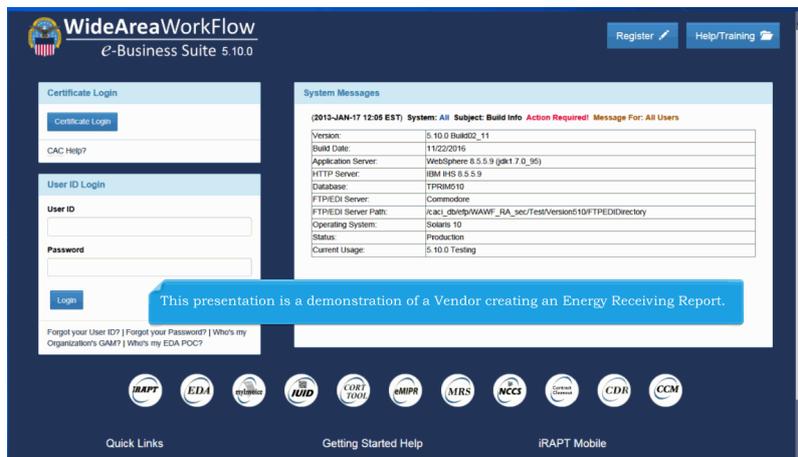
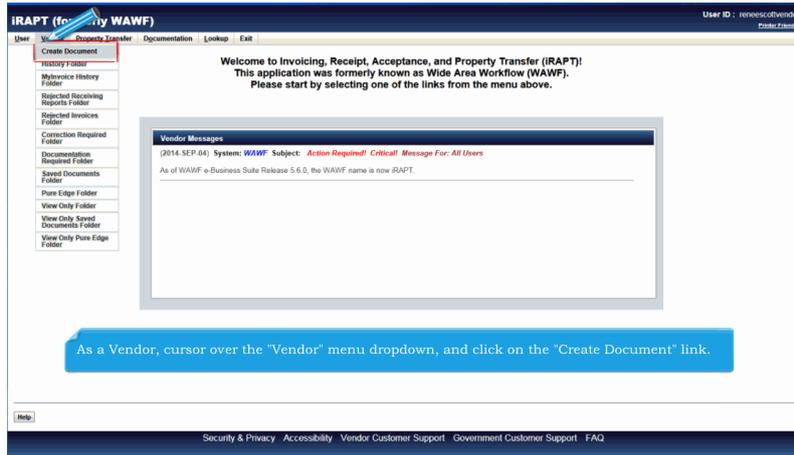




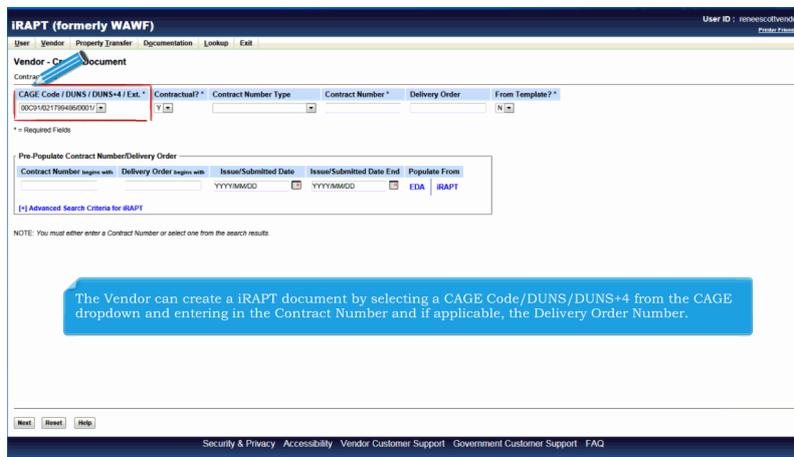
Welcome to Wide Area Workflow e-Business Suite. This demonstration contains audio narrative. Please adjust your volume accordingly.



This presentation is a demonstration of a Vendor creating an Energy Receiving Report.



As a Vendor, cursor over the "Vendor" menu dropdown, and click on the "Create Document" link.



The Vendor can create a iRAPT document by selecting a CAGE Code/DUNS/DUNS+4 from the CAGE dropdown and entering in the Contract Number and if applicable, the Delivery Order Number.

**iRAPT (formerly WAWF)** User ID : rerevencdvendor  
 User Vendor Property Transfer Documentation Lookup Exit

**Vendor - Create Document**

Contract Info

CAGE Code / DUNS / DUNS-4 / Ext.*	Contractual?*	Contract Number Type	Contract Number*	Delivery Order	From Template?*
00CP1021794460001V	<input type="checkbox"/>				N

\* - Required Fields

Pre-Populate Contract Number/Delivery Order

Contract Number begins with	Delivery Order begins with	Issue/Submitted Date	Issue/Submitted Date End	Populate From
		YYYYMMDD	YYYYMMDD	EDA iRAPT

[+] Advanced Search Criteria for iRAPT

NOTE: You must either enter a Contract Number or select one from the search results.

To retrieve a list of Contract Numbers and Delivery Order Numbers from EDA, the Vendor can select a CAGE Code from the dropdown list and click on the "EDA" link. The system will permit the Vendor to filter the search result by entering a few characters in the Contract Number or Delivery Order fields as well as entering dates in the date range fields.

Next Reset Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To retrieve a list of Contract Numbers and Delivery Order Numbers from EDA, the Vendor can select a CAGE Code from the dropdown list and click on the "EDA" link.

The system will permit the Vendor to filter the search result by entering a few characters in the Contract Number or Delivery Order fields as well as entering dates in the date range fields.

**iRAPT (formerly WAWF)** User ID : rerevencdvendor  
 User Vendor Property Transfer Documentation Lookup Exit

**Vendor - Create Document**

Contract Info

CAGE Code / DUNS / DUNS-4 / Ext.*	Contractual?*	Contract Number Type	Contract Number*	Delivery Order	From Template?*
00CP1021794460001V	<input type="checkbox"/>				N

\* - Required Fields

Pre-Populate Contract Number/Delivery Order

Contract Number begins with	Delivery Order begins with	Issue/Submitted Date	Issue/Submitted Date End	Populate From
		YYYYMMDD	YYYYMMDD	EDA iRAPT

[+] Advanced Search Criteria for iRAPT

NOTE: You must either enter a Contract Number or select one from the search results.

For additional information regarding pre-populating contract data from EDA, please refer to the EDA demo within the Other section of the iRAPT WBT.

Next Reset Help

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For additional information regarding pre-populating contract data from EDA, please refer to the EDA demo within the Other section of the iRAPT WBT.

The screenshot shows the 'Vendor - Create Document' form in the iRAPT system. The 'Contract Number' field is highlighted with a red box and a blue pencil icon. A blue callout box contains the text: "To create an Energy Receiving Report, the contract number must begin with an "Energy" Issue By DoDAAC." The form includes fields for CAGE Code, Contractual?, Contract Number Type, Contract Number, Delivery Order, and From Template?.

To create an Energy Receiving Report, the contract number must begin with an "Energy" Issue By DoDAAC.

The screenshot shows the 'Vendor - Create Document' form in the iRAPT system. A blue callout box contains the text: "Once the required fields are entered, click the "Next" button to continue. Note: The Delivery Order field is optional in iRAPT, however it may be required by your contract." The 'Next' button is highlighted with a red box and a blue pencil icon.

Once the required fields are entered, click the "Next" button to continue.

Note: The Delivery Order field is optional in iRAPT, however it may be required by your contract.

IRAPT (formerly WAWF) User ID : rereinc@vendor

User Vendor Property Transfer Documentation Lookup Exit

Vendor - Create Document

Contract -> Pay DoDAAC

INFO: Unable to retrieve PDS XML from EDA. The PDS XML was not found in EDA.  
 INFO: The contract data is not available in DoD EDA.  
 INFO: Click the Previous button or Contract -> link to enter a different Contract Number or continue creating the document.

Contractual	Reference Procurement Identifier	Contract Number Type	Contract Number	Delivery Order	CAGE	DUNS	DUNS + 4	Extension	Pay Official *
Y		International Agreement	SPE600			00C91	021799496	0001	SL4701

\* = Required Fields

Next Previous Reset Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Pay DoDAAC will be pre-populated from the EDA system if the contract number exists in the EDA system.

The Vendor can manually enter the Pay DoDAAC from EBS Pay System when creating an Energy Receiving Report.

When available, the Vendor may elect to pre-populate line item data from EDA system.

IRAPT (formerly WAWF) User ID : rereinc@vendor

User Vendor Property Transfer Documentation Lookup Exit

Vendor - Create Document

Contract -> Pay DoDAAC

INFO: Unable to retrieve PDS XML from EDA. The PDS XML was not found in EDA.  
 INFO: The contract data is not available in DoD EDA.  
 INFO: Click the Previous button or Contract -> link to enter a different Contract Number or continue creating the document.

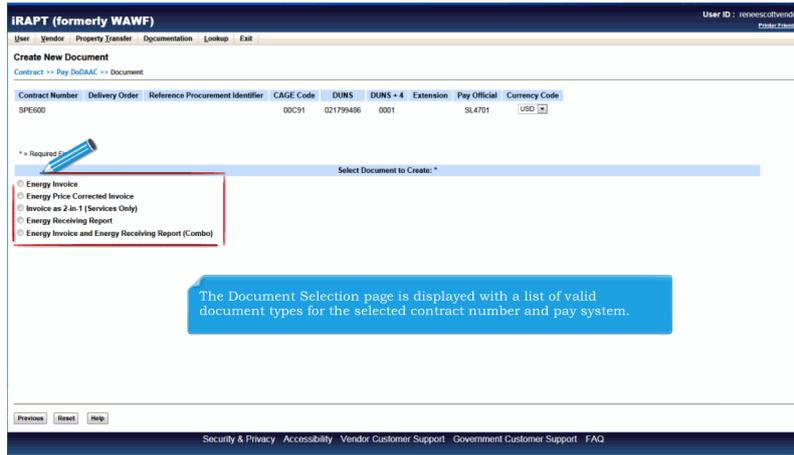
Contractual	Reference Procurement Identifier	Contract Number Type	Contract Number	Delivery Order	CAGE	DUNS	DUNS + 4	Extension	Pay Official *
Y		International Agreement	SPE600			00C91	021799496	0001	SL4701

\* = Required Fields

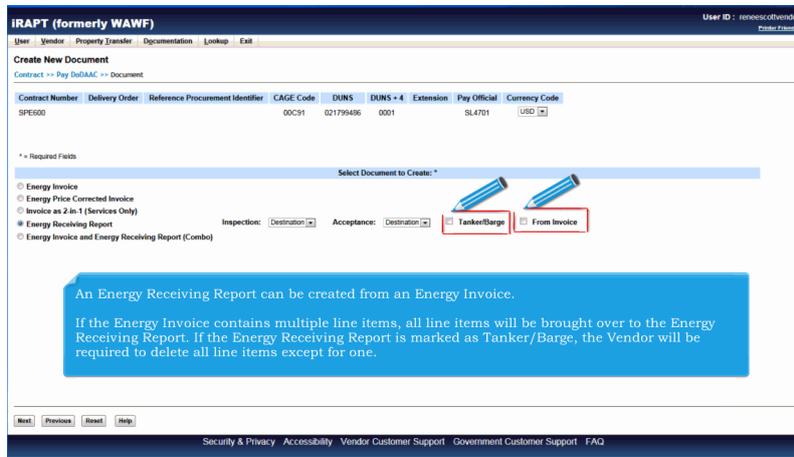
Next Previous Reset Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Click the Next button to continue creating a document.



