Mods Changing Location

Training Document

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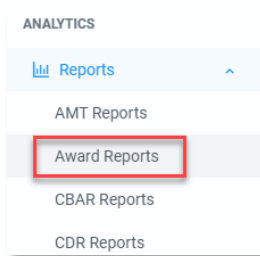|	The Mods Changing Location Report provides information on locations changed by mod to include Paying Office, Contract Issuing Office and Contract Administrative Office.
EDA Roles	Roles with access to the Mods Changing Location Report: • Acquisition Sensitive Reporting • Advanced Reporting • CDR POC • Contract Deficiency Report (Legacy) – ACO • Contract Deficiency Report (Legacy) – PCO • Contract Deficiency Report (Legacy) – Reviewer • Contracts • EDA Executive Reporting User • Upload Attachments/Admin Docs
Where to Run the Report	Expand the **Reports** menu under Analytics in EDA and select the **Award Reports** option. In the Award Reports section select the **Mods Changing Location Report**.

Search Criteria	The Mods Changing Location Report page displays. Enter search criteria to retrieve desired data.
	
	Mods Changing Location Report Search Criteria:
	
	• Dates
	    o Effective Date From *
	    o Effective Date To *

- Location Changed by Mod
  - Paying Office
  - Contract Issuing Office
  - Contract Administrative Office

NOTE: Asterisks indicates required entry.

Mods Changing Location Report

Dates

Effective Date From *	to	Effective Date To *
2021/03/22		2022/03/22

Location Changed By Mod

⦿ Paying Office   ○ Contract Issuing Office   ○ Contract Administrative Office

🔍 Search   🔖 Bookmark   ⬇ Export ⌄   ⊗ Cancel

Buttons:

- Search
- Bookmark
- Export
  - Excel
  - CSV
- Cancel

Click the **Search** button after entering the search criteria. The search results display on the following page.

Search Results	The Mods Changing Location Report Results table displays the search results. **Mods Changing Location Report Results Columns:** - Gaining Contract No. - Gaining Delivery Order - Gaining Mod No. - Gaining Date - Gaining DoDAAC - Losing DoDAAC - Award Date

Buttons:

- Save Search
- Refine Search
- New Search
- Export
  - As CSV
  - As Excel

NOTE: The columns are sortable.

Exporting Search Results
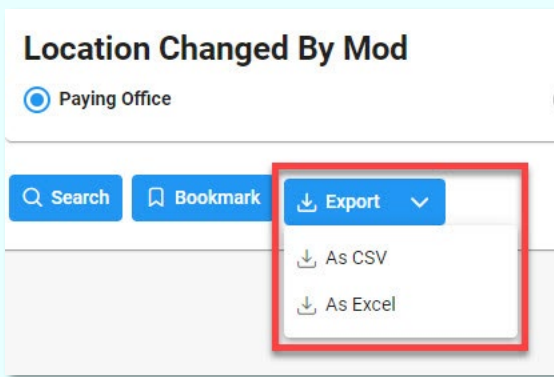
The user may view the search results or send the export to the Task Download tool from the search page as a CSV or Excel file using the Export option. Reports with extensive search results must be run as an export.

Click the **Export** button on the search results page to export as CSV or Excel. A job runs to download the file.

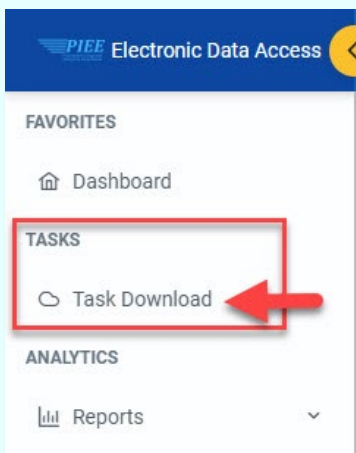Exporting results from the search criteria page:

Exporting results from the search results page:

Viewing Available Downloads of Reports:

In the navigation panel, under the Tasks menu, select **Task Download**.

