

CDRs which existed prior to WAWF 5.9 are in what is called the legacy system.

Those will continue to be worked in the legacy system until they are closed.

New CDRs should be submitted under the new module once it rolls out.

In order to initiate, review, and otherwise work CDRs in the new module, current CDR users will (likely) have to add additional roles.

New CDR users would register for the roles in the new system only – unless they need to work legacy CDRs (in which case they would add those roles as well).

CDR Roles

New Role Title	Legacy Role Title
ACO Assignee	ACO
PCO Assignee	PCO/Buyer
Reviewer	Reviewing Official
Initiator	part of regular CDR access
CDR POC	CDR POC

Function of the roles in the new module:

- Initiator – Create, Resubmit and Close deficiency reports
- Reviewer – Correct, Approve and Reject deficiency reports
- PCO Assignee – Accept, Reassign, Resolve, Return and Reject deficiency reports
- ACO Assignee – Accept, Reassign, Resolve, Return and Reject deficiency reports

By regulation [DFARS PGI 204.270-2(a)(2)] and DCMA policy [DCMA instructions 118 and 325], only contracting officers are to be reviewing officials/reviewers.

CDR Roles (continued)

If working legacy CDRs, DCMA ACOs need to have the roles of ACO and Reviewing Official.

For the new CDR module, DCMA ACOs need to have the role of ACO Assignee and Reviewer.

NOTE: DCMA is to have only two CDR POCs per C/S/A (see DCMA Memo 15-208). No personnel other than the Primary and Alternate CDR POC identified by each CMO in response to that memo are to have the CDR POC Role.

As it currently stands in the new system, CDR POCs can't do anything with the CDR other than view it unless they also have the role of ACO Assignee or PCO Assignee.

DCMA employees should *not* register for PCO Assignee or PCO/Buyer (with the possible exception of the DCMA Procurement Center).

CDR Roles (continued)

Note: C/S/A, location code, DoDAAC are interchangeable terms when it comes to CDRs. They all refer to the office(s) involved in initiating, reviewing, and otherwise working the CDR.

The ability to register now for multiple C/S/As solely applies to CDRs.

Users should only have the roles they actually need and only at the appropriate C/S/A(s). EDA POCs should ensure that is the case.

For example: A user at DCMA Boston should not be an initiator or a reviewer under DCMA Los Angeles.

If a user at DCMA Boston needs to initiate a CDR against something done by DCMA Los Angeles, they would initiate it under Boston's DoDAAC and a reviewer at Boston would approve (or reject) the CDR.

DCMA Los Angeles is not involved in the creation or approval of that CDR.

Users at centers can register for all of their center's DoDAACs.

Users who work at CMOs with sub-offices (Wichita which is under Twin Cities for example) can register for roles under those various offices.

Initiating a CDR

Welcome to Wide Area Work Flow e-Business Suite



Invoicing, Receipt, Acceptance, and Property Transfer (Formerly WAWF)



Electronic Document Access



myInvoice



IUID Registry



Management Reporting System



Web Based Training



Contract Deficiency Reports

Go to <https://wawf.eb.mil/> and log in.

Click the CDR icon.

System Messages

Please start by selecting an option from the menu above.

 Help

Click Create.

Create

Contract Section						
Contract No. Type *	Contract No. *	Delivery Order	ACO Mod	PCO Mod	\$\$\$ - Invoice Pending *	
Grant	CDRTRNG				- Select - YES NO UNKNOWN	

Initiator Section		
Initiator DoDAAC *	Initiator Office *	Initiator Name
- Select -		Borgwald, Greg

Reviewer Section		
Reviewer DoDAAC *	Reviewer Office *	Reviewer Name *
		- Select -

Assignee Section						
Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
	PCO	<input type="checkbox"/>		- Select -	- Select -	
	ACO	<input type="checkbox"/>		- Select -	- Select -	

Payment Section

Enter the contract against which the CDR is to be issued.

If the contract is on EDA, click the magnifying glass to update (pre-populate) certain fields.

The \$\$\$ - Invoice Pending Field is a mandatory field; make the appropriate choice.

Create

Contract Section Help

Contract No. Type *	Contract No. *	Delivery Order	ACO Mod	PCO Mod	\$\$\$ - Invoice Pending *
Grant <input type="checkbox"/>	CDRTRNG <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	UNKNOWN <input type="checkbox"/>

Initiator Section Help

Initiator DoDAAC *	Initiator Office *	Initiator Name
S2401A <input type="checkbox"/>	DCMA TWIN CITIES	Borgwald, Greg

Reviewer Section Help

Reviewer DoDAAC *	Reviewer Office *	Reviewer Name *
S2401A	DCMA TWIN CITIES	<div style="border: 1px solid #ccc; padding: 2px;"> - Select - Burns, David Jacobs, Michael Jacobs, Mike Mims, Erik Perry, Frank Seltzer, Jeffrey Spratt, Shirley TEMPLAR, SIMON </div>

Assignee Section

Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact
<input type="text"/>	PCO	<input type="checkbox"/>	<input type="text"/>	- Select - <input type="checkbox"/> - Select - <input type="checkbox"/>
<input type="text"/>	ACO	<input type="checkbox"/>	<input type="text"/>	- Select - <input type="checkbox"/> - Select - <input type="checkbox"/>

Payment Section Help

A reviewer has to be chosen.

The personnel which show in the drop-down menu for Reviewer have to be registered and active as a reviewer for the given DoDAAC (S2401A in this example).

Initiator Section Help

Initiator DoDAAC * Initiator Office * Initiator Name

S2401A DCMA TWIN CITIES Borgwald, Greg

Reviewer Section Help

Reviewer DoDAAC * Reviewer Office * Reviewer Name *

S2401A DCMA TWIN CITIES

- Select -
 Burns, David
 Jacobs, Michael
 Jacobs, Mike
 Mims, Erik
 Perry, Frank
 Seltzer, Jeffrey
 Spratt, Shirley
 TEMPLAR, SIMON

Assignee Section

Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact		
<input type="text"/>	PCO	<input type="checkbox"/>	<input type="text"/>	- Select -	- Select -	<input type="text"/>
<input type="text"/>	ACO	<input type="checkbox"/>	<input type="text"/>	- Select -	- Select -	<input type="text"/>

It used to be that an initiator could choose a reviewer in another office, even one not associated with the initiator's office. That is no longer the case.

