Intro



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



This presentation will demonstrate how to create a Government Furnished Property (GFP) Property Transfer Document as a GFP Government Receiver. It will include training on how to create a Property Transfer document from a template using Manual Data Entry. The Property Transfer document provides accountability and reporting of Government property in possession of contractors. Log into PIEE as a GFP Contractor Property Shipper to begin.



Once logged into PIEE click the GFP icon to open the module.

# Step 3

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		To beg	in creating a Property Transfer document, the Government Receiver can mouse over the Property Transfer Menu option to display		
		the Cre	eate Document sub menu option.		

To begin creating a Property Transfer document, the Government Receiver can mouse over the Property Transfer Menu option to display the Create Document sub menu option.

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Select the Create Document option.

# Step 5

When creating a Property Transfer Document users may choose between Manual Data Entry or Excel Upload. For this training we will be going over the Manual Data Entry. Click the Next button to continue.



For the Contractor Receiver, GFP's Property Transfer document accounts for transfer of property in two scenarios:

1) Receipt by DoD, without Shipment Document in GFP, from Contractor

2) Receipt by DoD, without Shipment Document in GFP, from DoD

Contractors may use the Form DD 1149, the Form DD 1348-1, or some other approved form to provide the data to key into the GFP forms.

### Step 7

Property Transfer • Lookup • Documentation •		L User : Daemon Beilder
vernment Receiver - Property Transfer/Receipt Do	sument	
forkflow Selection		
elect Property Transfer WorkFlow *		
Receipt by DoD, without shipment document in GFP, from C	onfracter 🗸	
Asterisk indicates required entry.		
	Select the appropriate Property Transfer Document workflow. Click the Next button to continue.	
	Select the appropriate Property Transfer Document workflow. Click the Next button to continue.	
	Select the appropriate Property Transfer Document workflow. Click the Next button to continue.	
	Select the appropriate Property Transfer Document workflow. Click the Next button to continue.	
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	Select the appropriate Property Transfer Document workflow. Click the Next button to continue.	

Select the appropriate Property Transfer Document workflow. Click the Next button to continue.

Troping Transmit - Coordy - Cocumentation		L User : Daemen Beide
vernment Receiver - Property Transfer/Receip	t Document (Receipt by DoD)	
Forkflow Selection / Contract Info		
osing Contract Information		
Contract Number Type Con	zact Number * Delivery Order	
roperty Receiver Code * / Extension	Property Shipper Code *	Property Shipper Code Extension
Property Ship To Code Prop	erty Ship To Code Extension Property Ship From Code	Property Ship From Extension
iearch For		
emplate	Shipment No.	
Active Documents		
Asterisk indicates in 1) Receipt by DoD, wi 2) Receipt by DoD, wi	ected workflow, the Gaining Contract Number may either b thout Shipment Document in GFP, from Contractor thout Shipment Document in GFP, from DoD by DoD, without Shipment Document in GFP, from DoD's	e optional or not applicable. cenario, the Gaining Contract Number is optional. In this case, a "Transfer Document

Depending on the selected workflow, the Gaining Contract Number may either be optional or not applicable.

1) Receipt by DoD, without Shipment Document in GFP, from Contractor

2) Receipt by DoD, without Shipment Document in GFP, from DoD

Note: For the 'Receipt by DoD, without Shipment Document in GFP, from DoD' scenario, the Gaining Contract Number is optional. In this case, a 'Transfer Document Number' on the Header Page is required instead of the Shipment Number.

### Step 9

sing Contract Information				
Contract Number Type Co	intract Number *	Delivery Order		
Cooperative Agreement	FA488517P0002			
operty Receiver Code * / Extension	Property Shipper Code		Property Shipper Code Extension	
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operty Ship To Code Pr	operty Ship To Code Extension	Property Ship From Code	Property Ship From Extension	
arch For				
mplate	Shipment No.			
Active Documents				
The Ch	apor location code is an ention	al antru		
sterisk indicates required entry. The Sh	p To location code is an optiona	al entry. However, if left blan	k, it will be defaulted to the Receiver location code.	
The Sh	p From location code is an optic	onal entry. However, if left b	lank, it will be defaulted to the Shipper location code.	
Note: Y	ou do need to enter the Ship Fr	om Code (source of shipmer	it) and the Ship To Code (destination of shipment) if thes	e locations are
	at from the Shinner code and/o	r the Receiver Code.		

The Shipper location code is an optional entry.

The Ship To location code is an optional entry. However, if left blank, it will be defaulted to the Receiver location code. The Ship From location code is an optional entry. However, if left blank, it will be defaulted to the Shipper location code. Note: You do need to enter the Ship From Code (source of shipment) and the Ship To Code (destination of shipment) if these locations are different from the Shipper code and/or the Receiver Code.

GFP Property Tanake - Lookup - Documentation -	ser : Daemon Builder 🛛 🗙 Exit
Government Receiver - Property Transfer/Receipt Document (Receipt by DoD)	
Workfow Selection   Contract Info	
Losing Contract Information	
Cottors Hundhor Type Cottors Unidae * Dallway Oxfor Comparative Agreement V FAddBis 1792022	
Preparty Receiver Code */ Extension (5552A • ·	
Search For	
Template Shipmert No.	
*Active Documents/Archived Documenta	
* Anteriok indicates required entry.	
Note: During Manual Data Entry the Template option allows you to populate the data from a previously submitted Property Transfer document. When you choose this method, GFP will automatically fill in fields for routing information and Line Item data taken from the template document. This pre-population reduces repetitive keystroke and data errors. When reating a document from the template, enter the required Gotnarct Numbers and Delivery Order Numbers, if applicable, select required Location Codes, and check the Template checkbox. Narrow the search by entering a specific Shipment Number.	s

Note: During Manual Data Entry the Template option allows you to populate the data from a previously submitted Property Transfer document. When you choose this method, GFP will automatically fill in fields for routing information and Line Item data taken from the template document. This pre-population reduces repetitive keystrokes and data errors. When creating a document from the template, enter the required Contract Numbers and Delivery Order Numbers, if applicable, select required Location Codes, and check the Template checkbox. Narrow the search by entering a specific Shipment Number.

### Step 11

GFP Property Transfer + Lookup + Documentation +	L User : Daemen Builder 🗙 Exit
Government Receiver - Property TransferiReceipt Document (Receipt by DoD)	
Workflow Selection Contract Info	
Losing Contract Information	
Castract Nanhar Type Castract Humber* Dathway Oxder Cooperative Systematics FASBS1779502	
Property Receiver Code * / Estension 0550A v	
Search For	
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Rective Documents	
* Asteriok indicates required entry.	
Click the Template checkbox. Click the Next button to conti	ue.
O Next O Previous O Result O Help	

Click the Template checkbox. Click the Next button to continue.

te New Document			
rkflow Selection / Contract / From Template			
sing Contract Information			
Contract Number A488517P0012	Delivery Order		
hipper Code / Ext.	Receiver C SI512A	iode / Ext.	
perty Transfer/Receipt Document from	n Template		
ipment Number	Status	Date Created	
SHP2765	Received	2020/05/12	
SHP2764	Received	2020/05/12	
SHP2763	Received	2020/05/12	
SHP2761	Received	2020/05/12	
	A list of previ number is dis	ously created documents for the given played. The results are displayed with	ing Contract Number and the Losing Delivery Order Shipment Number, Status of the Document and the

A list of previously created documents for the given Losing Contract Number and the Losing Delivery Order number is displayed. The results are displayed with the Shipment Number, Status of the Document and the Date that the document was created.

