

Applying Screener Rules – PLCO/Support PLCO

Training Document

Homepage

GFP Module

Plant Clearance

Schedule Workload/Search

This training document demonstrates how to apply Screener Rules to line items on an accepted Inventory Schedule as a Plant Clearance Officer (PLCO) or Support Plant Clearance Officer (Support PLCO). Inventory Schedules are submitted to Plant Clearance Officers (PLCO) from a Contractor Property Manager. Upon acceptance, a Case can be established. Prior to completion of Case establishment, Screener Rules must be applied to accepted Inventory Schedules. For a demonstration on how to establish a Case, refer to the 'Establish Case - PLCO/Support PLCO' training document.

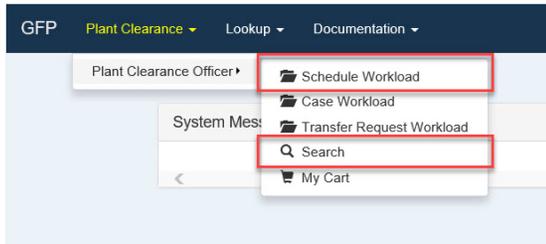
Roles

Roles with the capability to apply Screener Rules to an accepted Inventory Schedule in the GFP Module:

- Plant Clearance Officer
- Support Plant Clearance Officer

PLCO – Navigation

Log into PIEE to access the GFP module. In the GFP module, navigate to Plant Clearance > Plant Clearance Officer > Schedule Workload. Alternatively, navigate to Plant Clearance > Plant Clearance Officer > Search.



The Schedule Workload displays all Inventory Schedules assigned to the PLCO user. Select the **Open** link under the Action(s) column on an Accepted Inventory Schedule to open the document, where Screener Rules may be applied.

Inventory Schedules that have been accepted but have not had a case established within 1 days are displayed with a clock icon.

Plant Clearance Officer - Schedule Workload - Search Results

Show 10 entries Previous 1 Next

Schedule Reference Number	Contract Number	Property Location State	Line Item Count	Total Acquisition Cost	Termination	DoDAAC	Document Status	Submitted Date	Processing Days	Action(s)
2AE1-064812020082011	20082011	CA	2	200	Y	S0512A	Accepted	2020-11-02	🕒	Open + Create Case
06481-02008201034	20082010	CA	1	100	Y	S0512A	Submitted	2020-08-20	85 🕒	Open
06481-1012	1012	CA	1	50	N	S0512A	Accepted-Established to Case	2020-10-12		View
06481-102800	102800	VA	0	100	N	S0512A	Submitted	2020-10-26	18 🕒	Open
06481-100900	100900	CA	1	50	N	S0512A	Submitted	2020-10-27	17 🕒	Open
06481-101301	101301	CA	0	60000000	N	S0512A	Submitted	2020-10-28	16 🕒	Open
06481-1112	1112	CA	0	100	N	S0512A	Submitted	2020-11-12	1	Open

Showing 1 to 7 of 7 entries Previous 1 Next

On the Search Criteria screen, check the Inventory Schedule, enter at least one input field, and select the **Search** button. It is recommended to select 'Accepted' as a Schedule Status to narrow the search results.

Plant Clearance Officer - Search Criteria

Please select the type of Plant Clearance Document to search for: *

Inventory Schedule
 Case
 Transfer Request

Contract Number Contract Order Number Prime CAGE
 Case Number Schedule Reference Number Alternative Schedule Reference Number
 DoDAAC Property Location CAGE Code Schedule Status

Plant Clearance Officer First Name Plant Clearance Officer Last Name
 Date Submitted Start Date Submitted End Date Established Start Date Established End

You are required to fill in at least one input field.

The Search Results will display all Inventory Schedules assigned to PLCO users. Select the **Open** link under the Action(s) column on an Accepted Inventory Schedule to open the document, where Screener Rules may be applied.

