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.

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

Click User, then Add Roles.

WideAreaWorkFlow

User ▾

e-Business Suite TEST SYSTEM 5.9.0

Add Roles

IRAPT

+ Government User Roles

COR Tracking Tool

+ CORT Role

Electronic Document Access

+ EDA Role

Click the + next to EDA Role.

You have the ability to add roles.

Just because you can, doesn't necessarily mean you should.

This user has CDR roles, but they are for what will become the legacy CDR system.
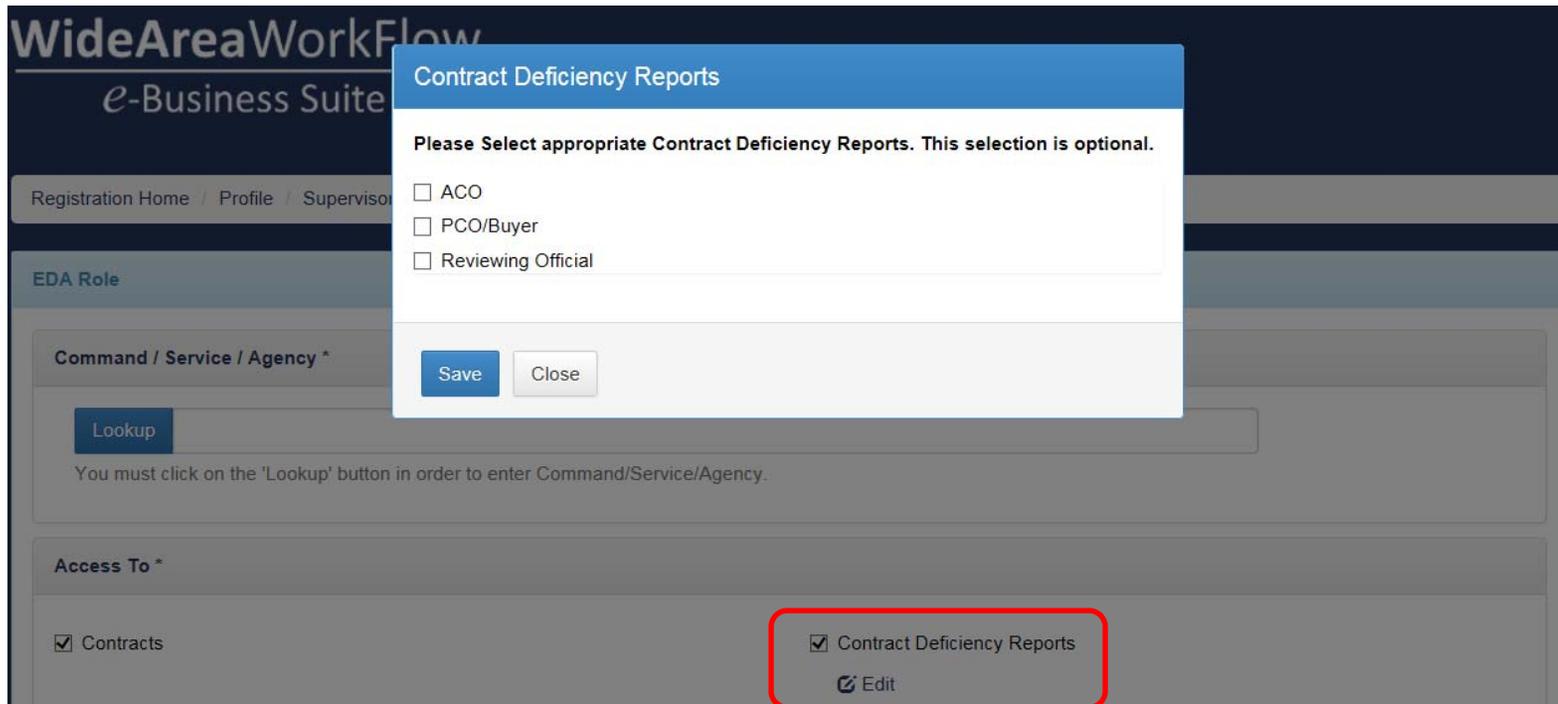
This is the legacy CDR area.