The Document Selection page is displayed with a list of valid document types for the selected contract number and pay system.



An Energy Receiving Report can be created from an Energy Invoice.

If the Energy Invoice contains multiple line items, all line items will be brought over to the Energy Receiving Report. If the Energy Receiving Report is marked as Tanker/Barge, the Vendor will be required to delete all line items except for one.

IRAPT (formerly WAWF) User ID : rereinc@vendor

User Vendor Property Transfer Documentation Lookup Exit

Create New Document

Contract --> Pay DoDAAC --> Document

ERROR: There are no documents to reference

Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	Extension	Pay Official	Currency Code
SPE600			00C91	021799496	0001		SL4701	USD

Search For: Shipment No.

Template

Active Documents Archived Documents Active and Archived Documents

\* Required Fields

Select Document to Create \*

Energy Invoice  
 Invoice as 2-in-1 (Services Only)  
 Energy Receiving Report Inspection: Destination Acceptance: Destination  Tanker/Barge  
 Energy Invoice and Energy Receiving Report (Combo)

If the "From Template" was selected from a previous screen, the Vendor will be provided with the option to create from a template using a previous Energy Receiving Report with the same Contract Number, Delivery Order, CAGE code, Pay DoDAAC, and Tanker/Barge indicator.

Next Previous Reset Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

If the "From Template" was selected from a previous screen, the Vendor will be provided with the option to create from a template using a previous Energy Receiving Report with the same Contract Number, Delivery Order, CAGE code, Pay DoDAAC, and Tanker/Barge indicator.

IRAPT (formerly WAWF) User ID : rereinc@vendor

User Vendor Property Transfer Documentation Lookup Exit

Create New Document

Contract --> Pay DoDAAC --> Document

Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	Extension	Pay Official	Currency Code
SPE600			00C91	021799496	0001		SL4701	USD

\* Required Fields

Select Document to Create \*

Energy Invoice  
 Energy Price Corrected Invoice  
 Invoice as 2-in-1 (Services Only)  
 Energy Receiving Report Inspection: Destination Acceptance: Destination  Tanker/Barge  From Invoice  
 Energy Invoice and Energy Receiving Report (Combo)

For training purposes, this presentation will demonstrate a Vendor creating a standalone Energy Receiving Report. The Vendor will type all contract data into the data capture form fields. Click the "Next" button to continue.

Next Previous Reset Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

For training purposes, this presentation will demonstrate a Vendor creating a standalone Energy Receiving Report. The Vendor will type all contract data into the data capture form fields.

Click the "Next" button to continue.

**IRAPT (formerly WAWF)** User ID: rmeircodvondor

User: Vendor Property Transfer Documentation Lookup Exit

**Vendor - Energy Receiving Report**

Contract >> Pay DoDAAC >> Document >> Routing

Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	Extension	Inspection Point	Acceptance Point	Pay DoDAAC
SPE600			00C91	021799486	0001		D	D	SL4701

\* = Required Fields, Date = YYYYMMDD

Issue Date	Issue By DoDAAC	Admin DoDAAC *	Inspect By DoDAAC / Extension	Mark For Code / Extension
YYYYMMDD				

Shipment Date *	Ship To Code * / Extension	Ship From Code / Extension	Accept By DoDAAC / Extension
YYYYMMDD			

The Routing page is displayed.  
IRAPT electronically routes the document based on the location code (DoDAAC/CAGE) fields. Therefore, ensure that the information is accurate according to the latest contract information.

Next Previous Reset Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Routing page is displayed.

IRAPT electronically routes the document based on the location code (DoDAAC/CAGE) fields. Therefore, ensure that the information is accurate according to the latest contract information.

**IRAPT (formerly WAWF)** User ID: rmeircodvondor

User: Vendor Property Transfer Documentation Lookup Exit

**Vendor - Energy Receiving Report**

Contract >> Pay DoDAAC >> Document >> Routing

Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	Extension	Inspection Point	Acceptance Point	Pay DoDAAC
SPE600			00C91	021799486	0001		D	D	SL4701

\* = Required Fields, Date = YYYYMMDD

Issue Date	Issue By DoDAAC	Admin DoDAAC *	Inspect By DoDAAC / Extension	Mark For Code / Extension
YYYYMMDD		30512A		

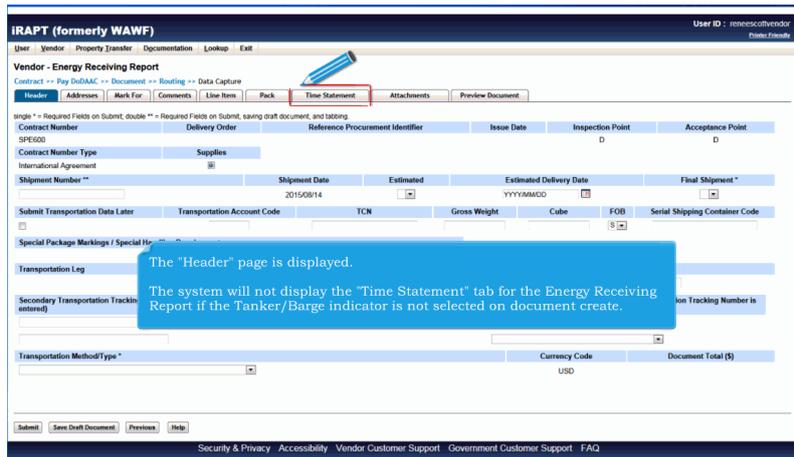
Shipment Date *	Ship To Code * / Extension	Ship From Code / Extension	Accept By DoDAAC / Extension
20150914	FU4417		FU4417

After entering the routing data, click the "Next" button to continue.

Next Previous Reset Help

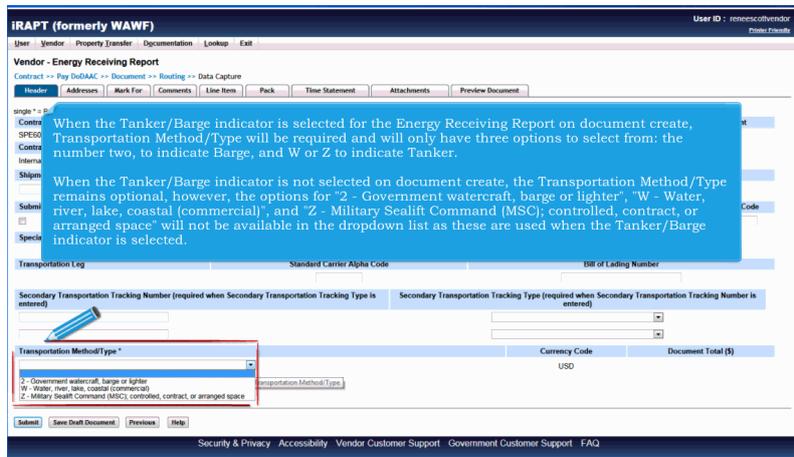
Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

After entering the routing data, click the "Next" button to continue.



The "Header" page is displayed.

The system will not display the "Time Statement" tab for the Energy Receiving Report if the Tanker/Barge indicator is not selected on document create.



When the Tanker/Barge indicator is selected for the Energy Receiving Report on document create, Transportation Method/Type will be required and will only have three options to select from: the number two, to indicate Barge, and W or Z to indicate Tanker.

When the Tanker/Barge indicator is not selected on document create, the Transportation Method/Type remains optional, however, the options for "2 - Government watercraft, barge or lighter", "W - Water, river, lake, coastal (commercial)", and "Z - Military Sealift Command (MSC); controlled, contract, or arranged space" will not be available in the dropdown list as these are used when the Tanker/Barge indicator is selected.

The 2 new secondary transportation tracking types are also included in the Energy Receiving Report: "CY - Truck Number/Commercial Registration Number" and "XC - Trailer Number/Cargo Control Number"

The 2 new secondary transportation tracking types are also included in the Energy Receiving Report: "CY - Truck Number/Commercial Registration Number" and "XC - Trailer Number/Cargo Control Number"

The "Submit Transportation Data Later" checkbox is available on the Energy Receiving Report. If this checkbox is selected, the Vendor will be allowed to update their Transportation data at a later time.

The "Submit Transportation Data Later" checkbox is available on the Energy Receiving Report. If this checkbox is selected, the Vendor will be allowed to update their Transportation data at a later time.

**IRAPT (formerly WAWF)** User ID: reneecottovendor

User Vendor Property Transfer Documentation Lookup Exit

**Vendor - Energy Receiving Report**

Routing >> Data Capture

Header Addresses Mark For Comments Line Item Pack Time Statement Attachments Preview Document

INFO: Saved as of: 20150817 08:59:56 Document will be removed from a saved status after 3 days) and any data will be lost.  
 WARNING: There must be at least one CLINSLN type Line Item for this document.

single \* = Required Fields on Submit, double \*\* = Required Fields on Submit, saving draft document, and tabbing.

Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date	Inspection Point	Acceptance Point
SPE00				D	D

Contract Number Type Supplies

International Agreement

Shipment Number **	Shipment Date	Estimated	Estimated Delivery Date	Final Shipment **
SHIP011	20150817		YYYYMMDD	N

Submit Transportation

The Vendor 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 later.

A message will be displayed to inform the user that saved documents will be purged after 'X' number of days.

