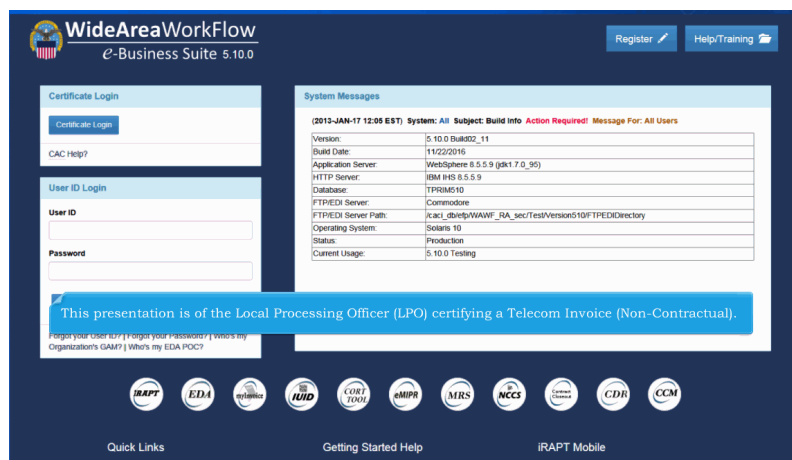
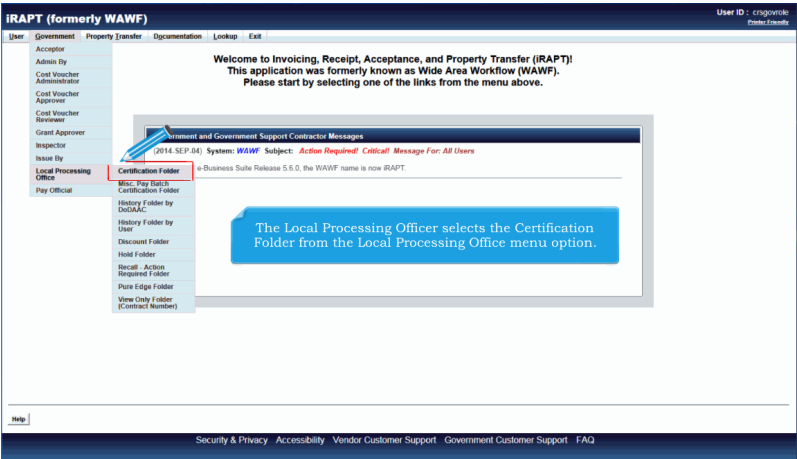


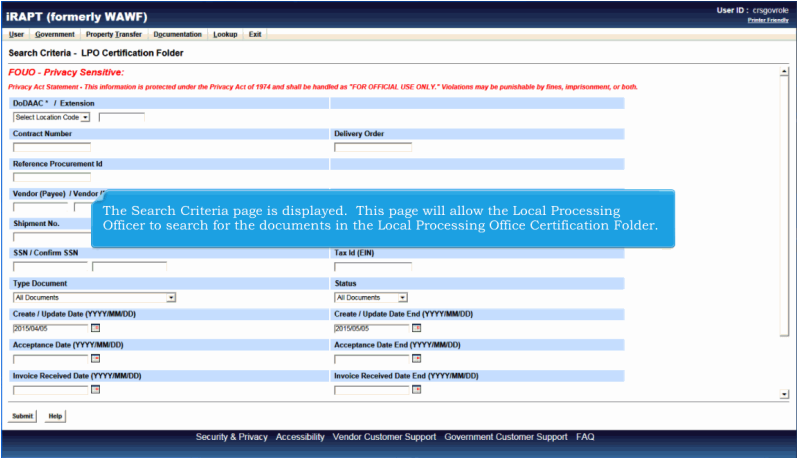
Welcome to Wide Area Workflow e-Business Suite.  
This demonstration contains audio narrative. Please adjust your volume accordingly.



This presentation is of the Local Processing Officer (LPO) certifying a Telecom Invoice (Non-Contractual).



The Local Processing Officer selects the Certification Folder from the Local Processing Office menu option.



The Search Criteria page is displayed. This page will allow the Local Processing Officer to search for the documents in the Local Processing Office Certification Folder.

IRAPT (formerly WAWF)

User ID : cngovrslb  
Create Profile

User : Government | Property Transfer | Documentation | Lookup | Exit

Search Criteria - LPO Certification Folder

FOUO - Privacy Sensitive:  
Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

DoDAAC \* / Extension  
[FA000]

Contract Number

Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension

Ship From / Ship From Extension

Shipment No.

SSN / Confirm SSN

Type Document  
[All Documents]

Status  
[All Documents]

Create / Update Date (YYYYMMDD)  
[20150405]

Create / Update Date End (YYYYMMDD)  
[20150505]

Acceptance Date (YYYYMMDD)  
[ ]

Acceptance Date End (YYYYMMDD)  
[ ]

Invoice Received Date (YYYYMMDD)  
[ ]

Invoice Received Date End (YYYYMMDD)  
[ ]

Submit

Help

Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The DoDAAC field is the only mandatory field.

The DoDAAC field is the only mandatory field.

IRAPT (formerly WAWF)

User ID : cngovrslb  
Create Profile

User : Government | Property Transfer | Documentation | Lookup | Exit

Search Criteria - LPO Certification Folder

FOUO - Privacy Sensitive:  
Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

DoDAAC \* / Extension  
[FA000]

Contract Number

Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension

Shipment No.

SSN / Confirm SSN

Tax ID (EIN)

Type Document  
[Telecommunications Invoice (Non-Contractual)]

Status  
[All Documents]

Create / Update Date (YYYYMMDD)  
[20150405]

Create / Update Date End (YYYYMMDD)  
[20150505]

Acceptance Date (YYYYMMDD)  
[ ]

Acceptance Date End (YYYYMMDD)  
[ ]

Invoice Received Date (YYYYMMDD)  
[ ]

Invoice Received Date End (YYYYMMDD)  
[ ]

Submit

Help

Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The LPO can further limit the returned results by selecting Telecom Invoice (Non-Contractual) from the Type Document drop down.

The LPO can further limit the returned results by selecting Telecom Invoice (Non-Contractual) from the Type Document drop down.

IRAPT (formerly WAWF)

User ID : cngovrslb  
Create Profile

User : Government | Property Transfer | Documentation | Lookup | Exit

Search Criteria - LPO Certification Folder

**FOUO - Privacy Sensitive:**  
Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

DoDAAC \* / Extension  
FA3030

Contract Number  
Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension  
Ship From / Ship From Extension

Shipment No.

SSN / Confirm SSN  
Tax ID (EIN)

Type Document  
Telecommunications Invoice (Non-Contractual) | All Documents

Create / Update Date (YYYYMMDD)  
20150505  
Create / Update Date End (YYYYMMDD)  
20150505

Acceptance Date (YYYYMMDD)  
Acceptance Date End (YYYYMMDD)

Invoice Received Date (YYYYMMDD)  
Invoice Received Date End (YYYYMMDD)

Submit | Help

The Local Processing Officer clicks the Submit button after entering the select criteria.

