

**FTP Guide - Appendix A
Invoice & Invoice 2n1 & Energy Invoice**



**Prepared For:
Defense Logistics Agency**

**Effective as of version 6.16.0.
This guide remains valid until modified.**

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History Page

<i>Version</i>	<i>Date</i>	<i>Change Description</i>
5.4.0-1	08/28/12	CAMCG166 Removed all History prior to 5.4
5.4.0-2	10/04/12	ECP_0725 - FTP/EDI Guide Changes Line D: Field 2 added for 'Draft'
5.4.0-3	11/19/12	WIT Issue 2495 v5.4 SIT Line D: Updated samples for 'Draft' to D*VR^Y^ (Void & Replace with Draft) and D^Y^ (Draft).
5.4.0-4	12/4/12	CAMCG182 Updated attachment size from 2MB to 5MB under Line 26, last bullet.
5.4.0-5	12/7/12	WIT Issue 2501 v5.4 SIT Line D: Added additional "Draft" information to notes section
5.4.0-6	12/12/12	WIT Issue 2467 v5.4 SIT Line 1 Field 2: Updated Grant to Grant/Cooperative Agreement and added Non-Procurement Instruments to Description and Notes columns. Line 1B Field 1: Updated Grant to Grant/Cooperative Agreement and added L Non-Procurement Instruments to the list
5.4.0-7	1/10/13	WIT Issue 2501 v5.4 SIT Line D: Updated first line of additional "Draft" information under "Notes" from EDI to FTP: When FTP submissions are identified as a "Draft", the system will process them inbound using the following minimal data set requirements
5.4.1-1	2/19/13	CAMCG196 Updated to Version 5.4.1, July 2013
5.4.1-2	02/25/13	ECP_0727 - FTP/EDI Guides Line 15 Field 1: Added MOCAS edit – 4N, 4N2A, 1A3AN, "NONE" or "NONE"NN
5.5.0-1	06/06/13	CAMCG211 Updated to Version 5.5.0, January 2014
5.5.0-2	06/17/13	ECP_0742 FTP/EDI Guides Line 15 Field 1: Updated One Pay to 4N or 4N2A and updated iRAPT Pay System Edit Notes for One Pay to 4N or 4N2A
5.5.0-3	06/18/13	ECP0747_FTP/EDI Guides Added Line 13D for Accept By DoDAAC
5.5.0-4	07/11/13	WIT Issue 2771 v5.4 OAT 1 Updated CCR reference to SAM under General Instructions/Notes section/4 th bullet.
5.5.0-5	08/01/13	WIT Issue 3048 v5.4.1 OAT 2_GUIDES DR_3048 Line 19E Field 1: Updated 'Notes' column to say: If taxes are entered, the statement "Are all taxes reflected in the original contract applicable to this

		Invoice?" will default to 'N'. If taxes are not entered, this will default to 'Y'.
5.5.0-6	10/24/13	ECP_0747 FTP/EDI Guides Line 13D: Column Header updated to reflect CI and CI2N1. Added note stating this Line is for CI, CIFP and ECI only. Note added stating NAVCON should use Line 13 M' updated to 'O'. Line 13E: Added for Accept By Address Information
5.6.0-1	01/07/14	WAWF-215 Updated to Version 5.6.0, August 2014
5.6.0-2	01/14/14	WAWF-210 Added "iRAPT only accepts X12 Unit of Measure Codes." to Notes section within General Instructions and to Line Number 18 Field 1.
5.6.0-3	03/06/14	WAWF-323 ECP0761 - FTP/EDI Guide Updates Line 15 Field 1: Added "The letters "I" and "O" may not be used within the Line Item Number."
5.6.0-4	03/13/14	WAWF-485 WIT Issue 3757 FTP Guide - Appendix A - Line 13E Line 13E: Changed heading on table from Receiving Report to Invoice and Invoice 2n1.
5.6.0-5	03/18/14	WAWF-487 WIT Issue 3758 v5.6 FTP Guide - Appendix A - Line 16 All Stock Part Number references updated to Product/Service ID and Stock Part Number Type references to Product/Service ID Qualifier.
5.6.0-6	04/24/14	WAWF-878 ECP_0764 - Guide updates for Product/Service ID length Line 16: Field 1 updated Max length to 48 and Notes column to 13/13 for "FS"
5.6.0-7	04/24/14	WAWF-861 WIT Issue 3951 v5.6 SIT ECP 764 5.6b1f2: Guide issues for Product/Service ID Line 16: Field 2 – Removed MOCAS edit for Product/Service ID Qualifiers and added note to refer to Lookup list on web; Removed list of Product/Service ID Qualifiers from the bottom
5.6.0-8	05/13/14	WAWF-233 WIT Issue 3630 v5.5 OAT 2 Line 15: Added "EBS allows up to three taxes per Energy Invoice." to list of bullets under iRAPT Payment System Edit Notes for EBS.
5.6.0-9	05/20/14	WAWF-1007 Updated Delivery Order Nos. to 0015 on header
5.6.0-10	07/08/14	WAWF-1283 Updated to Version 5.6.0, October 2014
5.6.0-11	07/15/14	IUID-503 Line 16, Field 1: Updated to 'If FS is used in Field 2, then Product/Service ID must be 13 numeric characters.'
5.6.0-12	08/19/14	WAWF-1449 Line 1 Field1: Added "Positions 10 through 13 may not be "0000"." to Contract Number edits for DoD FAR Contract. Line 1 Field 2: Added "Letters "I" and "O" are not allowed. The characters "A" and "P" are prohibited in the first position. "0000" is not an acceptable value." to Delivery Order edits for DoD FAR Contract.

5.7.0-1	10/22/14	WAWF-1760 Updated to Version 5.7.0, April 2015
5.7.0-2	10/30/14	WAWF-1571 ECP0799 - Guide changes Line D Field 1: Added code "CO." Added sample. Added "CO" to Action Type Codes. Added Line 6C.
5.7.0-3	11/03/14	WAWF-1519 ECP 0803 FTP/EDI Guides Line 13B: Noted that LPO is optional for NAVCON CAPS-W. Line 5: Added "LPO is optional for NAVCON CAPS-W." Line 15: Added notes for CAPS-W. Line 19: Added CAPS-W.
5.7.0-4	11/05/14	WAWF-1556 ECP0731 - FTP/EDI Guide Updates Added Line 2D.
5.7.0-5	11/13/14	WAWF-1519 ECP 0803 FTP/EDI Guides Line B: Added CAPS-W to NAVCON under Field 1- Form Type. Line 6A: Added CAPS-W to note section. Line 15: Added CAPS-W NAVCON segment under iRAPT Pay System Edit Notes.
5.7.0-6	02/03/15	WAWF-1908 ECP0794 guide updates Line 1- Field 1: Updated description of DoD Contract (FAR), added Uniform PIID (FAR 4.16) Field 2: Updated description of DoD Contract (FAR), added Uniform PIID (FAR 4.16), added All Other Contract Types Added Line 1 Field 1 and Line 1 Field 2 Contract Number and Delivery Order Edits Line 1B- Field 1: Added S Uniform PIID (FAR 4.16)
5.7.0-7	05/06/15	iRAPT-53 Line Number 16- Field 2: Added SW to list of product/service ID qualifier codes for EBS
5.8.0-1	06/23/15	WAWF-2407 Updated to Version 5.8.0, November 2015
5.8.0-2	06/25/15	iRAPT-331 ECP0807 Line Number 26- Notes: Added information for file size limit for attachments on DLA documents.
5.8.0-3	06/26/15	iRAPT-69 ECP0799 Line D-

