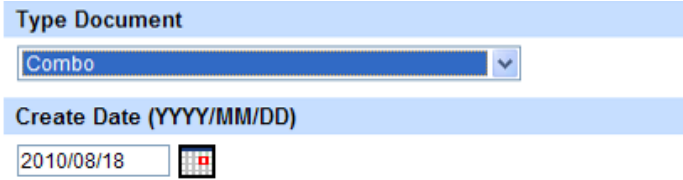# Accepting a Combo with UID

Overview Vendors are being mandated to provide the government with a UID number for certain classes of items shipped. If the shipment required a UID, the UID page displays the UID information for each UID item shipped.
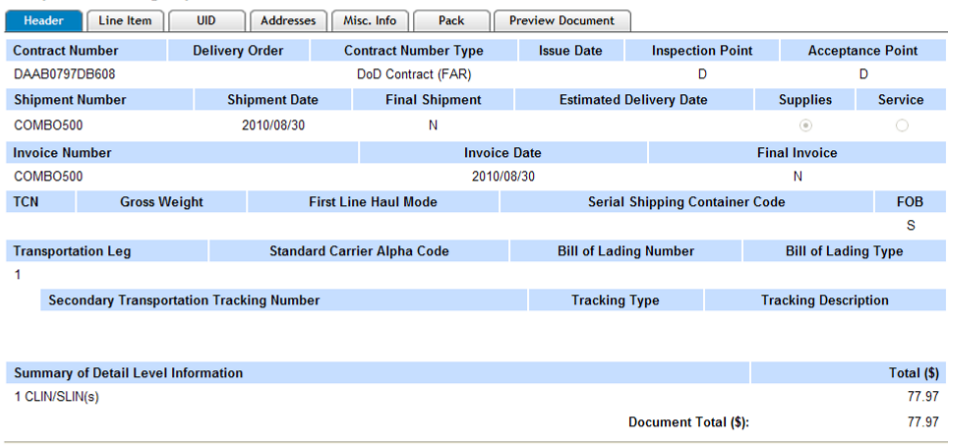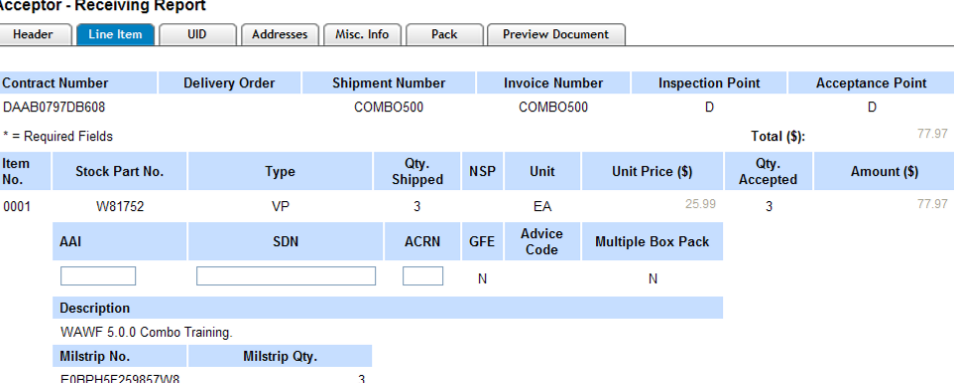
Procedure Follow the steps below to accept a Combination Invoice and Receiving Report with a Unique Identifier.

Step	Action
1	After Logon, click on the Government link at the top of the screen. **Wide Area Workflow 5.0.0** User Administration Console Government Property Transfer Documentation Lookup Logout
2	Click the **Acceptance Folder** link. Acceptor Create Document Acceptance Folder History Folder by DoDAAC History Folder by User Hold Folder Recall - Action Required Folder Rejected Transactions Folder
3	Select a D̲oDAAC from the **DoDAAC** drop down menu. **Important!** The DoDAAC is a required field. Select appropriate DoDAAC from the drop down menu. DoDAAC * [Select Location Code ▼] Contract Number
4	Select **Combo** from the Type Document drop-down menu. Type Document [Combo ▼] Create Date (YYYY/MM/DD) [2010/08/18] All other fields in the Search screen are optional. Users can enter in as much or as little information as needed to narrow their search. Note: See "Searching for Active, Archived, Or Contract Review" section for more information on using the search screen.