The Local Processing Officer clicks the Submit button after entering the select criteria.

IRAPT (formerly WAWF)

User ID : cngovrslb  
Create Profile

User : Government | Property Transfer | Documentation | Lookup | Exit

LPO Certification Folder for 'FA3030' (1 items, sorted by Invoice Received Date Ascending)

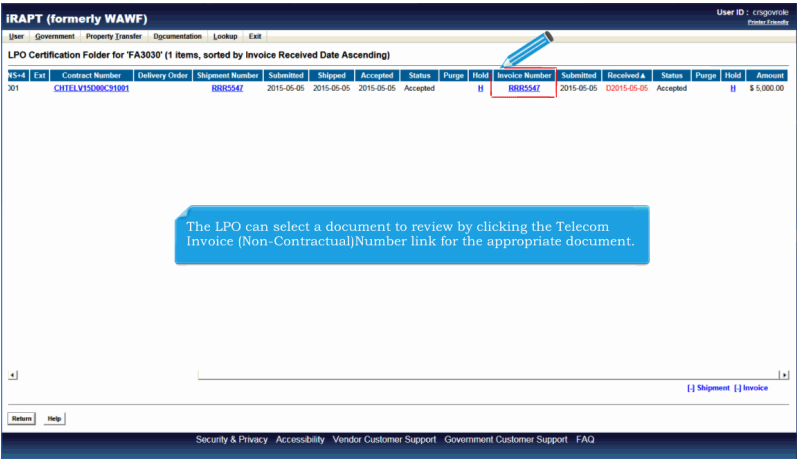
Item	Type	Vendor (Payee)	DUNS	DUNS-4	Est	Contract Number	Delivery Order	Shipment Number	Submitted	Shipped	Accepted	Status	Purge	Hold	Invoice Number
1	Telecom (Non-Contractual)	00031	021799496	0001		CHTELX15080C31001		BBR5547	2015-05-05	2015-05-05	2015-05-05	Accepted			BBR5547

The LPO Certification Folder page is displayed. This page contains a list of documents that match the selection criteria.

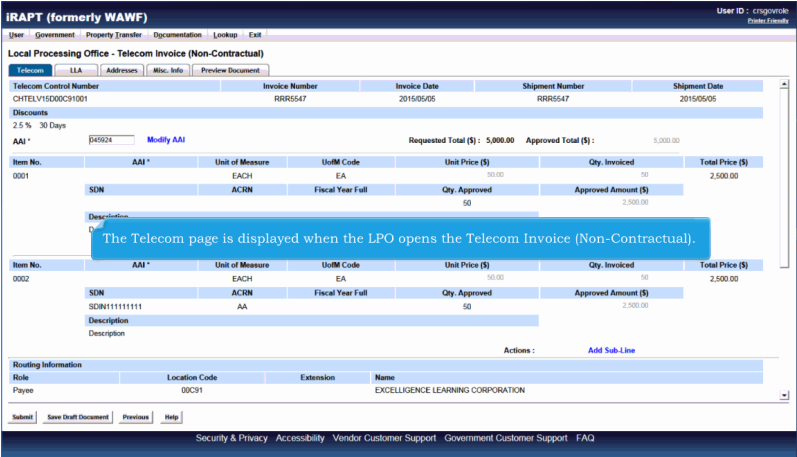
Return | Help

Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The LPO Certification Folder page is displayed. This page contains a list of documents that match the selection criteria.



The LPO can select a document to review by clicking the Telecom Invoice (Non-Contractual)Number link for the appropriate document.



The Telecom page is displayed when the LPO opens the Telecom Invoice (Non-Contractual).

IRAPT (formerly WAWF) User ID: csgovr06 Profile Details

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

SCIN11111111 AA 50 2,500.00

Description

Routing Information

Role	Location Code	Extension	Name
Payee	00091		EXCELLENCE LEARNING CORPORATION
Pay Official			
Acceptor			
LPO			
Inspect By			
Admin By			

ACTION BY: FA3030

Approved Amount: \$ 5,000.00

☐ Approve ☐ Approve Lesser Amount ☐ Reject to Initiator

Acceptance Date: 2015/05/05 Signature Date: 2015/05/05

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Signature Of Authorized Government Representative

ACTION BY: FA3030 \*

☐ Document Certified ☐ Document Rejected

Signature Date: Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

Signature

Signature of Local Processing Office Representative

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Local Processing Officer can 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 and either continue working on it, or come back to it at a later time.

IRAPT (formerly WAWF) User ID: csgovr06 Profile Details

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

SCIN11111111 AA 50 2,500.00

Description

Routing Information

Role	Location Code	Extension	Name
Payee	00091		EXCELLENCE LEARNING CORPORATION
Pay Official	HQ0248		DFAS ROME
Acceptor	FA3030		EXCELLENCE LEARNING CORPORATION
LPO			
Inspect By			
Admin By			

ACTION BY: FA3030

Approved Amount: \$ 5,000.00

☐ Approve ☐ Approve Lesser Amount ☐ Reject to Initiator

Acceptance Date: 2015/05/05 Signature Date: 2015/05/05

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Signature Of Authorized Government Representative

ACTION BY: FA3030 \*

☐ Document Certified ☐ Document Rejected

Signature Date: Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

Signature

Signature of Local Processing Office Representative

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Local Processing Officer can Certify or Reject a document.

Note: Comments are mandatory when Rejecting.

IRAPT (formerly WAWF)

User ID: csgovrde  
Prints/Emails

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom Control Number: CHTEL V15D00C91001  
Invoice Number: RRR5547  
Invoice Date: 2015/05/05  
Shipment Number: RRR5547  
Shipment Date: 2015/05/05

Discounts: 2.5 % 30 Days  
AAI: P45924 [Modify AAI](#)  
Requested Total (\$): 5,000.00  
Approved Total (\$): 5,000.00

Item No.	AAI *	Unit of Measure	Unit Code	Unit Price (\$)	Qty. Invoiced	Total Price (\$)
0001	SCN	EACH	EA	50.00	50	2,500.00
	ACRN	Fiscal Year Full			50	2,500.00
	SCIN111111111	AA			50	2,500.00

The LPO can replace the existing Agency Accounting ID for each Line Item and Sub-Line by using the Modify AAI functionality.

Routing Information: Role: Payee, Location Code: 00C91, Extension: EXCELLENCE LEARNING CORPORATION

Submit | Save Draft Document | Previous | Help

Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The LPO can replace the existing Agency Accounting ID for each Line Item and Sub-Line by using the Modify AAI functionality.

IRAPT (formerly WAWF)

User ID: csgovrde  
Prints/Emails

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom Control Number: CHTEL V15D00C91001  
Invoice Number: RRR5547  
Invoice Date: 2015/05/05  
Shipment Number: RRR5547  
Shipment Date: 2015/05/05

Discounts: 2.5 % 30 Days  
AAI: P45924 [Modify AAI](#)  
Requested Total (\$): 5,000.00  
Approved Total (\$): 5,000.00

Item No.	AAI *	Unit of Measure	Unit Code	Unit Price (\$)	Qty. Invoiced	Total Price (\$)
0001	SCN	EACH	EA	50.00	50	2,500.00
	ACRN	Fiscal Year Full			50	2,500.00
	SCIN111111111	AA			50	2,500.00

The LPO enters the new Agency Accounting ID and selects the Modify AAI link.