# Step 13

Vorkflow Selection / Contract / From Templat	le .		
Losing Contract Information			
Contract Number FA488517P1002	Delivery Ord	ter	
Shipper Code / Ext.	Receiver Co SU612A	ide / Ext.	
Property Transfer/Receipt Document fr	om Template		
		Date Created	
Shipment Number	Status		
Shipment Number O SHP2765	Status	2020/05/12	
Shipment Number SHP2765 ® SHP2764	Status Received Received	2020/05/12 2020/05/12	
Shipment Number SHP2765 ® SHP2764 © SHP2763	Status Received Received Received	2020/05/12 2020/05/12 2020/05/12	
Shipmant Number SH92765 SH92764 SH92763 SH92761	Status Received Received Received	2020/05/12 2020/05/12 2020/05/12 2020/05/12	
Shipment Number SH92765 8 SH92764 SH92763 SH92763 SH92761	Status Received Received Received	2020/95/12 2020/95/12 2020/95/12 2020/95/12	

Select the Document that you want to use as a template for the current document. Click the Next button to continue.

	sumentation +		L User : Daemen f
vernment Receiver - Property Transfer	Receipt Document (Receipt by DoD)		
forkflow Selection / Contract Info			
osing Contract Information			
Contract Number Type Cooperative Agreement	Contract Number * FA488517P0002	Delivery Order	
roperty Receiver Code * / Extension	Property Shipper	Code *	Property Shipper Code Extension
roperty Ship To Code	Property Ship To Code Extension	Property Ship From Code	Property Ship From Extension
06481		06481	
Antoniols indicates associated water			
Asterlak indicates required entry.	The Contract Information r template. Please note, the	page is displayed with the input	text boxes pre-populated with the data pulled from the selected aged by the user.

The Contract Information page is displayed with the input text boxes pre-populated with the data pulled from the selected template. Please note, the pre-populated data may be changed by the user. Click the next button to continue.

### Step 15

Property massier • Costup • Documentation •		
ernment Receiver - Property TransferiReceipt Docum	it (Receipt by DoD)	
akflow Selection / Contract Info / Routing		
sing Information - Location Code / Extension		
Property PC0	Property PCO Extension	
FA4885		
Property ACO	Property ACO Extension	
FA4885		
Sovernment Program Manager	Government Program Manager Extension	
iovernment Property Administrator	Government Property Administrator Extension	
FA4885		
Contractor Program Manager	Contractor Program Manager Extension	
Contractor Property Manager	Contractor Property Manager Extension	
05481		
Contractor Contract Administrator	Contractor Contract Administrator Extension	
05481		
flective Date		
YYYYMMOD		
starisk indicates required entry.	e Routing page is displayed with the input text boxes pre-populated v lected template. e pre-populated data may be changed by the user at this time. cf the Next hutton to continue.	ith data pulled from the

The Routing page is displayed with the input text boxes pre-populated with data pulled from the selected template. The pre-populated data may be changed by the user at this time. Click the Next button to continue.

GFP Property Transfer + L	ookup <del>v</del> Docum	mentation +						LUser : Daemen Bailder 🕈
Government Receiver - Pro	perty Transferi®	teceipt Document (Receipt by DoD)						
Workflow Selection / Contract	/ Routing / Data	e Capture						
Header Addresses C	omments Line	Item Attachments Preview Docum	sot					
Warning messages were general Warning messages were general <u>View Validation Warnings</u>	ated when validati ated when validati	ng against the GFP Attachment. Click on ng against the contractor's previously re-	the View Validation Warnings link eived items. Click on the View Val	to view. idation Warnings link t	o view.			
Losing Contract Informat	ion					•		
Losing Contract Number		Losing Delivery Order	Losing Contract Number T	rpe				
FA488517P0002			Cooperative Agreement					
Shipment Information		Validation	Varnings from the pre-	opulation and a	any further	warnings will		
Shipment Number**		be displaye	d at the top of all tabs a d correct these warnin	nd may be view as if necessary. 1	ed at any tir this will not	ne. The user stop the	y Date	
		document	rom being submitted. T	here is another	chance to c	prrect these		
TCN		later in the	process as well.				Serial Shipping Container Code	
Transportation Leg		Standard Carri	er Alpha Code		Bill of Lading N	umber		
Secondary Transportation Tr Tracking Type is entered)	acking Number (re	equired when Secondary Transportation	Secondary Transportation Number is entered	n Tracking Type (requi	ired when Second	dary Transportation Track	ing	
							•	
							•	
Transportation Method/Type					Currency Code			
				~	LISD			

Validation Warnings from the pre-population and any further warnings will be displayed at the top of all tabs and may be viewed at any time. The user can view and correct these warnings if necessary, this will not stop the document from being submitted. There is another chance to correct these later in the process as well.

### Step 17

Property Transfer • Lookup • Documentation •						1. User : Daemon Builder
overnment Receiver - Property Transfer/Receipt Docum	ent (Receipt by DoD)					
Workflow Selection / Contract / Routing / Data Capture						
Header Addresses Comments Line Item Attachm	ents Preview Document					
aming messages were generated when validating against the G aming messages were generated when validating against the co w Validation Warrings	P Attachment. Click on the View Validation V ntractor's previously received items. Click or	Varnings link to view. n the View Validation Warnings link to v	view.			
Losing Contract Information						
Losing Contract Number Losing Deliver FA488517P0002	y Order Losing Contro Cooperative A	act Number Type greement				
Shipment Information						
Shipment Number **	Shipment Date *	E	Estimated	Estimated Delivery I	Date	
	YYYYMMOD		~	YYYYYMM/DD		
тся	Gross Web	ht .			Serial Shipping Container Code	
Transportation Leg	Standard Carrier Alpha Code	8	Bill of Lading Number			
Secondary Transportation Tracking Number (required when Se Tracking Type is entered)	condary Transportation Secondary Number is	Transportation Tracking Type (requires entered)	d when Secondary Tra	insportation Tracking		
	The Header tab is now dis	played for the PTD. The Shi	ipment Number	and		
Transportation Method/Type	and Shipment Date before	continuing.	ter the Shipmer	renverinder		

The Header tab is now displayed for the PTD. The Shipment Number and Shipment Date are mandatory on the Header tab. Enter the Shipment Number and Shipment Date before continuing.

rernment Receiver - Property TransferiRe	scelpt Document (Receipt by DoD)				
orkflow Selection / Contract / Routing / Data	Capture				
ander Addresser Comments Line I	tem Attachmente Preview Docur	uent .			
ning messages were generated when validatis ning messages were generated when validatis	g against the GFP Attachment. Click or g against the contractor's previously re	the View Validation Warnings link to view. ceived items. Click on the View Validation Wa	mings link to view.		
Validation Warnings					
osing Contract Information					
Losing Contract Number	Losing Delivery Order	Losing Contract Number Type			
FA488517P0002		Cooperative Agreement			
hipment Information					
hipment Number **	Shipment Dat		Estimated Estimated Deliv	very Date	
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CN		Gross Weight		Serial Shipping Container Code	
ansportation Leg	Standard Car	ier Alpha Code	Bill of Lading Number		
econdary Transportation Tracking Number (re	The Contractor Property	hipper may save an incomplete	document by clicking the Save Draft	Document button.	
	The Save and Continue fu	nctionality allows the user to say	ve the document in its current state.	The user can either	
	continue working on the	locument or come back to it late	a.		
	click the Addresses tab to	continue to the Addresses Tab.			