The reviewer has to be in the same C/S/A as the initiator. That is not a license to register for every C/S/A you think you want or need. There are legitimate exceptions to that (such as for personnel at various DCMA centers, or if a C/S/A has a secondary or tertiary C/S/A under it and users at one office need to create, approve, or work CDRs for the other office). Otherwise, users should be registered only for one C/S/A – their own.

The initiator and the reviewer cannot be the same person.

Create

Contract Section Help

Contract No. Type *	Contract No. *	Delivery Order	ACO Mod	PCO Mod	\$\$\$ - Invoice Pending *
Grant <input type="checkbox"/>	CDRTRNG <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	UNKNOWN <input type="checkbox"/>

Initiator Section Help

Initiator DoDAAC *	Initiator Office *	Initiator Name
S2401A <input type="checkbox"/>	DCMA TWIN CITIES <input type="text"/>	Borgwald, Greg <input type="text"/>

Reviewer Section Help

Reviewer DoDAAC *	Reviewer Office *	Reviewer Name *
S2401A <input type="checkbox"/>	DCMA TWIN CITIES <input type="text"/>	TEMPLAR, SIMON <input type="checkbox"/>

Assignee Section Help

Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
FA8771 <input type="checkbox"/>	PCO	<input checked="" type="checkbox"/>	FA8771 AFLCMC HIK G BES	- Select - <input type="checkbox"/>	- Select - <input type="checkbox"/>	<input type="text"/>
S2401A <input type="checkbox"/>	ACO	<input type="checkbox"/>	DCMA TWIN CITIES	- Select - <input type="checkbox"/>	- Select - <input type="checkbox"/>	<input type="text"/>

Enter the Assignee DoDAACs. Clicking the circular arrows will refresh the data.

Choose whether the CDR is to be assigned to the PCO office or the ACO office by clicking the Assigned Field on the appropriate line.

In this example, the CDR is being assigned to the PCO office.

In the past CDRs were assigned to an individual; now they are assigned to a C/S/A.

The assignee, MICHAEL.R GRAHAM, is no longer valid.

The reviewing official, Christopher L Smith, is no longer valid for this CDR.

[Return to Query Results](#) [Return...](#) [Reassign...](#) [Accept...](#) [Resolve...](#)

*Required Fields

Status: ASSIGNED

Approval Date: 08-JUL-15

Next Action By: [MICHAEL.R GRAHAM](#)

Days Aged: 368

Last Update: 08-JUL-15

Updated By: [Christopher L Smith](#)

*Contract No: [N0001909D0023](#)

Delivery Order/TO: WA23

ACO Mod: 1A

PCO Mod:

*Issue DoDAAC: S0102A

Issue Office: DCMA

*PCO/Buyer: [Deanna Pleasant](#)

*Admin DoDAAC: S0102A

Admin Office: DCMA

*ACO: [MICHAEL.R GRAHAM](#)

*Pay DoDAAC: HQ0338

CAGE Code: 1P066

D-U-N-S number:

No Contractor Listed

Control Number: C95278

Initiator: [Birdena Navejar](#)

*Reviewing Official: [Christopher L Smith](#)

This is an example of why CDRs will be assigned to a C/S/A rather than to an individual.

The assignee is no longer valid. That might be because they are no longer with the Government or particular C/S/A, or their duties and, therefore, roles have changed.

In this example, it's because the assignee is in IT and is not an ACO; therefore, and properly so, he does not have the ACO or RO roles (he must have had them at the time the CDR was initiated).

The above example also shows that this problem does not just exist on the PCO side of the house.

Create

Contract Section Help

Contract No. Type *	Contract No. *	Delivery Order	ACO Mod	PCO Mod	\$\$\$ - Invoice Pending *
Grant <input type="checkbox"/>	CDRTRNG <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	UNKNOWN <input type="checkbox"/>

Initiator Section Help

Initiator DoDAAC *	Initiator Office *	Initiator Name
S2401A <input type="checkbox"/>	DCMA TWIN CITIES <input type="text"/>	Borgwald, Greg <input type="text"/>

Reviewer Section Help

Reviewer DoDAAC *	Reviewer Office *	Reviewer Name *
S2401A <input type="checkbox"/>	DCMA TWIN CITIES <input type="text"/>	TEMPLAR, SIMON <input type="checkbox"/>

Assignee Section Help

Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
FA8771 <input type="checkbox"/>	PCO	<input checked="" type="checkbox"/>	FA8771 AFLCMC HIK G BES	- Select - <input type="checkbox"/>	- Select - <input type="checkbox"/>	<input type="text"/>
S2401A <input type="checkbox"/>	ACO	<input type="checkbox"/>	DCMA TWIN CITIES	- Select - <input type="checkbox"/>	- Select - <input type="checkbox"/>	<input type="text"/>

Once initiated *and* approved, this CDR will go to the PCO office.

An email notice will go to the organization's email folder.

Any individual with the role of PCO Assignee at FA8771 will be able to work this CDR.

Reviewer Section Help

Reviewer DoDAAC *	Reviewer Office *	Reviewer Name *
S2401A	DCMA TWIN CITIES	TEMPLAR, SIMON

Assignee Section Help

Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
FA8771	PCO	<input checked="" type="checkbox"/>	FA8771 AFLCMC HIK G BES	- Select - Brown, Wilson	- Select -	
S2401A	ACO	<input type="checkbox"/>	DCMA TWIN CITIES	- Select -	- Select -	

The initiator can choose individuals in the Primary Point of Contact and Alternate Point of Contact fields; the selectees would be the primary and alternate CDR POCs for that C/SA (the selectees would have to be registered and active for that role at that C/S/A). These are not mandatory fields.