Routing Information: Role: Payee, Location Code: 00C91, Extension: EXCELLENCE LEARNING CORPORATION

Submit | Save Draft Document | Previous | Help

Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The LPO enters the new Agency Accounting ID and selects the Modify AAI link.

IRAPT (formerly WAWF)

User ID : csgpvrtdk  
Printable Version

User : Government    Property Transfer    Documentation    Lookup    Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom    LLA    Address    Misc. Info    Preview Document

Telecom Control Number  
CHTELV15D00C91001

Invoice Number  
RRRS547

Invoice Date  
2015/05/05

Shipment Number  
RRRS547

Shipment Date  
2015/05/05

Discounts  
2.5 %    30 Days

AAI \*    069688    [Modify AAI](#)

Requested Total (\$) : 5,000.00    Approved Total (\$) : 5,000.00

Item No.	AAI *	Unit of Measure	UoM Code	Unit Price (\$)	Qty. Invoiced	Total Price (\$)
0001	069688	EACH	EA	50.00	50	2,500.00
	SCIN	ACRN	Fiscal Year Full			
				Qty. Approved	50	2,500.00
						Approved Amount (\$)
						2,500.00
						<a href="#">Add Sub-Line</a>

By selecting Modify AAI, all Line Item and Sub-Line Item AAI will be replaced with this AAI. Are you sure you want to do this?

OK    Cancel

The LPO selects OK.

Item No.	AAI *	Unit of Measure	UoM Code	Unit Price (\$)	Qty. Invoiced	Total Price (\$)
0002	069688	EACH	EA	50.00	50	2,500.00
	SCIN	ACRN	Fiscal Year Full			
				Qty. Approved	50	2,500.00
						Approved Amount (\$)
						2,500.00
						<a href="#">Add Sub-Line</a>

Routing Information

Role    Location Code    Extension    Name

Payee    00C91       EXCELLIGENCE LEARNING CORPORATION

Submit    Save Draft Document    Previous    Help

Security & Privacy    Accessibility    Vendor Customer Support    Government Customer Support    FAQ

The LPO selects OK.

IRAPT (formerly WAWF)

User ID : csgpvrtdk  
Printable Version

User : Government    Property Transfer    Documentation    Lookup    Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom    LLA    Address    Misc. Info    Preview Document

Telecom Control Number  
CHTELV15D00C91001

Invoice Number  
RRRS547

Invoice Date  
2015/05/05

Shipment Number  
RRRS547

Shipment Date  
2015/05/05

Discounts  
2.5 %    30 Days

AAI \*    069688    [Modify AAI](#)

Requested Total (\$) : 5,000.00    Approved Total (\$) : 5,000.00

Item No.	AAI *	Unit of Measure	UoM Code	Unit Price (\$)	Qty. Invoiced	Total Price (\$)
0001	069688	EACH	EA	50.00	50	2,500.00
	SCIN	ACRN	Fiscal Year Full			
				Qty. Approved	50	2,500.00
						Approved Amount (\$)
						2,500.00
						<a href="#">Add Sub-Line</a>

Each Line Item is updated to reflect the new Agency Accounting ID.

Item No.	AAI *	Unit of Measure	UoM Code	Unit Price (\$)	Qty. Invoiced	Total Price (\$)
0002	069688	EACH	EA	50.00	50	2,500.00
	SCIN	ACRN	Fiscal Year Full			
				Qty. Approved	50	2,500.00
						Approved Amount (\$)
						2,500.00
						<a href="#">Add Sub-Line</a>

Routing Information

Role    Location Code    Extension    Name

Payee    00C91       EXCELLIGENCE LEARNING CORPORATION

Submit    Save Draft Document    Previous    Help

Security & Privacy    Accessibility    Vendor Customer Support    Government Customer Support    FAQ

Each Line Item is updated to reflect the new Agency Accounting ID.



IRAPT (formerly WAWF)

User ID : csgovw06  
Printable Version

User : Government

Property Transfer

Documentation

Login

Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom

LLA

Address

Misc. Info

Preview Document

Telecom Control Number

CHTEL15D00C91001

Invoice Number

RRRS547

Invoice Date

2015/05/05

Shipment Number

RRRS547

Shipment Date

2015/05/05

Discounts

2.5 % 30 Days

AAI \*

00000

Modify

The LPO can Sub-Line the Line Item by clicking the Add Sub-Line link.

Item No.

AAI \*

Unit of Measure

UnitM Code

Unit Price (\$)

Qty. Approved

Approved Amount (\$)

Total Price (\$)

0001

00000

EACH

EA

50.00

50

2,500.00

SON

ACRN

Fiscal Year Full

50

Description

Description

Actions : Add Sub-Line

Item No.

AAI \*

Unit of Measure

UnitM Code

Unit Price (\$)

Qty. Invoiced

Total Price (\$)

0002

00000

EACH

EA

50.00

50

2,500.00

SON

ACRN

Fiscal Year Full

50

SCIN111111111

AA

2,500.00

Description

Description

Actions : Add Sub-Line

Routing Information

Location Code

Extension

Name

Payee

00C91

EXCELLENCE LEARNING CORPORATION

Submit

Save Draft Document

Previous

Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO can Sub-Line the Line Item by clicking the Add Sub-Line link.

IRAPT (formerly WAWF)

User ID : csgovw06  
Printable Version

User : Government

Property Transfer

Documentation

Login

Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom

LLA

Address

Misc. Info

Preview Document

Telecom Control Number

CHTEL15D00C91001

Invoice Number

Invoice Date

Shipment Number

Shipment Date

5/5/05

Discounts

2.5 % 30 Days

AAI \*

Quantity Approved, Unit of Measure, Unit Price, Accounting Classification Reference Number, Standard Document Number and Fiscal Year are mandatory when Sub-Lining.

Item No.

AAI \*

Unit of Measure

UnitM Code

Unit Price (\$)

Qty. Invoiced

Total Price (\$)

0001

00000

EACH

EA

50.00

50

2,500.00

Qty. Approved

Approved Amount (\$)

Sub-Line Total (\$)

50

2,500.00

0.00

Description

Description

Sub-Line No. \*

Qty. Approved \*

Unit of Measure \*

Unit Price (\$) \*

Amount (\$)

Actions

0001AA

Auto Complete

0.00

Delete Sub-Line

ACRN \*

SON \*

Fiscal Year Full \*

AAI

00000

Actions : Add Sub-Line

Item No.

AAI \*

Unit of Measure

UnitM Code

Unit Price (\$)

Qty. Invoiced

Total Price (\$)

0002

00000

EACH

EA

50.00

50

2,500.00

SON

ACRN

Fiscal Year Full

50

SCIN111111111

AA

2,500.00

Description

Description

Actions : Add Sub-Line

Submit

Save Draft Document

Previous

Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Quantity Approved, Unit of Measure, Unit Price, Accounting Classification Reference Number, Standard Document Number and Fiscal Year are mandatory when Sub-Lining.