Transportation Method Type \*  
 Z - Military Search Command (MSC); controlled, contract, or arranged space

Currency Code USD Document Total (\$) 0

Submit Save Draft Document Previous Purge Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Vendor 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 later.

A message will be displayed to inform the user that saved documents will be purged after 'X' number of days.

**IRAPT (formerly WAWF)** User ID: reneecottovendor

User Vendor Property Transfer Documentation Lookup Exit

**Vendor - Energy Receiving Report**

Routing >> Data Capture

Header Addresses Mark For Comments Line Item Pack Time Statement Attachments Preview Document

INFO: Saved as of: 20150817 08:59:56 Document will be removed from a saved status after 3 days) and any data will be lost.  
 WARNING: There must be at least one CLINSLN type Line Item for this document.

single \* = Required Fields on Submit, double \*\* = Required Fields on Submit, saving draft document, and tabbing.

Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date	Inspection Point	Acceptance Point
SPE00				D	D

Contract Number Type Supplies

International Agreement

Shipment Number **	Shipment Date	Estimated	Estimated Delivery Date	Final Shipment **
SHIP011	20150817		YYYYMMDD	N

Submit Transportation

After entering all mandatory fields, click the "Addresses" tab to navigate to the Addresses page.

Special Package M

Transportation Leg Standard Carrier Alpha Code Bill of Lading Number

Secondary Transportation Tracking Number (required when Secondary Transportation Tracking Type is entered) Secondary Transportation Tracking Type (required when Secondary Transportation Tracking Number is entered)

Transportation Method Type \*  
 Z - Military Search Command (MSC); controlled, contract, or arranged space

Currency Code USD Document Total (\$) 0

Submit Save Draft Document Previous Purge Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

After entering all mandatory fields, click the "Addresses" tab to navigate to the Addresses page.

The Addresses tab is displayed.  
The Vendor can use this tab to view or edit the address information.

Based on the routing location codes entered, iRAPT will pre-populate the address information for each of the location codes onto the document.

Click the "Mark For" tab to navigate to the Mark For page.

IRAPT (formerly WAWF) User ID : hennescovendor  
Vendor - Energy Receiving Report

Routing -> Data Capture

Header | Addresses | **Mark For** | Comments | Line Item | Pack | Time Statement | Attachments | Preview Document

INFO: Saved as of: 20150917 08:50:58 Document will be removed from a saved status after 3 day(s) and any data will be lost.

Mark For Rep Mark For Secondary

Mark For Rep  
Mark For Secondary

The Mark For page is displayed.  
The Mark For page allows the Vendor to designate a specific party to whom the shipment is being sent. This information may be as simple as a name or as complex as routing instructions.  
These fields are required if a Mark For DoDAAC was entered previously.

Submit | Save Draft Document | Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Mark For page is displayed.

The Mark For page allows the Vendor to designate a specific party to whom the shipment is being sent. This information may be as simple as a name or as complex as routing instructions.

These fields are required if a Mark For DoDAAC was entered previously.

IRAPT (formerly WAWF) User ID : hennescovendor  
Vendor - Energy Receiving Report

Routing -> Data Capture

Header | Addresses | **Mark For** | **Comments** | Line Item | Pack | Time Statement | Attachments | Preview Document

INFO: Saved as of: 20150917 08:50:58 Document will be removed from a saved status after 3 day(s) and any data will be lost.

Mark For Rep Mark For Secondary

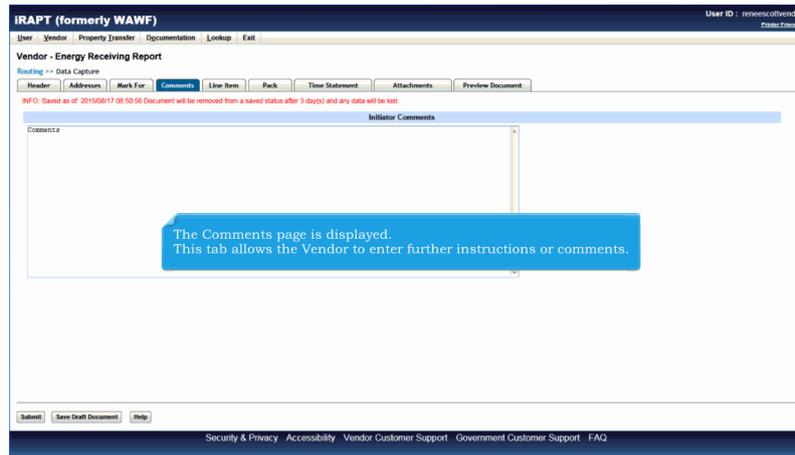
Mark For Rep  
Mark For Secondary

Click the "Comments" tab to navigate to the Comments page.

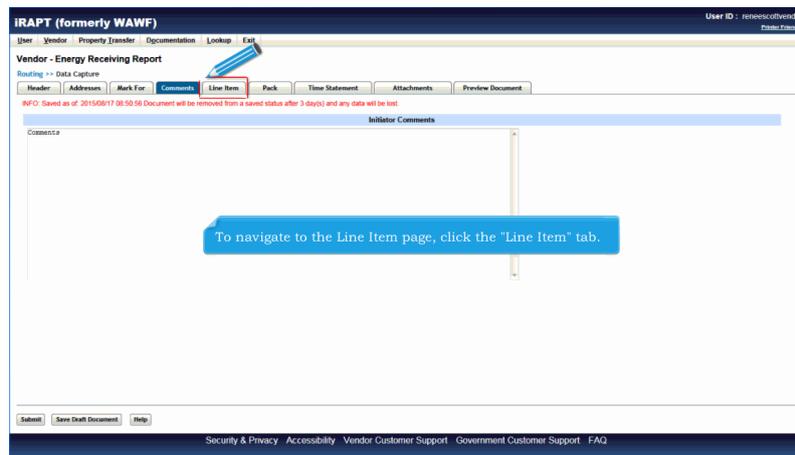
Submit | Save Draft Document | Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

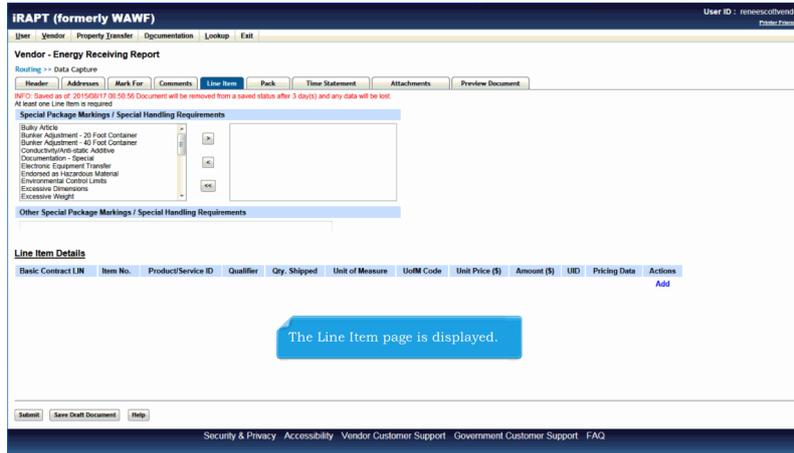
Click the "Comments" tab to navigate to the Comments page.



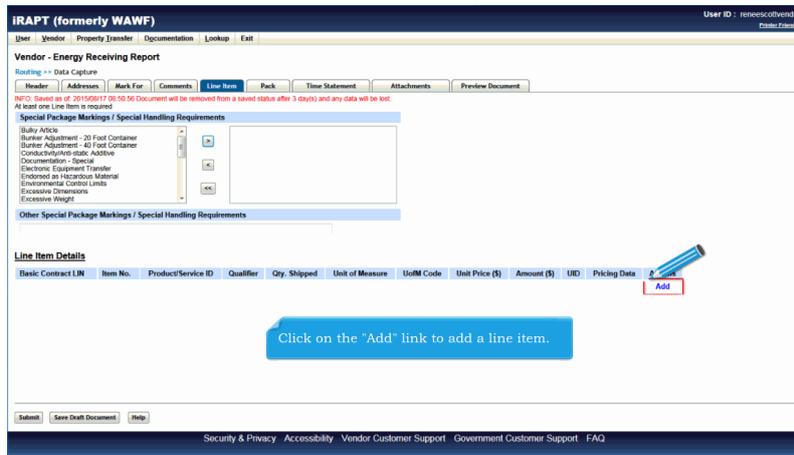
The Comments page is displayed.  
This tab allows the Vendor to enter further instructions or comments.



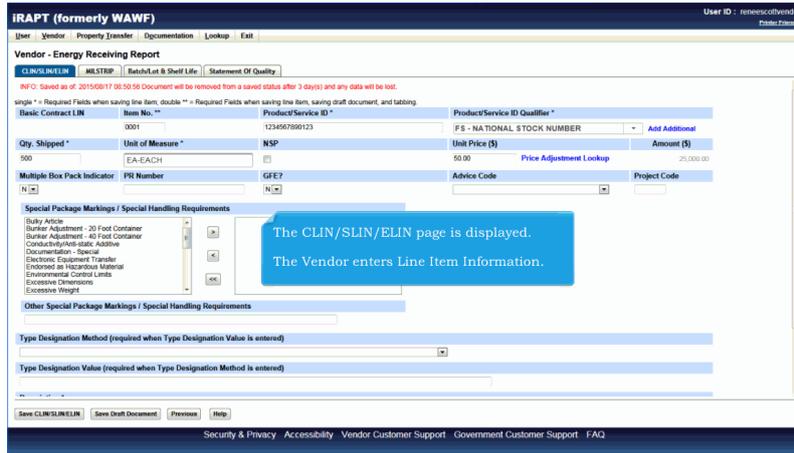
To navigate to the Line Item page, click the "Line Item" tab.



The Line Item page is displayed.

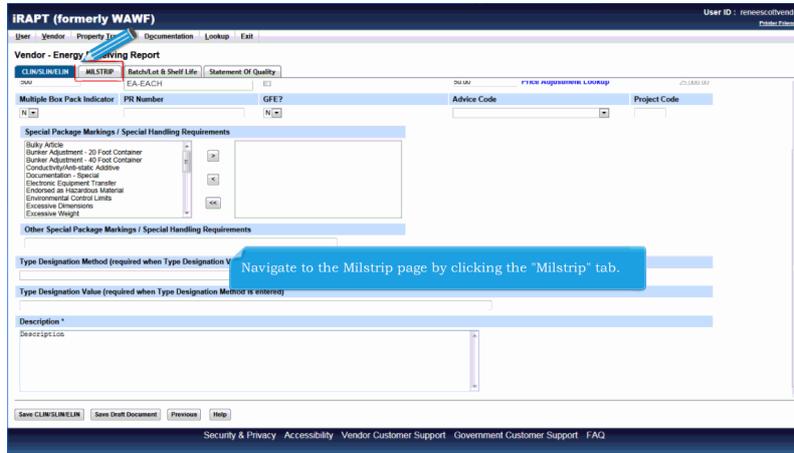


Click on the "Add" link to add a line item.