The Contractor Property Shipper may save an incomplete document by clicking the Save Draft Document button. The Save and Continue functionality allows the user to save the document in its current state. The user can either continue working on the document or come back to it later.

Click the Addresses tab to continue to the Addresses Tab.

# Step 19

GI	FP Property Transfer 👻	Lookup 👻 Docum	nlatón •	1 User : Daemen Beilder	×Exit
l	Government Receiver -	Property Transfer/Re	celpt Document (Receipt by DoD)		
	Workflow Selection / Con	stract / Routing / Data (	арыне		
	Header Addresses	Comments Line It	em Attachments Preview Document		
	Warning messages were ge Warning messages were ge View Validation Warnings	enerated when validating enerated when validating	against the GFP Attachment. Click on the View Validation Warnings link to view. against the contractor's previously necessed huma. Click on the View Validation Warnings link to view.		
	Contractor Property S	Shipper			
	CAGE: 06481	* Activity Name 1:	DUNS: 039134218 DUNS + 4: Extension:		
		Picturely Human 1.	NORTHROP GRUMMAN SYSTEMS CORPORATION	×	
		Activity Name 2:			
		Activity Name 3:			
		Address 1: Ad GFP w locatio Ad If the Ad correc	In the network on III pre-populate the address information for each of the location codes onto the document based on the routing in codes entered. CAGE Code and DoDAAC information is automatically populated from data pulled from DoD systems. Addresses pulled are incorrect, you must notify your Service/Agency or EB POC to get the address information ted in the DoD systems.		
		City:	WOODLAND HILLS		
		State:	CA		
		Zip Code:	91367		
		Country:	USA		
	Military Lo	ocation Description:			

GFP will pre-populate the address information for each of the location codes onto the document based on the routing location codes entered. CAGE Code and DoDAAC information is automatically populated from data pulled from DoD systems. If the addresses pulled are incorrect, you must notify your Service/Agency or EB POC to get the address information corrected in the DoD systems.

P Property Hansler *	Lookup 🗸 Docum	antation 🛩			User : Daemen Builder
Government Receiver - F	Property TransferiRe	celpt Document (Receipt by DoD)			
Workflow Selection / Cont	tract / Routing / Data	Capture			
Header Addresses	Comments Line II	em Attachments Preview Document			
Warning messages were get Warning messages were get View Validation Warnings	nerated when validatin nerated when validatin	g against the GFP Attachment. Click on the View Validation Warnin g against the contractor's previously received items. Click on the '	ngs link to view. View Validation Warnings link to view.		
Contractor Property SI	hipper				
CAGE: 06481		DUNS: 039134218	DUNS + 4:	Extension:	
	* Activity Name 1:	NORTHROP GRUMMAN SYSTEMS CORPORATION			×
	Activity Name 2:				
	Activity Name 3:				
	Address 1:	24245 BUBRANK BUR			
	Ad If the Please Ad you m Click t	user wants to specify a room or building numl a remember that any change you make on the lay create. If permanent changes are needed, the Comments tab to go to the Comments page	ber, the user may make that change on this screer form only applies to the current form and does no you will need to get the address information corre	). st apply to future forms ected permanently.	
	hd				
	Ad City:	WOODLAND HILLS			
	Ad City: State:	WOODLAND HILLS			
	Ad City: State: Zip Code:	WOODLAND HILLS CA 91367	-		
	Ad City: State: Zip Code: Country:	W000LAD HILS CA 91567 USA	-		

If the user wants to specify a room or building number, the user may make that change on this screen.

Please remember that any change you make on the form only applies to the current form and does not apply to future forms you may create. If permanent changes are needed, you will need to get the address information corrected permanently. Click the Comments tab to go to the Comments page.

### Step 21

GFP Property Transfer + Lookup + Documentation +	🌲 User : Daemen Builder	<b>X</b> Exit
Government Receiver - Property TransferiReceipt Document (Receipt by DoD)		
Workflow Selection / Contract / Routing / Data Capture		
Header Addresses Comments Line Item Attachments Preview Document		
Winning messages were generated where validating against the GPF Attachment. Click on the View Validation Warnings Init to view. Winning messages were generated where validating against the contractor's previously received Items. Click on the View Validation Warnings Init to view. Your Validation Winnings		
Initiatroaments		
The Comments page allows you to enter Property Transfer Document comments. Click the Line Item Tab to go to the Line Item page.		
O Sive Orah Dicoment O Help: © Drankost Dicoment		

The Comments page allows you to enter Property Transfer Document comments. Click the Line Item Tab to go to the Line Item page.

remment	Receiver - Property	Transfer/Receipt D	cument (Receipt by Dob	)								
orkflow Sele	ection / Contract / Ro	uting / Data Capture										
59051 2	Addresses Commer	ns Lite item ,	machiments Preview Docu	inent								
iing messa iing messa	ages were generated w ages were generated w	eben validating against eben validating against	the GFP Attachment. Click on the contractor's previously in th	in the View Validation Warnin received items. Click on the	ngs link to view. View Validation Warnin	igs link to view.						
Validation	Warnings											
opulate Li	ine Items		The Line I tem tab is	displayed with data	pre-populated	from the selecte	d template.					
<b>4</b> 0	n Fran Davidate		Notes:									
+ ripus	er fon Recepts		<ol> <li>Ine pre-populate</li> <li>UID information</li> </ol>	is not imported from	n the Template	and must be add	ed using the Edit	link under Actio	ns.			
+ Populati	te From GFP Attachmen	4	<ol><li>New Line Items r</li></ol>	nay be added by the	e user.							
+ Populati	te From GFP Attachmen		<ol> <li>New Line Items r</li> </ol>	nay be added by the	e user.							
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+ Populati ne Item D em No.	Ne From GFP Attachmen Details Nem Name Mac Book	Hem Description Computer	3) New Line Items r The user may popu Attachment button NSN 2756275627562	Manufacturer CAGE 06482	Part Number 2757	Model Number A2757	Unit of Measure EACH	From GFP Gty, Received	UID	Item Serial No. N	Actions CS Edit	× Deless
+ Populari ne Item D tem No.	be From GFP Attachmen Details Nem Name Mac Book Keyboard	Heen Description Computer Typing	3) New Line Items r The user may popu Attachment button 2756275627562 27562756275627562	Manufacturer CAGE 06482 06415	Part Number 2757 2747	Model Number A2757 A2730	Unit of Measure Unit of Measure EACH EACH	From GFP Qty. Received 1 50	UID N N	Item Serial No. N	Actions ØEdt	× Defete
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+ Populan ne Item D em No.	A Four GFP Attachmen Details New Name Mac Book Keyboard Chrome Book	Item Description     Computer     Typing     Laptop     Circling	3) New Line Items r The user may popu Attachment button 2756275627562 2756275627562 2756275627551 2756275627551	Manufacturer CAGE Manufacturer CAGE 06402 06415 06405 06476	e user. Receipts or GFI Part Number 2757 2747 2742 2758	P Attachments. C Model Number A2757 A2730 A2709 A2736	Unit of Measure EACH EACH EACH	Gty, Received         1           50         5010	UID N N N	Rom Serial No. N N N	Actions (C) Edit (C) Edit (C) Edit	× Delete × Delete × Delete
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The Line Item tab is displayed with data pre-populated from the selected template. Notes:

1) The pre-populated data may be changed by the user.

2) UID information is not imported from the Template and must be added using the Edit link under Actions.

3) New Line Items may be added by the user.

The user may populate Line Items from Receipts or GFP Attachments. Click the Populate From GFP Attachment button.