IRAPT (formerly WAWF)

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom Control Number: CHTEL15D00C91001 Invoice Number: RRR5547 Invoice Date: 2015/05/05 Shipment Number: RRR5547 Shipment Date: 2015/05/05

Discounts: 2.5% 30 Days

AAI \* 06968

Item No. 0001 AAI \* 06968

Description: 50

Sub-Line Total (\$): 1,250.00

Sub-Line No. \* Qty. Approved \* Unit of Measure \* Unit Price (\$) \* Amount (\$) Actions

0001AA 25 EA-EACH 50.00 1,250.00 Delete Sub-Line

ACRN \* SON \* Fiscal Year Full \* AAI

FF 2015 06968

Actions: Add Sub-Line

Item No. 0002 AAI \* 06968 Unit of Measure: EACH Unit Code: EA Unit Price (\$): 50.00 Qty. Invoiced: 50 Total Price (\$): 2,500.00

SON SCIN11111111 ACRN AA

Description: 50

Sub-Line Total (\$): 2,500.00

Subtotal Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

At least two Sub-lines are required when the LPO chooses to Sub-Line the Line Item. The LPO enters the mandatory information for the Sub-Line and clicks the Add Sub-Line link to add another Sub-Line.

IRAPT (formerly WAWF)

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom Control Number: CHTEL15D00C91001 Invoice Number: RRR5547 Invoice Date: 2015/05/05 Shipment Number: RRR5547 Shipment Date: 2015/05/05

Discounts: 2.5% 30 Days

AAI \* 06968 Modify AAI

Item No. 0001 AAI \* 06968 Unit of Measure: EACH Unit Code: EA Unit Price (\$): 50.00 Qty. Approved: 50 Total Price (\$): 2,500.00

Description: 50

Sub-Line Total (\$): 1,250.00

Sub-Line No. \* Qty. Approved \* Unit of Measure \* Unit Price (\$) \* Amount (\$) Actions

0001AA 25 EA-EACH 50.00 1,250.00 Delete Sub-Line

ACRN \* SON \* Fiscal Year Full \* AAI

FF 2015 06968

Sub-Line No. \* Qty. Approved \* Unit of Measure \* Unit Price (\$) \* Amount (\$) Actions

0001AB 25 EA-EACH 50.00 1,250.00 Delete Sub-Line

When Sub-Lining, the Sub-Line Item Total must be equal to the Line Item Amount.

Item No. AAI \* Unit of Measure: Unit Code: Unit Price (\$): Qty. Invoiced: Total Price (\$):

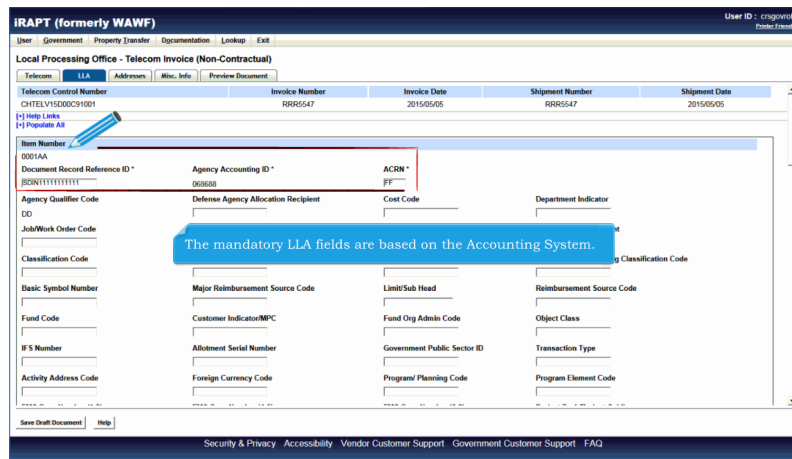
Subtotal Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

When Sub-Lining, the Sub-Line Item Total must be equal to the Line Item Amount.

The Local Processing Officer can navigate to the LLA page by clicking the LLA tab.

The Long Line of Accounting (LLA) page is displayed. The Local Processing Officer is responsible for entering accounting data on the LLA page. The LLA page consists of fields for accounting data that will be passed to the accounting systems.



IRAPT (formerly WAWF)

User ID: csgovr016  
Printer Friendly

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

Telecom Control Number: CHTEL15000C91001  
Invoice Number: RRR5547  
Invoice Date: 2015/05/05  
Shipment Number: RRR5547  
Shipment Date: 2015/05/05

Item Number: 0001AA  
Document Record Reference ID: \*  
Agency Accounting ID: \*  
ACRN: \*  
Agency Qualifier Code: DD  
Defense Agency Allocation Recipient: 000688  
Cost Code: FF  
Department Indicator: \*

Job/Work Order Code: \*  
Classification Code: \*  
Basic Symbol Number: \*  
Fund Code: \*  
IF'S Number: \*  
Activity Address Code: \*

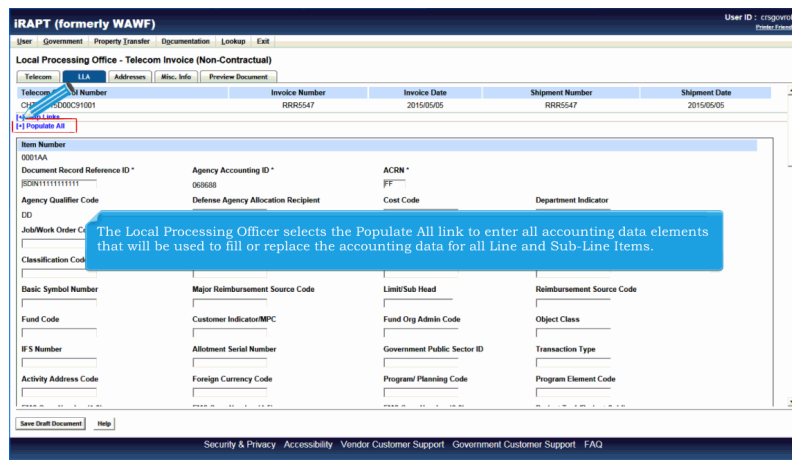
Major Reimbursement Source Code: \*  
Limit/Sub Head: \*  
Reimbursement Source Code: \*  
Customer Indicator/NPC: \*  
Fund Org Admin Code: \*  
Object Class: \*  
Allotment Serial Number: \*  
Government Public Sector ID: \*  
Transaction Type: \*  
Foreign Currency Code: \*  
Program/Planning Code: \*  
Program Element Code: \*

The mandatory LLA fields are based on the Accounting System.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The mandatory LLA fields are based on the Accounting System.