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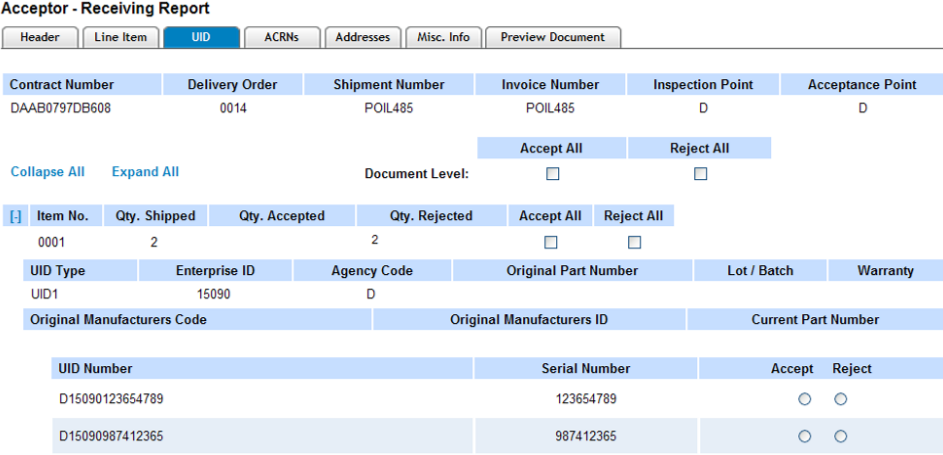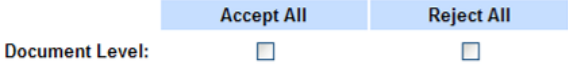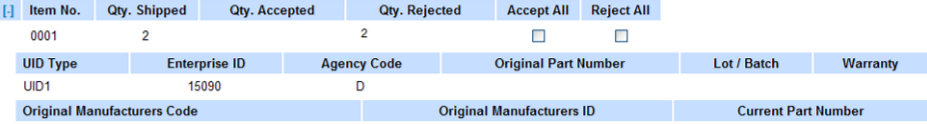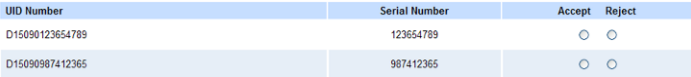
Accepting a Combo with UID

Procedure (continued)   The steps below are continued from the previous page.

Step	Action
5	Click the **Submit** button. Submit Help
6	Click on the desired **Shipment No** to open the document. **Acceptance Folder for 'HQ0015' (2 items, sorted by Contract Number)** 	Item	Type	Vendor (Payee)	Contract Number↑	Delivery Order	Shipment Number	Submitted	Shipped	Accepted
---	---	---	---	---	---	---	---	---
1	Combo	027M9	DAAB0797DB608		COMBO500	2010-08-30	2010-08-30	
2	Combo	027M9	DAAB0797DB608		FRTG666	2010-09-13	2010-09-13		 <u>Note</u>: See "Description of Columns Heading" section for more information of the Columns.
7	Review the data on the **Header** tab. **Acceptor - Receiving Report** Header | Line Item | UID | Addresses | Misc. Info | Pack | Preview Document 	Contract Number	Delivery Order	Contract Number Type	Issue Date	Inspection Point	Acceptance Point
---	---	---	---	---	---
DAAB0797DB608		DoD Contract (FAR)		D	D	 	Shipment Number	Shipment Date	Final Shipment	Estimated Delivery Date	Supplies	Service
---	---	---	---	---	---
COMBO500	2010/08/30	N		⊙	○	 	Invoice Number	Invoice Date	Final Invoice
---	---	---
COMBO500	2010/08/30	N	 	TCN	Gross Weight	First Line Haul Mode	Serial Shipping Container Code	FOB
---	---	---	---	---
				S	 	Transportation Leg	Standard Carrier Alpha Code	Bill of Lading Number	Bill of Lading Type
---	---	---	---
1				 	Secondary Transportation Tracking Number	Tracking Type	Tracking Description
---	---	---
			  	Summary of Detail Level Information	Total ($)
---	---
1 CLIN/SLIN(s)	77.97
Document Total ($):	77.97	
8	Click the **Line Item** tab and review the data. • Enter <u>A</u>CRN, <u>S</u>DN and/or AAA data if required. • If the Combo is Source Inspection, Destination Acceptance, then you will need to enter Qty Accepted. **Acceptor - Receiving Report** Header | Line Item | UID | Addresses | Misc. Info | Pack | Preview Document 	Contract Number	Delivery Order	Shipment Number	Invoice Number	Inspection Point	Acceptance Point
---	---	---	---	---	---
DAAB0797DB608		COMBO500	COMBO500	D	D | * = Required Fields Total ($): 77.97 | Item No.	Stock Part No.	Type	Qty. Shipped	NSP	Unit	Unit Price ($)	Qty. Accepted	Amount ($)
---	---	---	---	---	---	---	---	---
0001	W81752	VP	3		EA	25.99	3	77.97 | | AAI	SDN	ACRN	GFE	Advice Code	Multiple Box Pack
---	---	---	---	---	---
			N		N	 	Description

WAWF 5.0.0 Combo Training. | | Milstrip No.	Milstrip Qty.
---	---
E0BPH5F259857W8	3	

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Accepting a Combo with UID
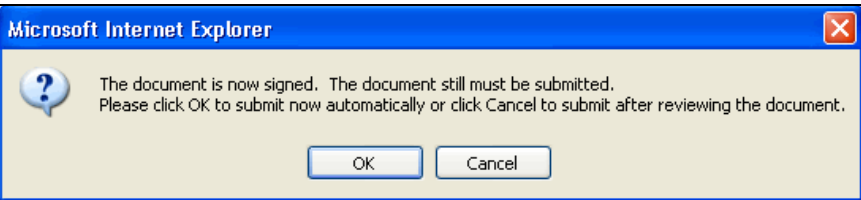
Procedure (continued)   The steps below are continued from the previous page.