### Step 23



Line Items from previous Receipts for the selected contract will be displayed. At the top of the page is a filter section that may be used if there are hundreds of displayed Line Items. Clicking the checkbox next to a Line Item will select it to be prepopulated to the Property Transfer Document.

ional Sto										
	ck Number	Manufacturer CAGE	Part Number				Mode	il Number		
n Name			Item Description				UII			
n Serial N	lumber									
Charles	All Items on Page	Unrherk All berrs on Page	ulate Selected Quardby	ted Duardby Q Fiber In	ms C Roset Fi	hor				
lected	item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Accountable Quantity	Quantity Necewed	ftem Populat
						SEDVE:ES	101	1		N
		Missile				02111020				
		Missile				ocrimico				
Nected	Item Name	Missle	managed the user will be ren	wired to expand th	e Item Serial	Numbers helo	w the selected	idty	Quantity Received	Item Populat
elected	Item Name	Mesle If the Line Item is serially r	managed the user will be req	uired to expand th	e Item Serial	Numbers belo	w the selected	Line Item.	Quantity Received	Item Populat
Hected	ltern Name	Missile	managed the user will be req	uired to expand th	e Item Serial	Numbers belo	w the selected	Line Item.	Quantity Received	Item Populat N
elected	Item Name	Missile If the Line I tem is serially r	managed the user will be req	uired to expand th	e Item Serial	Numbers belo	w the selected	Line I tem.	Quantity Received	Item Populat N Item Populat
lected	litern Name Itern Name paper	Moole If the Line I term is serially r Toom Description paper	National Stock Number 121464709/123	juired to expand th	e Item Serial	Numbers belo	W the selected	Accountable Quantity	Quantity Received	Item Populati N Item Populate N
Hected	Item Name Item Name paper	Mosle If the Line I term is serially r Rom Description paper	managed the user will be req National Stock Number 123466769123	Juired to expand th	e Item Serial	Model Number	W the selected Unit of Measure UNIT	Line Item.	Quantity Received	Item Populate N Item Populate N
Hected	Item Name Jeam Name paper arial Numbers	Mosle If the Line I tem is serially r Rom Description paper	managed the user will be req Netional Stock Number 1221667709123	Juired to expand th	e Item Serial	Model Number	Unit of Measure	Accountable Quantity	Quantity Received	Hem Populat N Hem Populati
elected	Item Name Item Name poper arial Numbers	Mode If the Line Item is serially r hen Description poper	managed the user will be req National Stock Number 1234667699123	uired to expand th	e Item Serial	Mumbers belo	Unit of Measure	Accountable Quantity	Quantity Received	Hem Populat N Hem Populat N
lected	Rom Name paper rrial Numbers Bern Name	Moole If the Line Item is serially r mm Desclation paper Imm Desclation Imm Desclation	National Stock Number 123464709123 National Stock Number	uired to expand th Manufacturer CAGE Manufacturer CAGE	e Item Serial Part Nember Part Nember	Model Number	Unit of Measure Unit of Measure Unit of Measure	Accountable Quantity	Quantity Received Quantity Received Quantity Received Quantity Received	Hem Populat N Hem Populat

If the Line Item is serially managed the user will be required to expand the Item Serial Numbers below the selected Line Item.

# Step 25

Item Se	arial Numbers	continue.									
	Mouse	Clicking Number,	the amount selected must	match the Quantity	to Ship field.	Click the Popu	late Selected I	tems button to			N
elected	Item Name	Item Descripti An Item S	erial Number will need to b	e populated by sele	ecting the che	ckbox in the ro	w of the requ	ired Serial	Quantity	/ to Ship	Item Populated
			JUNE								
			SEP2								
			SER1								
		7	53151523523		SHP2770			2020/05/12		2020/05/12	
			123		SHP1103			2020/04/28		2020/04/27	
Select	All	Populate?	Item Serial Number		Shipment Numbe	r		Shipped Date		Received Date	
Item Se	arial Numbers										
/	paper	paper	1234567890123				UNIT	6	1		N
lected	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Accountable Quantity	Quantity	/ to Ship	Item Populated
						00111000					J "
Nected	Item Name	Item Description	National Stock Number	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Accountable Quantity	Quantity	/ to Ship	Item Populater
		Missile				SERVICES	LOT	1			N

An Item Serial Number will need to be populated by selecting the checkbox in the row of the required Serial Number, the amount selected must match the Quantity to Ship field. Click the Populate Selected Items button to continue.

Property	Transfer - Lookup	<ul> <li>Documentation +</li> </ul>										, User : Daemon Build
rernment F	Receiver - Property	Transfer/Receipt Doc	ument (Receipt by DoD	9								
forkflow Sele	ection / Contract / Ro	uting / Data Capture										
eader A	Addresses Commer	nts Line Item Att	achments Preview Docu	ment								
ning messa ning messa-	ages ware generated w ages were generated w	rhen validating against ti rhen validating against ti	ve GFP Attachment. Click o ve contractor's previously	on the View Validation Warnin received items. Click on the	ngs link to view. View Validation Warnir	igs link to view.						
opulate Li	ine Items											
		Line Items fr	rom the Populate I	From Receipts or Po	inulate From GF	P Attachments v	vill be pre-populat	ed in the Line It	em Deta	uls section. Lin	e Items	
+ Populate	e From Receipts	may be Edit	ed, Deleted, or Add	ded to this section.	pulate From Gr	r Attachments v	nii be pre-populai	eu in the chiert	em Deu	ins section. cin	e roems	
		may be care										
. Decedato	n From OEB Amademan	inay be cont										
+ Populate	te From GFP Attachmen	·										
+ Populate	e From GFP Attachmen	1 IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII										
+ Pepulate	w From GFP Attachmen											
+ Populary	Notails	I Hem Description	NSN	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Qty, Received	UID	Item Serial No.	Actions	
+ Populato ine Item De Item No. 1	w From GFP Attachment Notalle Nem Name Mac Book	Item Description	NSN 2756275627562	Manufacturer CAGE 06482	Part Number 2757	Model Number A2757	Unit of Measure EACH	Gty, Received	UID	ltern Serial No. N	Actions C5 Ed	¥ Delete
+ Populate ine Item Do Item No. 1	w From GFP Attachmen Metails Mern Name Mac Book Keyboard	Item Description Computer Typing	NSN 2756275627562 2756275627562	Manufacturer CAGE 06482 06415	Part Number 2757 2747	Model Number A2757 A2730	Unit of Measure EACH EACH	Qty, Received 1 59	UID N	Item Serial No. N	Actions	X Delete
+ Population	Netalle Netalle Netalle Mac Book Keyboard	Hem Description Computer Typing	NSN 2756275627562 2756275627578	Manufacturer CAGE 06482 06415	Part Number 2757 2747	Model Number A2757 A2730	Unit of Measure EACH EACH	Gty, Received	UID N N	Item Serial No. N	Actions ØEa	X Delete
+ Populate interitory De Item No. 1 2	Netalls  Rem Name Mat Book  Keyboard  Chrome Book	Item Description Computer Typing Laptop	NSN 2756275627562 2756275627562 2756275627551	Manufacturer CAGE 06482 06415 06495	Part Number           2757           2742	Model Number A2757 A2730 A2769	Unit of Measure EACH EACH EACH	0ty. Received 1 50 500	UID N N	Rem Serial No. N N	Actions G Ed G Co	X Delete X Delete
Popular     ine Item De     Item No.     1     2     3     4	Netails  Petails  Pet	Item Description Computer Typing Laptop Cilcking	NSN 2756275627562 2756275627562 2756275627562 275627562551 275627562551	Manufacturer CAGE 06482 06415 06496 06476	Part Number           2757           2747           2742           2738	Model Number A2757 A2730 A2769 A2796	Unit of Messure EACH EACH EACH EACH	Opy, Received           1           59           5010           500	UID N N N	Rem Serial No. N N N	Actions G E of C C C C C C C C C C C C C C C C	X Delote X Delote X Delote
Populari     ine item De     item No.     1     2     3     4	a Fran GFP Atachmen Astalle Marc Book Marc Book Keyboard Chrone Book Meuse	Item Description Computer Typing Laptop Clicking	NSN 2756275627575 2756275627576 2756275627551 2756275627579	Manufacturer CAGE 06482 06495 06495 06476	Part Number           2757           2747           2742           2738	Model Number A2757 A2730 A2799 A2796	Unit of Messare EACH EACH EACH EACH	Opy, Received           1           59           5010           500	UID N N N	Rem Serial No. N N N N	Actions CE Ed CE Ed CE Ed CE Ed	X Delete X Delete X Delete X Delete
+ Population	a From GFD Attachmen hetalls Mar: Book Mar: Book Keyboard Chrome Book Mouse	Item Description Computer Typing Laptop Citcking	NSN 27562756275627562 27562756275627562 27562756275627551 27562756275627557	Manufacturer CAGE 06492 06495 06476	Part Number           2757           27447           2742           2735	Model Number           A2757           A2730           A2796	Unit of Messure EACH EACH EACH EACH	0ty, Received 1 59 500 500	UID N N N N	Item Serial No. N N N N	Actions Ci Ed Ci Ed Ci Ed Ci Ed	X Delete X Delete X Delete X Delete