		<p>Field 1: Added note for energy price corrected invoice.</p> <p>Line 6-</p> <p>Field 1: Added note for energy price corrected invoice.</p> <p>Line 6C-</p> <p>Field 1: Added note for energy price corrected invoice.</p>
5.8.0-4	07/07/15	<p>WAWF-2427 ECP0794</p> <p>Line 1-</p> <p>Updated fiscal year in Line 1 Field 1 and Line 1 Field 2 Contract Number and Delivery Order Edits</p>
5.8.0-5	08/26/15	<p>DR 1274</p> <p>Line 2-</p> <p>Field 1: Added "If the Shipment Number is blank on the Invoice 2n1, the Invoice Number will be used as the Shipment Number (except for MOCAS and EBS which requires a Shipment Number be included).</p> <p>Field 4: Removed "iRAPT will default to 'N' if left blank." and "If the document is MOCAS and/or DCMA Administered or EBS and the 8th character of the shipment number is 'Z' and final shipment is blank or 'N', then Final Shipment will be modified to 'Y'."</p> <p>Field 4: Added "If the shipment number is defaulted to the invoice number, then the final shipment indicator will be defaulted to the value of the final invoice indicator."</p> <p>Added samples for Final Shipment Indicator</p> <p>Line 6-</p> <p>Field 3: Removed "If an Invoice Number is submitted in Field 1 and no value is submitted in this Field, then iRAPT will default the value to 'N'."</p> <p>Added samples for Final Invoice Indicator</p>
5.9.0-1	12/28/15	<p>WAWF-2762 Updated version to 5.9.0, updated deployment date to June 2016</p>
5.9.0-2	01/07/16	<p>IRAPT-1010</p> <p>Line B-</p> <p>Form Type: Added CRCI</p> <p>Line D-</p> <p>Notes: Added "Void and Void and Replace action types are unavailable for Credit Invoices".</p> <p>Line 2-</p> <p>Field 4: Added "This field will be ignored for Credit Invoices".</p> <p>Line 3-</p> <p>Notes: Added "This line will be ignored for Credit Invoices".</p> <p>Line 4-</p> <p>Notes: Added "This line will be ignored for Credit Invoices".</p>

		<p>Line 5- Notes: Added "This line will be ignored for Credit Invoices".</p> <p>Line 6- Field 3: Added "This field will be ignored for Credit Invoices".</p> <p>Line 16- Notes: Added "This line will be ignored for Credit Invoices".</p> <p>Added Line 6D</p>
5.9.0-3	01/29/16	<p>IRAPT-1042</p> <p>Line 5- iRAPT Pay System Edits: "Added When the payment and acceptance location codes are FABS, any Discounts submitted with the 2N1 will be ignored".</p> <p>Added Line 7A</p> <p>Line 12- Notes: Added "If the Acceptance Location is a FABS location, the Payment Office must also be FABS".</p> <p>Line 13- Notes: Added "If the Payment Location is FABS, the Acceptance Location must also be FABS".</p>
5.9.0-4	02/07/16	<p>WAWF-2885</p> <p>Line Number 5- iRAPT Pay System Edits: MOCAS- Removed discount amount/discount date combination.</p> <p>Field 3: MOCAS- Removed "Allows no more than 9 characters to the left of the decimal and no more than 2 to the right of the decimal". Added "Not used".</p> <p>Field 4: Added MOCAS, "Not used".</p>
5.9.0-5	02/10/15	<p>IRAPT-913</p> <p>Line 1- Field 1: Added "EDA contracts used to create Fast Pay Invoices must contain a Fast Pay Clause".</p> <p>Line 2- Notes: Added "Creating a Fast Pay Invoice from an EDA contract: If the document is submitted without an Accept By location code or with an Accept By location code which is an active registered user for the role, the system will verify the Shipment Number is a valid, non-voided Receiving Report".</p> <p>General Instructions- Added the following: If an Invoice is submitted and identified as a possible duplicate, the log will include the following warning message: "Please verify that this document</p>

		<p>is not a duplicate of INVNO001." This validation will not prevent the document from being created. Invoices are identified as a possible duplicate when the following criteria is met:</p> <ul style="list-style-type: none"> • Contract Number and Delivery Order Number match. • Request/Invoice/Voucher Number match, excluding the trailing alpha character. • Previously submitted document status is not void. • Invoices must have the same gross amount. • Period of Performance Dates, Service Start/End Dates, and Estimated Delivery Date match. • For each matching Line Item, the Quantity Shipped and Unit Price match.
5.9.0-6	04/04/16	<p>IRAPT-1193 Line 7A- Added Field 4.</p>
5.9.0-7	04/05/16	<p>IRAPT-1242 Line 7A- Field 4: Updated "Communication Service Agreement Number" to "Communication Service Authorization". Notes: Added "When creating an Invoice 2-in-1 (Services Only) where the Acceptance location code equates to FABS, the system will require the entry of Performance From and Performance To Dates. The fields will be labeled as 'Billing Period From' and 'Billing Period To'."</p>
5.9.0-8	05/03/16	<p>IRAPT-1279 Line 17- Field 1: Added "For Credit Invoice, Quantity Shipped must be negative".</p>
5.9.1-1	08/17/16	<p>WAWF-3303 Updated contract number to SP4701-16-D-2001. Updated version to 5.9.1 and deployment date to October 2016.</p>
5.10.0-1	11/21/16	<p>IRAPT-1721 Line 1- Line 1 Field 1 and Line 1 Field 2 Contract Number and Delivery Order Edits: Increased fiscal year requirements by 1 for all edits of contract type DoD Contract (FAR).</p>
5.11.0-1	08/15/17	<p>WAWF-4109 General instructions- Notes: Added "Any changes in the FTP/EDI file to values that are in EDA for this Contract may require a Contract Modification. Please contact the cognizant Contract Administration Office listed in your contract/order for authorization prior to making any changes to the terms and conditions".</p>
5.12.1-1	07/09/18	<p>WAWF-5755</p>

		Updated all instances of iRAPT to WAWF. Updated all instances of Issue Date to Effective Date.
6.0.0-1	01/09/18	IRAPT-2673 Line 7A- Added Field 5.
6.0.1-1	02/25/19	IRAPT-2706 Added Line 27.
6.5.0-1	02/28/20	AGILE-2586 Line 2- Field 1: Added- MOCAS Credit Invoice: Shipment Number must be 7 alphanumeric characters, or 8 characters with the first 7 characters being alphanumeric and Z in the eighth position. Credit Invoice with Non-DCMA Admin and non-DSS Ship To: Shipment Number must be 2-22 alphanumeric characters. DCMA Admin Credit Invoice: Shipment Number must be 7 to 8 alphanumeric characters with 'Z' in the final position. DSS Ship To Credit Invoice: Shipment Number must be 7 to 8 alphanumeric characters. EBS Credit Invoice: Shipment Number must be 7 alphanumeric characters, or 8 characters with the first 7 characters being alphanumeric and Z in the 8th position.
6.6	05/04/2020	AGILE-3396 ECP 1268 Add Navy Specific Document Types Updated for Standard Pay Office Form Type (Line Number B) - updated note that NACVON is allowed for Standard Line Item Information (Line Number 15) - added note for Standard NAVCON
6.7.0-1	08/27/20	ET-20739 General instructions- Updated URL for PIEE website.
6.10.0-1	09/01/21	ET-19775 Updated version. Title page: Added "This guide remains valid until modified."
6.10.0-2	09/07/21	ET-25005 Line 1- Contract Number and Delivery Order Edits: DoD Contract (FAR)- Replaced all instances of "First 6 positions must be a valid government DoDAAC" with "Positions 1 and 2 cannot both be numeric".