The CLIN/SLIN/ELIN page is displayed.

The Vendor enters Line Item Information.



Navigate to the Milstrip page by clicking the "Milstrip" tab.

IRAPT (formerly WAWF) User ID : remescovendor  
Vendor - Energy Receiving Report

CLINLINESLIN | **MILSTRIP** | Batch/Let & Shelf Life | Statement Of Quality

RFQ: Saved as of: 20150517 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
\* Required Fields

MILSTRIP No.	MILSTRIP Qty.	Actions
1234567890123	500	Save

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

The Milstrip form is displayed.  
If the Vendor is shipping to a Department of Defense depot, the contract contains "Military Standard Requisitioning and Issue Procedures (Milstrip)" numbers.  
To add a Milstrip, enter the data in the Milstrip Number and Quantity fields, then click the "Save" link

Save Draft Document | Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Milstrip form is displayed.

If the Vendor is shipping to a Department of Defense depot, the contract contains "Military Standard Requisitioning and Issue Procedures (Milstrip)" numbers.

To add a Milstrip, enter the data in the Milstrip Number and Quantity fields, then click the "Save" link

IRAPT (formerly WAWF) User ID : remescovendor  
Vendor - Energy Receiving Report

CLINLINESLIN | **MILSTRIP** | Batch/Let & Shelf Life | Statement Of Quality

RFQ: Saved as of: 20150517 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
\* Required Fields

MILSTRIP No.	MILSTRIP Qty.	Actions
1234567890123	500	Save Edit Delete

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

The Milstrip is now saved.  
The total quantities entered in the Milstrip Quantity field must be equal to the "Quantity Shipped" field on the Line Item Details page. This may require entering the word "NONE" in a Milstrip field with a balancing quantity.

Save Draft Document | Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Milstrip is now saved.

The total quantities entered in the Milstrip Quantity field must be equal to the "Quantity Shipped" field on the Line Item Details page. This may require entering the word "NONE" in a Milstrip field with a balancing quantity.

IRAPT (formerly WAWF) User ID: hennescott@vendor  
Vendor - Energy Receiving Report

CLINQUELINK | MILSTRIP | **Batch/Lot & Shelf Life** | Statement Of Quality

INFO: Saved as of: 20150817 08:50:50 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
\* - Required Fields

MILSTRIP No.	MILSTRIP Qty.	Actions
1234567890123	500	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Navigate to the "Batch/Lot and Shelf Life" tab.

IRAPT (formerly WAWF) User ID: hennescott@vendor  
Vendor - Energy Receiving Report

CLINQUELINK | MILSTRIP | **Batch/Lot & Shelf Life** | Statement Of Quality

INFO: Saved as of: 20150817 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
\* - Required Fields

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION

Actions  
[Add Manufacturer for Population to Lots](#)

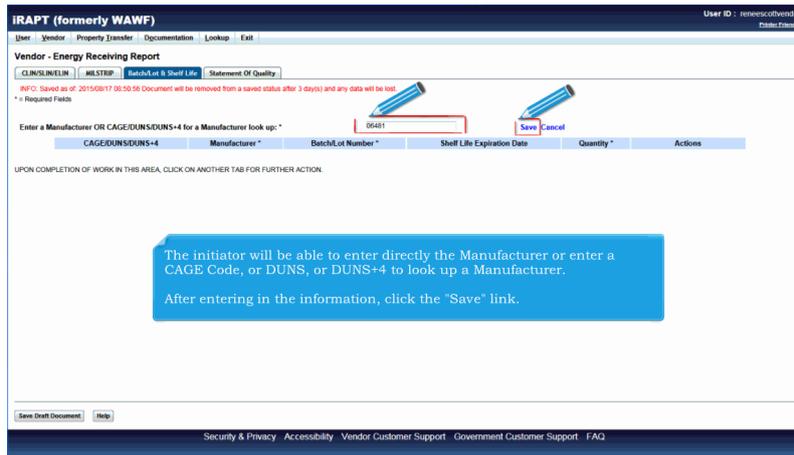
The Batch/Lot & Shelf Life tab is displayed.  
Click the "Add Manufacturer for Population to Lots" Action link to add data.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

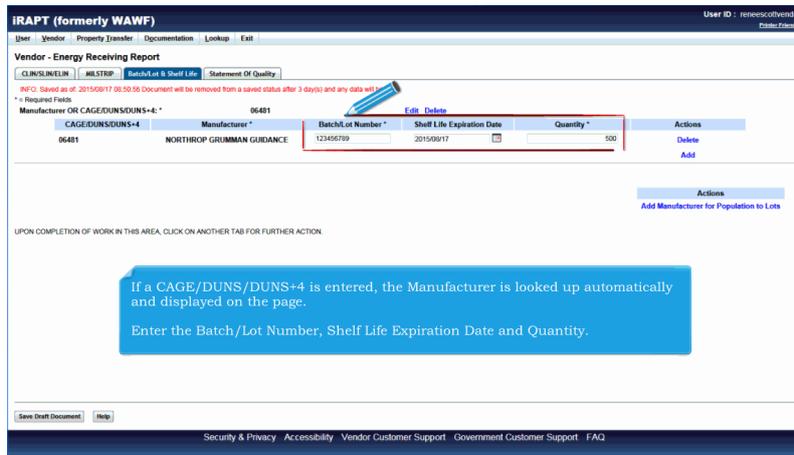
The Batch/Lot & Shelf Life tab is displayed.

Click the "Add Manufacturer for Population to Lots" Action link to add data.



The initiator will be able to enter directly the Manufacturer or enter a CAGE Code, or DUNS, or DUNS+4 to look up a Manufacturer.

After entering in the information, click the "Save" link.



If a CAGE/DUNS/DUNS+4 is entered, the Manufacturer is looked up automatically and displayed on the page.

Enter the Batch/Lot Number, Shelf Life Expiration Date and Quantity.

IRAPT (formerly WAWF) User ID: hennescott@vendor

Vendor - Energy Receiving Report

CLIN/SUN/ELIN | MIL/STRIP | Batch/Lot & Shelf Life | Statement Of Quality

INFO: Saved as of: 20150817 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.

\* - Required Fields

Manufacturer OR CAGE/DUNS/DUNS-4 *	Manufacturer *	Batch/Lot Number *	Shelf Life Expiration Date	Quantity *	Actions
06481	NORTHROP GRUMMAN GUIDANCE	123456789	20150817	500	Delete Add

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

To add another Batch/Lot, click the "Add Manufacturer for Population to Lots" link.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To add another Batch/Lot, click the "Add Manufacturer for Population to Lots" link.

IRAPT (formerly WAWF) User ID: hennescott@vendor

Vendor - Energy Receiving Report

CLIN/SUN/ELIN | MIL/STRIP | Batch/Lot & Shelf Life | Statement Of Quality

INFO: Saved as of: 20150817 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.

\* - Required Fields

Manufacturer OR CAGE/DUNS/DUNS-4 *	Manufacturer *	Batch/Lot Number *	Shelf Life Expiration Date	Quantity *	Actions
06481	NORTHROP GRUMMAN GUIDANCE	123456789	20150817	500	Delete Add

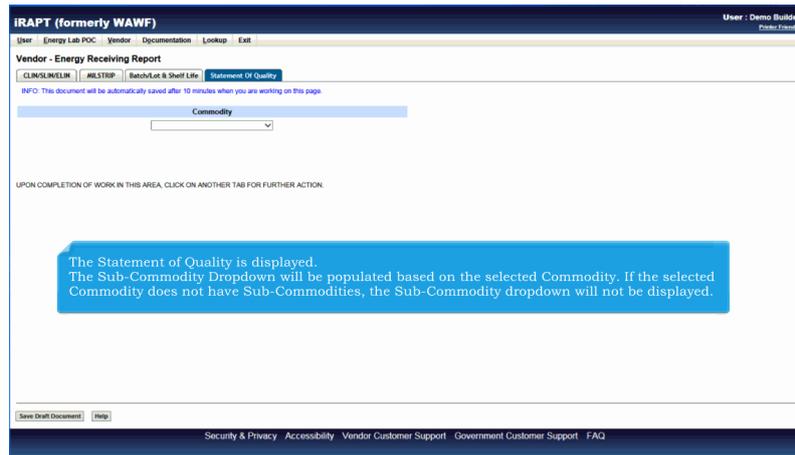
UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

Click the "Statement of Quality" tab to go to the "Statement of Quality" tab.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Click the "Statement of Quality" tab to go to the "Statement of Quality" tab.



IRAPT (formerly WAWF) User: Demo Builder  
Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Energy Receiving Report  
CLIN/SUN/VEL/IN | ALL/STRIP | Batch/Lot & Shelf Life | Statement Of Quality

INFO: This document will be automatically saved after 10 minutes when you are working on this page.

Commodity

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

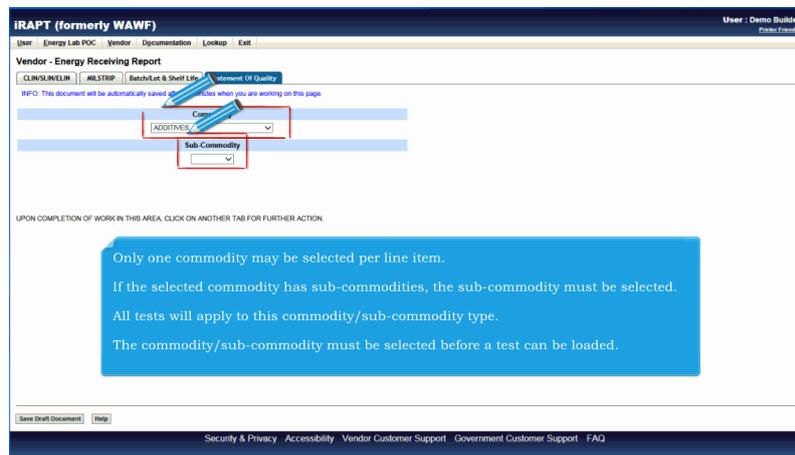
The Statement of Quality is displayed.  
The Sub-Commodity Dropdown will be populated based on the selected Commodity. If the selected Commodity does not have Sub-Commodities, the Sub-Commodity dropdown will not be displayed.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Statement of Quality is displayed.