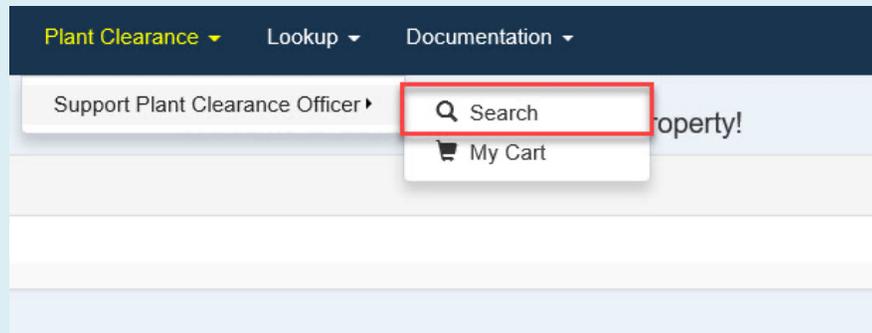
Plant Clearance Officer - Search Results - Inventory Schedules

Show entries Previous **1** 2 3 Next

Schedule Reference Number	Case Number	Contract Number	Contract Order Number	Prime CAGE Code	Property Location CAGE Code	Property Location State	Line Item Count	Total Acquisition Cost	Termination	Plant Clearance Officer	Document Status	Submitted Date	Processing Days	Action (s)
<input type="text" value="Filter"/>														
2AAE11234567890		FA488517P0002		2AAE1	1QU78	VA	1	500	No		Accepted	2020-09-01		View
06481546762363456745		TESTFMSALLOCABLE		06481	1QU78	VA		1799.91	No		Accepted	2020-09-22		View
06481-102600		102600		06481	1QU78	VA	2	100	No		Accepted	2020-10-26		Open
06481-7858476437543		1110		06481	1QU78	VA	1	50	No		Accepted	2020-11-10		View

Support PLCO - Navigation

Support Plant Clearance Officers are not directly assigned Inventory Schedules but are able to search and work them. Support PLCOs will have access to the Plant Clearance - Search folder. Log into PIEE and access the GFP module. In the GFP module, navigate to Plant Clearance > Support Plant Clearance Officer > Search.



On the Search Criteria screen, check the Inventory Schedule, enter at least one input field, and select the **Search** button. It is recommended to select 'Accepted' as a Schedule status to narrow the search results.

Support Plant Clearance Officer - Search Criteria

Please select the type of Plant Clearance Document to search for: *

Inventory Schedule
 Case
 Transfer Request

Contract Number Contract Order Number Prime CAGE

Case Number Schedule Reference Number Alternative Schedule Reference Number

DoDAAC Property Location CAGE Code **Schedule Status**

Plant Clearance Officer First Name Plant Clearance Officer Last Name

Date Submitted Start Date Submitted End Date Established Start Date Established End

You are required to fill in at least one input field.

The Search Results will display all submitted Inventory Schedules in any status. Select the **Open** link under the Action(s) column on an Accepted Inventory Schedule to open the document, where Screener Rules and documentation may be applied.

Support Plant Clearance Officer - Search Results - Inventory Schedules

Show entries Previous **1** 2 3 Next

Schedule Reference Number	Case Number	Contract Number	Contract Order Number	Prime CAGE Code	Property Location CAGE Code	Property Location State	Line Item Count	Total Acquisition Cost	Termination	Plant Clearance Officer	Document Status	Submitted Date	Processing Days	Action (s)
2AAE11234567890		FA488517P0002		2AAE1	1QU78	VA	1	500	No		Accepted	2020-09-01		Open
06481546762383456745		TESTFMSALLOCABLE		06481	1QU78	VA		1799.91	No		Accepted	2020-09-22		View
06481-102600		102600		06481	1QU78	VA	2	100	No		Accepted	2020-10-26		Open
06481-7858476437543		1110		06481	1QU78	VA	1	50	No		Accepted	2020-11-10		Open
1PJF2kelliweb2030		TEST	TEST	1PJF2	13499	IA	1	24	No		Accepted	2020-08-05		View
06481kelliweb2031		KBFCON21R0001		06481	13499	IA	1	132	No		Accepted	2020-08-05		View