		Uniform PIID (FAR 4.16)- Replaced all instances of "First 6 positions must be a valid government FEDAAC" with "Positions 1 and 2 must be numeric".
6.11.0	01/17/22	<p>AGILE-8842</p> <p>1.24 Prime Contractor Field 1: Removed DUNS+DUNS+4</p> <p>1.30 Ship From CAGE / DoDAAC and FOB Field 1: Removed DUNS+DUNS+4</p> <p>1.34 Ship To CAGE / DoDAAC Or Service Acceptor DoDAAC Field 1: Removed DUNS+DUNS+4, Field 2: Removed DUNS+DUNS+4 from notes, Footer Notes: Removed DUNS+DUNS+4</p> <p>1.62 Mark For Delivery CAGE/DoDAAC – Line Level Field 1: Removed DUNS+DUNS+4</p>
6.16.0	3/27/2023	<p>AGILE-13544</p> <p>Added notes for Construction and Facilities Management Invoice to the following sections:</p> <p style="padding-left: 40px;">General Instructions</p> <p style="padding-left: 40px;">Form Type (Line Number B)</p> <p style="padding-left: 40px;">Shipment Information (Line Number 2)</p> <p style="padding-left: 40px;">Document Level AAA, ACRN, SDN (Line Number 4A)</p> <p style="padding-left: 40px;">Construction Invoice Indicator & Fixed Price Indicator (Line Number 6A)</p> <p style="padding-left: 40px;">Inspect By DoDAAC (Line Number 10B)</p> <p style="padding-left: 40px;">Ship From CAGE / DoDAAC and FOB (Line Number 11)</p> <p style="padding-left: 40px;">Ship To CAGE / DoDAAC Or Service Acceptor DoDAAC (Line Number 13)</p> <p style="padding-left: 40px;">Accept By DoDAAC (Line Number 13D)</p> <p style="padding-left: 40px;">Line Item Information (Line Number 15)</p> <p style="padding-left: 40px;">Attachment Indicator (Line Number 25)</p>

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1 General Instructions

The following pages represent the Wide Area Workflow (WAWF) User Defined Format (UDF) for processing an Invoice (CI), to include Fast Pay, Invoice 2n1 (CI 2n1) and Energy Invoice, to include Construction (CICON for Construction Payment Invoice and Construction and Facilities Management Invoice, and NAVCON for Navy Construction Invoices). Please refer to other UDFs to process the following documents: Receiving Reports, Receiving Report – Pack/RFID Update, Cost Vouchers, Progress Pay, Performance Based Payments, and Commercial Item Financing.

NOTES: If using a word processor program (i.e. Microsoft Word, WordPerfect, Microsoft WordPad, Microsoft Write, etc.) to create FTP files, the text must first be cut or copied out of the word processor program then pasted into Microsoft Notepad, or another ASCII text editor and saved before sending the data to WAWF. This converts the text to text-only format and removes control characters that contain formatting information.

When submitting an attachment for a document, you must submit the attachments first, then the document file(s). Each attachment may only be used for a single document. A single attachment may not be used for multiple documents. If this is necessary, then submit the attachment with a unique name for each document. To avoid potential errors, FTP files and attachments need to be sent to WAWF in a binary format.

WARNING: Wide Area Workflow (WAWF) is designated for Sensitive Unclassified information ONLY. Do NOT upload classified attachments into WAWF.

PIEE Website:

<https://piee.eb.mil>

Website for detailed UID information:

<http://www.acq.osd.mil/dpap/pdi/uid/index.html>

Website for detailed RFID information:

<http://www.acq.osd.mil/log/rfid/index.htm>

Each UDF layout includes the following:

1. Field Sequential number of the Field contained within the layout record.
2. Description Description of information to be contained within the Field.
3. Min/Max Minimum/maximum character amounts included within the Field.
4. Invoice/Invoice 2n1 Depicts whether the Field is:

M – Mandatory – Usage is required.

O – Optional – Can be used or not used.

C – Conditional – Contingent upon other criteria being met. (Field is not mandatory or optional, e.g. Extension Fields to Department of Defense Activity Address Codes (DoDAAC); use if a DoDAAC is present.)_See Notes Column for specific instructions.

N/A – Not Allowed

5. Notes Contains notations of the Field’s usage or restrictions within WAWF.

6. Type Contains the data Field type, (i.e. Alpha/Numeric, Numeric, Date, etc.).

In addition, Fields to be included within WAWF display the Field “Type” to depict the type of value to be included within the Field:

- **N** Integer Numeric Field
- **R** Decimal number. Where value includes decimal, WAWF requires that decimal point and value be sent: WAWF will **not** imply or assume decimal points.
Examples:
 - 300 will be read into WAWF as “300”
 - 3.00 will be read into WAWF as “3”
 - 3.5 will be read into WAWF at “3.5”
 - Decimal is included as part of Max Value – i.e. R8.2 = 11 characters
- **ID** Identifier
- **AN** Alphanumeric String
- **DT** Date – All Date Fields use format CCYYMMDD

Notes:

- All Line Numbers, if used, must be followed by an asterisk (“*”) field separator. Each Field within the line must also be followed by a caret (“^”) field separator unless it is the last Field in the Line Number that contains data.
- Special characters should not be sent to WAWF via Secure FTP. If special characters are sent, WAWF strips them out.
- For Lines not used within this guide, the Line Number heading displays “Skip this Line.”
- Address information for valid Commercial and Government Entity (CAGE) Codes is downloaded from the System for Award Management (SAM) database.