The initiator can enter an email address in the Contracting Officer/Specialist Field to send an email notice to that address. This is the equivalent of sending an additional email notice on iRAPT documents.

In the former CDR system, CDR POCs could return, reassign, accept, or resolve CDRs.

As it currently stands in the new system, the CDR POCs can't do anything with the CDR other than view it unless they also have the role of ACO Assignee or PCO Assignee.

NOTE: DCMA is to have only two CDR POCs per C/S/A (see DCMA Memo 15-208).

Assignee Section Help

Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
FA8771	PCO	<input checked="" type="checkbox"/>	FA8771 AFLCMC HIK G BES	- Select -	- Select -	
S2401A	ACO	<input type="checkbox"/>	DCMA TWIN CITIES	- Select -	- Select -	

Payment Section Help

Payment DoDAAC *	Payment Office *
HQ0339	DFAS - COLUMBUS CENTER

Contractor Section Help

CAGE Code *	Vendor View *	D-U-N-S Number	Company Name *	Address *
13499	- Select -	060605883	ROCKWELL COLLINS, INC.	400 COLLINS RD NE CEDAR RAPIDS, IA 52498

Deficiency Section Help

Delete	Code	Description
<input type="checkbox"/>	FOB-1	THE FOB POINT IS MISSING OR WRONG

Enter the payment office DoDAAC and the vendor CAGE.

The initiator has to choose a deficiency code/reason. "Other" is no longer a valid option.

Payment DoDAAC *	Payment Office *
HQ0339	DFAS - COLUMBUS CENTER

Contractor Section Help				
CAGE Code *	Vendor View *	D-U-N-S Number	Company Name *	Address *
13499	<div style="border: 1px solid black; padding: 2px;">- Select - YES NO</div>	060605883	ROCKWELL COLLINS, INC.	400 COLLINS RD NE CEDAR RAPIDS, IA 52498

Deficiency Section Help				
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Another mandatory field is Vendor View.

Choosing yes allows the vendor to see the CDR once it is submitted. The vendor can see the CDR *even before it is approved* by the reviewer; the vendor can also see the CDR if it is rejected.

If the initiator chooses yes the reviewer can change it to no at which point the vendor can no longer see the CDR.

As long as it is set to yes, the vendor can see it. Once the reviewer approves the CDR the view cannot be changed.

Be careful about choosing yes. There may be good reasons (legal, security, etc.) for not allowing the vendor to see the CDR.

For purposes of demonstration, yes will be chosen for this one.

Assignee Section

Help

Assignee DoDAAC *	Assignee Type	Assigned *	Assignee Office *	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
FA8771	PCO	<input checked="" type="checkbox"/>	FA8771 AFLCMC HIK G BES	- Select -	- Select -	
S2401A	ACO	<input type="checkbox"/>	DCMA TWIN CITIES	- Select -	- Select -	

Payment Section

Help

Payment DoDAAC *	Payment Office *
HQ0339	DFAS - COLUMBUS CENTER

Contractor Section

Help

CAGE Code *	Vendor View *	D-U-N-S Number	Company Name *	Address *
13499	YES	060605883	ROCKWELL COLLINS, INC.	400 COLLINS RD NE CEDAR RAPIDS, IA 52498

Deficiency Section

Help

Delete	Code	Description
<input type="checkbox"/>	FOB-1	THE FOB POINT IS MISSING OR WRONG

+ Add Deficiency

- Delete Selected Deficiencies

+ Submit

x Cancel

Help

Click Submit.

Contract Deficiency Report Create Search Themes Exit User ID: EDIPI1230264917

Create

Contract S

Contract I

Grant

Submit

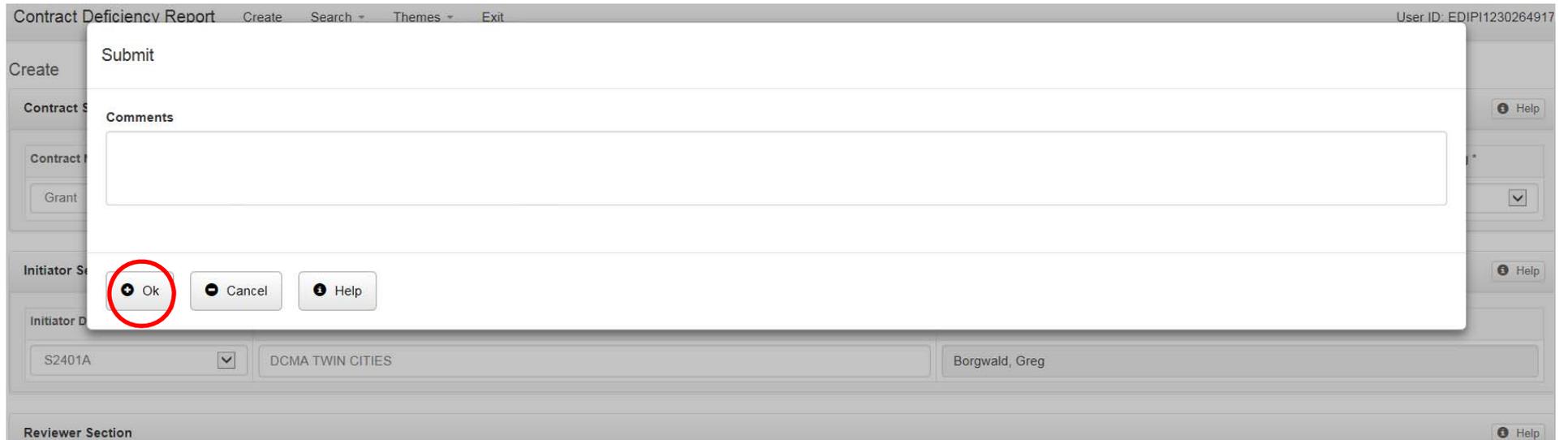
Comments

Initiator S

Initiator D

S2401A DCMA TWIN CITIES Borgwald, Greg

Reviewer Section



Additional comments can be entered.