IRAPT (formerly WAWF)

User ID: csgovr016  
Printer Friendly

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

Telecom Control Number: CHTEL15000C91001  
Invoice Number: RRR5547  
Invoice Date: 2015/05/05  
Shipment Number: RRR5547  
Shipment Date: 2015/05/05

Item Number: 0001AA  
Document Record Reference ID: \*  
Agency Accounting ID: \*  
ACRN: \*  
Agency Qualifier Code: DD  
Defense Agency Allocation Recipient: 000688  
Cost Code: FF  
Department Indicator: \*

Job/Work Order Code: \*  
Classification Code: \*  
Basic Symbol Number: \*  
Fund Code: \*  
IF'S Number: \*  
Activity Address Code: \*

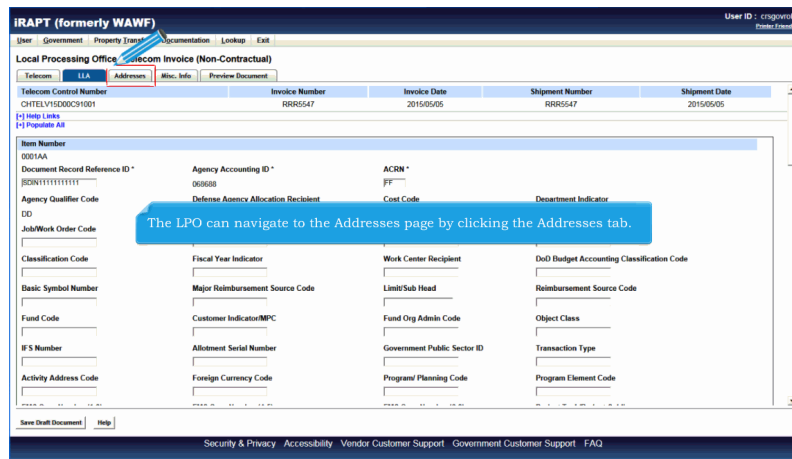
Major Reimbursement Source Code: \*  
Limit/Sub Head: \*  
Reimbursement Source Code: \*  
Customer Indicator/NPC: \*  
Fund Org Admin Code: \*  
Object Class: \*  
Allotment Serial Number: \*  
Government Public Sector ID: \*  
Transaction Type: \*  
Foreign Currency Code: \*  
Program/Planning Code: \*  
Program Element Code: \*

The Local Processing Officer selects the Populate All link to enter all accounting data elements that will be used to fill or replace the accounting data for all Line and Sub-Line Items.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Local Processing Officer selects the Populate All link to enter all accounting data elements that will be used to fill or replace the accounting data for all Line and Sub-Line Items.



IRAPT (formerly WAWF)

User: Government Property Transfer Documentation Lookup Exit

User ID: cngovwale  
Printed: 1/26/2016

Local Processing Office - Telecom Invoice (Non-Contractual)

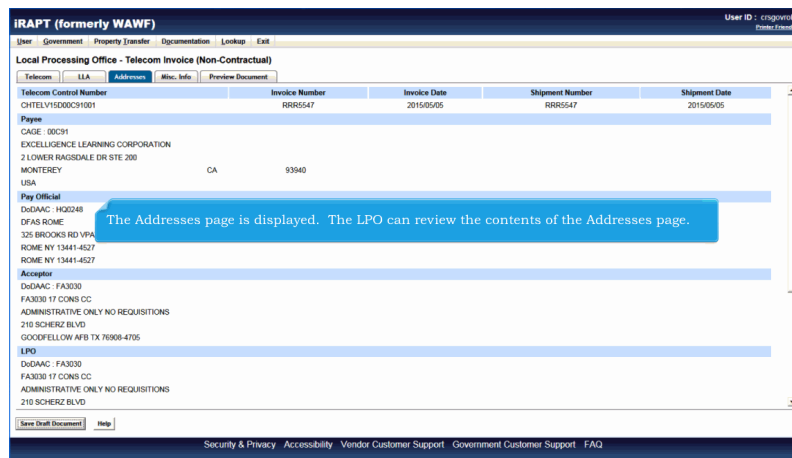
Telecom LLA Addresses Misc. Info Preview Document

Telecom Control Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
CHTEL151000091001	RRRS547	2015/05/05	RRRS547	2015/05/05

Item Number: 0001AA  
Document Record Reference ID: EDN111111111111  
Agency Qualifier Code: DD  
Job/Work Order Code:   
Classification Code:   
Basic Symbol Number:   
Fund Code:   
IF'S Number:   
Activity Address Code:   
Agency Accounting ID: 060688  
Defense Agency Allocation Recipient:   
Cost Code:   
Department Indicator:   
Fiscal Year Indicator:   
Major Reimbursement Source Code:   
Customer Indicator/MP:   
Allotment Serial Number:   
Foreign Currency Code:   
Work Center Recipient:   
Limit/Sub Head:   
Fund Org Admin Code:   
Government Public Sector ID:   
Program/Planning Code:   
DoD Budget Accounting Classification Code:   
Reimbursement Source Code:   
Object Class:   
Transaction Type:   
Program Element Code:   
Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO can navigate to the Addresses page by clicking the Addresses tab.



IRAPT (formerly WAWF)

User: Government Property Transfer Documentation Lookup Exit

User ID: cngovwale  
Printed: 1/26/2016

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Addresses Misc. Info Preview Document

Telecom Control Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
CHTEL151000091001	RRRS547	2015/05/05	RRRS547	2015/05/05

Payee: 0001  
EXCELLENCE LEARNING CORPORATION  
2 LOWER RAGSDALE DR STE 200  
MONTEREY CA 93940  
USA

Pay Official: DoDAAC: HQ0248  
DFAS ROME  
325 BROOKS RD VPA  
ROME NY 13441-4527  
ROME NY 13441-4527

Acceptor: DoDAAC: FA3030  
FA3030-17 CONS CC  
ADMINISTRATIVE ONLY NO REQUESTIONS  
210 SCHERZ BLVD  
GOODFELLOW AFB TX 76088-4705

LPO: DoDAAC: FA3030  
FA3030-17 CONS CC  
ADMINISTRATIVE ONLY NO REQUESTIONS  
210 SCHERZ BLVD  
Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Addresses page is displayed. The LPO can review the contents of the Addresses page.

IRAPT (formerly WAWF) User ID: cngovrslb  
Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom Control Number: CHTEL15D00C91001 Invoice Number: RRR5547 Invoice Date: 2015/05/05 Shipment Number: RRR5547 Shipment Date: 2015/05/05

Payee:  
CAGE: 00091  
EXCELLENCE LEARNING CORPORATION  
2 LOWER RAGSDALE DR STE 200  
MONTEREY CA 93940  
USA

Pay Official:  
DoDAAC: HQ0248  
DFAS ROME  
325 BROOKS RD VPAY NAVY  
ROME NY 13441-4527  
ROME NY 13441-4527

Acceptor:  
DoDAAC: FA3030  
FA3030 17 CONS CC  
ADMINISTRATIVE ONLY NO REQUESTIONS  
210 SCHERZ BLVD  
GOODFELLOW AFB TX 76068-4705

LPO:  
DoDAAC: FA3030  
FA3030 17 CONS CC  
ADMINISTRATIVE ONLY NO REQUESTIONS  
210 SCHERZ BLVD

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO can navigate to the Misc. Info page by clicking the Misc Info tab.