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- Address information for valid DoDAAC and Military Assistance Program Address Code (MAPAC) codes is downloaded from Defense Automatic Addressing System Center (DAASC) database.
 - Referenced Microsoft Word documents are accessible via the WAWF Website.
 - The term DoDAAC is used within this guide to represent DoDAAC or MAPAC.
 - In every location where the system is expecting a letter code or ID code, the letters must be capitalized. For example: Yes/No responses – the “Y” or “N” must be capitalized, Product/Service ID Qualifier Codes and Transportation Method/Type Codes must also be capitalized.
 - All FTP files must have the following extension: .ftp or .FTP
 - When appropriate, below the Line layout, there are list(s) of values for the Fields that have identifiers. The basic import file layout is the same for all document types. For this reason, Fields that are allowed by WAWF, but that are not used for this document type are shaded.
 - The word “must” in a Line Note implies that the Line is mandatory. The word “may” in a Line Note implies that this Line is Conditional based on the terms of the contract or the needs of the contractor.
 - Minimum/Maximum allowable field sizes for all monetary fields other than Unit Price will be affected when using foreign currencies.
 - The system will pad zeroes to right of the decimal point up to the number of digits allowed for a Currency Code.
 - The system will drop zeroes to the right of the decimal point if they exceed the number of digits allowed for a Currency Code.
 - If a non-zero number is given to the right of the maximum number of allowable decimal places as specified by the Currency Code, an error will be given.
 - For currencies that allow more than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will be decreased to accommodate the extra digits allowed past the decimal. For instance, a monetary field that allows a maximum field size of 8.2 would allow a maximum field size of 7.3 when using a foreign currency that allows 3 decimal positions.
 - For currencies that allow less than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will remain unchanged.
 - WAWF only accepts X12 Unit of Measure Codes.
 - If an Invoice is submitted and identified as a possible duplicate, the log will include the following warning message: “Please verify that this document is not a duplicate of INVNO001.” This validation will not prevent the document from being created. Invoices are identified as a possible duplicate when the following criteria is met:
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- Contract Number and Delivery Order Number match.
- Request/Invoice/Voucher Number match, excluding the trailing alpha character.
- Previously submitted document status is not void.
- Invoices must have the same gross amount.
- Period of Performance Dates, Service Start/End Dates, and Estimated Delivery Date match.
- For each matching Line Item, the Quantity Shipped and Unit Price match.
- Any changes in the FTP/EDI file to values that are in EDA for this Contract may require a Contract Modification. Please contact the cognizant Contract Administration Office listed in your contract/order for authorization prior to making any changes to the terms and conditions.

1.1 START (Label START)

NOTES: There must be one instance of the START per import file.

START must be capitalized.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Form Counter	1/3	M	M	Number of transactions within the file.	N

Sample:

START*10^

1.2 User Identification (Line Number A)

NOTE: There must be one instance of the User Identification per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	User ID	8/30	M	M	<p>WAWF User ID: This User ID is for the individual responsible for submitting the document/transaction.</p> <p>It is a personal WAWF User ID, for access via the Web.</p> <p>This is not the User ID provided to the person(s) authorized to actually submit the FTP files to the company's WAWF FTP directory.</p> <p>The WAWF User ID is case sensitive.</p>	AN

Sample:

A*j1R52Ssh^

1.3 Form Type (Line Number B)

NOTE: There must be one instance of the Form Type per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Form Type	2/6	M	M	See list below – must be capitalized.	ID

Sample:

B*CI^

Field 1 – *Form Type*

CI	Commercial Invoice/ Fast Pay (A Fast Pay transaction will be the same as a Commercial Invoice Transaction) and Energy Invoice
CI2N1	Commercial Invoice 2n1
CICON	Construction (Use for Construction Payment Invoice and Construction and Facilities Management Invoice. When the Pay DoDAAC is a Standard Pay office, the system will create the Construction and Facilities Management Invoice.)
NAVCON	Navy Construction Invoice (If Field 1 is NAVCON, this is for One Pay, CAPS-W, and Standard Pay Offices only.)
CRCI	Credit Invoice

1.4 Action Type Information (Line Number D)

NOTE: There may be one instance of the Action Type per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Action Type	1/2	O	O	Valid types are "V," "VR," and "CO." For Energy Price Corrected Invoice, see notes below.	ID
2	Draft Indicator	1/1	O	O	Submit 'Y' to indicate this is a draft document. See additional notes below.	AN

Samples:

D*V^ (Void)

D*VR^ (Void & Replace)

D*VR^Y^ (Void & Replace with Draft)

D*^Y^ (Draft)

D*CO^ (Corrections)

Notes:

- Void and Void and Replace action types are available for Invoice Fast Pay.
- Void and Void and Replace action types are unavailable for Credit Invoices.
- For Void or Void & Replace documents, the following Key data elements cannot be changed:

Contract Number, (Line 1, Field 1)

Delivery Order Number, (Line 1, Field 2)

Shipment Number, (Line 2, Field 1)

Invoice Number/Voucher Number, (Line 6, Field 1)

- When FTP submissions are identified as a "Draft", the system will process them inbound using the following minimal data set requirements:
 - Vendor CAGE
 - Contract Number Type (Defaults to DoD Contract (FAR) if not entered)

-
- Contract Number
 - Delivery Order Number
 - Pay Official DoDAAC
 - Document Type
 - Routing DoDAACs depending on the document type and pay system
 - Invoice/Shipment Number depending on the document type
 - If any Line Item data is submitted, the Item No is mandatory

Once submitted as a “Draft”, all documents must be processed via the web interface using the current “Save and Continue” functionality. There will be no ability to “add to a document” via additional electronic submissions.

- Field 1 - Enter “CO” to create an Energy Price Corrected Invoice. When creating an Energy Price Corrected Invoice, enter the Lookup Invoice Number in Line 6C Field 1. When an Energy Invoice is submitted with the Correction Indicator set and without a Lookup Invoice Number, a new Energy Price Corrected Invoice will be created. When an Energy Invoice is submitted with the Correction Indicator set and with a Lookup Invoice Number, WAWF will attempt to locate the original Energy Invoice using the CAGE Code, Contract Number, Delivery Order Number, Pay DoDAAC, and Lookup Invoice Number. If a document is found, a new Energy Price Corrected Invoice will be created using the previous invoice as a template. Only the unit price for the line items will apply to the Energy Price Corrected Invoice. If a document cannot be found based on the Lookup Invoice Number, a new Energy Price Corrected Invoice will be created.

Action Type Codes

V	Void
VR	Void and Replace
CO	Correction Indicator

1.5 Contract Information (Line Number 1)**NOTE:** There must be one instance of the Contract Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Contract Number	1/19	M	M	Contract Number No special characters allowed.	AN
	DoD Contract (FAR)	13/13	M	M	If Contract Number Type is "DOD Contract (FAR), please see notes below for Contract Number Edits.	
	Uniform PIID (FAR 4.16)	13/17			If Contract Number Type is "Uniform PIID (FAR 4.16)," please see notes below for Contract Number Edits. Use Line Number 1D to enter GSA Contract Number. EDA contracts used to create Fast Pay Invoices must contain a Fast Pay Clause.	
2	Delivery Order Number	0/19	C	C	Delivery Order, Call or Release Number	AN
	DoD Contract (FAR)	0/13			When the selected Contract Number Type is 'DoD Contract (FAR)', please see notes below for Delivery Order Edits.	
	Uniform PIID (FAR 4.16)	13/17			When the selected Contract Number Type is 'Uniform PIID (FAR 4.16),' please see notes below for Delivery Order Edits.	
	All Other Contract Types	0/19			No special characters allowed.	
3	Effective Date	8/8	O	O	CCYYMMDD	DT
4	Task Order	N/A	N/A	N/A	Not used.	N/A

Samples:

1*DCA10008D0050^0040^20080923^^ (Contract & Delivery Order Number)

1*N0038308C5544^^20081123^^ (Contract Number Only)

Line 1 Field 1 and Line 1 Field 2 Contract Number and Delivery Order Edits**Contract Type is “DoD Contract (FAR)”; Fiscal Year 18 and later****Contract Number Edits:**

- No special characters allowed.
- Must be 13 characters in length.
- Contract cannot contain "O" or "I" at any position.
- Positions 1 and 2 cannot both be numeric.
- Positions 7 and 8 (FY parameter) must be numeric and greater than or equal to 18 and less than 66.
- Position 9 must be alpha.
- Position 9 may not be: B, E, I, J, O, Q, R, U, W, X, Y, or Z.
- Position 10 through 13 in the Contract Number may not be “0000.”