Regardless of whether or not additional comments are entered, click OK.

CN1307 - SUBMITTED

Info : Report with Control Number CN1307 submitted to CDR Reviewer at DCMA TWIN CITIES (S2401A).

Contract Section

Contract No. Type	Contract No.	Delivery Order	ACO Mod	PCO Mod	\$\$\$ - Invoice Pending
Grant	CDRTRNG				UNKNOWN

Initiator Section

Initiator DoDAAC	Initiator Office	Initiator Name
S2401A	DCMA TWIN CITIES	Borgwald, Greg

Reviewer Section

Reviewer DoDAAC	Reviewer Office	Reviewer Name
S2401A	DCMA TWIN CITIES	TEMPLAR, SIMON

Assignee Section

Assignee DoDAAC	Assignee Type	Assigned	Assignee Office	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
FA8771	PCO	YES	FA8771 AFLCMC HIK G BES			
S2401A	ACO	NO	DCMA TWIN CITIES			

The CDR has been successfully submitted to a reviewer at S2401A.

Search Results (9 reports found)

Sorted by Contract No. in ascending order

Showing 20 items per page

Item	Contract No.	Delivery Order	ACO Mod	PCO Mod	Control Number	Status	Days Aged	Initiation Date	Approval Date	Initiator DoDAAC	Reviewer DoDAAC	Issue DoDAAC	Admin DoDAAC	Payment DoDAAC	Next Action By	CAGE Code	Action
1	123456789				CN1249	REJECTED	10	2016/06/09	2016/06/09	S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
2	4				CN1208	SUBMITTED	0	2016/06/02		S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
3	7				CN1212	REJECTED	16	2016/06/03	2016/06/03	S2401A	S2401A	N00066	#S2401A	HQ0339	S2401A	13499	History
4	8				CN1213	ASSIGNED	16	2016/06/03	2016/06/03	S2401A	S2401A	N00066	#S2401A	HQ0339	S2401A	13499	History
5	CDRTRNG				CN1307	SUBMITTED	0	2016/06/18		S2401A	S2401A	#FA8771	S2401A	HQ0339	S2401A	13499	History
6	SDAAB0702CL432			P00003	CN1298	ASSIGNED	4	2016/06/15	2016/06/15	HQ0429	HQ0429		#S4420A	HQ0339	S4420A	13499	History
7	TESTPR5758				CN1292	SUBMITTED	0	2016/06/14		S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
8	TESTPR5911				CN1293	ASSIGNED	4	2016/06/14	2016/06/15	S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
9	TESTPR59112				CN1294	REJECTED	0	2016/06/15		S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History

Download CSV

Download TXT

Show Names

Previous

Help

The vendor has logged in and gone to the CDR module.

Notice that the CDR, CN1307, is in a submitted status.

The vendor chooses to open the CDR by clicking on the CDR number.

CN1307 - SUBMITTED

Contract Section

Contract No. Type	Contract No.	Delivery Order	ACO Mod	PCO Mod	\$\$\$ - Invoice Pending
Grant	CDRTRNG				UNKNOWN

Initiator Section

Initiator DoDAAC	Initiator Office	Initiator Name
S2401A	DCMA TWIN CITIES	Borgwald, Greg

Reviewer Section

Reviewer DoDAAC	Reviewer Office	Reviewer Name
S2401A	DCMA TWIN CITIES	TEMPLAR, SIMON

Assignee Section

Assignee DoDAAC	Assignee Type	Assigned	Assignee Office	Primary Point of Contact	Alternate Point of Contact	Contracting Officer / Specialist
FA8771	PCO	YES	FA8771 AFLCMC HIK G BES			
S2401A	ACO	NO	DCMA TWIN CITIES			

Because yes was chosen for vendor view, the vendor can see the CDR even though it has not been approved.

Approving a CDR

Welcome to Wide Area Work Flow e-Business Suite



Invoicing, Receipt, Acceptance, and Property Transfer (Formerly WAWF)



Electronic Document Access



myInvoice



Military Interdepartmental Purchase Request



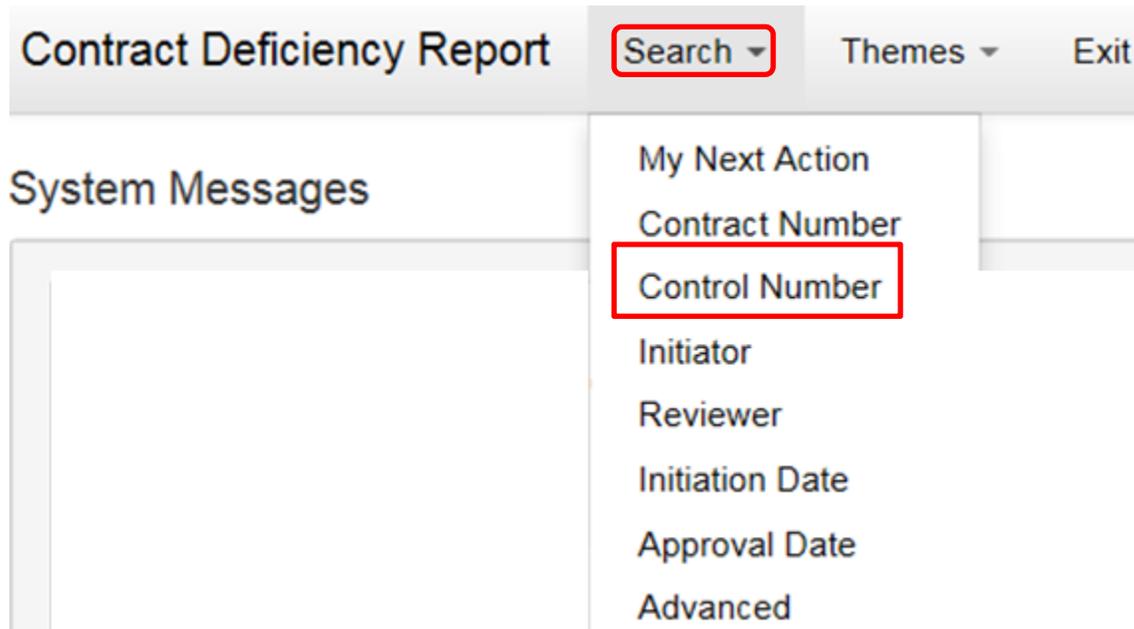
Web Based Training



Contract Deficiency Reports

Go to <https://wawf.eb.mil/> and log in.