Apply Screener Rules – Inventory Schedule

After clicking the Open link, the Inventory Schedule will display the Header tab. The documents information may be reviewed and may be changed here. The Screener Rules tab contains the list of line items, and the Screener Rules may be updated here. Screener Rules may be added to accepted Inventory Schedules before Case establishment by opening the accepted Inventory Schedule, updating the Screener Rules tab, and saving. If the Inventory Schedule is ready to establish a Case, refer to the 'Establish Case – PLCO/Support PLCO' training document for more information. If no Screener Rules have been applied at this time, they must be added before completing the Case establishment.

Plant Clearance Officer - View Plant Clearance Inventory Schedule

Header Line Item **Screener Rules** Documentation History

Contract Information

Contract Number Type	Contract Type	Contract Number	Contract Order Number	Prime CAGE
Cooperative Agreement	BOA/BPA	102600		06481

Inventory Schedule

Total Acquisition Value
100.00

Header Information

Schedule Reference Number	Alternative Schedule Reference Number
06481-102600	

Program Title	Scrap List	Termination	Termination Docket Number
Program Title	Yes	No	

Unaccept Create Case Download Excel Previous

Continue to the 'Screener Rules' tab to review the Line Items and Screener Rules.

Apply Screener Rules – Screener Rules Tab

On the 'Screener Rules' tab, all line items on the Inventory Schedule will be listed. If Screener Rules were previously applied to the line items, they will appear in the Screener Rules column of the table. If Screener Rules are present, they may be changed at this time by the PLCO or Support PLCO.

Plant Clearance Officer - View Plant Clearance Inventory Schedule

Header Line Item **Screener Rules** History

Contract Information

Inventory Schedule

Screener Rules

This screen allows you to apply screener rules to line items in the inventory schedule.
 To apply a rule to selected line items, mark the checkbox for each line item, select the rule from the Screener Rule drop-down list, and then click Apply to Selected.
 To apply a rule to all blank line items simultaneously, select the rule from the Screener Rule drop-down list, and then click Apply to Blank.
 To apply a rule to ALL line items simultaneously, select the rule from the drop-down list, and then click Apply to All. Note that any line items with a screener rule already applied will be overwritten with the newly selected screener rule.
 Press the Save Screener Rules button at the bottom to save the Screener Rules applied.

Select

Apply to Selected Apply to Blank Apply to All Clear All Applied Rules

Show 10 entries Previous Next

Select All	Line No.	Item Name	Item Desc.	Demil Code	Demil Integrity Code	Condition Code	Screener Rules
<input type="checkbox"/>	1	Refrigerator	Refrigerator 12345	A	1	A4	001 - Standard Screening
<input type="checkbox"/>	2	Refrigerator	Refrigerator 12345	A	1	A4	001 - Standard Screening
<input type="checkbox"/>	3	Refrigerator	Refrigerator 12345	A	1	A4	001 - Standard Screening

Showing 1 to 3 of 3 entries Previous Next

Save Screener Rules Unaccept Create Case Download Excel Previous

Select a Screener Rule from the dropdown:

- **001** – Standard Screening (DoD for 20 days, followed by GSA for 26 days)
- **002** – Special Screening (DoD for 20 days)

- **006** – GSA-Only Screening (GSA for 26 days)
- **999** – No Screening

Screener Rules

This screen allows you to apply screener rules to line items in the inventory schedule.

To apply a rule to selected line items, mark the checkbox for each line item, select the rule from the Screener Rule drop-down list, and then click Apply to Selected.

To apply a rule to all blank line items simultaneously, select the rule from the Screener Rule drop-down list, and then click Apply to Blank.

To apply a rule to ALL line items simultaneously, select the rule from the drop-down list, and then click Apply to All. Note that any line items with a screener rule already applied will be overwritten with the newly selected screener rule.

Press the Save Screener Rules button at the bottom to save the Screener Rules applied.