Delivery Order Number Edits:

- No special characters allowed.
- Must be 13 characters in length.
- Delivery Order Number may not contain "O" or "I" at any position.
- Positions 1 and 2 cannot both be numeric.
- Positions 7 and 8 (FY parameter) must be numeric and 18 or greater and less than 66.
- Position 9 must be F.
- Position 10 through 13 in the Delivery Order Number may not be “0000” (all zeroes).
- Delivery Order is prohibited when the 9th position of the Contract Number is C, F, H, M, P, or V.
- For Acquisition, Delivery Order is required when the 9th position of the Contract Number is A, D, or G.

Contract Type is “DoD Contract (FAR)”; Fiscal Year 17 and prior**Contract Number Edits:**

- No special characters allowed.
- Must be 13 characters in length.
- Contract cannot contain "O" or "I" at any position.
- Positions 1 and 2 cannot both be numeric.
- Positions 7 and 8 (FY parameter) must be numeric and less than 18 or greater than 65.
- Position 9 must be alpha.
- Position 9 cannot be - B, E, I, J, N, O, Q, R, T, U, or Y.
- Position 10 through 13 in the Contract Number may not be “0000.”

Delivery Order Number Edits:

- No special characters allowed.
- Must be 0, 4, or 13 characters in length.
- May not contain "O" or "I" at any position.

- For Acquisition, Delivery Order required when the ninth position of Contract Number is A, D or G.
- Delivery Order prohibited when ninth position of Contract Number is C, F, M, P, V, or W.
- If the Delivery Order is 4 characters, the following edits will be applied:
 - The characters “A” and “P” are prohibited in the first position of 4-character Delivery Order Number.
 - “0000” is not acceptable value.
- If the Delivery Order is 13 characters, the following edits will be applied:
 - Positions 1 and 2 cannot both be numeric.
 - Positions 7 and 8 must be numeric.
 - Position 9 must be F.
 - Positions 10 through 13 cannot be all zeroes.

Contract Type is “Uniform PIID (FAR 4.16)”

Contract Number Edits:

- No special characters allowed.
- Must be 13 to 17 characters in length, inclusive.
- Contract cannot contain "O" or "I" at any position.
- Positions 1 and 2 must be numeric.
- Positions 7 and 8 (FY parameter) must be numeric and 16 or greater.
- Position 9 must be alpha.
- Position 9 cannot be: B, E, I, J, O, Q, R, U, W, X, Y, or Z.
- Position 10 through the end of the Contract Number may not be all zeroes.

Delivery Order Number Edits:

- No special characters allowed.
- Must be 13 to 17 characters in length, inclusive.
- Delivery Order Number may not contain "O" or "I" at any position.
- Positions 1 and 2 must be numeric.
- Positions 7 and 8 must be numeric and 16 (FY parameter) or greater.
- Position 9 must be F.
- Position 10 through the end of the Delivery Order Number may not be all zeroes.
- Delivery Order is prohibited when the 9th position of the Contract Number is C, F, H, P, or V.
- For Acquisition, Delivery Order is required when the 9th position of the Contract Number is A, D, or G.

1.6 Foreign Currency (Line Number 1A)

NOTE: There may be one instance of Line 1A per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Foreign Currency Code	3/3	○	○	Value must be capitalized. All foreign currency codes are alphabetic.	AN

Sample:

1A*EUR^

Notes:

- Minimum/Maximum allowable field sizes for all monetary fields other than Unit Price will be affected when using foreign currencies.
- The system will pad zeroes to right of the decimal point up to the number of digits allowed for a Currency Code.
- The system will drop zeroes to the right of the decimal point if they exceed the number of digits allowed for a Currency Code.
- If a non-zero number is given to the right of the maximum number of allowable decimal places as specified by the Currency Code, an error will be given.
- For currencies that allow more than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will be decreased to accommodate the extra digits allowed past the decimal. For instance, a monetary field that allows a maximum field size of 8.2 would allow a maximum field size of 7.3 when using a foreign currency that allows 3 decimal positions.
- For currencies that allow less than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will remain unchanged.

1.7 Contract Number Type (Line Number 1B)

NOTES: There may be one instance of Line 1B per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Contract Number Type	1/1	O	O	<p>Enter a Contract Number Type:</p> <p>A Cooperative Agreement B DoD Contract (FAR) C DoD Contract (Non FAR) D Grant/Cooperative Agreement E Intragovernmental F Intergovernmental G International Agreement I Non-DoD Contract (FAR) J Non-DoD Contract (Non FAR) K Other Agreement L Non-Procurement Instruments S Uniform PIID (FAR 4.16)</p> <p>If the value is not provided, the transaction will be defaulted to a value of B - DoD Contract (FAR), and all associated edits for Contract Number and Delivery Order number structure associated with DOD Contract (FAR) will be applied to the inbound file and if not met the file will fail.</p>	ID

Sample:

1B*A^

1.8 Reference Procurement Instrument Number (Line Number 1D)

NOTES: There may be one instance of Line 1D per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Reference Procurement Number	1/19	○	○	GSA Contract Number	AN

Sample:

1D*A3JF6182HDG34JA^

1.9 Shipment Information (Line Number 2)

NOTE: There may be one instance of the Shipment Information per transaction. If the Shipment Number is blank on the Invoice 2n1, the Invoice Number will be used as the Shipment Number (except for MOCAS and EBS which requires a Shipment Number be included).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Shipment Number	2/22	O	O	<p>The Shipment Number will be converted to uppercase.</p> <p>If the Shipment Number is blank on the Invoice 2n1, the Invoice Number will be used as the Shipment Number (except for MOCAS and EBS which requires a Shipment Number be included).</p> <p>If the Shipment Number is blank on the Construction and Facilities Management Invoice, the Invoice Number will be used as the Shipment Number.</p>	AN
	MOCAS and/or DCMA Administered	7/8	M	M	<p>Must be 7 or 8 characters in the format of AAAXNNN and may have a Z in the 8th position. The following edits will be applied:</p> <p>If the document is an Invoice 2n1, then the Shipment Number must contain the prefix "SER," followed by 3 numeric characters.</p> <p>If the Shipment Number is 8 characters, the 8th character must be a "Z."</p> <p>If the Final Shipment Indicator is "Y," then the Shipment Number must be exactly 8 characters with the 8th character being a "Z."</p> <p>If the Shipment Number is 8 characters and the 8th character is a "Z," then the Final Shipment Indicator must be set to "Y."</p> <p>MOCAS Credit Invoice: Shipment Number must be 7</p>	