The Sub-Commodity Dropdown will be populated based on the selected Commodity. If the selected Commodity does not have Sub-Commodities, the Sub-Commodity dropdown will not be displayed.



IRAPT (formerly WAWF) User: Demo Builder  
Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Energy Receiving Report  
CLIN/SUN/VEL/IN | ALL/STRIP | Batch/Lot & Shelf Life | Statement Of Quality

INFO: This document will be automatically saved after 10 minutes when you are working on this page.

Commodity  
Sub-Commodity

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION.

Only one commodity may be selected per line item.  
If the selected commodity has sub-commodities, the sub-commodity must be selected.  
All tests will apply to this commodity/sub-commodity type.  
The commodity/sub-commodity must be selected before a test can be loaded.

Save Draft Document Help

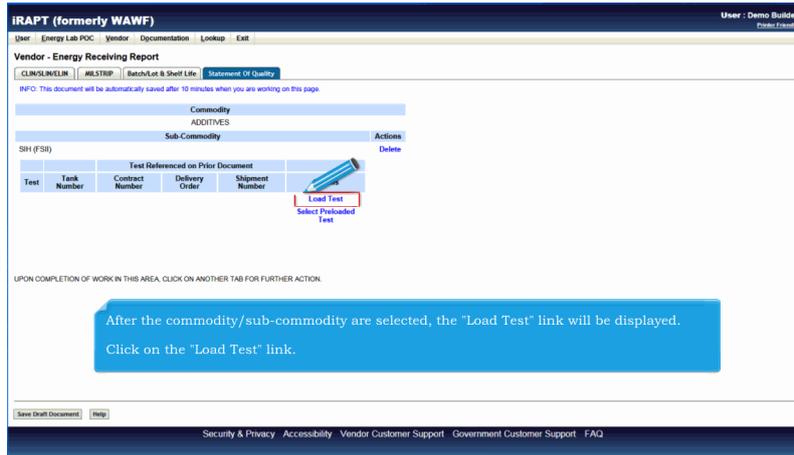
Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Only one commodity may be selected per line item.

If the selected commodity has sub-commodities, the sub-commodity must be selected.

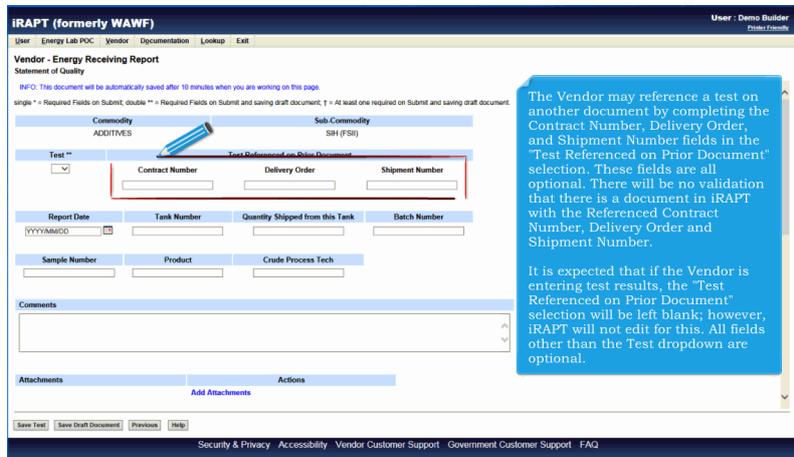
All tests will apply to this commodity/sub-commodity type.

The commodity/sub-commodity must be selected before a test can be loaded.



After the commodity/sub-commodity are selected, the "Load Test" link will be displayed.

Click on the "Load Test" link.



The Vendor may reference a test on another document by completing the Contract Number, Delivery Order, and Shipment Number fields in the "Test Referenced on Prior Document" selection. These fields are all optional. There will be no validation that there is a document in iRAPT with the Referenced Contract Number, Delivery Order and Shipment Number.

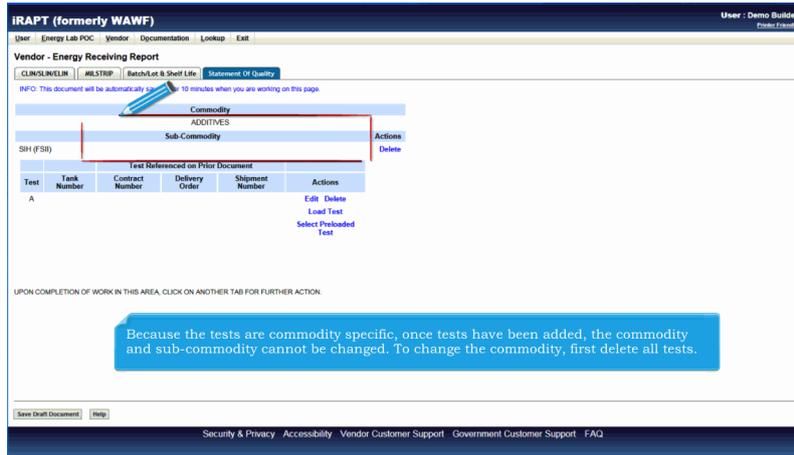
It is expected that if the Vendor is entering test results, the "Test Referenced on Prior Document" selection will be left blank; however, iRAPT will not edit for this. All fields other than the Test dropdown are optional.

The rows loaded in the test template are based on the Commodity and Sub-Commodity and are populated from the database. Selecting Test A, B, C, etc does not affect the rows that are displayed. It is up to the Vendor to know which rows must be completed for the appropriate test type.

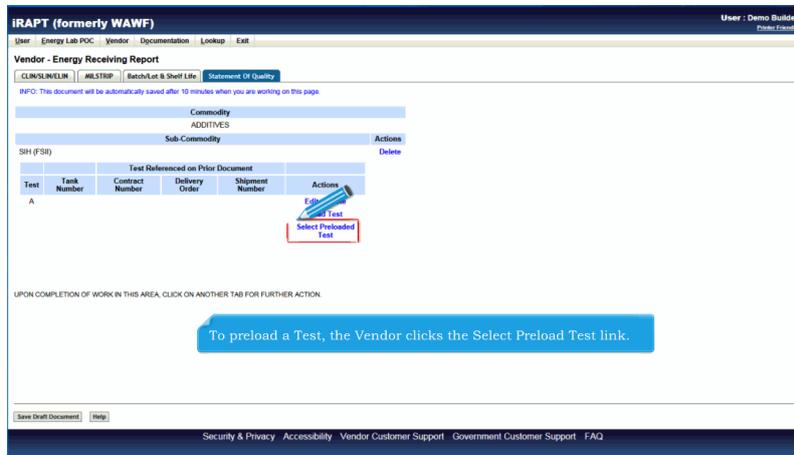
The rows loaded in the test template are based on the Commodity and Sub-Commodity and are populated from the database. Selecting Test A, B, C, etc does not affect the rows that are displayed. It is up to the Vendor to know which rows must be completed for the appropriate test type.

Click the "Save Test" button to continue.

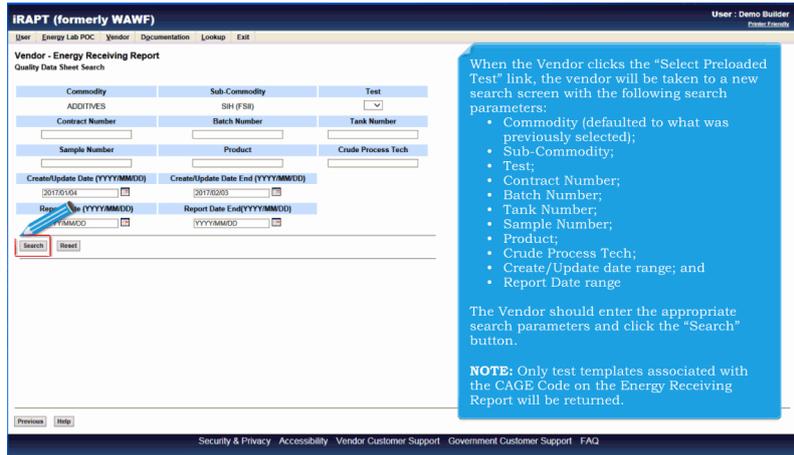
Click the "Save Test" button to continue.



Because the tests are commodity specific, once tests have been added, the commodity and sub-commodity cannot be changed. To change the commodity, first delete all tests.

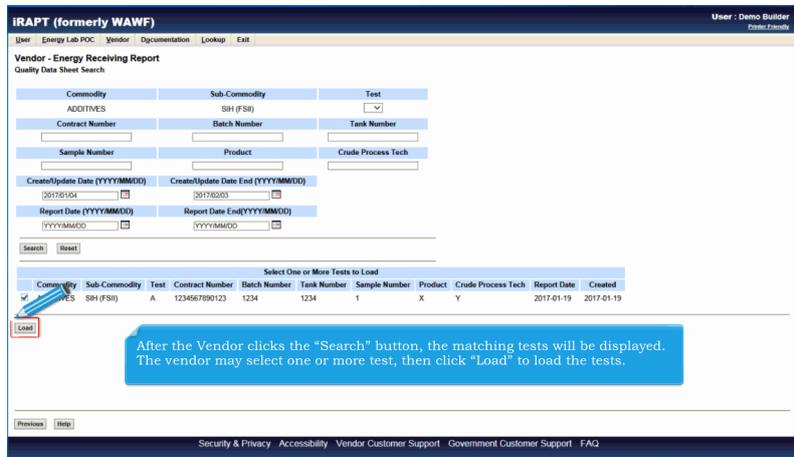


To preload a Test, the Vendor clicks the Select Preload Test link.



When the Vendor clicks the "Select Preloaded Test" link, the vendor will be taken to a new search screen with the following search parameters:

- Commodity (defaulted to what was previously selected);
- Sub-Commodity;
- Test;
- Contract Number;
- Batch Number;
- Tank Number;
- Sample Number;
- Product;
- Crude Process Tech;
- Create/Update date range; and
- Report Date range



After the Vendor clicks the "Search" button, the matching tests will be displayed. The vendor may select one or more test, then click "Load" to load the tests.