Click the CDR icon.

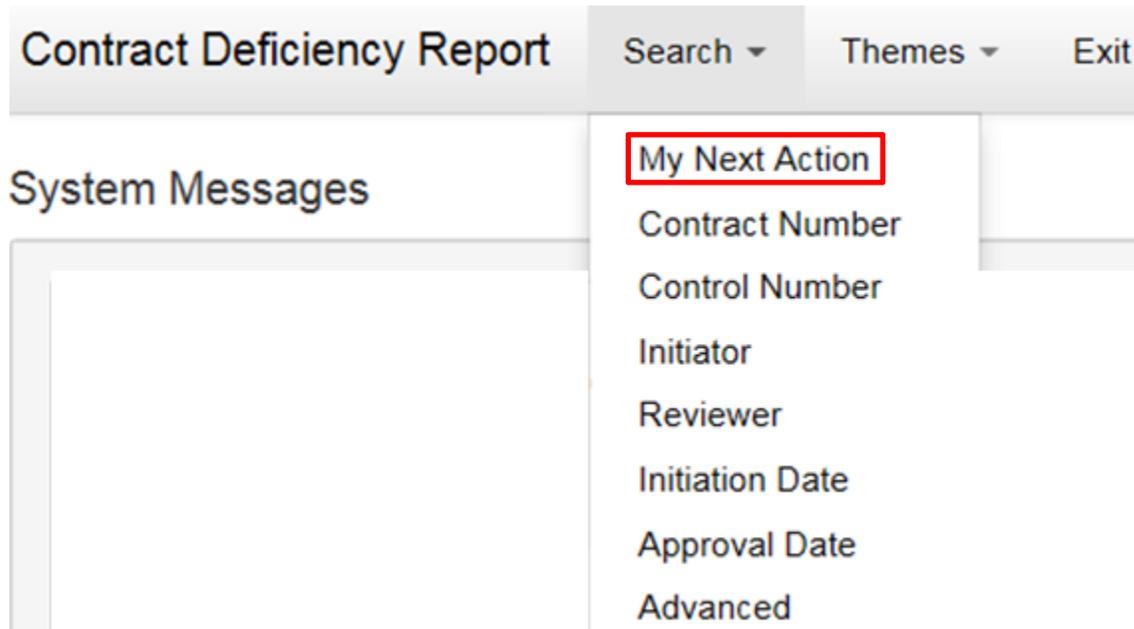


Clicking Search gives the options above.

If the reviewer clicks My Next Action, they will not see the CDR unless it has been assigned to them.

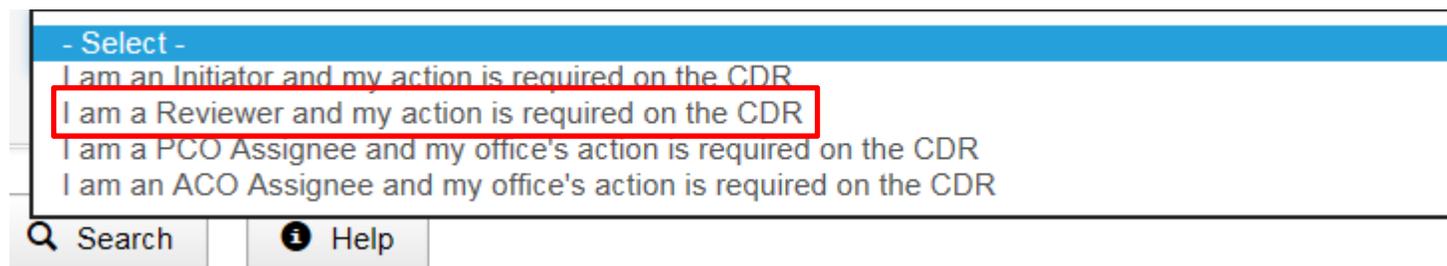
Therefore, if another reviewer at that C/S/A needs to take action on the CDR, they would need to click Control Number and then search for it that way.

This principle applies in other cases as well.



The reviewer to which this CDR was assigned can click on My Next Action.

On the next screen, the reviewer would choose “I am a Reviewer and my action is required on the CDR” and click Search.