	EBS	7/8	M	M	<p>alphanumeric characters, or 8 characters with the first 7 characters being alphanumeric and Z in the 8th position.</p> <p>Credit Invoice with Non-DCMA Admin and non-DSS Ship To: Shipment Number must be 2-22 alphanumeric characters.</p> <p>DCMA Admin Credit Invoice: Shipment Number must be 7 to 8 alphanumeric characters with 'Z' in the final position.</p> <p>DSS Ship To Credit Invoice: Shipment Number must be 7 to 8 alphanumeric characters.</p> <p>EBS: If the Shipment Number is 8 characters, then the 8th character must be a "Z."</p> <p>If the Final Shipment Indicator is "Y" then the Shipment Number must be exactly 8 characters with the 8th character being a "Z."</p> <p>If the Shipment Number is 8 characters and the 8th character is a "Z," then the Final Shipment Indicator must be set to "Y."</p> <p>Must be 7 or 8 characters in the format of AAAXNNN and may have a Z in the 8th position.</p> <p>EBS Credit Invoice: Shipment Number must be 7 alphanumeric characters, or 8 characters with the first 7 characters being alphanumeric and "Z" in the 8th position.</p>	
2	Shipment Date	8/8	C	C	<p>CCYYMMDD</p> <p>This Field is mandatory if the Shipment Number, Field 1, is entered.</p>	DT
3	Estimated Shipment Date Indicator	N/A	N/A	N/A	Not used.	N/A
4	Final Shipment	1/1	C	C	<p>Identifies if the Shipment is the Final Shipment. Enter a capitalized "Y" for Yes or "N" for No.</p> <p>If the shipment number is defaulted to the invoice number, then the final shipment indicator will be defaulted to the value of</p>	ID

					the final invoice indicator. This field will be ignored for Credit Invoices.	
--	--	--	--	--	--	--

Sample:

2*SHIP001^20090803^^Y^ (Final)
 2*SHIP001^20090803^^N^ (Not Final)

Notes:

- Creating a Fast Pay Invoice from an EDA contract: If the document is submitted without an Accept By location code or with an Accept By location code which is an active registered user for the role, the system will verify the Shipment Number is a valid, non-voided Receiving Report.

1.10 Reference Shipment Number (Line Number 2A)

NOTE: There may be one or more instances of Reference Shipment Number per transaction at the Document Level.

This line may only be used for Invoices and Fast Pay Invoices for One Pay.

Line 2A may be repeated as many times as necessary to accommodate Reference Shipment Numbers.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Reference Shipment Number	2/22	O	N/A		AN

Samples:

2A*SHIP0001^

2A*SHIP0002^

1.11 Additional Emails (Line Number 2D)

NOTE: This line is used to submit email addresses to which WAWF will forward an additional workflow notice for the document.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Additional Emails	1/60	O	N/A	Multiple instances of this line are allowed.	AN

Sample:

2D*:john@gmail.com^

1.12 Services or Supplies (Line Number 3)

NOTE: This Line **may only be used** for Commercial Invoices that are MOCAS paid or DCMA administered.

This line will be ignored for Credit Invoices.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Services or Supplies MOCAS and/or DCMA Administered.	3/3	M	N/A	“SPL” for Supplies or “SVC” for Services must be capitalized. The relationship of a Services (“SVC”) Receiving Report to a Supplies (“SPL”) Commercial Invoice (and vice versa) is not allowed.	ID

Sample:

3*SPL^

1.13 Bill of Lading, TCN & Transportation Method/Type Information (Line Number 4)

NOTE: This Line with Transportation Method/Type (Field 3) must be used for MOCAS Fast Pay Invoices.

This line will be ignored for Credit Invoices.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Bill of Lading	1/30	O	N/A	Bill of Lading Number	AN
2	TCN	N/A	N/A	N/A	Not used.	N/A
3	Transportation Method/Type	1/1	M	N/A	This Field is only used for Fast Pay Invoices with a MOCAS Pay DoDAAC. Please refer to the Transportation Method/Type Code Table maintained under the "Lookup" tab.	ID
4	Bill of Lading Type	1/1	O	N/A	Valid values may be "C" for Commercial Bill of Lading, "G" for Government Bill of Lading, or Blank. Default is "C".	ID

Samples:

4*^B (Transportation Method/Type)

4*103270974^B^G (Bill of Lading, Transportation Method/Type and Bill of Lading Type)

4*103270974^B (Bill of Lading and Transportation Method/Type)

1.14 Document Level AAA, ACRN, SDN (Line Number 4A)

NOTES: There may be one instance per transaction.

This line is not allowed for NAVCON.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	AAA	6/6	N/A	O	Account Installation No. (AAA).	AN
2	ACRN	2/2	N/A	O	Accounting Classification Reference No. (ACRN).	AN
3	SDN	1/30	N/A	O	Standard Document Number (SDN).	AN
	One Pay	13/15	N/A	O	Standard Document Number (SDN) must be 13, 14 or 15 alphanumeric characters for One Pay when AAI is not found in the DOD AAI table. Standard Document Number (SDN) must be 9, 13, 14 or 15 alphanumeric characters for One Pay when AAI is found in the DOD AAI table.	

Sample:

4A*068688^AA^V44890721BP08^

Notes:

- For One Pay, Line 4A, Field 2 (document-level ACRN) is not used. Instead, use Line 16G for One Pay for single and multiple ACRN information.
- SDN, ACRN and AAI are not allowed for Energy Invoices.
- AAI is not used on the Construction and Facilities Management Invoice.

1.15 Long Line of Accounting Data – Document Level (Line Number 4B) – Skip this Line

1.16 Discount Information (Line Number 5)

NOTES: There may be one to five instances of the Discount Information per transaction. An additional iteration of this Line may be used for Fast Pay Invoices.

For Fast Pay Invoices, the first iteration of Line 5 must be “21” in Field 5.

This line will be ignored for Credit Invoices.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Discount Percent	1/7	C	C	This Field must be blank if Discount Amount, Discount Date, or Net Days is entered.	R2.4
	MOCAS, IAPS-E, One Pay	1/5	C	C	Allows 2 positions to the right of the decimal point.	R2.2
	CAPS-C/W	1/6	C	C	Allows 3 positions to the right of the decimal point.	R2.3
	EBS	1/4	C	C	Allows for 1 position to the right of the decimal point.	R2.1
	Navy ERP	1/7	C	N/A	Allows for up to 4 positions to the right of the decimal point.	R2.4
2	Due Days	1/2	C	C	This Field is mandatory if the Discount Percent is entered. This Field must be blank if Discount Amount, Discount Date, or Net Days is entered.	N
3	Discount Amount	1/13	C	C	This Field must be blank if Discount Percent, Due Days, or Net Days is entered. This Field is affected by currency code. See notes below.	R10.2
	MOCAS	N/A	N/A	N/A	Not used. Not used for 2n1.	N/A
	EBS, CAPS-C	N/A	N/A	N/A	Not used.	
	CAPS-W	N/A	N/A	N/A		
	Navy ERP	1/13	C	N/A	Navy ERP has no more than 10 digits to the left of the decimal and no more than 2 to the right of the decimal.	R10.2
4	Discount Date	8/8	C	C	This Field is mandatory if the Discount Amount is entered. This Field must be blank if Discount Percent, Due Days, or	DT