IRAPT (formerly WAWF) User: Demo Builder

User: Energy Lab POC | Vendor | Documentation | Lookup | Exit

Vendor - Energy Receiving Report

CLIN/SLIN/ELIN | AMLSTRIP | Batch/Lot & Shelf Life | Statement Of Quality

INFO: This document will be automatically saved after 10 minutes when you are working on this page.

Commodity

ADDITIVES

Sub-Commodity Actions

SH (FSI) Delete

Test	Task Number	Contract Number	Delivery Order	Shipment Number	Actions
A	1234	1234567890123	1234	SHIP1234	Edit Delete

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION:

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Vendor will be returned to the Statement of Quality tab. The tests that were selected will be loaded under the sub-commodity. The Vendor may then click Edit to view and/or modify the tests. The Vendor may also delete the tests and add additional tests.

IRAPT (formerly WAWF) User: Demo Builder

User: Energy Lab POC | Vendor | Documentation | Lookup | Exit

Vendor - Energy Receiving Report

CLIN/SLIN/ELIN | AMLSTRIP | Batch/Lot & Shelf Life | Statement Of Quality

INFO: This document will be automatically saved after 10 minutes when you are working on this page.

Commodity

ADDITIVES

Sub-Commodity Actions

SH (FSI) Delete

Test	Task Number	Contract Number	Delivery Order	Shipment Number	Actions
A	1234	1234567890123	1234	SHIP1234	Edit Delete

UPON COMPLETION OF WORK IN THIS AREA, CLICK ON ANOTHER TAB FOR FURTHER ACTION:

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Click the "CLIN/SLIN/ELIN" tab to return to the "CLIN/SLIN/ELIN" page.

IRAPT (formerly WAWF) User ID: hennescott@vendor  
Vendor - Energy Receiving Report

INFO: Saved as of: 20150517 08:50:58 Document will be removed from a saved status after 3 day(s) and any data will be lost.

single \* = Required Fields when saving the line item, double \*\* = Required Fields when saving the line item, saving draft document, and tabbing

Basic Contract LIN	Item No. **	Product/Service ID *	Product/Service ID Qualifier *
0001		1234567890123	FS - NATIONAL STOCK NUMBER

Qty. Shipped *	Unit of Measure *	Unit Price (\$)	Amount (\$)
500	EA-EACH	50.00	25,000.00

Multiple Box Pack Indicator: PR Number: GFE? Advice Code: Project Code:

Special Package Markings / Special Handling Requirements:

Other Special Package Markings / Special Handling Requirements:

Type Designation Method (required when Type Designation Value is entered):

Type Designation Value (required when Type Designation Method is entered):

Save CLIN/SLIN/ELIN Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Click the "Save CLIN/SLIN/ELIN" button to save the line item.

IRAPT (formerly WAWF) User ID: hennescott@vendor  
Vendor - Energy Receiving Report

Routing >> Data Capture

INFO: Saved as of: 20150501 17:00:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
At least one Line Item is required.

Special Package Markings / Special Handling Requirements:

Other Special Package Markings / Special Handling Requirements:

Line Item Details

Basic Contract LIN	Item No.	Product/Service ID	Qualifier	Qty. Shipped	Unit of Measure	UnitM Code	Unit Price (\$)	Amount (\$)	UIC	Pricing Date	Actions
0001		1234567890123	FS	500	Each	EA	50.00	25,000.00	N	N	Edit Delete

The Line Item page is displayed with the updated line item.

Multiple CLINs are allowed on Energy Receiving Report. However, only one line item is allowed when the Tanker/Barge indicator is selected on document create.

Submit Save Draft Document Help

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The Line Item page is displayed with the updated line item.

Multiple CLINs are allowed on Energy Receiving Report. However, only one line item is allowed when the Tanker/Barge indicator is selected on document create.

**iRAPT (formerly WAWF)** User ID : ronescoffvendo  
Vendor - Energy Receiving Report

Routing >> Data Capture

Header | Addresses | Mark For | Comments | **Line Item** | **Pack** | Time Statement | Attachments | Preview Document

INFO: Saved as of: 2015/08/17 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
At least one Line Item is required.

**Special Package Markings / Special Handling Requirements**

Bulky Article  
Bulky Adjustment - 20 Foot Container  
Bulky Adjustment - 40 Foot Container  
Conductivity/Static Additive  
Documentation - Special  
Electronic Equipment Transfer  
Exempted as Hazardous Material  
Environmental Control Limits  
Excessive Dimensions  
Excessive Weight

**Other Special Package Markings / Special Handling Requirements**

**Line Item Details**

Basic Contract LIN	Item No.	Product/Service ID	Qualifier	Qty. Shipped	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)	UoM	Pricing Data	Actions
	0001	1234567890123	FS	500	Each	EA	50.00	25,000.00	N		Edit Delete

To navigate to the Pack Data form, click the "Pack" tab.

Submit | Save Draft Document | Help

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

To navigate to the Pack Data form, click the "Pack" tab.

**iRAPT (formerly WAWF)** User ID : ronescoffvendo  
Vendor - Energy Receiving Report

Routing >> Data Capture

Header | Addresses | Mark For | Comments | Line Item | **Pack** | Time Statement | Attachments | Preview Document

INFO: Saved as of: 2015/08/17 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.

Pack Later

Actions  
Add

The Pack Data form is displayed.  
This tab can be used to visually create how the various pallets, packages, boxes, containers, etc. of a shipment are put together.  
Please refer to the Add Pack Demonstration within the Other section of the iRAPT WBT for additional information regarding Pack Data.

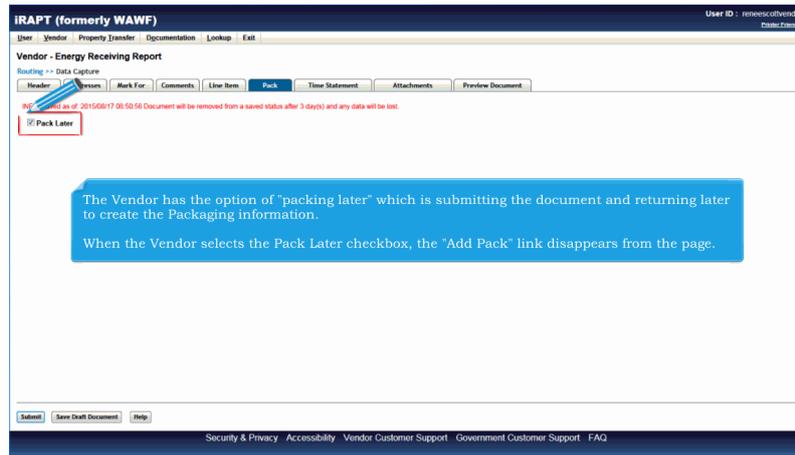
Submit | Save Draft Document | Help

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The Pack Data form is displayed.

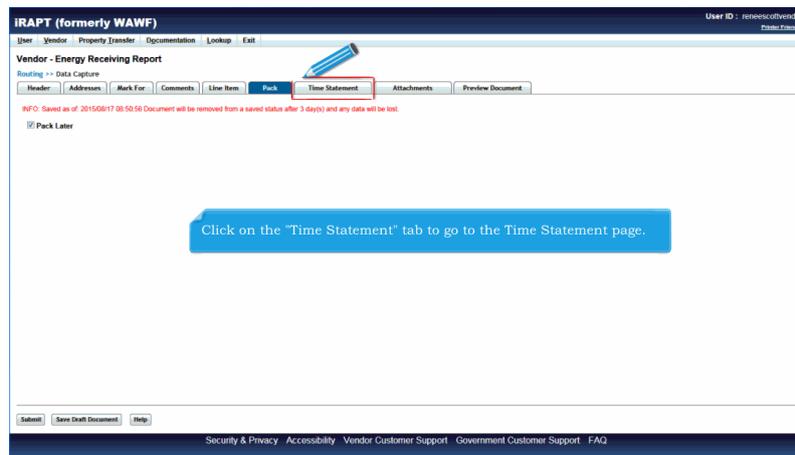
This tab can be used to visually create how the various pallets, packages, boxes, containers, etc. of a shipment are put together.

Please refer to the Add Pack Demonstration within the Other section of the iRAPT WBT for additional information regarding Pack Data.

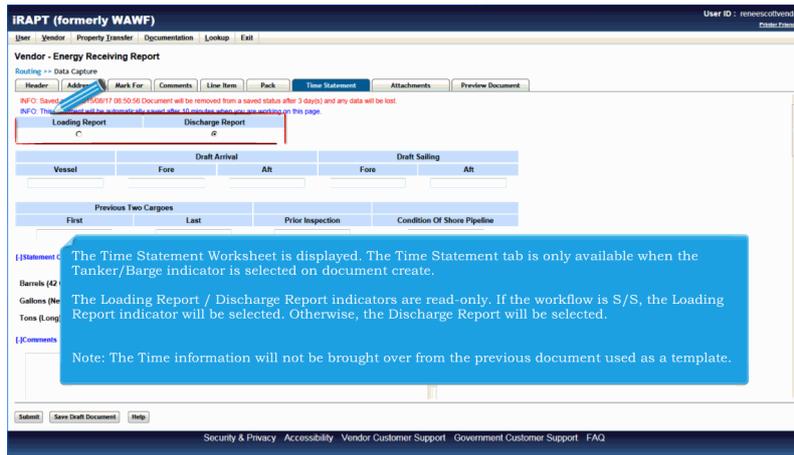


The Vendor has the option of "packing later" which is submitting the document and returning later to create the Packaging information.

When the Vendor selects the Pack Later checkbox, the "Add Pack" link disappears from the page.



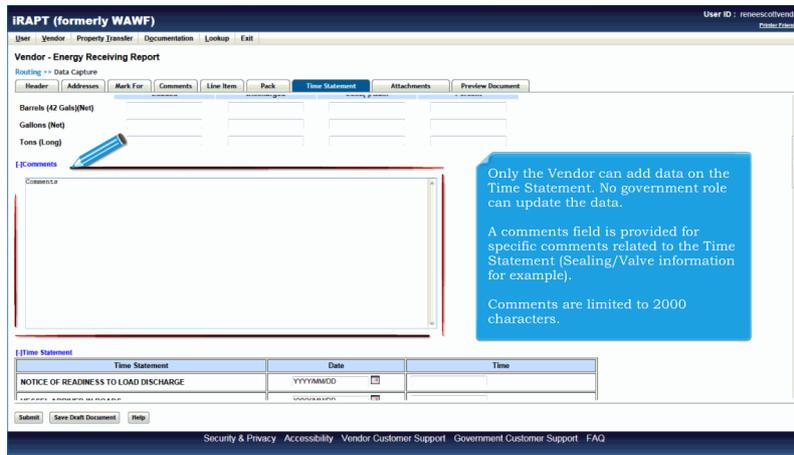
Click on the "Time Statement" tab to go to the Time Statement page.