A new user can click Contract Deficiency Reports to get the pop-up above; a current user can click Edit under Contract Deficiency Reports to get it.

They would only click the roles if they need to be in the CDR workflow (to initiate or review a CDR); otherwise, merely to review CDRs none of these roles need to be checked.

Legacy access is only need to work existing CDRs which were created in the legacy system. New CDRs should be created in the new module when possible.

WideAreaWorkFlow
e-Business Suite TEST SYSTEM 5.9.0

User ▾   Security ▾   Administration ▾   Help

EDA Role

- You have already added an EDA Role, but you may add/change your EDA Access/Special Roles

Access To *

☑ Contracts   ☑ Contract Deficiency Reports
                                                               Report: ACO,Reviewing Official ☑ Edit

☐ Government Transportation Requests (GTRs)   ☐ Vouchers - All

☐ Vouchers - Accounting   ☐ Vouchers - Travel

☐ Vouchers - Military Pay   ☐ Vouchers - Commercial Pay

☐ DD1716s   ☐ Freight GBLs

☐ Personal Property GBLs   ☐ Non-Automated GBLs

☐ Electronic 110s   ☐ Signature Cards (DD577)

☐ MIPRS   ☐ Contract Pay Documents (EDM Documents - View Only)

☐ Vendor Pay Documents (EDM Documents - View Only)

Special Roles *

To add roles for the new CDR application, scroll down on this screen in the application.
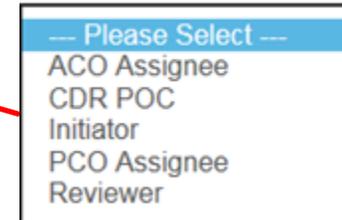
Contract Deficiency Reports

Note: This section applies to the new CDR module residing in Wide Area WorkFlow e-Business Suite. CDR roles added here do not affect legacy EDA CDR access. If you need access to the legacy EDA CDR system, then check the appropriate boxes in the Access To section.

DoDAAC	DoDAAC Type	Action
	--- Please Select --- ▼	Add

DoDAAC	DoDAAC Type	Status	Action
S2401A	ACO Assignee	INACTIVE	
S2401A	Initiator	ACTIVE	
S2606A	Initiator	INACTIVE	
S2401A	CDR POC	INACTIVE	
S0504A	Reviewer	INACTIVE	
S2401A	Reviewer	ACTIVE	
S1701A	Initiator		✖Delete

--- Please Select ---
ACO Assignee
CDR POC
Initiator
PCO Assignee
Reviewer

Justification *

This role is needed as I sometimes have to initiate CDRs for DCMA Wichita.

Attachments

Browse... | Upload

Note: Comments are permanent and cannot be deleted.

This user belongs to S2401A. Normally he should have access only to S2401A.

Since, however, S1701A is under S2401A and this user apparently needs to initiate CDRs for S1701A, he is adding a role for that location.

The user enters the DoDAAC, chooses the "DoDAAC type" (it's really the role), <u>clicks Add</u>, enters a justification (which is mandatory), then clicks Submit.

Note: When initiating a CDR for S1701A he'll only be able to see reviewers (formerly called reviewing officials) for S1701A; someone will have to be registered as a reviewer for that location.

WideAreaWorkFlow   User ▾   Security ▾   Administration ▾   Help

e-Business Suite TEST SYSTEM 5.9.0

Add Roles

- Your information has been updated successfully. An Access Approval modification request is generated to your Supervisor/Sponsor. Your access to Wide Area Workflow e-Business will be disabled if your supervisor/sponsor fails to approve your request within 30 days.

The request has been submitted.

The user's supervisor will have to approve it, after which the user's EDA POC can activate it.