – Not Used

1.26 Receipt Date (Line Number 25) – Detail

NOTE: There may be one instance of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Receipt Date	8/8	O	CCYYMMDD	DT

Sample:

25*20081003^

1.27 Import Date (Line Number 26) – Detail

NOTE: There may be one instance of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Import Date	8/8	O	CCYYMMDD	DT

Sample:

26*20081001^

1.28 Reject Messages (Line Number 27) – Detail – Not Used

1.29 Action Taken/Action Taken by (Line Number 28) – Detail

NOTE: There may be multiple instances of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Action Taken	1/30	M	Possible values: Submitted Processed Rejected Recalled Received	AN
2	Name – Free form name	1/60	O	Action Taken by	AN

Sample:

28*Processed^Derrick Shepherd^

1.30 Action Role/Date (Line Number 29) – Detail

NOTE: There may be one instance of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Role which took Action	1/35	M	Possible Values: Inspector Acceptor Payment Official Receiver	AN
2	Action Taken Date	8/8	O	CCYYMMDD	DT

Sample:

29*Payment Official^20080920^

1.31 Action Status (Line Number 30) – Detail

NOTE: There may be one instance of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Action Status	1/80	M	Possible values: - Had the following Successful imports with Modification - Successful - Failed	AN

Sample:

30*Had the following Successful imports with Modification^

1.32 Messages (Line Number 31) – Detail

NOTE: There may be multiple instances of this Line within each Document loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	Message Text	1/264	M		AN

Samples:**Error Message:**

31*Error: Line Number 17. PPR Certificate " is invalid. PPR Certificate must be 'Y' to indicate that the Vendor certifies the Progress Payment Request. (Refer to 'Progress Payment Certificate' available at <https://gator.caci-op.com/>.)^

Modification Message:

31*The Multiple Box Indicator for Line Item 0001 has been defaulted to 'N'^

1.33 END (Label END)

NOTE: There must be one instance of END per file.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>WAWF Req.</i>	<i>Notes</i>	<i>Type</i>
1	End	5/5	M	Use “=END=” to signal that this is the end of the file.	ID

Sample:

=END=