Line Items from the Populate From Receipts or Populate From GFP Attachments will be pre-populated in the Line Item Details section. Line Items may be Edited, Deleted, or Added to this section.

### Step 27

FP Property Transfer + Looku	up • Documentation •	1. User : Dasmon Bailder 🛛 🗙
Government Receiver - Propert	ty TransferiReceipt Document (Receipt by DoD)	
Line Item UID/Serial No. A	MILSTRP	
Warning messages were generated Warning messages were generated View Velidation Warnings	I when validating against the GFP Attachment. Click on the View Validation Warnings link to view. when validating against the contractor's previously received items. Click on the View Validation Warnings link to view.	
Item No.	Item Name *	
4	Mouse ×	
National Stock Number #		Model Number 1
2756275627579	Manufacturer CAGE † Part Number †	A2706
	06476 AND 2736	
Qty. Received *	Unit of Measure *	
500	EACH	D POUR SUR Report
Advice Code	Supply Condition Code	
	¥	¥
Type Designation Method (required	when Type Designation Value is entered	
		v
Type Designation Value (required w	when Turns Designation Mathead is a start di	
	The Line Hore page is displayed when elistics the Add or Edit button	
	Notes:	
Description *	1) At least one Line Item must be entered to submit a Property Transfer document to 0	GFP.
Cacking	2) Unit Price - Only the 'DoD to DoD' scenario will have a Unit Price field. The user may	enter the unit price if the contract requires. If
	the user enters Unique Identification data in the UID tab form, then the GFP system w	vill not allow an entry of Unit Price.
* - Required Fields on Submit; ** -	Required Fields on Submit, Saving draft document, and Tabbing.	

The Line Item page is displayed when clicking the Add or Edit button. Notes:

1) At least one Line Item must be entered to submit a Property Transfer document to GFP.

2) Unit Price - Only the 'DoD to DoD' scenario will have a Unit Price field. The user may enter the unit price if the contract requires. If the user enters Unique Identification data in the UID tab form, then the GFP system will not allow an entry of Unit Price.

P Property Transfer - Lookup	Documentation					1 User : Daemen Beilder
Government Receiver - Property	Transfer/Receipt Document (Receipt	by DoD)				
Line Item UID/Serial No. M	ILSTRIP					
Naming messages were generated v	then validating against the GFP Attachmer	t. Click on the View	validation Warnings link to view.			
Naming messages were generated v New Validation Warrings	then validating against the contractor's pro	eviously received it	erns. Click on the View Validation Warnings link to view.			
tem No.	Item Name *					
4	Mouse					
National Stock Number †					Model Number †	
2756275627579	Manufacturer CAGE †	AND	Part Number †		A2796	
	06476		2736			
the Received *	Linit of Measure *					
500	EACH				PQDR/SDR Report	
Advice Code			Supply Condition Code			
		~			~	
Type Designation Method (required )	when Type Designation Value is entered)					
				~		
Type Designation Value (required wf	en Type Designation Method is entered)					
		The fie	lds are editable for pre-populated Line Items	. Click the UID/Serial		
Description *		Numb	er tab to view the UID/Serial Number tab for	the Line Item.		
Clicking a lot						

The fields are editable for pre-populated Line Items. Click the UID/Serial Number tab to view the UID/Serial Number tab for the Line Item.

# Step 29

P Property Transfer • Lookup • Documentation •		L User : Daemen Beilder
Sovernment Receiver - Property Transfer/Receipt Document (	Receipt by DoD)	
Line Item UID/Serial No. MILSTRIP		
Vaming messages were generated when validating against the GFP A Vaming messages were generated when validating against the contra- feer. Validation Warrings	ttachment. Click on the View Validation Warnings link to view. Etrich previously received Junn. Click on the Wew Validation Warnings link to view.	
Item Serial Number (only for non-Ull Items)		
Item Serial Number	Supply Condition Code	Action(s)
1		✓ ± Save
	For the Line Items that were pre-populated on the UID/Serial Number tab or the MILSTRIP tab, the user can edit directly on this tab.	

For the Line Items that were pre-populated on the UID/Serial Number tab or the MILSTRIP tab, the user can edit directly on this tab.

P Property Transfer + Lookup + Docum	entation +	LUser : Daemen Beilder
Anvergment Pacelver - Property Trappfer/P	Add UID	
oreniment Receiver - Froperty manuferto	Current Part Numbs	Current Part Number Cost Current Part Number Effective Date
Line Item UID/Serial No. MILSTRIP	1	YYYYMMDD
Varning messages were generated when validatis Varning messages were generated when validatis Tear Validation Warringa	g against the GFP Attachme g against the contractor's pr	Property Category Code * Special Tooling On Text Deplement States *
UID	UID Number *	Supply Condition Code Action(n)
+ Add UID		× Delete
Item Serial Number (only for non-UII items	;)	+ A65
Item Serial Number		Action(s)
		± Save UID ¥ Cancel 0 Help
	Clicking the Add UID button will d • 2D Compliant - Two Dimen	a popup for UID information. Compliant (2D) is the equivalent of the bar code, such as RFID. If your item is 2D

Clicking the Add UID button will display a popup for UID information.

2D Compliant - Two Dimensional Compliant (2D) is the equivalent of the bar code, such as RFID. If your item is 2D compliant, select Y for "Yes."

Property Category Code - E represents equipment; M represents Material.

The Unique Identifier (UID) is a number that uniquely identifies tangible items. It provides asset accountability within the DoD Supply Chain.

