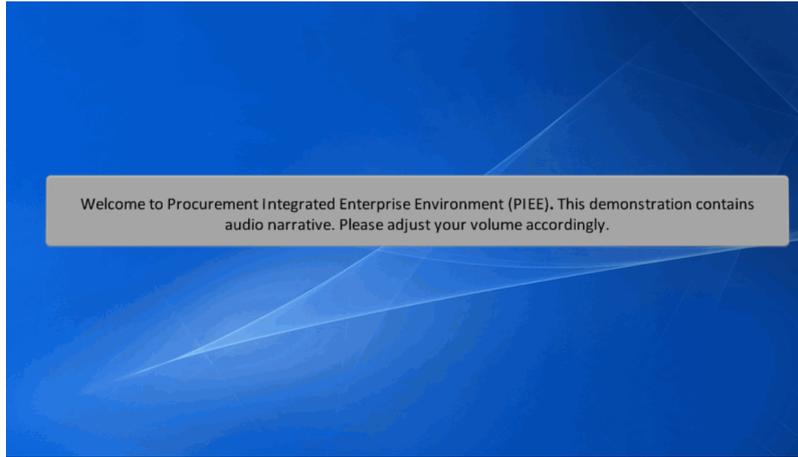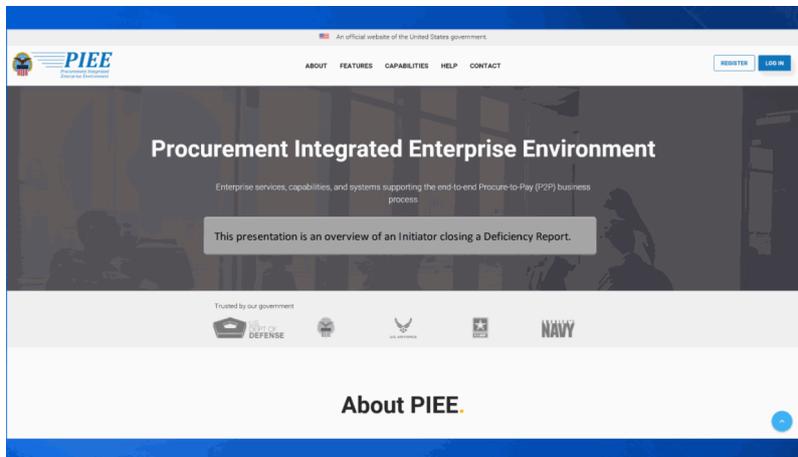## Intro
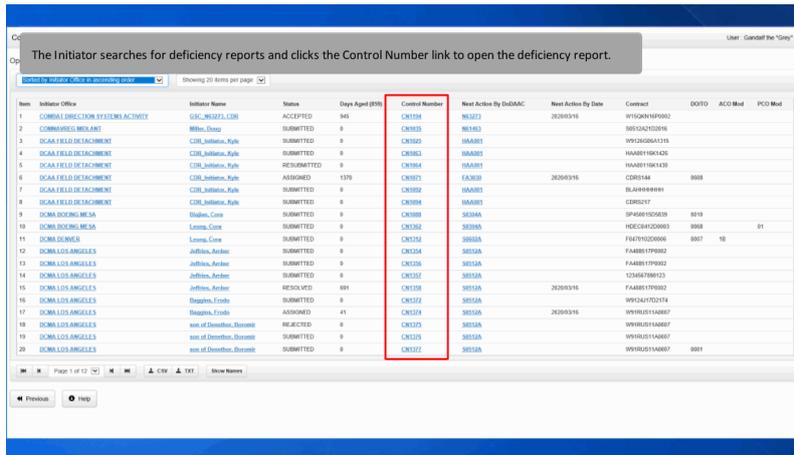

Welcome to Procurement Integrated Enterprise Environment (PIEE). This demonstration contains audio narrative. Please adjust your volume accordingly.
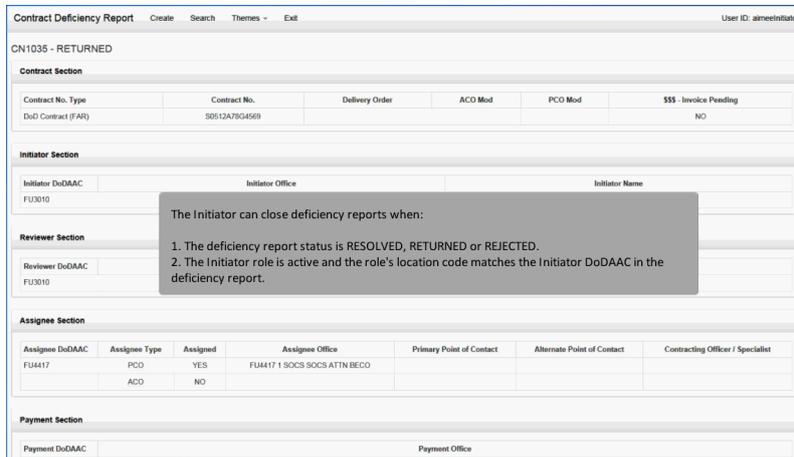
Step 1

This presentation is an overview of an Initiator closing a Deficiency Report.

Step 2

The Initiator searches for deficiency reports and clicks the Control Number link to open the deficiency report.

Step 3

The Initiator can close deficiency reports when:

1. The deficiency report status is RESOLVED, RETURNED or REJECTED.
2. The Initiator role is active and the role's location code matches the Initiator DoDAAC in the deficiency report.

Step 4

The Initiator closes the deficiency report by clicking the Close button.

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Step 5

The Initiator closes the deficiency report by:

1. Entering comments. This is an optional entry.
2. Clicking the Ok Button to confirm the approval.

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2. Clicking the Ok Button to confirm the approval.

Step 6

The deficiency report is displayed in view only mode.

1. An information message is displayed at the top of the page.
2. The report status is set to CLOSED.
3. The report history is updated.
4. Email notifications are sent to Reviewer's individual and Assignee's organizational email addresses.
Note: Additional Emails may also be sent to POC and/or Contracting Officer/Specialist if they are provided.
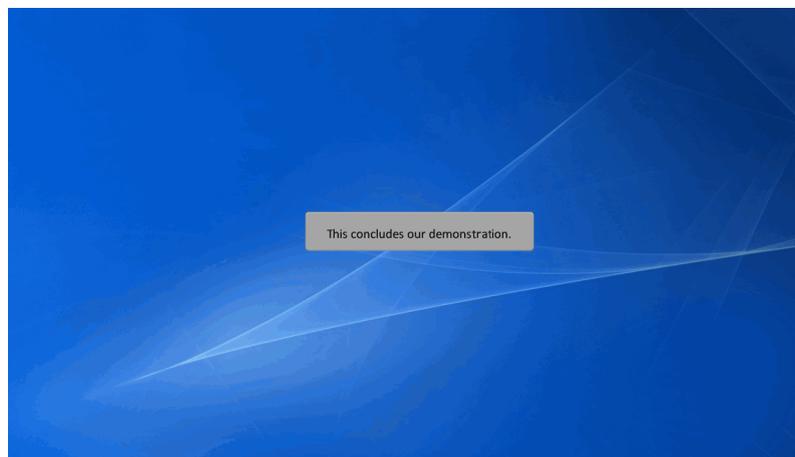
5. Days Aged clock is stopped.

End

This concludes our demonstration.