IRAPT (formerly WAWF) User ID: cngovrslb  
Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom Control Number: CHTEL15D00C91001 Invoice Number: RRR5547 Invoice Date: 2015/05/05 Shipment Number: RRR5547 Shipment Date: 2015/05/05

Initiator:

Name:	Date of Action / RD:	Phone #:	DSN:
Russell Scott	2015/05/05 1508 EDT / 2015/05/05	000-000-0000	
Email:		Title:	Action(s):
russellscott1971@gmail.net		none	[Submitted, Web, Stand Alone]
Org Email:			
kherty@cac.com			
Attachments:			
Document.docx			
Comments:			

View Attachment

Acceptor:

Name:	Date of Action:	Phone #:	DSN:
russellscott	2015/05/05 1511 EDT	0	
Email:			
russellscott@cac.com			
Org Email:			
russellscott@cac.com			
Attachments:			
Comments:			

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Misc. Info page is displayed. The LPO can review the contents of the Misc. Info page.

The LPO can click the View Attachments link to view attachments added by previous users.

IRAPT (formerly WAWF) User ID: cngovrslb  
Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

2015/05/05 15:21 EDT 0

Email: rescom@caci.net Title: [Accepted]  
Org Email: nric@aci.com  
Attachments:  
Comments:

Local Processing Official

Name: R Scott Date of Action: 2015/05/05 16:06 EDT Phone #: 000-000-0000 DSN:  
Email: rs@gmail.com Title: Document Specialist Action(s):  
Org Email: nric@aci.com  
Attachments:  
Comments:

Add Attachments

Attachments can be added on the Misc. Info page by clicking the Add Attachments link.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Attachments can be added on the Misc. Info page by clicking the Add Attachments link.

IRAPT (formerly WAWF) User ID: cngovrslb  
Local Processing Office - Telecom Invoice (Non-Contractual)

Form - Attachments

WARNING: IRAPT is designated for Sensitive Unclassified information ONLY.  
Do NOT enter classified information in this system.

There is an attachment size limit of 100, attachments over this size will be rejected.

Browse...

The LPO clicks the Browse button to locate the file that is to be attached.

Upload Return Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO clicks the Browse button to locate the file that is to be attached.

IRAPT (formerly WAWF)

User ID: cngovrnlb  
Printable Invoice

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

1. Name: R Scott Date of Action: 2015/05/05 16:06 EDT Phone #: 000-000-0000 DSN: Action(s): [Accepted]

Email: rscott@caci.net Title: n

Org Email: nica@caci.com

Attachments: Document.docx View Attachment Delete Attachment Add Attachments

Comments:

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The attachment is now saved on the document.

IRAPT (formerly WAWF)

User ID: cngovrnlb  
Printable Invoice

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

1. Name: R Scott Date of Action: 2015/05/05 16:06 EDT Phone #: 000-000-0000 DSN: Action(s): [Accepted]

Email: rscott@caci.net Title: n

Org Email: nica@caci.com

Attachments: Document.docx View Attachment Delete Attachment Add Attachments

Comments:

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To add another attachment, the LPO can click the Add Attachments link and repeat the process.



IRAPT (formerly WAWF)

User ID: cngovrsls  
Print Invoice

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

1. Name: [Redacted] Title: [Redacted] Action(s): [Accepted]

Email: rscott@caci.net n

Org Email: nrico@caci.com

Attachments: Document.docx

Comments:

Local Processing Official

Name: [Redacted]

Email: nq@gmail.com

Org Email: nrico@caci.com

Attachments: Document.docx

Comments:

Document Specialist

View Attachment Delete Attachment

Add Attachments

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The attachment can be viewed or deleted by clicking the View Attachment or Delete Attachment links.

IRAPT (formerly WAWF)

User ID: cngovrsls  
Print Invoice

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

1. Name: [Redacted] Title: [Redacted] Action(s): [Accepted]

Email: rscott@caci.net n

Org Email: nrico@caci.com

Attachments: Document.docx

Comments:

Local Processing Official

Name: [Redacted]

Email: nq@gmail.com

Org Email: nrico@caci.com

Attachments: Document.docx

Comments:

Document Specialist

View Attachment Delete Attachment

Add Attachments

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Comments Section allows the LPO to enter comments for the Telecom Invoice (Non-Contractual).

Note: Comments are mandatory when Recommending Rejection.

IRAPT (formerly WAWF)

User ID : cngovrslb  
Printable Version

User : Government | Property Transfer | Documentation | Lookup | Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom | LLA | Address | Misc. Info | **Preview Document**

Email: rscott@caci.net | Title: n | Action(s): [Accepted]

Org Email: nrice@caci.com

Attachments: Document.docx

Comments:

Local Processing Official

Name: R Scott

Email: rscott@caci.com

Org Email: nrice@caci.com

Attachments: Document.docx

Comments:

The LPO clicks the Preview Document tab to View the entire document.

View Attachment | Delete Attachment | Add Attachments

Save Draft Document | Help

Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The LPO clicks the Preview Document tab to View the entire document.

IRAPT (formerly WAWF)

User ID : cngovrslb  
Printable Version

User : Government | Property Transfer | Documentation | Lookup | Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom | LLA | Address | Misc. Info | **Preview Document**

Expand All | Collapse All

[+] Document Information

Telecom Control Number: CHTEL15D00091001

Discount: 2.5 % 30 Days

[+] Line Item Information

The Preview Document page is now displayed. The Preview Document page provides a full representation of the document. The LPO can scroll the contents of tab to review the document.

If the LPO notices an inaccuracy after reviewing the invoice information, the LPO can return to the appropriate tab to correct the information.

Item No. 0001

AAI

SDN

EA

EA

50.00

50

2,500.00

2,500.00

2015/05/05

Description

Sub-Line No. Qty. Approved Unit of Measure UnitM Code Unit Price (\$) Amount (\$)

0001AA 25 EACH EA 60.00 1,250.00

ACRN SDN Fiscal Year Full AAI 068688

FF SDN1111111111 2015 068688

Sub-Line No. Qty. Approved Unit of Measure UnitM Code Unit Price (\$) Amount (\$)