The Job List page appears. Click the **Download** button in the Actions column.

1. The **Download** button in the Actions column to proceed with downloading the report.
2. The **Delete** button in the Actions column to delete the download from the job list.

Job ID ↑↓	Report Type ↑↓	Start Date (UTC)	Finish Date (UTC) ↑↓	Format ↑↓	Status ↑↓	Total Records ↑↓	Actions
> 31801	Mods_Changing_Location_Report	3/22/22, 7:38 PM	3/22/22, 7:38 PM	EXCEL	FINISHED	13	1 2
> 31800	Mods_Changing_Location_Report	3/22/22, 7:37 PM	3/22/22, 7:37 PM	EXCEL	FINISHED	25	
> 27758	Award_Summary_Report	2/8/22, 4:28 PM	2/8/22, 4:28 PM	EXCEL	FINISHED	1	
> 27757	Award_Summary_Report	2/8/22, 4:28 PM	2/8/22, 4:28 PM	EXCEL	FINISHED	1	

The Download Files pop-up appears with job details. Select the **Direct Download** link in the Direct Download (faster download) column.

Job ID ↑↓	Create Date (UTC) ↑↕	Package Name ↑↓	Size	Part	Direct Download (faster download)	Download via EDA App (slower download)
31801	3/22/22, 7:38 PM	Mods_Changing_Location_Report_31801_1_20220322_193819_9fd42a71-8977-4bba-90a8-a536f2fd5eab.zip	0.003751 MB	1 / 1	Direct Download	☁

Download Files

« ‹ 1 › »

Part: If you don't see all the parts available then it means that the data are still being extracted. This usually happens for a huge amount of data extraction.

Download: Using 'Direct Download' will allow you to download artifacts in parallel and download speed will be significantly faster for large artifacts. Use 'Download via EDA App' option if you run into any firewall issue.

Close

The system downloads the file to the local machine based on browser settings.

Exported Report Columns:

- Gaining Contract No.
- Gaining Delivery Order
- Gaining Mod No.
- Gaining Date
- Gaining DoDAAC
- Losing DoDAAC
- Award Date

Sample Export:

GAINING CONTRACT NO.	GAINING DELIVERY ORDER	GAINING MOD NO.	GAINING DATE	GAINING DODAAC	LOSING DODAAC	AWARD DATE
N6817119D0050	W9127821F0050	ARZ999	2022-01-01	HQ0339	W916TX	2021-03-02
W56HZV11DVK03	0018	02	2015-12-14	HQ0339	HQ0338	2018-12-03
N6817115P6027		P00001	2021-11-23	HQ0337	N62828	2021-11-24
N6817115P6024		P00001	2021-11-23	HQ0337	N62828	2017-07-12
W15P7T21D0154	0001		2021-11-24	HQ0339	W15P7T	2021-11-18
W15P7T21D0154	0001	02	2021-11-18	W15P7T	HQ0339	2021-11-17
W31P4Q05A0020	0020	AW	2021-10-04	N66001	HQ0338	2007-04-03
S0512A15D1050	S0512A15F1050	ARZ988	2021-09-22		N62828	2017-07-12
W31P4Q05A0021	0020	AZ	2021-09-22		HQ0338	2016-03-16
S0512A15D1001	S0512A15F1001	ARZ998	2021-09-24	F03000	N62828	2017-07-12
S0512A21D1004	1950	AY	2021-10-04	HQ0339	N60951	2021-10-04
S0512A21D1004	1950		2018-11-06	N60951	HQ0339	2021-10-04
FA303014D1441		ARZ999	2021-10-01	HQ0339	HQ0300	2018-12-07
SP040052C0002		ARZ999	2021-10-01	HQ0339	HQ0337	2014-06-13
SP040052C0006	0001	AZ	2021-10-01	HQ0339	HQ0337	2014-06-13