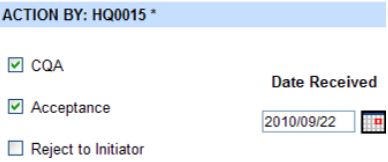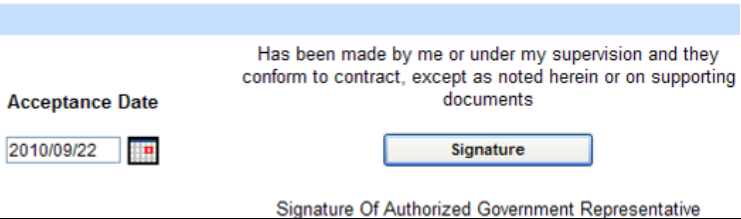| Step	Action
9	Click the **UID** tab. **Acceptor - Receiving Report** [Header] [Line Item] [UID] [ACRNs] [Addresses] [Misc. Info] [Preview Document] Contract Number: DAAB0797DB608 Delivery Order: 0014 Shipment Number: POIL485 Invoice Number: POIL485 Inspection Point: D Acceptance Point: D Accept All / Reject All Collapse All Expand All Document Level: ☐ ☐ Item No. 0001 Qty. Shipped 2 Qty. Accepted Qty. Rejected 2 Accept All ☐ Reject All ☐ UID Type UID1 Enterprise ID 15090 Agency Code D Original Part Number Lot / Batch Warranty Original Manufacturers Code Original Manufacturers ID Current Part Number UID Number D15090123654789 Serial Number 123654789 Accept ○ Reject ○ UID Number D15090987412365 Serial Number 987412365 Accept ○ Reject ○
10	Approve or reject UIDs on the UID tab by one of three ways. • At the document level, select the **Accept All** UIDs or **Reject All** UIDs checkbox. − This will either accept or reject all UIDs listed on the entire UID page and automatically enter the quantity received/rejected into the Qty Accepted/Qty Rejected fields per Item No. Accept All / Reject All Document Level: ☐ ☐ • At the CLIN level, select the **Accept All** or **Reject All** checkbox. − This will either accept or reject all UIDs listed for each CLIN (Item No.) and automatically enter the quantity received/rejected into the Qty Accepted/Qty Rejected fields. Item No. 0001 Qty. Shipped 2 Qty. Accepted Qty. Rejected 2 Accept All ☐ Reject All ☐ UID Type UID1 Enterprise ID 15090 Agency Code D Original Part Number Lot / Batch Warranty Original Manufacturers Code Original Manufacturers ID Current Part Number • At the individual UID level, select an individual UID as either **Accept** or **Reject** − The Qty Accepted/Qty Rejected fields will automatically reflect the individual selections. UID Number D15090123654789 Serial Number 123654789 Accept ○ Reject ○ UID Number D15090987412365 Serial Number 987412365 Accept ○ Reject ○ Note: If this document has already been inspected then the acceptor can take no action on the UID tab.

Accepting a Combo with UID

Procedure (continued)   The steps below are continued from the previous page.

Step	Action
11	Review the **Addresses** and/or. **Misc Info** tab as needed. Header | Line Item | Addresses | Misc. Info | Preview Document
12	Click the **Header** tab and scroll to the bottom of the screen. **Acceptor - Invoice 2-in-1** Header | Line Item | Addresses | Misc. Info | Preview Document
13	Click the checkbox **CQA** (this will automatically enter the check mark in the **Acceptance** box) and enter **Date Received** (the date you are accepting goods/services). ACTION BY: HQ0015 * ☑ CQA ☑ Acceptance Date Received ☐ Reject to Initiator 2010/09/22 Note: If there is an Inspector in the workflow the CQA box will already be checked and the date received will be populated.
14	Enter the **Signature Date**, and then click the **Signature** button. Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents **Acceptance Date** 2010/09/22 Signature Signature Of Authorized Government Representative
15	Enter the **Password**, and then click the **Next** button. **WAWF Password Confirmation** User ID DFASgovt Password * ••••••••• Next Previous Help
16	Review message and click the **OK** button. **Microsoft Internet Explorer** ❓ The document is now signed. The document still must be submitted. Please click OK to submit now automatically or click Cancel to submit after reviewing the document. OK Cancel

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Accepting a Combo with UID

Procedure
(continued)

The steps below are continued from the previous page.

Step	Action
17	View the verification screen. **Success** The Invoice and Destination Inspection and Acceptance Receiving Report were successfully accepted. | Contract Number	Delivery Order	Shipment Number	Invoice Number
DAAB0797DB608		COMBO500	COMBO500	 Email sent to Vendor: hq-wawf@dfas.mil Email sent to Vendor: katrin.dilli@universal-inc.net Email sent to Vendor: mech_navsisa_wawf_test@navy.mil Email sent to Vendor: wawfvend@dcma.mil Email sent to Local Processing Office: hq-wawf@dfas.mil **Send Additional Email Notifications** Fri Sep 17 07:38:35 MST 2010