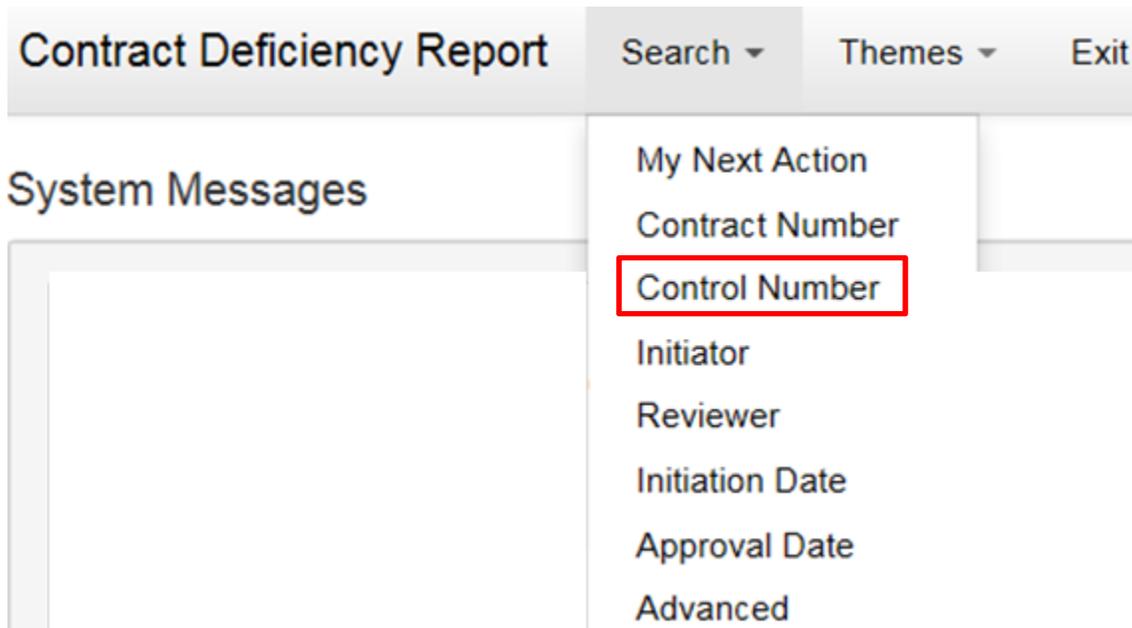
Search Results (3 reports found)

Sorted by Contract No. in ascending order Showing 20 items per page

Item	Contract No.	Delivery Order	ACO Mod	PCO Mod	Control Number	Status	Days Aged	Initiation Date	Approval Date	Initiator DoDAAC	Reviewer DoDAAC	Issue DoDAAC	Admin DoDAAC	Payment DoDAAC	Next Action By	CAGE Code	Action
1	25				CN1254	SUBMITTED	0	2016/06/09		S2401A	S2401A	#FA8771	S2401A	HQ0339	S2401A	13499	History
2	9339				CN1245	SUBMITTED	0	2016/06/08		S2606A	S2606A	#FA8771	S2606A	HQ0339	S2606A	13499	History
3	CDRTRNG				CN1307	SUBMITTED	0	2016/06/18		S2401A	S2401A	#FA8771	S2401A	HQ0339	S2401A	13499	History

Three CDRs have been assigned to the reviewer, Simon Templar.

He would click on CN1307, the one demonstrated here, in order to open it to work it.



Another reviewer at C/S/A S2401A would have to click on Search, then Control Number to get to the CDR. The assigned reviewer can also use this method.

Clicking Control Number takes the reviewer to the screen below.



Control Number Search

Control Number

equals

 Search

 Help

The reviewer can enter the CDR number and then click Search; or they can just click Search.

Search Results (219 reports found)

Sorted by Contract No. in ascending order

Showing 20 items per page

Item	Contract No.	Delivery Order	ACO Mod	PCO Mod	Control Number	Status	Days Aged	Initiation Date	Approval Date	Initiator DoDAAC	Reviewer DoDAAC	Issue DoDAAC	Admin DoDAAC	Payment DoDAAC	Next Action By	CAGE Code	Action
1	1				CN1203	ASSIGNED	17	2016/06/02	2016/06/02	S2401A	S2401A		#S2401A	HQ0338	S2401A	56221	History
2	123456	9876			CN1220	ASSIGNED	13	2016/06/06	2016/06/06	S2401A	S2401A	#S2401A	S2401A	HQ0339	S2401A	13499	History
3	123456789				CN1249	REJECTED	10	2016/06/09	2016/06/09	S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
4	2				CN1204	ASSIGNED	17	2016/06/02	2016/06/02	S2401A	S2401A		#S2401A	HQ0338	S2401A	56221	History
5	25				CN1254	SUBMITTED	0	2016/06/09		S2401A	S2401A	#FA8771	S2401A	HQ0339	S2401A	13499	History
6	4				CN1208	SUBMITTED	0	2016/06/02		S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
7	50				CN1219	REASSIGNED	13	2016/06/06	2016/06/06	S2401A	S2401A	S2401A	#S2606A	HQ0339	S2606A	13499	History
8	6				CN1211	ASSIGNED	16	2016/06/03	2016/06/03	S2401A	S2401A	#N00066	S2401A	HQ0339	N00066	13499	History
9	7				CN1212	REJECTED	16	2016/06/03	2016/06/03	S2401A	S2401A	N00066	#S2401A	HQ0339	S2401A	13499	History
10	8				CN1213	ASSIGNED	16	2016/06/03	2016/06/03	S2401A	S2401A	N00066	#S2401A	HQ0339	S2401A	13499	History
11	9339				CN1245	SUBMITTED	0	2016/06/08		S2606A	S2606A	#FA8771	S2606A	HQ0339	S2606A	13499	History
12	CDRTRNG				CN1307	SUBMITTED	0	2016/06/18		S2401A	S2401A	#FA8771	S2401A	HQ0339	S2401A	13499	History
13	DAAA0902G0016	0069		03	CN1300	SUBMITTED	0	2016/06/15		HQ0490	HQ0490	#W52P1J		HQ0490	HQ0490	2D464	History
14	DAAA0902G0016	0069		03	CN1069	ASSIGNED	53	2016/04/27	2016/04/27	HQ0490	HQ0490	#W52P1J	W52P1J	HQ0490	W52P1J	2D464	History
15	DAAA0902G0016	0069			CN1093	ASSIGNED	53	2016/04/27	2016/04/27	HQ0490	HQ0490	#W52P1J		HQ0490	W52P1J	2D464	History
16	DAAA0902G0016	0069		03	CN1295	SUBMITTED	0	2016/06/15		HQ0490	HQ0490	#W52P1J		HQ0490	HQ0490	2D464	History
17	\$DAAB0702CL432			P00003	CN1298	ASSIGNED	4	2016/06/15	2016/06/15	HQ0429	HQ0429		#S4420A	HQ0339	S4420A	13499	History
18	DAAB0702CL432			P00008	CN1199	ASSIGNED	18	2016/06/01	2016/06/01	S2401A	S2401A		#S1403A	HQ0339	S1403A	13499	History
19	DAAB0702CL432			P00008	CN1302	ASSIGNED	4	2016/06/15	2016/06/15	HQ0490	HQ0490		#S2401A	HQ0339	S2401A	13499	History
20	F0470119D0006			P2	CN1178	SUBMITTED	0	2016/05/06		803353	803353		#803359	HQ0339	803353	0RYM4	History

Many more show because the search was not limited to the particular CDR number or the workload assigned to just Simon.