### Step 31

Property Transfer • Lookup • Documentation •		🔔 User : Daemen Beilde
vernment Receiver - Property Transfer/Receipt Documen	(Receipt by DoD)	
to them UED/Secial No. ME STOR		
EINT CLASSING NO. INCLUSING		
ning messages were generated when validating against the GFP ning messages were generated when validating against the cont	.ttachment. Click on the View Validation Warnings link to view. .ctor's previously received items. Click on the View Validation Warnings link to view.	
- Validation Vramitiga		
ID		
+ Add UID		
em Serial Number (only for non-Ull items)		
Item Serial Number	Supply Condition Code	Action(s)
		✓ ± Save
	Click the MILSTRIP tab to continue	
	cick die Wieshin die to continue.	

Click the MILSTRIP tab to continue.

	ister + Lookup + Documentation +		💄 User : Daemon Build
Government Rece	elver - Property Transfer/Receipt Docume	ent (Receipt by DoD)	
Line Item UID?	VSerial No. MILSTRIP		
Warning messages v	were generated when validating against the GI	FP Attachment. Click on the View Validation Warnings link to view.	
Warning measages v View Validation Warni	were generated when validating against the co inga	entractor's previously received items. Click on the View Validation Warnings link to view.	
MILSTRIP			
MILSTRIP No.		MILSTRIP Qry.	Actions
			+ Add
			_

To add a MILSTRIP, enter the data in the MILSTRIP Number and Quantity fields, then click the Add Button. Click the Line Item tab to finish adding/editing the Line Item.

# Step 33

Covernment Pacelver - Proper	hy TransferiReceipt Document (Receipt by Do	N		
ooreniment Receiver - Proper	ry manufacture bootsment (receipt by bo	~		
Line Item UID/Serial No.	MILSTRIP			
Naming messages were generated	when validating against the GFP Attachment. Click	on the View Validation Warnings link to view.		
Naming messages were generated New Validation Warnings	when validating against the contractor's previously	received items. Click on the View Validation Warnings lin	A to view.	
tem No.	Item Name *			
4	Mouse	×		
National Stock Number †			Model Number †	
2756275627579	Manufacturer CAGE †	Part Number †	A2796	
	06476	2736		
Dity. Received *	Unit of Measure *		PODR/SDB Report	
500	EACH			
Advice Code		Supply Condition Code		
		*		~
Type Designation Method (required	when Type Designation Value is entered)			
	Cli	k Save Line Item button to return to the	Line Item Summary page.	
Type Designation Value (required v	then Type Designation Method is entered}			
Description *				
Clicking a lot				

Click Save Line Item button to return to the Line Item Summary page.

Property Transfer + Lookup + D	✓ Cumentation ▼			L User : Daemon Buik
tching Information on Record Found				
Current Line Item you have entered differs fr	om the matched information on Record. The Information on Record will be updated	with your Current Line Item data. Do you confirm this action	7	
Current Line Item				
em Name	Item Description		Unit of Measure	
louse	Clicking a lot		EACH	
ISN	Manufacturer CAGE	Part No.	Model No.	
756275627579	06476	2736	A2796	
nformation on Record				
orn Name	Item Description		Unit of Measure	
louse	Clicking		EACH	
ISN	Manufacturer CAGE	Part No.	Model No.	
756275627579	06476	2736	A2796	
es, replace the Information on Record wit	h my Current Line Item. O No, replace my Current Line Item with the Inform	ation on Record.		
If the Line	Item being Added/Edited exists in the GFP system and	d doesn't match what is already in the s	system, the user will be prompted to:	
Replace th	e Information on Record with the Current Line Item -(	DR-		
The product of	and the second			

If the Line Item being Added/Edited exists in the GFP system and doesn't match what is already in the system, the user will be prompted to:

Replace the Information on Record with the Current Line Item -OR-Replace the Current Line Item with the information on Record

### Step 35

Property Transfer - Lookup - Doc	amentation +		т. Т	L User : Daemon Belider
ching Information on Record Found				
Current Line Item you have entered differs from	the matched information on Record. The Information on Record will be update	d with your Current Line Item data. Do you confirm this action	a7	
urrent Line Item				
em Name	Item Description		Unit of Measure	
louse	Clicking a lot		EACH	
ISN	Manufacturer CAGE	Part No.	Model No.	
756275627579	06476	2736	A2796	
formation on Record				
em Name	Item Description		Unit of Measure	
louse	Clicking		EACH	
ISN	Manufacturer CAGE	Part No.	Model No.	
756275627579	06476	2736	A2796	
es, replace the Information on Record with	ny Current Line Item. 🔹 No, replace my Current Line Item with the Infor	mation on Record.		
	Select the appropriate click the Continue butt	option or click Previous to cancel. Afte on.	r selecting	

Select the appropriate option or click Previous to cancel. After selecting click the Continue button.

Property T	Transfer 👻 Lookup	<ul> <li>Documentation -</li> </ul>									<b>1</b> Use	ar : Daemen Builder
vernment R	Receiver - Property	Transfer/Receipt Doc	ument (Receipt by DoD	)								
forkflow Select	ction / Contract / Ro	uting / Data Capture										
eader Ad	ddresses Comme	nts Line Item Atta	schments Preview Docu	ment								
ning messag ning messag v Validation W	ges were generated w ges were generated w Yarrings	then validating against then validating against the	e GFP Attachment. Click o e contractor's previously r	n the View Validation Warnin eceived items. Click on the V	igs link to view. /iew Validation Warnin	gs link to view.						
2: Line Item '4	4' has been updated to	match the information on	record and is now saved.									
opulate Lin	ne items											
+ Populate I	From GFP Attachmen	nee	ed to be added to the	he document. Click 1	he Attachments	s tab to continue	to the Attachmer	its tab for the P	operty			
+ Populate	From GFP Attachment	ten Decembra	ed to be added to the standard	Manufacturer CAGE	Rat Number	s tab to continue	to the Attachmer	its tab for the P	operty	Inco Secial No.	Artions	
+ Populato ne Item Der tem No.	From GFP Attachmen etails Bern Name Nac Brok	tem Description	ed to be added to the start of	Manufacturer CAGE	Part Number	Model Number	Unit of Measure	Oty. Received	UID	Item Serial No.	Actions	
+ Populate Ine Item Der Item No.	etails Bern Nome Mac Book	Item Description Computer	NSN 2756275627562	Manufacturer CAGE 06482	Part Number 2757	Model Number	Unit of Measure EACH	Qty. Received	UID N	Item Serial No.	Actions (3) Edit	× Deless
+ Populate Ine Item Der Item No. 1	From GFP Attachmen etails Bern Name Mac Book Keyboard	I nee trai	ed to be added to ti nsfer Document.	Manufacturer CAGE 06402 06415	Part Number 2757 2747	Model Number A2757 A2730	Unit of Measure EACH EACH	Qty. Received 1 50	UID N	Item Serial No. N	Actions (3) Edit	X Dulene X Dulene
+ Populate ine Item Der tem No. 1	From GFP Attachment etails Been Name Mac Book Keyboard Chrisme Book	I nee trai	ed to be added to ti nsfer Document. NSN 2756276627562 27562756275627562 27562756275627551	Manufacturer CAGE 06402 06415 06495	he Attachments PartNumber 2757 2742	Model Number           A2757         A2730           A2769         A2769	Unit of Measure EACH EACH EACH	Qty. Received 1 50 5010	UID N N N	Item Serial No. N N	Actions CFEdri CFEdri CFEdri	X Deletro X Deletro X Deletro
Populato     Ine Item Der     Item No.     1     2     3     4	From GFP Attachment stalls Mac Book Keyboard Chrome Book Mouse	tem Description Computer Typing Laptop	ed to be added to tl           ssfer Document.           NSN           2156276627562           2256275627562           2256275627551           22562756275575	Manufacturer CAGE           06482         06482           06495         06495           06496         06496	Part Number           2757           2747           2742           2735	Kodel Number         A2757           A2730         A2730           A2759         A2799           A2796         A2796	Unit of Measure EACH EACH EACH EACH EACH	Opy. Received       1       50       5010       500	UID N N N	Item Serial No. N N N N N N N	Acdions CFEdi CFEdi CFEdi CFEdi	X Dulato X Dulato X Dulato X Dulato

Multiple Line Items may be added to a single Property Transfer Document. Click the Add button if more Line Items need to be added to the document. Click the Attachments tab to continue to the Attachments tab for the Property transfer Document.