999 - No Screening Apply to Selected Apply to Blank Apply to All

Select:

- 001 - Standard Screening (DoD for 20 days, followed by GSA for 26 days)
- 002 - Special Screening (DoD for 20 days)
- 006 - GSA-Only Screening (GSA for 26 days)
- 999 - No Screening**

Previous 1 Next

<input type="checkbox"/> Select All	Line No.	Item Name	Item Desc.	Demil Code	Demil Integrity Code	Condition Code	Screener Rules
<input type="checkbox"/>	1	Refrigerator	Refrigerator 12345	A	1	A4	001 - Standard Screening

Save Screener Rules

After selecting Screener Rules, select one of the following buttons:

- **Apply to Selected** – Apply Screener Rules to the selected Line Items.
- **Apply to Blank** – Apply Screener Rules to all unchecked Line Items simultaneously.
- **Apply to All** – Apply Screener Rules to ALL Line Items simultaneously.

Plant Clearance Officer - View Plant Clearance Inventory Schedule

Header Line Item **Screener Rules** History

Contract Information >

Inventory Schedule >

Screener Rules

This screen allows you to apply screener rules to line items in the inventory schedule.

To apply a rule to selected line items, mark the checkbox for each line item, select the rule from the Screener Rule drop-down list, and then click Apply to Selected.

To apply a rule to all blank line items simultaneously, select the rule from the Screener Rule drop-down list, and then click Apply to Blank.

To apply a rule to ALL line items simultaneously, select the rule from the drop-down list, and then click Apply to All. Note that any line items with a screener rule already applied will be overwritten with the newly selected screener rule.

Press the Save Screener Rules button at the bottom to save the Screener Rules applied.

Save Screener Rules

After reviewing/updating Screener Rules, select the **Save Screener Rules** button at the bottom of the page to save the Screener Rules applied. A success message will be displayed upon successful application.

Plant Clearance Officer - View Plant Clearance Inventory Schedule

Header Line Item **Screener Rules** History

Contract Information >

Inventory Schedule >

Screener Rules

This screen allows you to apply screener rules to line items in the inventory schedule.

To apply a rule to selected line items, mark the checkbox for each line item, select the rule from the Screener Rule drop-down list, and then click Apply to Selected.

To apply a rule to all blank line items simultaneously, select the rule from the Screener Rule drop-down list, and then click Apply to Blank.

To apply a rule to ALL line items simultaneously, select the rule from the drop-down list, and then click Apply to All. Note that any line items with a screener rule already applied will be overwritten with the newly selected screener rule.

Press the Save Screener Rules button at the bottom to save the Screener Rules applied.

Select

Apply to Selected

Apply to Blank

Apply to All

Clear All Applied Rules

Show 10 entries

Previous 1 Next

<input type="checkbox"/> Select All	Line No.	Item Name	Item Desc.	Demil Code	Demil Integrity Code	Condition Code	Screener Rules
	<input type="text" value="Filter"/>						
<input type="checkbox"/>	1	Refrigerator	Refrigerator 12345	A	1	A4	001 - Standard Screening
<input type="checkbox"/>	2	Refrigerator	Refrigerator 12345	A	1	A4	001 - Standard Screening
<input type="checkbox"/>	3	Refrigerator	Refrigerator 12345	A	1	A4	001 - Standard Screening

Showing 1 to 3 of 3 entries

Previous 1 Next

Save Screener Rules

Unaccept

Create Case

Download Excel

Previous

After applying Screener Rules to the Line Items, select the **Previous** button at the bottom of the screen on any tab to return the Search Results screen.

The Case creation process will be an available option for PLCO users at this time. For further information regarding Case creation, refer to the 'Establish Case – PLCO/Support PLCO' training document.

Additionally, PLCO and Support PLCO users may also Unaccept the document and return it back to the submitted status in the assigned PLCO's Schedule Workload folder. The Inventory Schedule may then receive more work or be rejected back to the initiating CPM user. If the document is rejected back to the CPM, it will appear in their Schedule Workload folder to be resubmitted or voided.