	EBS, CAPS-C/W MOCAS	N/A N/A	N/A N/A	N/A N/A	Net Days is entered. Not used. Not used.	
5	Discount Type Fast Pay	2/2 2/2	C C	C C	See list below. If data is entered in Fields 1 and 2, or 3 and 4, then Field 5 (if left blank) will default to the appropriate Discount Type ("22" or "08") based on data entered. Use code 21.	ID
6	Net Days One Pay, CAPS-C/W or IAPS-E MOCAS, EBS	1/2	C N/A	C N/A	This Field is used to reflect the number of days at which the net amount is due. This Field must be blank if Discount Percent or Discount Amount is entered. Allow only one Net Days Discount. Not used.	N

Samples:

5*^^^^30^ (Net Days)

5*2^20^^^08^^ (Discount Percent/Due Days)

5*^^100^20081108^22^^ (Discount Amount/Discount Date)

5*^^^^21^^ (FAST PAY)

Field 3 – Discount Amount

- Minimum/Maximum allowable field sizes for all monetary fields other than Unit Price will be affected when using foreign currencies.
- The system will pad zeroes to right of the decimal point up to the number of digits allowed for a Currency Code.
- The system will drop zeroes to the right of the decimal point if they exceed the number of digits allowed for a Currency Code.
- If a non-zero number is given to the right of the maximum number of allowable decimal places as specified by the Currency Code, an error will be given.
- For currencies that allow more than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will be decreased to accommodate the extra digits allowed past the decimal. For instance, a monetary field that allows a

maximum field size of 8.2 would allow a maximum field size of 7.3 when using a foreign currency that allows 3 decimal positions.

- For currencies that allow less than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will remain unchanged.

Field 5 – Discount Type

08 Basic Discount (Field 1 = discount percent, Field 2 = number of days and Field 5 = 08)

22 Cash Discount (Field 3 = discount amount, Field 4 = date and Field 5 = 22)

21 Fast Pay

WAWF Pay System Edits

- **MOCAS:** Allows for one discount of a Discount Percent/Due Days combination.
- **EBS:** Allows for only one discount of a Discount Percent/Due Days combination; Fields 3 and 4 not available for EBS.
- **One Pay:** Allows for either one Discount Amount/Discount Date combination or up to two Discount Percent/Due Days combinations. Allows for a Net Days instance.
- **CAPS-C/W:** Allows for up to three combinations of Discount Percent/Due Days; Fields 3 and 4 are not available for CAPS.
- **IAPS-E:** Allows for a Discount Percent/Due Days combination, a Discount Amount/Discount Date combination, or a Net Days. Only one discount combination is allowed.
- **Navy ERP:** Allows up to five instances of Discount Percent/Due Days or Discount Amount/Discount Date or NET Days. Only one instance of NET days is allowed.
- **FABS:** When the payment and acceptance location codes are FABS, any Discounts submitted with the 2N1 will be ignored.

1.17 Invoice Information (Line Number 6)

NOTE: There must be one instance of the Invoice Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Invoice Number	1/22	M	M	The Invoice Number will be converted to uppercase.	AN
	MOCAS	1/8	M	M	For Energy Price Corrected Invoice, see notes below.	
	EBS	1/16	M	M		
2	Invoice Date	8/8	M	M	If the Invoice Number is entered then this Field is mandatory.	DT
3	Final Invoice	1/1	M	C	Identifies if the Invoice is a Final Invoice. Enter a capitalized "Y" for Yes or "N" for No. This Field is used only if an Invoice Number is submitted in Field 1. This field will be ignored for Credit Invoices.	ID
4	Vendor's Invoice Number	N/A	N/A	N/A	Not used.	N/A

Sample:

6*INV0001^20080803^Y^^ (Final)

6*INV0001^20080803^N^^ (Not Final)

Notes: When creating an Energy Price Corrected Invoice, the Invoice number should begin with the appropriate prefix. For example, if the original Invoice Number was INV0001, the first Energy Price Corrected Invoice Number would be UPADJAINV0001, followed by UPADJBINV0001, UPADJCINV0001, etc. If the prefix is not included, WAWF will automatically generate the prefix.

1.18 Construction Invoice Indicator & Fixed Price Indicator (Line Number 6A)

NOTE: This Line may only be used for Navy Construction Invoices (One Pay, CAPS-W) when Line B, Field 1 is NAVCON or the Construction and Facilities Management Invoice (Standard Pay Office) when Line B, Field 1 is CICON.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Construction Invoice Indicator	1/1	O	N/A	Enter "Y" for Yes or "N" for No. WAWF will default Construction Indicator to "N" if left blank.	AN
2	Fixed Price Indicator	1/1	O	N/A	Enter "Y" for Yes or "N" for No. WAWF will default Fixed Price Indicator to Y if left blank.	AN

Sample:

6A*Y^Y^

Note: If creating a NAVCON document there must be at least one attachment. If creating a NAVCON document and the Final Invoice Indicator (Line 6, Field 3) is Y and Construction Invoice Indicator is Y, then at least 2 attachments are required.

Note: If creating a Construction and Facilities Management Invoice document there must be at least one attachment. If creating a Construction and Facilities Management Invoice document and the Final Invoice Indicator (Line 6, Field 3) is Y and Construction Invoice Indicator is Y, then at least 2 attachments are required.

1.19 Lookup Invoice Information (Line Number 6C)

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Lookup Invoice Number	1/16	○	N/A	The Invoice Number will be converted to uppercase. For Energy Price Corrected Invoice, see notes below.	AN

Sample:

6C*INV0001^

Note: When creating an Energy Price Corrected Invoice, enter the Lookup Invoice Number in Line 6C Field 1. When an Energy Invoice is submitted with the Correction Indicator set and with a Lookup Invoice Number, WAWF will attempt to locate the original Energy Invoice using the CAGE Code, Contract Number, Delivery Order Number, Pay DoDAAC, and Lookup Invoice Number.

1.20 Bill of Collection (Line Number 6D)

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Bill of Collection	13/14	O	N/A	Bill of Collection. No special characters allowed.	AN

Sample:

6D*987A74AJ^

1.21 Period of Performance (Line Number 7) – Skip this Line

1.22 Billing Information (Line Number 7A)

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Period of Performance From Date	8/8	N/A	C	Mandatory for DISA Telecom 2N1 if Line 12 is a FABS Payment Location. If Field 1 is entered, Field 2 is also required. CCYYMMDD	DT
2	Period of Performance To Date	8/8	N/A	C	Mandatory for DISA Telecom 2N1 if Line 12 is a FABS Payment Location. If Field 2 is entered, Field 1 is also required. CCYYMMDD	DT
3	Billing / Account Number	1/24	N/A	O	Slashes and Dashes are permitted.	AN
4	Communication Service Authorization	16/20	N/A	C	When creating a Commercial Invoice 2-in-1 (Services Only) where the Acceptance and Payment locations equate to the FABS system, the application will require entry of the Communications Service Authorization Number.	AN
5	Invoice Credit Type	1/30	N/A	C	Valid values are: 'Outage Credit' and 'Administrative Adjustment'.	AN

Samples:

7A*20151001^20151021^01-22321-098^

Notes: When creating an Invoice 2-in-1 (Services Only) where the Acceptance location code equates to FABS, the system will require the entry of Performance From and Performance To Dates. The fields will be labeled as “Billing Period From” and “Billing Period To”.