0001AB 25 EACH EA 50.00 1,250.00

ACRN SDN Fiscal Year Full AAI 068688

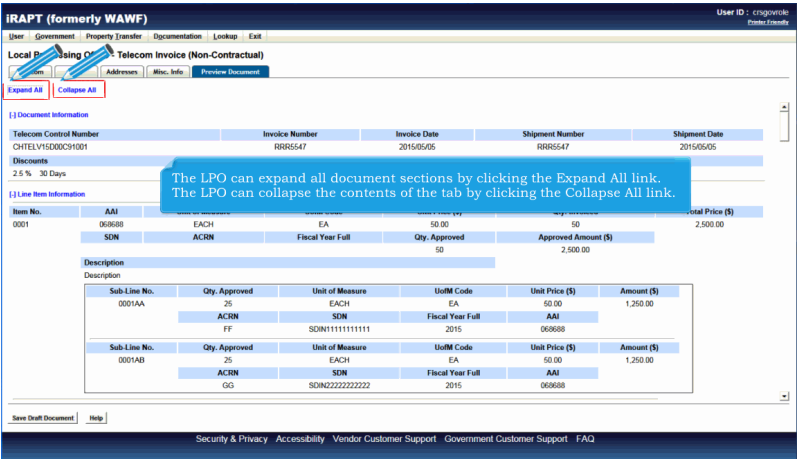
GS SDN2222222222 2015 068688

Save Draft Document | Help

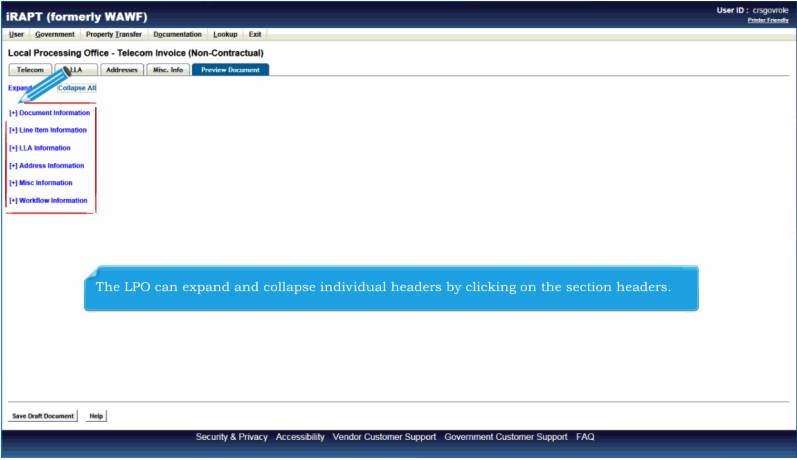
Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The Preview Document page is now displayed. The Preview Document page provides a full representation of the document. The LPO can scroll the contents of tab to review the document.

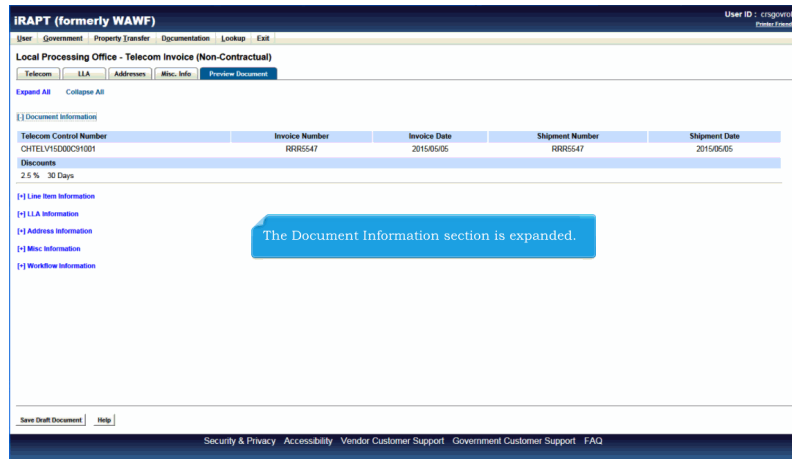
If the LPO notices an inaccuracy after reviewing the invoice information, the LPO can return to the appropriate tab to correct the information.



The LPO can expand all document sections by clicking the Expand All link. The LPO can collapse the contents of the tab by clicking the Collapse All link.



The LPO can expand and collapse individual headers by clicking on the section headers.



IRAPT (formerly WAWF) User ID: cngovwslb  
 User Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

Expand All Collapse All

[+] Document Information

Telecom Control Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
CHTEL15D00C91001	RRRS547	2015/05/05	RRRS547	2015/05/05

Discounts  
 2.5 % 30 Days

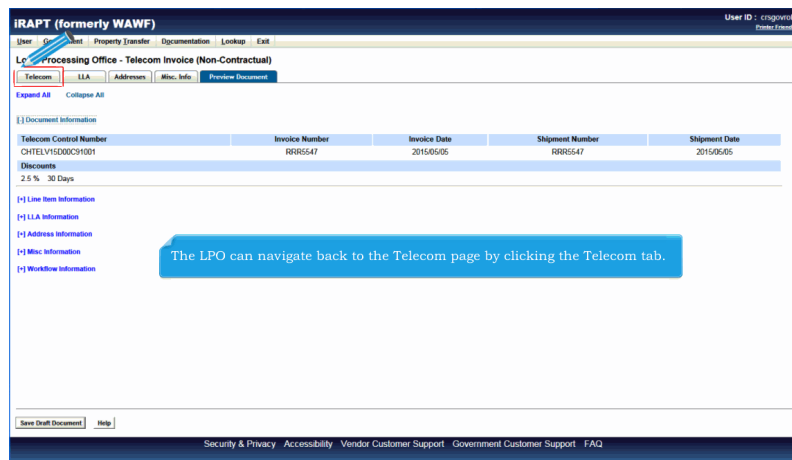
[+] Line Item Information  
 [+] LLA Information  
 [+] Address Information  
 [+] Misc Information  
 [+] Workflow Information

The Document Information section is expanded.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Document Information section is expanded.



IRAPT (formerly WAWF) User ID: cngovwslb  
 User Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

Expand All Collapse All

[+] Document Information

Telecom Control Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
CHTEL15D00C91001	RRRS547	2015/05/05	RRRS547	2015/05/05

Discounts  
 2.5 % 30 Days

[+] Line Item Information  
 [+] LLA Information  
 [+] Address Information  
 [+] Misc Information  
 [+] Workflow Information

The LPO can navigate back to the Telecom page by clicking the Telecom tab.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO can navigate back to the Telecom page by clicking the Telecom tab.

IRAPT (formerly WAWF) User ID: csgovwbf Print/Cancel

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

Telecom Control Number: CHTEL15D00C1001 Invoice Number: RRR5547 Invoice Date: 2015/05/05 Shipment Number: RRR5547 Shipment Date: 2015/05/05

Discounts: 2.5 % 30 Days

AAI \* 06068 Modify AAI Requested Total (\$): 5,000.00 Approved Total (\$): 5,000.00

Item No.	AAI *	Unit of Measure	Unit Code	Unit Price (\$)	Qty. Invoiced	Total Price (\$)
0001	06068	EACH	EA	50.00	50	2,500.00

Approved Amount (\$): 2,500.00 Sub-Line Total (\$): 2,500.00

Description: 0001AA

Sub-Line No. *	Qty. Approved *	Unit of Measure *	Unit Price (\$) *	Amount (\$)	Actions
0001AA	25	EA-EACH	50.00	1,250.00	Delete Sub-Line
ACRN *		SON *	Fiscal Year Full *	AAI	
FF		B0N1111111111	2015	06068	

Sub-Line No. \* Qty. Approved \* Unit of Measure \* Unit Price (\$) \* Amount (\$) Actions

0001AB	25	EA-EACH	50.00	1,250.00	Delete Sub-Line
ACRN *		SON *	Fiscal Year Full *	AAI	
00		B0N2222222222	2015	06068	

Actions: Add Sub-Line

Item No. AAI \* Unit of Measure Unit Code Unit Price (\$ Qty. Invoiced Total Price (\$)

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Telecom page is displayed.