# Step 37

Pro Pro	perty Transfer	Lookup +	Documentation	•		💄 User : Daemon Builder
overnm	ent Receiver	- Property Tr	ansferiReceipt D	locument (Re	sipt by DoD)	
Workflow	v Selection / C	ontract / Routin	g / Data Capture			
Header	Addresses	Comments	Line Item	Attachments	Preview Document	
arning m arning m m Valids IFO: Line WARN There is Brown	Instages were Instages were ation Warnings Them 'T has bee IING: GFP A an atlachment r	generated when generated when in updated to ma pplication is ize limit of 6MB.	n validating agains n validating agains toh the information a designated fr attachments over t	It the GFP Atta It the contracto on record and is or Sensitive	ner, Click and Warr Madrim Warrings fails to view. perform y includer finans. Click were between Validation Warrings fails to view. Inclassified information OHLY. Do HOT enter classified information in this system.	
					The Attachment page is now displayed. Click the Browse button to navigate to your file that you wish to upload. Then click the Upload button to upload the attachment file.	

The Attachment page is now displayed. Click the Browse button to navigate to your file that you wish to upload. Then click the Upload button to upload the attachment file.

GF	P Prop	oerty Transfer 👻	Lookup +	Documentatio	¥ nc									1 User : Daemon Builder	<b>X</b> Exit
6	Sovernm	ent Receiver -	Property Tr	ansferiReceip	t Document (Re	celpt by DoD)									
	Workflow	Selection / Co	ntract / Routin	g / Data Captu	re										
	Header	Addresses	Comments	Line Item	Attachments	Preview Document									
v v	Varning m Varning m New Valida	essages were g essages were g tion Warnings	enerated when enerated when	ı validating aga ı validating aga	inst the GFP Attai inst the contracto	chment. Click on the Vie ir's previously received	a w Validation Warnings link to view. Items. Click on the View Validation Warnings	s link to view							
1	WARN	item '4' has been	updated to ma	tch the information of the second	on on record and is	Inclassified infor	mation ONLY. Do NOT enter classi	fied inforr	mation in this system	m					
	There is a	an attachment si	ce limit of GMB,	attachments ove	er this size will be n	ejected.									
	Browse									Upload					
	File Nat	me							Actions						
	GFP_S	hip.txt							Delete						
						The attachn deleted by o Browse but entire docu	nent is now saved on the docu clicking the document or the De tton and repeat the process. Cli ment.	ment. Th elete link. ck the Pr	e attachment ma . To add another review Document	y be viewe attachmer tab to Vie	d or t, click th w the	e			

The attachment is now saved on the document. The attachment may be viewed or deleted by clicking the document or the Delete link. To add another attachment, click the Browse button and repeat the process. Click the Preview Document tab to View the entire document.

### Step 39

Property Transfer + Lookup + Documenta	ion •		L User : Daemon Baild
ernment Receiver - Property Transfer/Recei	pt Document (Receipt by DoD)		
rkflow Selection / Contract / Routing / Data Cap	ure		
ader Addresses Comments Line Item	Attachments Preview Document		
ing messages were generated when validating ag ing messages were generated when validating ag Validation Warnings	plast the GFP Attachment. Click on the View Validation Warnings alast the contractor's previously received items. Click on the View	link to view. Validation Warnings link to view.	
Line Item '4' has been updated to match the informa	tion on record and is now saved.		
eend All Collapse All			
neument Information			
Losing Information			
Losing Contract Number FA488517P0002	Losing Delivery Order	Losing Contract Number Type Cooperative Agreement	Losing Effective Date
Government Property Administrator / Ext	Property PCO / Ext	Property ACO / Ext	Government Program Manager / Ext
FA4885	The Browlow Decument page is now displayer	The Draview Decument name provides a full reasons	ntation of the
Contractor Program Manager	The Preview Document page is now displayed document. The user may scroll the contents of	I. The Preview Document page provides a full represe f the tab to review the document. If after reviewing t	ntation of the he Property Transfer
FA1835 Contractor Program Manager CAGE code	The Preview Document page is now displayed document. The user may scroll the contents o information and you notice an inaccuracy, you can expand all document sections by clicking the the Collapse All button.	I. The Preview Document page provides a full represe f the tab to review the document. If after reviewing t u may return to the appropriate tab to correct the inf he Expand All button and can collapse the contents of	ntation of the he Property Transfer ormation. The user the tab by clicking
FA685 Contractor Program Manager CAGE code Contractor Property Manager	The Preview Document page is now displayed document. The user may scroll the contents c information and you notice an inacuracy, yo can expand all document sections by clicking the Collapse All button.	I. The Preview Document page provides a full represe fibeta to review the document. If after reviewing tu may return to the appropriate tab to correct the inf the Expand All button and can collapse the contents of Expand All button and can collapse the contents of the Expand All button and can collapse the content of the Expand All button and the expand All button a	ntation of the he Property Transfer ormation. The user f the tab by clicking
FAUIS Contractor Program Manager CAGE code Contractor Property Manager CAGE code	The Preview Document page is now displayed document. The user may scroll the contents c information and you notice an inaccuracy, you can expand all document sections by clicking the Collapse All button.	I. The Preview Document page provides a full repress f the tab to review the document. If after reviewing t anay return to the appropriate lab to correct the in the Expand All button and can collapse the contents of DUISS + 4	Intailon of the Property Transfer Irmation. The user (the tab by clicking Extension

The Preview Document page is now displayed. The Preview Document page provides a full representation of the document. The user may scroll the contents of the tab to review the document. If after reviewing the Property Transfer information and you notice an inaccuracy, you may return to the appropriate tab to correct the information. The user can expand all document sections by clicking the Expand All button and can collapse the contents of the tab by clicking the Collapse All button.

# **Government Receiver Create PTD**

# Step 40



The user can expand and collapse individual headers by clicking on the section headers. Click the Header tab to review final information before submitting.

# Step 41

P Property Transfer + Lookup + Docum	entation +				L User : Daemon Bailder
Government Receiver - Property TransferiRe	ceipt Document (Receipt by DoD)				
Workflow Selection / Contract / Routing / Data	Capture				
Header Addresses Comments Line It	em Attachments Preview Document				
Naming messages were generated when validatin Naming messages were generated when validatin Anne Validation Warnings NFO. Line item '4 has been updated to match the ieff	g against the GFP Attachment. Click on the V g against the contractor's previously received semation on record and is now saved.	iew Validation Warnings link to view. d Hems. Click on the View Validation Warnings I	ink to view.		
Losing Contract Information					
Losing Contract Number FA488517P0002	Losing Delivery Order	Losing Contract Number Type Cooperative Agreement			
Shipment Information					
Shipment Number **	Shipment Date *		Estimated Estimated Delivery D	ate	
5HP2778 ×	2020/05/11	Gross Weight	• YYYYMMDD	Serial Shipping Container Code	
Transportation Leg	Standard Carrier Al	On the Header tab finis	Bill of Lading Number		
Secondary Transportation Tracking Number (ret Tracking Type is entered)	quired when Secondary Transportation	Secon here.	Tracking		
			~		
Transportation Method/Type			Currency Code		
Sum David Dummand	Developed Decomposit				

On the Header tab finish reviewing the fields here.