The Time Statement Worksheet is displayed. The Time Statement tab is only available when the Tanker/Barge indicator is selected on document create.

The Loading Report / Discharge Report indicators are read-only. If the workflow is S/S, the Loading Report indicator will be selected. Otherwise, the Discharge Report will be selected.

Note: The Time information will not be brought over from the previous document used as a template.



Only the Vendor can add data on the Time Statement. No government role can update the data.

A comments field is provided for specific comments related to the Time Statement (Sealing/Valve information for example).

Comments are limited to 2000 characters.

IRAPT (formerly WAWF) User ID : ronescoff@vendor

Vendor - Energy Receiving Report

Routing >> Data Capture

Time Statement	Date	Time
NOTICE OF READINESS TO LOAD DISCHARGE	YYYYMMDD <input type="checkbox"/>	
VESSEL ARRIVED IN ROADS	YYYYMMDD <input type="checkbox"/>	
MOORED ALONGSIDE	YYYYMMDD <input type="checkbox"/>	
STARTED BALLAST DISCHARGE	YYYYMMDD <input type="checkbox"/>	
FINISHED BALLAST DISCHARGE	YYYYMMDD <input type="checkbox"/>	
INSPECTED AND READY TO LOAD DISCHARGE	YYYYMMDD <input type="checkbox"/>	
CARGO HOSES CONNECTED	YYYYMMDD <input type="checkbox"/>	
COMMENCED LOADING DISCHARGE		
STOPPED LOADING DISCHARGING		
RESUMED LOADING DISCHARGING	YYYYMMDD <input type="checkbox"/>	
FINISHED LOADING DISCHARGING	YYYYMMDD <input type="checkbox"/>	
CARGO HOSES REMOVED	YYYYMMDD <input type="checkbox"/>	
VESSEL RELEASED BY INSPECTOR	YYYYMMDD <input type="checkbox"/>	
COMMENCED BUNKERING	YYYYMMDD <input type="checkbox"/>	
FINISHED BUNKERING	YYYYMMDD <input type="checkbox"/>	

On the Time Statement Worksheet, all fields are optional.

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On the Time Statement Worksheet, all fields are optional.

IRAPT (formerly WAWF) User ID : ronescoff@vendor

Vendor - Energy Receiving Report

Routing >> Data Capture

Time Statement	Date	Time
NOTICE OF READINESS TO LOAD DISCHARGE	YYYYMMDD <input type="checkbox"/>	
VESSEL ARRIVED IN ROADS	YYYYMMDD <input type="checkbox"/>	
MOORED ALONGSIDE	YYYYMMDD <input type="checkbox"/>	
STARTED BALLAST DISCHARGE	YYYYMMDD <input type="checkbox"/>	
FINISHED BALLAST DISCHARGE	YYYYMMDD <input type="checkbox"/>	
INSPECTED AND READY TO LOAD DISCHARGE	YYYYMMDD <input type="checkbox"/>	
CARGO HOSES CONNECTED	YYYYMMDD <input type="checkbox"/>	
COMMENCED LOADING DISCHARGE	YYYYMMDD <input type="checkbox"/>	
STOPPED LOADING DISCHARGING	YYYYMMDD <input type="checkbox"/>	
RESUMED LOADING DISCHARGING	YYYYMMDD <input type="checkbox"/>	
FINISHED LOADING DISCHARGING	YYYYMMDD <input type="checkbox"/>	
CARGO HOSES REMOVED	YYYYMMDD <input type="checkbox"/>	
VESSEL RELEASED BY INSPECTOR	YYYYMMDD <input type="checkbox"/>	
COMMENCED BUNKERING	YYYYMMDD <input type="checkbox"/>	
FINISHED BUNKERING	YYYYMMDD <input type="checkbox"/>	

Time must be entered in the format HHMM (24 hour clock).

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Time must be entered in the format HHMM (24 hour clock).

IRAPT (formerly WAWF) User ID : remesscofivendor  
Vendor - Energy Receiving Report

Routing >> Data Capture

Header | Addresses | Mark For | Comments | Line Item | Pack | Time Statement | Attachments | Preview Document

Time Statement	Date	Time
NOTICE OF READINESS TO LOAD DISCHARGE	YYYYMMDD	
VESSEL ARRIVED IN ROADS	YYYYMMDD	
MOORED ALONGSIDE	YYYYMMDD	
STARTED BALLAST DISCHARGE	YYYYMMDD	
FINISHED BALLAST DISCHARGE	YYYYMMDD	
INSPECTED AND READY TO LOAD DISCHARGE	YYYYMMDD	
CARGO HOSES CONNECTED	YYYYMMDD	
COMMENCED LOADING DISCHARGE	YYYYMMDD	
STOPPED LOADING DISCHARGE		
RESUMED LOADING DISCHARGE		
FINISHED LOADING DISCHARGING	YYYYMMDD	
CARGO HOSES REMOVED	YYYYMMDD	
VESSEL RELEASED BY INSPECTOR	YYYYMMDD	
COMMENCED BUNKERING	YYYYMMDD	
FINISHED BUNKERING	YYYYMMDD	

Submit | Save Draft Document | Help

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The Vendor can click the Attachments tab to go to the Attachments page.

IRAPT (formerly WAWF) User ID : remesscofivendor  
Vendor - Energy Receiving Report

Routing >> Data Capture

Header | Addresses | Mark For | Comments | Line Item | Pack | Time Statement | Attachments | Preview Document

INFO: Saved on 2017 08 30 05:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.

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

There is an attachment size limit of 20MB, attachments over this size will be rejected.

Attachment

Browse | Upload

Attachments Name | Actions

Submit | Save Draft Document | Help

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

The Attachments page is displayed.  
This tab can be used to send file attachments.

The attachment size limit is based upon the parameter.  
Multiple attachments may be associated with a document, with the file size of EACH, individual attachment, not exceeding the parameterized file size limit.

In this example, the attachment size limit is 20MB.

IRAPT (formerly WAWF) User ID : ronescott@vendor  
Vendor - Energy Receiving Report

Routing >> Data Capture

Header | Addresses | Mark For | Comments | Line Item | Pack | Time Statement | Attachments | Preview Document

INFO: Saved as of: 2015/08/17 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.

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There is an attachment size limit of 20MB. Attachments over this size will be rejected.

Attachment

Attachments Name | Actions

To locate the file, click the "Browse" button.

Submit | Save Draft Document | Help

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To locate the file, click the "Browse" button.

IRAPT (formerly WAWF) User ID : ronescott@vendor  
Vendor - Energy Receiving Report

Routing >> Data Capture

Header | Addresses | Mark For | Comments | Line Item | Pack | Time Statement | Attachments | Preview Document

INFO: Saved as of: 2015/08/17 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.

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

There is an attachment size limit of 20MB. Attachments over this size will be rejected.

Attachment

C:\Users\rnescott\Desktop

Attachments Name | Actions

After the selected file is displayed in the Attachment field, click the "Upload" button to continue.

Submit | Save Draft Document | Help

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After the selected file is displayed in the Attachment field, click the "Upload" button to continue.

IRAPT (formerly WAWF) User ID : hennescott@vendor  
Vendor - Energy Receiving Report  
Routing -> Data Capture  
Header Addresses Mark For Comments Line Item Pack Time Statement Attachments Preview Document  
INFO: Saved as of: 2015/08/17 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
**WARNING: IRAPT is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.**  
There is an attachment size limit of 20MB, attachments over this size will be rejected.  
Attachment  
Browse Upload  
Attachments Name Actions  
Document.docx View Attachment Delete Attachment  
The file attachment is now displayed on the Attachments page.  
The Vendor can view the attachment by clicking the "View Attachment" link and remove the attachment by clicking the "Delete Attachment" link.  
To attach another file, click the "Browse" button and keep doing this procedure until you have attached all files you want to send.  
Submit Save Draft Document Help  
Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

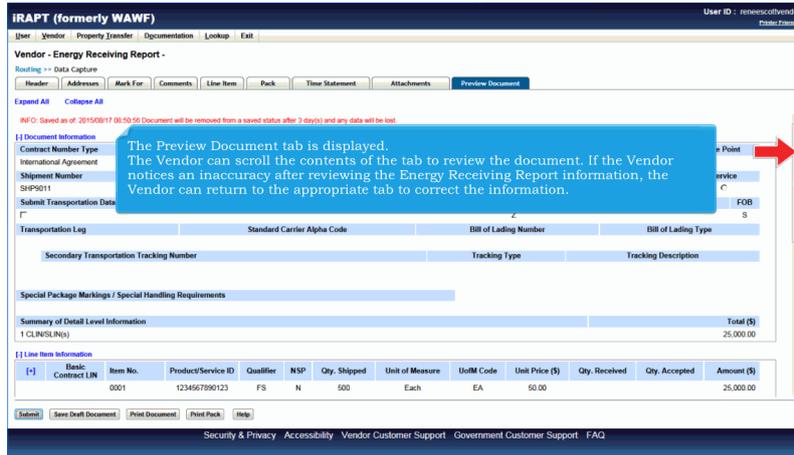
The file attachment is now displayed on the Attachments page.

The Vendor can view the attachment by clicking the "View Attachment" link and remove the attachment by clicking the "Delete Attachment" link.

To attach another file, click the "Browse" button and keep doing this procedure until you have attached all files you want to send.