To work CDR CN1307, the reviewer would click on that CDR number.

Payment Section

Payment DoDAAC *	Payment Office *
HQ0339	13499DFAS - COLUMBUS CENTER

Contractor Section

CAGE Code *	Vendor View *	D-U-N-S Number
13499	YES	060605883

Deficiency Section

Delete	Code	Description
<input type="checkbox"/>	FOB-1	THE FOB POINT IS MISSING OR WRONG

History Section

Date/Time	Action	Action Days Aged
2016/06/18 17:07:44	SUBMITTED	1

Contractor Section

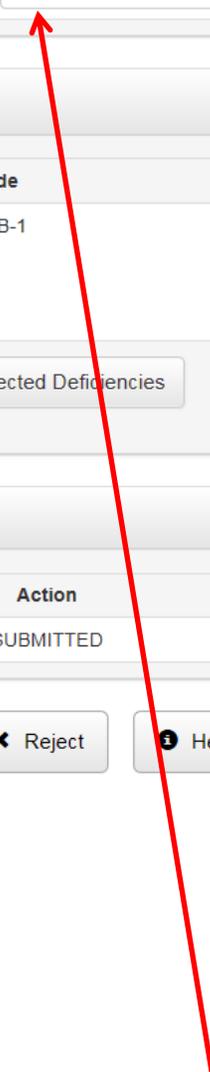
CAGE Code *	Vendor View *
13499	NO

Deficiency Section

Delete	Code
<input type="checkbox"/>	FOB-1

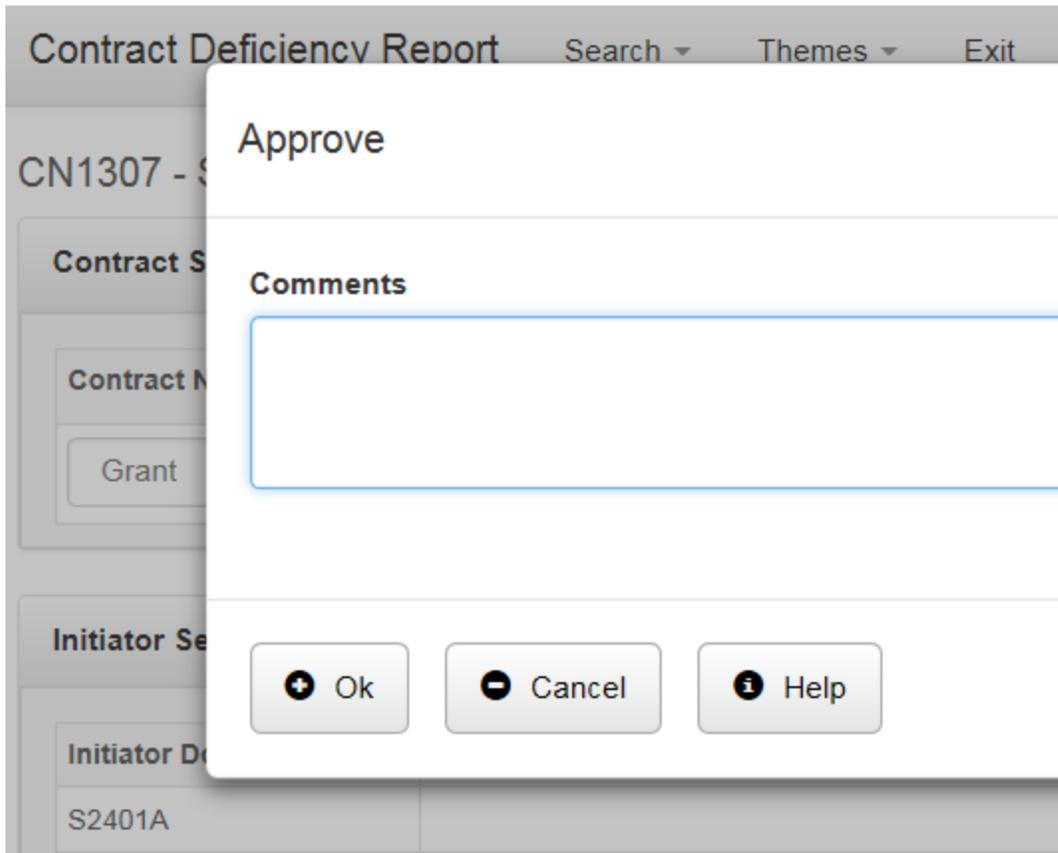
History Section

Date/Time	Action
2016/06/18 17:07:44	SUBMITTED



The reviewer can approve or reject the CDR.

Before approving, however, the reviewer has changed the vendor view to no.



As with the initiator, the reviewer has the option of entering comments before clicking OK.

CN1307 - ASSIGNED

Info : Report with Control Number CN1307 assigned to CDR PCO Assignee at FA8771 AFLCMC HIK G BES (FA8771).

Contract Section

Contract No. Type	Contract No.	Delivery Order
Grant	CDRTRNG	

Initiator Section

Initiator DoDAAC	Initiator Office
S2401A	DCMA TWIN CITIES

Reviewer Section

Reviewer DoDAAC	Reviewer Office
S2401A	DCMA TWIN CITIES

Assignee Section

Assignee DoDAAC	Assignee Type	Assigned	Assignee Office
FA8771	<u>PCO</u>	YES	FA8771 AFLCMC HIK G BES
S2401A	<u>ACO</u>	NO	DCMA TWIN CITIES

The CDR has been forwarded (assigned) to the PCO office, FA8771.

