

Section 8. Emails and WAWF

Q. How can I add/change organizational email addresses in WAWF?

A. Only the GAM for the DoDAAC can change the organizational email address. You can find your GAM using the Group Administrator Lookup option under Help on the WAWF homepage. If you are unsuccessful in finding your GAM, contact your appropriate help desk using the Vendor Customer Support or Government Customer Support links at the bottom of the WAWF homepage.

Q. Is email notification mandatory?

A. An organizational email address is required when a DoDAAC/CAGE is activated in WAWF for the first time. If there is not an organizational email, then the first person who registers for the DoDAAC/CAGE will have their email address attached to that DoDAAC/CAGE. Emails can be turned off or on by the GAM for that DoDAAC/CAGE.

Q. Why am I not getting email notifications, and how can I correct it?

A. Contact your GAM to find out which email address is listed as the organizational email address for your DoDAAC/CAGE. If the email address is linked to a shared mailbox, you may need to get access to the mailbox. You can also have the GAM change the email address if needed.