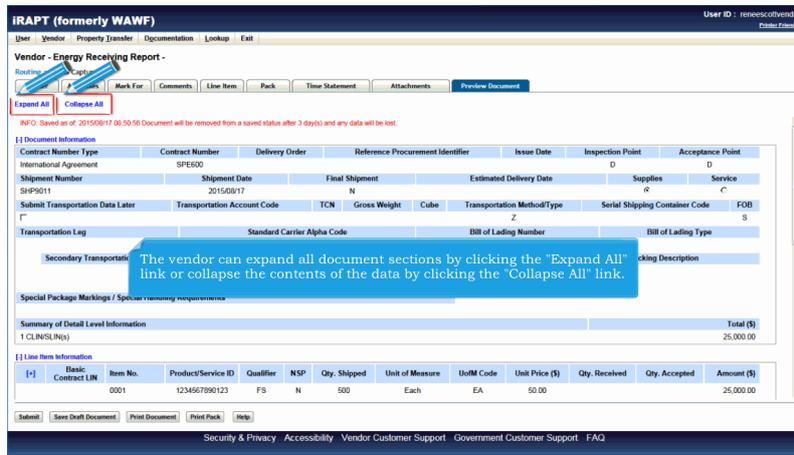
IRAPT (formerly WAWF) User ID : hennescott@vendor  
Vendor - Energy Receiving Report  
Routing -> Data Capture  
Header Addresses Mark For Comments Line Item Pack Time Statement Attachments Preview Document  
INFO: Saved as of: 2015/08/17 08:50:56 Document will be removed from a saved status after 3 day(s) and any data will be lost.  
**WARNING: IRAPT is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.**  
There is an attachment size limit of 20MB, attachments over this size will be rejected.  
Attachment  
Browse Upload  
Attachments Name Actions  
Document.docx View Attachment Delete Attachment  
To view the whole document before submission, click on the "Preview Document" tab.  
Submit Save Draft Document Help  
Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To view the whole document before submission, click on the "Preview Document" tab.

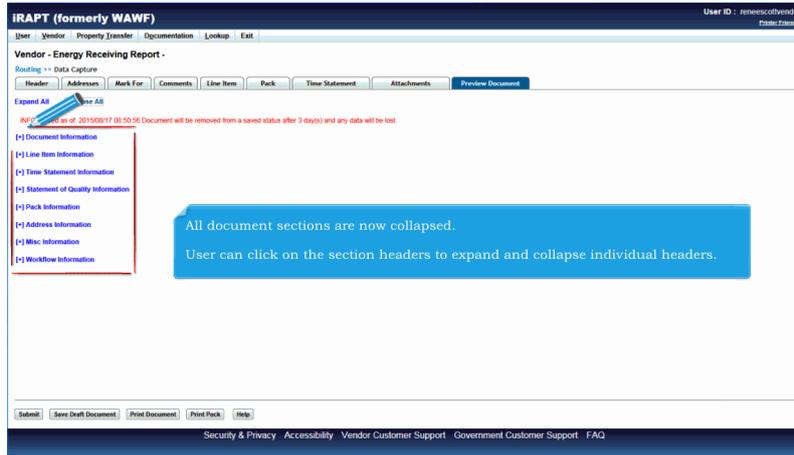


The Preview Document tab is displayed.

The Vendor can scroll the contents of the tab to review the document. If the Vendor notices an inaccuracy after reviewing the Energy Receiving Report information, the Vendor can return to the appropriate tab to correct the information.

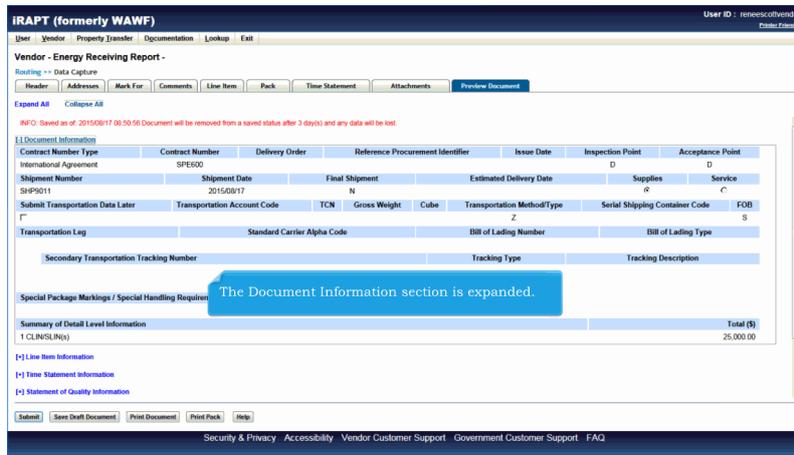


The vendor can expand all document sections by clicking the "Expand All" link or collapse the contents of the data by clicking the "Collapse All" link.

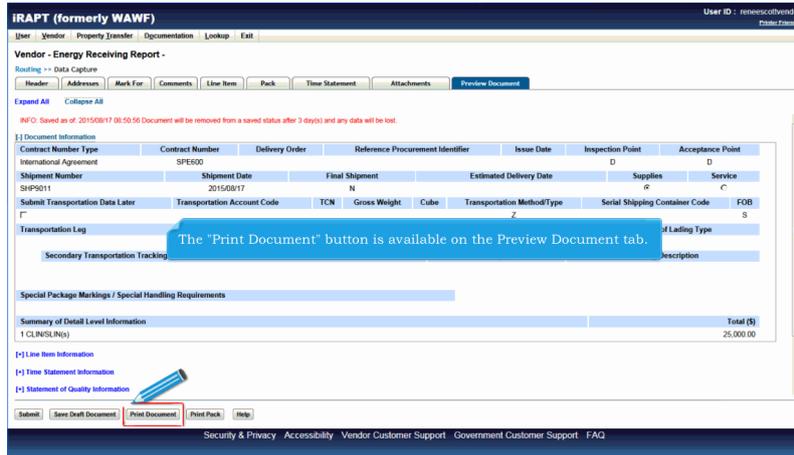


All document sections are now collapsed.

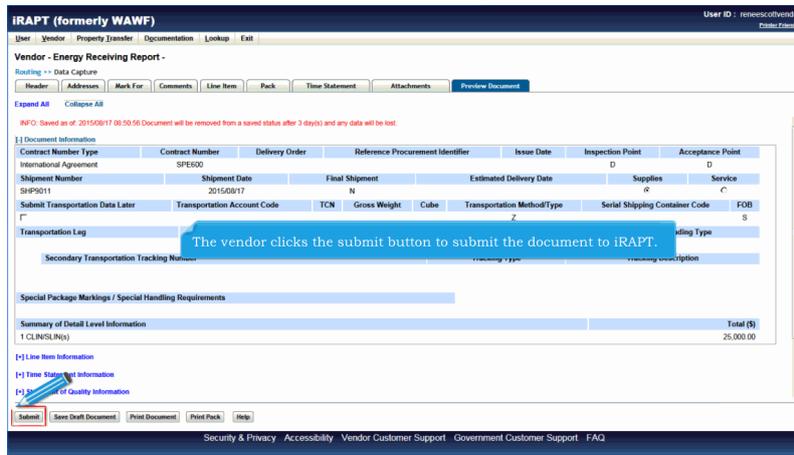
User can click on the section headers to expand and collapse individual headers.



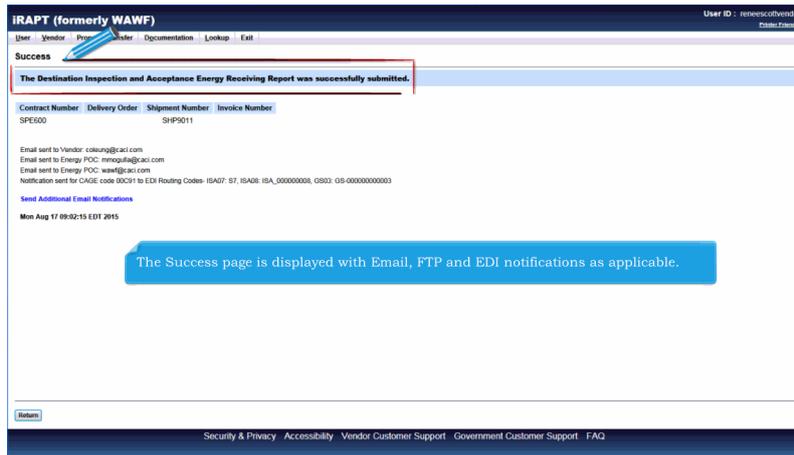
The Document Information section is expanded.



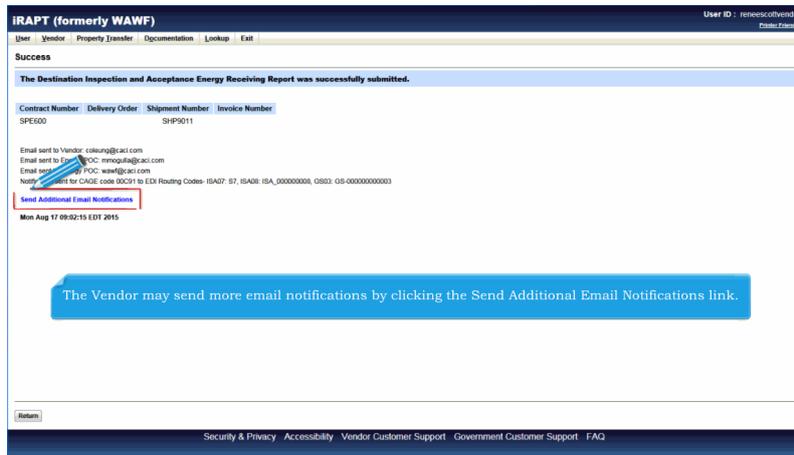
The "Print Document" button is available on the Preview Document tab.



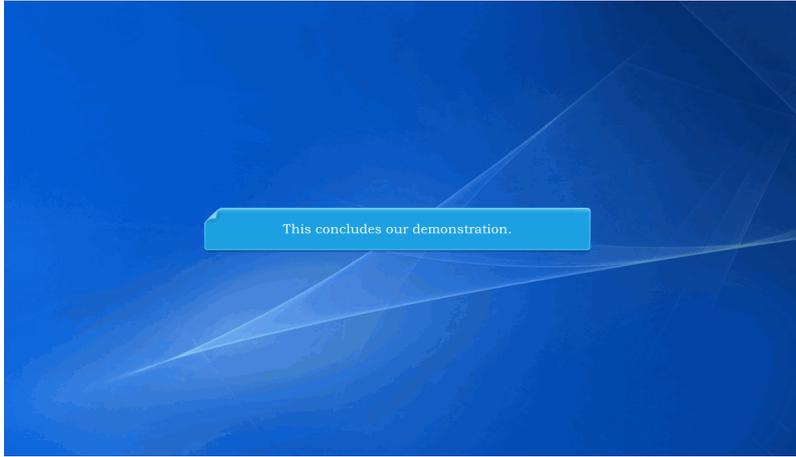
The vendor clicks the submit button to submit the document to iRAPT.



The Success page is displayed with Email, FTP and EDI notifications as applicable.



The Vendor may send more email notifications by clicking the Send Additional Email Notifications link.



This concludes our demonstration.