Search Results (8 reports found)

Sorted by Contract No. in ascending order

Showing 20 items per page

Item	Contract No.	Delivery Order	ACO Mod	PCO Mod	Control Number	Status	Days Aged	Initiation Date	Approval Date	Initiator DoDAAC	Reviewer DoDAAC	Issue DoDAAC	Admin DoDAAC	Payment DoDAAC	Next Action By	CAGE Code	Action
1	123456789				CN1249	REJECTED	10	2016/06/09	2016/06/09	S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
2	4				CN1208	SUBMITTED	0	2016/06/02		S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
3	7				CN1212	REJECTED	16	2016/06/03	2016/06/03	S2401A	S2401A	N00066	#S2401A	HQ0339	S2401A	13499	History
4	8				CN1213	ASSIGNED	16	2016/06/03	2016/06/03	S2401A	S2401A	N00066	#S2401A	HQ0339	S2401A	13499	History
5	\$DAAB0702CL432			P00003	CN1298	ASSIGNED	4	2016/06/15	2016/06/15	HQ0429	HQ0429		#S4420A	HQ0339	S4420A	13499	History
6	TESTPR5758				CN1292	SUBMITTED	0	2016/06/14		S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
7	TESTPR5911				CN1293	ASSIGNED	4	2016/06/14	2016/06/15	S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History
8	TESTPR59112				CN1294	REJECTED	0	2016/06/15		S2401A	S2401A		#S2401A	HQ0339	S2401A	13499	History

Because the reviewer changed the vendor view to no, the vendor can no longer see the CDR.

My Next Action Search

Search for Contract Deficiency Reports where *

- Select -
I am an Initiator and my action is required on the CDR
I am a Reviewer and my action is required on the CDR
I am a PCO Assignee and my office's action is required on the CDR
I am an ACO Assignee and my office's action is required on the CDR

Search Help

This individual is a CDR POC for FA8771 (the PCO office); they do not have the role of PCO Assignee.

If this person searches using any of the criteria above they will not see the CDR as they are only a CDR POC.

They can search by CDR number and find the CDR; they will not, however, be able to work it as they do not have the role of PCO Assignee.

This works the same on the ACO assignee side.

My Next Action Search

Search for Contract Deficiency Reports where *

- Select -
- I am an Initiator and my action is required on the CDR
- I am a Reviewer and my action is required on the CDR
- I am a PCO Assignee and my office's action is required on the CDR
- I am an ACO Assignee and my office's action is required on the CDR

Search Help

This person is registered as a PCO Assignee for FA8771.

If they choose “I am a PCO Assignee and my office’s action is required on the CDR,” they will be able to open and act on the CDR.

They could also click Search on the top bar and search by CDR number instead.

Search Results (1 reports found)

Sorted by Contract No. in ascending order Showing 20 items per page

Item	Contract No.	Delivery Order	ACO Mod	PCO Mod	Control Number	Status	Days Aged	Initiation Date	Approval Date	Initiator DoDAAC	Reviewer DoDAAC	Issue DoDAAC	Admin DoDAAC	Payment DoDAAC	Next Action By	CAGE Code	Action
1	CDRTRNG				CN1307	ASSIGNED	0	2016/06/18	2016/06/19	S2401A	S2401A	#FA8771	S2401A	HQ0339	FA8771	13499	Create History

The assignee clicks on the CDR number to open it.

They can accept, reassign, return, reject, or resolve the CDR as shown below.

In this example, they click Resolve.

History Section

Date/Time	Action	Action Days Aged
2016/06/18 17:07:44	SUBMITTED	1
2016/06/19 13:05:06	ASSIGNED	0

Assignee S

Assignee I

FA8771

S2401A

Payment S

Payment D

HQ0339

Resolve

Comments *

Mod P00001 has been issued to fix the error.

Ok Cancel Help

Comments are mandatory and are entered.

Then the assignee clicks OK and the CDR is “resolved to” the initiator.

CN1307 - RESOLVED

Info : Report with Control Number CN1307 resolved to CDR Initiator at DCMA TWIN CITIES (S2401A).

My Next Action Search

Search for Contract Deficiency Reports where *

Select

I am an Initiator and my action is required on the CDR

I am a Reviewer and my action is required on the CDR

I am a PCO Assignee and my office's action is required on the CDR

I am an ACO Assignee and my office's action is required on the CDR

Search Help

The initiator logs in, clicks Search, and chooses “I am an Initiator and my action is required on the CDR.”

Or they can search by CDR number.

Contract Deficiency Report Create Search Themes

Search Results (1 reports found)

Sorted by Contract No. in ascending order Showing

Item	Contract No.	Delivery Order	ACO Mod	PCO Mod	Control Number
1	CDRTRNG				CN1307

History Section

Date/Time	Action
2016/06/18 17:07:44	SUBMITTED
2016/06/19 13:05:06	ASSIGNED
2016/06/19 16:21:15	RESOLVED

Previous Resubmit Close

Once they open the CDR, they can resubmit or close it. In this example it will be closed.

From	Subject	Received
wawf_gt_noreply@e...	Closed CDR Control #CN1307:CDRTRNG	Sun 6/19/2016 7:37 PM
wawf_gt_noreply@e...	Resolved CDR Control #CN1307:CDRTRNG	Sun 6/19/2016 7:21 PM
wawf_gt_noreply@e...	Assigned CDR Control #CN1307:CDRTRNG	Sun 6/19/2016 4:05 PM
wawf_gt_noreply@e...	New CDR Control #CN1307:CDRTRNG	Sat 6/18/2016 8:08 PM

How will the initiator know an action has been taken on the CDR? By checking their organization's email folder (shown above); or by going into the CDR application and searching.

The organization email folder for CDRs can be found by going to Outlook/Public Folders/All Public Folders/Enterprise Apps/CDR, and then the particular region and DoDAAC. For example:

