

WAWF Extract Report

Reference Guide

EDA Homepage

Analytics

Reports

WAWF Report

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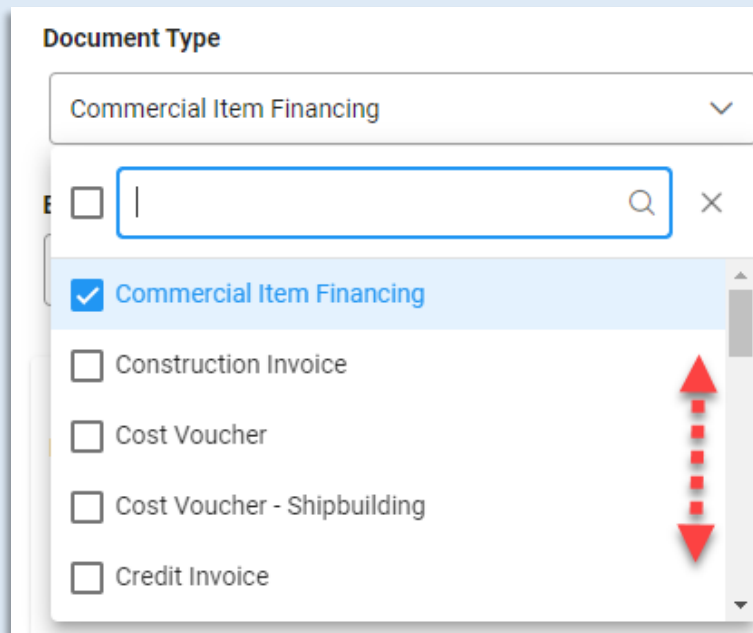
EDA Roles	<p>Roles with access to the WAWF Extract Report in EDA</p> <ul style="list-style-type: none">• Acquisition Sensitive Reporting• Advanced Reporting• EDA Executive Reporting User
Search Criteria	<p>The user will navigate to the WAWF Extract Report page and enter criteria to retrieve desired data.</p> <ul style="list-style-type: none">• Report Type (Radial buttons)<ul style="list-style-type: none">○ Detail○ Summary• Extract Date From• Extract Date To• Document Type• Extract Response (All, Yes, No)• Pay Office Search By<ul style="list-style-type: none">○ Pay Office Group<ul style="list-style-type: none">▪ Find Group○ Pay Office Code<ul style="list-style-type: none">▪ Pay Office Location Codes

To return results with a specific Document Type, select a value from the Document Type dropdown menu.

Document Types include:

- Commercial Item Financing
- Credit Invoice
- Grant Voucher
- Navy Construction/Facilities Management Invoice
- Progress Payment
- Telecommunications Invoice (Contractual)
- Contstuction Invoice
- Energy Invoice
- Invoice
- Navy Shipbuilding Invoice
- Receiving Report
- Telecommunications Invoice (Non-Contractual)
- Cost Voucher
- Energy Receiving Report
- Invoice 2in1
- Non-Procurement Instruments (NPI) Voucher
- Reparables Receiving Report
- Transfer Performance Evidence Receiving Report
- Cost Voucher – Shipbuilding
- Fast Pay Invoice
- Miscellaneous Payments
- Performance Based Payment
- Summary Cost Voucher

**Example:
Document
Type**



After the search criteria are entered, the system will return a list of results with the requested criteria. WAWF Extract Report results detail will include:

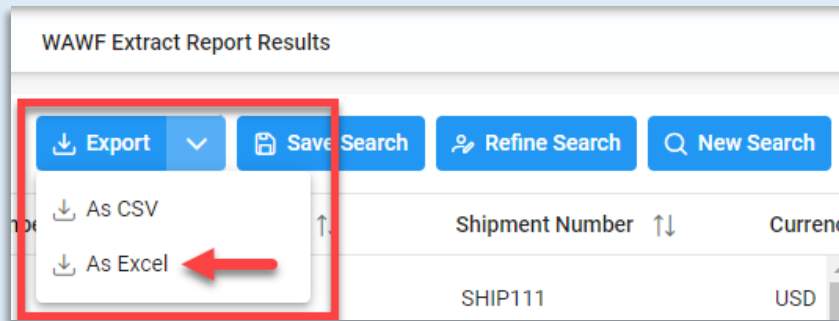
- Extract Date
- Vendor
- Shipment Number
- Invoice Gross Amount
- Acceptance/Approval Date
- Pay Office
- Contract Number
- Currency Code
- Invoice Net Amount
- LPO DoDAAC
- Document Type
- Delivery Order Number
- Invoice Date
- Certified Amount
- LPO Signature Date
- CAGE
- Invoice Number
- Invoice Received Date
- Acceptance/Approval DoDAAC

Sample Search Results

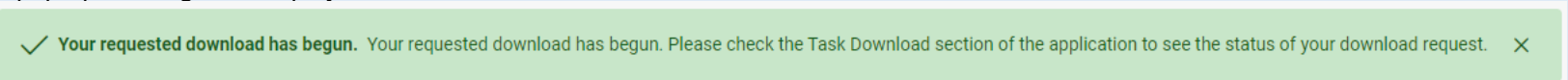
WAWF Extract Report Results										Export	Save Search	Refine Search	New Search
Extract Date	Pay Office	Document Type	CAGE	Vendor	Contract Number	Delivery Order Number	Invoice Number	Shipment Number	Currency				
2021-03-26	HQ0339	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	RRSS032620210934			SHIP111	USD				
2022-05-10	HQ0337	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	H9223921F0131			SHIP942	USD				
2020-10-06	HQ0337	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	W911KF12P0040			SHP1103	USD				
2020-10-06	HQ0303	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	W911KF12P0040			SHP1055	USD				
2021-03-23	HQ0339	CI	02LU7	HONEYWELL INTERNATIONAL INC.	AIMEEIV012345	0323	INV01	AIM0003	USD				
2020-10-06	HQ0303	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	W911KF12P0040			SHP1055	USD				
2020-10-06	HQ0339	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	HR001116C0006			SHP1046	USD				
2021-04-10	F03000	RR	02LU7	HONEYWELL INTERNATIONAL INC.	AIMEEIV012345	0324		AIM0005	USD				
2021-03-23	HQ0339	RR	02LU7	HONEYWELL INTERNATIONAL INC.	AIMEEIV012345	0323	INV01	AIM0003	USD				

Results: 1 to 10 << < 1 2 3 4 5 > >> 10 1134 Results Returned

Once the search results are returned, the Export Results button will allow the user to export search results in CSV or Excel format for import to a spreadsheet. Select the desired output from the Export dropdown menu. For this guide, Excel format is being selected.

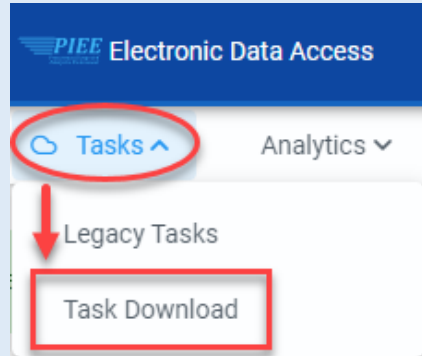


A pop-up message will display to check the TaskDownload section from the EDA dashboard for the status of the download.



Select Task Download from the Tasks dropdown in the EDA Dashboard.

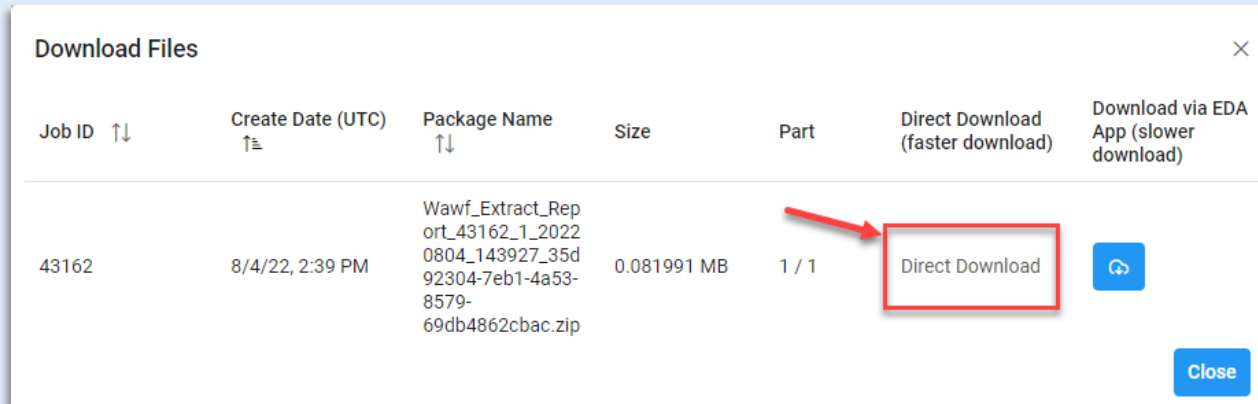
Exporting Search Results



Find the requested job from the Job List and select the **Jobs** button.

Job ID ↑↓	Report Type ↑↓	Start Date (UTC)	Finish Date (UTC) ↑↓	Format ↑↓	Status ↑↓	Total Records ↑↓	Actions
> 43162	Wawf_Extract_Report	8/4/22, 2:39 PM	8/4/22, 2:39 PM	EXCEL	FINISHED	1134	Jobs
> 42981	WAWF_Aged_Document_Report	8/2/22, 5:14 PM	8/2/22, 5:15 PM	EXCEL	FINISHED	987	Jobs

Select the **Direct Download** link from the Download Files pop-up window.



Sample export:

EXTRACT DATE	PAY OFFICE	DOCUMENT TYPE	CAGE	VENDOR	CONTRACT NUMBER	DELIVERY ORDER NUMBER	INVOICE NUMBER
2022-07-18	HQ0338	RRR	06481	NORTHROP GRUMMAN GUIDANCE AND ELECTRONICS COMPANY, INC.	1.23457E+12	1234	RKS7435
2021-04-14	HQ0338	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	HQ033821P0413		INV4445
2021-05-21	HQ0339	CI	06141	L3 AVIATION PRODUCTS, INC.	HQ033921W0521	0001	INV0110
2021-04-14	HQ0338	CI	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	HQ033821P0413		INV4445
2021-09-23	HQ0338	PBP	1F7N8	ALLIANT TECHSYSTEMS OPERATIONS, LLC	HQ033821W0920		4428 INV0142
2021-09-07	HQ0339	CI	13499	ROCKWELL COLLINS, INC.	FA810510C0005		INV255
2021-10-07	HQ0337	CI	36126	RAYTHEON CANADA LIMITED	HR001121C0617		400
2021-08-19	HQ0337	CI	36126	RAYTHEON CANADA LIMITED	HR001121D0816	0001	INV1711
2021-08-19	HQ0337	CI	36126	RAYTHEON CANADA LIMITED	HR001121C0617		INV1729
2021-08-19	HQ0337	CI	36126	RAYTHEON CANADA LIMITED	HR001121C0617		INV1737
2021-10-15	HQ0338	PV	06141	L3 AVIATION PRODUCTS, INC.	W9124J17D2174	0021	BVNA002
2021-11-10	HQ0871	3N1	1X5A2	DEAF CMNTY SVC OF SAN DIEGO DBA SIGN LANGUAGE INTERPRETING S	W3MISV21B1X5A2003		W3MISV21B1X5A2003
2021-11-18	HQ0338	RR	1HKQ6	LEIDOS, INC.	HQ033821P1118		INV428
2021-08-09	F03000	RR	06481	NORTHROP GRUMMAN SYSTEMS CORPORATION	FU4417N9870		
2021-09-24	HQ0338	PBP	1HKQ6	LEIDOS, INC.	HQ033820F0111	FMS4	INV0071

Data on the exported Spreadsheet includes:

- Extract Date
- Vendor
- Shipment Number
- Invoice Gross Amount
- Acceptance/Approval Date
- Pay Office
- Contract Number
- Currency Code
- Invoice Net Amount
- LPO DoDAAC
- Document Type
- Delivery Order Number
- Invoice Date
- Certified Amount
- LPO Signature Date
- CAGE
- Invoice Number
- Invoice Received Date
- Acceptance/Approval DoDAAC