Losing Contract Number	osing Delivery Order	Losing Contract Number Type	
FA488517P0002		Cooperative Agreement	
ihipment Information			
hipment Number **	Shipment D	ate '	Estimated Delivery Date
\$HP2778 ×	2020/05/11		VYYYMMDD
CN		Gross Weight	Serial Shipping Container Code
ransportation Leg	Standard Ca	arrier Alpha Code	Bill of Lading Number
racking Type is entered)		Number is entered)	
			v
			• •
ransportation Method/Type		If all information is current and click the Signature button to sig	Correct enter a Signature Date and the document.
ransportation Method/Type		If all information is current and click the Signature button to si	correct enter a Signature Date and the document.
rensportation Method/Type		If all information is current and click the Signature button to si	correct enter a Signature Date and the document.
tensportation MethodType Action By: 50012A * Jipantan Date YYYYSMCO		If all information is current and click the Signature button to si	correct enter a Signature Date and n the document.
ransportation Method Type Action By: 50912A * Algoriton Data Segured Fields on Salami, ** - Regulard Fields	n Submit, Serving dati document, and	If all information is current and click the Signature button to signature	correct enter a Signature Date and the document.
inanaportation Method Type Action By: 50912A * Apartum Data Paragined Fakts on Schenk, ** - Required Fakts of	n Submit, Saving drall document, and	If all information is current and click the Signature button to si	Correct enter a Signature Date and n the document.

If all information is current and correct enter a Signature Date and click the Signature button to sign the document.

# Step 43

	GFP Validatio	on Warning Messages						
Government Receiver - Property Transfer/Receipt Documen	It (Receipt	not found on the losing contra	ctor's Accountable Line	lterro.				
Workflow Selection / Contract / Routing / Data Capture	Line Item 1 was n	not found on the GFP Attache	nent for the losing contra report item UII or Serial	ct. Number				
	Line Item 2 was n	not found on the losing contra	ctor's Accountable Line	Iterns.				
Header Addresses Comments Line Item Attachmen	H Line Item 2 is D	toD Serially Managed, please	report item UII or Serial	Number.				
Warning messages were generated when validating against the GFP Warning messages were generated when validating against the cont <u>View Validation Warnings</u>	Attachmen Ine item 3 was n Une item 3 was n H Une item 3 is D Une item 4 was n	tot found on the roang contri- tot found on the GFP Attachs toD Serially Managed, pleaso tot found on the GFP Attachs	ereport for the losing contra report item UII or Serial nent for the losing contra	nems. ct. Number. ct.				
Losing Contract Information	II Citte Helli 4 IS C	ou senary wanaged, press	report tell on or sella	NUMPE				
Losing Contract Number Losing Delivery C	Drder Press OK to subr	nit the document or Cancel I	return to the document	to make changes.				
FA468517P0002						_		
					• UK	A cancer		
Shinment Information					↓ UK	A COURT		
Shipment Information					• • •	* Caller		
Shipment information Shipment Number "	If there are still V	/alidation Warning	s on the docum	ent a popup will be d	lisplayed with	the information	h.	
Shipment Information Shipment Number ** SHP2778	If there are still V Click the OK butto	/alidation Warning on to continue wit	s on the docume h Submitting the	ent a popup will be d e document or Cance	lisplayed with el to return to	the information	n. D	
Shipment Information Shipment Number ** 3592778 YCN	If there are still V Click the OK butto make changes.	/alidation Warning on to continue wit	s on the docum h Submitting the	ent a popup will be d e document or Cance	lisplayed with I to return to	the information	h. D Code	
Shipment Information Shipment Number ** SH92778 TCN	If there are still V Click the OK butty make changes.	Validation Warning on to continue wit	s on the docum h Submitting the	ent a popup will be d e document or Cance	lisplayed with I to return to	the information	h. D Code	
Sogneen Information Sogneen Runker ** 949278 TCM Temportation Lg	If there are still V Click the OK butty make changes. Standard Carrier Alph	Validation Warning on to continue wit	s on the docum h Submitting the	ent a popup will be d e document or Cance Bill of Lading Number	lisplayed with el to return to	the information	n. D Code	
Shipment Information Servers Number ** Servers TCR Transportation Leg	If there are still V Click the OK butts make changes. Standard Carrier Alph	/alidation Warning on to continue wit 	s on the docum h Submitting the	ent a popup will be d e document or Cance Bill of Lading Number	lisplayed with I to return to	the information the document t	h. D Code	
Subproved Information Subproved Information Subproved Information Subproved Information Transportation Lag Successful Systemation Tracking Number (sequined adverse Naces Tracking Systemation)	If there are still V Click the OK butto make changes. Standard Carrier Alph ndary Transportation	Validation Warning on to continue wit se Code Secondary Transportati Number is enteredj	s on the docum h Submitting the	ent a popup will be d e document or Cance Bill of Lading Number Ired when Sacceidary Transpo	lisplayed with al to return to	the information the document t	n. D Code	
Supposed Information Suppose Number ** 999272 ICM Transportation Eng Secondary Transportation Tracking Number (required when Secon Tracking Type is extend)	If there are still V Click the OK butt make changes. Standard Carrier Alph Indary Transportation	Validation Warning on to continue wit se Code Secondary Transportati Number is extered	s on the docum h Submitting the	ent a popup will be d document or Cance Bill of Lading Number Ind When Secondary Transpo	lisplayed with al to return to	the information	n. D Code	
Shipment Information Shipment Readsor ** 949278 Tota Temportation Leg Scionalary Transportation Techniq Readsor (sequired asken Secontery Transportation Techniq Readsor (sequired asken Secontery)	If there are still V Click the OK butt make changes. Standard Carrier Alpha ndary Transportation	Yalidation Warning on to continue wit a Code Secondary Transportati Number is entered)	s on the docum h Submitting the	ent a popup will be d e document or Cance Bill of Lading Number Ired when Secondary Transpo	iisplayed with el to return to entation Tracklag	the information	h. Code	
Supposed Information Supposed Information Supposed Information Transportation Lag Secondary Transportation Tracking Number (sequent alson factor Transport Type is entered) Transportation Nethod Type	If there are still V Click the OK but make changes. Samtred Carrier Alph ndary Transportation	/alidation Warning on to continue wit a Code Seconday Transportati Number is entered)	s on the docume h Submitting the	ent a popup will be d document or Cance Bill of Leding Number Inter when Secondary Transpo	isplayed with el to return to estation Tracking	the information	L Cade	

If there are still Validation Warnings on the document a popup will be displayed with the information. Click the OK button to continue with Submitting the document or Cancel to return to the document to make changes.

Document Information					
osing Contract Number FA488517P0002	Losing Delivery Order	Gaining Contract Number	Gaining Delivery Order	Shipment Number SHP2778	
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mail sort to Shipper: 1 mail sort to Receiver mail sort to Receiver mail sort to Receiver mail sort to Receiver mail sort to Losing GF					
nd Additional Email Notifications					
MBY 12 15:20:13 ED1 2020					

After the Property Transfer Document has been submitted, the GFP system informs you that the submission was successful. E-mails, FTP, and EDI notifications are sent as applicable. If you would like to add more addresses, click the Send Additional Email Notifications link.

### End

	This concludes our demonstration.	

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