

SECTION 3: EDA and WAWF

Q. How do I find out who my POC is for EDA to submit my DD 2875 form in order to get access to EDA?

A. When a person registers in EDA, you will receive a system generated email that tells you who your EDA POC is. The EDA POC is who the new user must submit a signed DD 2875 and signed copy of the EDA Business Rules to. There is a link on the EDA registration page for a blank copy of the Business Rules.

Q. Why aren't all contracts in EDA?

A. All sites must go through a certification process before being allowed to post to EDA. Once a service/site is certified, they are allowed to post all contracts to EDA. Some sites are also certified to do manual uploading of contracts.

Q. Can a Vendor access EDA?

A. Yes, they can self-register at <http://eda.ogden.disa.mil>. Once a Vendor self-registers at EDA, they have view only access to contracts for their cage code.

Q. Can a Vendor submit through WAWF even though the contract is not in EDA?

A. Yes. WAWF will allow a vendor to submit their invoice, but the contracting officer should upload the contract to EDA to better serve the vendor and prevent delays in processing payments.

Q. Does EDA and WAWF link?

A. Yes. EDA will populate some fields in WAWF based on the data on the contract in EDA.

Q. Why should Vendors have access to EDA?

A. EDA provides vendors convenient access to view their contracts online.

Q. What happens if there is erroneous information on the contract (and in EDA) and loaded into WAWF? Such as the Contract and EDA have a wrong DoDAAC, and a MOD has not been produced to change it or is in the process of making the change.

A. The DoDAAC fields in WAWF are available for editing upon document creation including contracts that are linked to EDA. If you feel a DoDAAC is incorrect, the contracting officer needs to be contacted. If the vendor submits to an incorrect pay office DoDAAC due to erroneous information and the

document makes it to the pay office without being rejected by another role in the workflow (Inspector, Acceptor, LPO), the pay office will need to be contacted to reject/recall the document.