IRAPT (formerly WAWF) User ID: csgovwbf Print/Cancel

User: Government Property Transfer Documentation Lookup Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecom LLA Address Misc. Info Preview Document

0002AB EA-EACH 50.00 1,250.00 Delete Sub-Line

ACRN *	SON *	Fiscal Year Full *	AAI
00	B0N44444444444	20	06068

Actions: Add Sub-Line

Routing Information

Role	Location Code	Extension	Name
Payee	00081		EXCELLENCE LEARNING CORPORATION
Pay Official	HQ0248		DFAS ROME
Acceptor	FA3030		
LPO			
Inspect By			
Admin By	FA3030		FA3030 17 CONS OC

ACTION BY: FA3030

Approved Amount: \$ 5,000.00

☒ Approve ☐ Approve Lesser Amount ☐ Reject to Initiator

Acceptance Date: 2015/05/05 Signature Date: 2015/05/05

Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents.

Signature Of Authorized Government Representative

**ACTION: FA3030 \***

☒ Document Certified ☐ Document Rejected

Signature Date: 2015/05/05

Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

Signature

Signature of Local Processing Office Representative

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO selects Document Certified and enters the Signature Date.

IRAPT (formerly WAWF)

User ID : cragovrole

User

Government

Property Transfer

Documentation

Lookup

Exit

Local Processing Office - Telecom Invoice (Non-Contractual)

Telecoms

LLA

Addresses

Misc. Info

Preview Document

USGZAB

EA EACH

30100

1,000.00

Delete Sub-Line

ACRN \*

SDN \*

Fiscal Year Full \*

AAI

890

89044444444444

89

06988

Actions : [Add Sub-Line](#)

Routing Information

Role	Location Code	Extension	Name
Payee	00031		EXCELLENCE LEARNING CORPORATION
Pay Official	HQ048		DFAS ROME
Accaptor	FA3030		FA3030 17 CONS CC
LPO	FA3030		FA3030 17 CONS CC
Inspect By	FA3030		FA3030 17 CONS CC
Admin By	FA3030		FA3030 17 CONS CC

ACTOP

App

The LPO clicks the Signature button to continue certifying the Telecom Invoice (Non-Contractual) document.

☒ Approve

☐ Approve Lender Amount

☐ Reject to Initiator

Acceptance Date

2015/05/05

Signature Date

2015/05/05

Signature Of Authorizing Government Representative

Signature

Signature of Local Processing Office Representative

ACTION BY: FA3030 \*

☒ Document Certified

☐ Document Rejected

Signature Date

2015/05/05

Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

Submit

Save Draft Document

Previous

Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO clicks the Signature button to continue certifying the Telecom Invoice (Non-Contractual) document.

IRAPT (formerly WAWF)

User ID : cragovrole

User

Government

Property Transfer

Documentation

Lookup

Exit

WAWF Password Confirmation

User ID

cragovrole

Password \*

Submit Without Preview ☒

The Password Confirmation page is displayed.

Next

Previous

Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Password Confirmation page is displayed.

iRAPT (formerly WAWF) User ID: cragnoval

User Government Property Transfer Documentation Lookup Exit

WAWF Password Confirmation

User ID: cragnoval

Password \*

Submit Without Preview ☒

The LPO clicks the Next button after entering the correct Password.

Next Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The LPO clicks the Next button after entering the correct Password.

iRAPT (formerly WAWF) User ID: cragnoval

User Govern Property Transfer Documentation Lookup Exit

Success

The Telecom Invoice (Non-Contractual) was successfully certified.

Contract Number	Entry Order	Shipment Number	Invoice Number
CHTEL15SD00054	RRR5547	RRR5547	RRR5547

Email sent to Vendor: kharib@raci.com

Notification sent for CAGE code (SDC2) to EDI Routing Code- ISAG7 07, ISAG8 ISA\_000000000, C003 05-0000000000

Send Additional Email Notifications

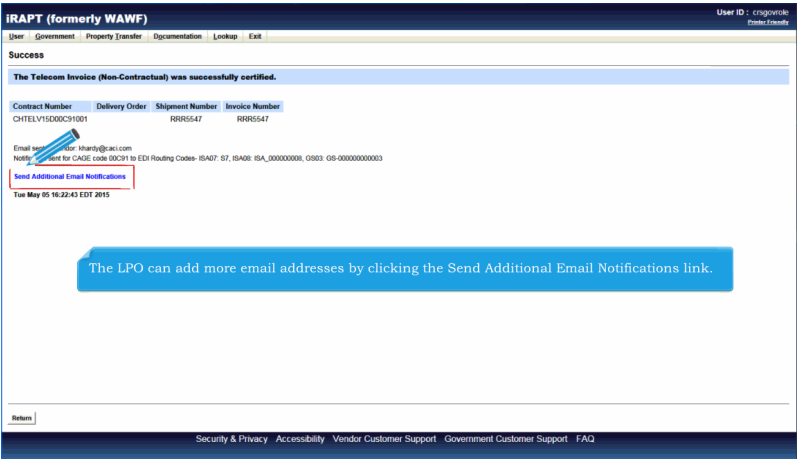
Tue May 05 16:22:43 EDT 2015

After the Telecom Invoice (Non-Contractual) has been submitted, the iRAPT system informs the LPO that the document was successfully certified or processed. E-mails, FTP and EDI notifications were sent as applicable.

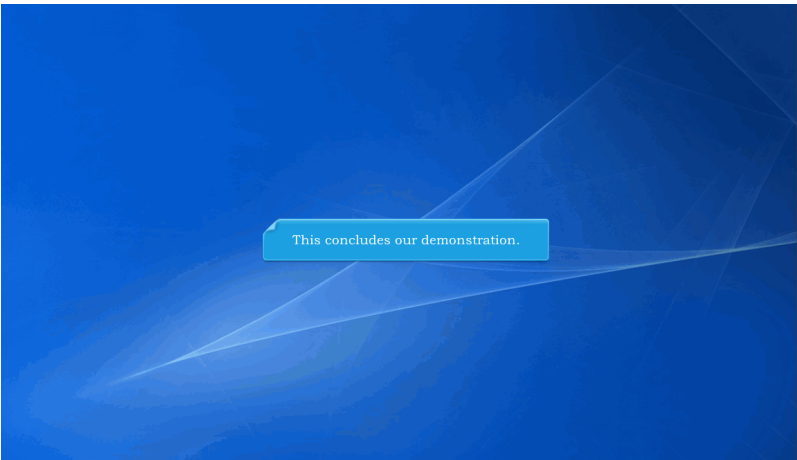
Return

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

After the Telecom Invoice (Non-Contractual) has been submitted, the iRAPT system informs the LPO that the document was successfully certified or processed.  
E-mails, FTP and EDI notifications were sent as applicable.



The LPO can add more email addresses by clicking the Send Additional Email Notifications link.



This concludes our demonstration.