1.23 Inspection & Acceptance Points (Line Number 8) – Skip this Line

1.24 Prime Contractor (Line Number 9)

NOTE: There must be one instance of the Prime Contractor Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Prime Contractor CAGE	5/13	M	M		AN
2	Extension	1/6	C	C	This Field should only be used when the value has been registered in WAWF by the prime contractor.	AN

Samples:

9*67580^^

9*67580^DET^

1.25 Prime Contractor Address Information (Line Number 9A)

NOTE: There may be one instance of the Prime Contractor Address Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Prime Contractor Activity	1/60	C	C		AN
2	Prime Contractor Activity	1/60	O	O		AN
3	Prime Contractor Activity	1/60	O	O		AN
4	Prime Contractor Address	1/55	C	C		AN
5	Prime Contractor Address	1/55	O	O		AN
6	Prime Contractor Address	1/55	O	O		AN
7	Prime Contractor Address	1/55	O	O		AN
8	Prime Contractor City	2/30	C	C		AN
9	Prime Contractor State/Province	2/2	C	C		AN
10	Prime Contractor ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Prime Contractor Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

9A*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

9A*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

9A*51st Activity Company^^^Camp David^^^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Prime Contractor and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.26 Administration DoDAAC (Line Number 10)

NOTE: There must be one instance of the Administration Office DoDAAC Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Administration DoDAAC	6/6	M	M		AN

Sample:

10*S0512A^

Note:

For MOCAS, if the Admin DoDAAC begins with “S” and ends with “A”, then it must be a DCMA DoDAAC.

1.27 Administration Address Information (Line Number 10A)

NOTE: There may be one instance of the Administration Address Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Administration Activity	1/60	C	C		AN
2	Administration Activity	1/60	O	O		AN
3	Administration Activity	1/60	O	O		AN
4	Administration Address	1/55	C	C		AN
5	Administration Address	1/55	O	O		AN
6	Administration Address	1/55	O	O		AN
7	Administration Address	1/55	O	O		AN
8	Administration City	2/30	C	C		AN
9	Administration State/Province	2/2	C	C		AN
10	Administration ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Administration Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

10A*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

10A*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

10A*51st Activity Company^^^Camp David^^^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Administration Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.28 Inspect By DoDAAC (Line Number 10B)

NOTES: There may be one instance of the Inspect By DoDAAC Information per transaction for the Invoice 2n1. Inspect By is mandatory for Navy Construction (NAVCON) and Construction and Facilities Management Invoice.

Inspection DoDAAC is not allowed on the Invoice and Fast Pay.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Inspect by DoDAAC NAVCON and Construction and Facilities Management Invoice	6/6	N/A M	O N/A	This Field is optional for the Invoice 2n1 and CICON.	AN
2	Inspect by Extension	1/6	N/A	C	If Inspect By DoDAAC was not entered, then this Field must be left blank. If Inspect By DoDAAC is entered, then this Field is optional.	AN

Sample:

10B*S0512A^^

Note:

Standard Ship to DoDAAC Inspect By Edit – WAWF does not allow the entry of an Inspect By Location code if the Ship to DoDAAC on the document is a Standard Pay DoDAAC for a CI2N1. If an Inspect By is given, the file will be submitted successfully with a message that Line 10B will be ignored when the Ship to Location is registered for a Standard Pay Request Workflow transaction.

1.29 Inspect By Address Information (Line Number 10C)

NOTES: There may be one instance of the Inspect By Address Information per transaction.

This Line can only be used if an Inspect By DoDAAC Line Number 10B, Field 1 is entered.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Inspect By Activity	1/60	C	C		AN
2	Inspect By Activity	1/60	O	O		AN
3	Inspect By Activity	1/60	O	O		AN
4	Inspect By Address	1/55	C	C		AN
5	Inspect By Address	1/55	O	O		AN
6	Inspect By Address	1/55	O	O		AN
7	Inspect By Address	1/55	O	O		AN
8	Inspect By City	2/30	C	C		AN
9	Inspect By State/Province	2/2	C	C		AN
10	Inspect By ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Inspect By Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

10C*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

10C*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

10C*51st Activity Company^^^Camp David^^^^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Inspect By Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.30 Ship From CAGE / DoDAAC and FOB (Line Number 11)

NOTES: There may be one instance of the Ship From CAGE / DoDAAC Information per transaction.

Field 1 is not required unless it differs from the Prime Contractor CAGE in Line 9.

This line is not allowed for Construction Invoice or Construction and Facilities Management Invoice (CICON) or Navy Construction Invoice (NAVCON).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Ship From CAGE / DoDAAC	5/13	O	O	If Ship From does not differ from the contractor's Prime CAGE Code, Line 9, this Field may be blank.	AN
2	Ship From Extension	1/6	C	O	If Ship From was not entered, this Field must be left blank. If Ship From is entered, this Field is optional.	AN
3	FOB	N/A	N/A	N/A	Not used.	N/A

Sample:

11*06481^232313^^

1.31 Ship From Address Information (Line Number 11A)

NOTE: There may be one instance of the Ship From Address Information per transaction. This Line can only be used if Ship From, Line Number 11, Field 1, is entered.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Ship From Activity	1/60	C	C		AN
2	Ship From Activity	1/60	O	O		AN
3	Ship From Activity	1/60	O	O		AN
4	Ship From Address	1/55	C	C		AN
5	Ship From Address	1/55	O	O		AN
6	Ship From Address	1/55	O	O		AN
7	Ship From Address	1/55	O	O		AN
8	Ship From City	2/30	C	C		AN
9	Ship From State/Province	2/2	C	C		AN
10	Ship From ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Ship From Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

11A*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

11A*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

11A*51st Activity Company^^^Camp David^^^^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Ship From Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.32 Payment Office DoDAAC (Line Number 12)

NOTE: There must be one instance of the Payment Office DoDAAC Information per transaction. For Payment Office DoDAAC list, please refer to WAWF Website (Click: Display Pay DoDAACs Table) for DFAS Specific Payment System Information.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Payment Office DoDAAC	6/6	M	M		AN

Sample:

12*HQ0347^

Notes:

- Standard Pay DoDAACs – FTP inbound with a Standard Pay DoDAAC will only allow document types to be submitted that the Pay DoDAAC is signed up for and activated to receive Standard Workflow Extracts for. If any other document type is submitted for which the Standard Pay DoDAAC is not signed up to receive Standard Extracts, the document will be rejected with an error message.
- If the Acceptance Location is a FABS location, the Payment Office must also be FABS.

1.33 Payment Office Address Information (Line Number 12A)

NOTE: There may be one instance of the Payment Office Address Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Payment Office Activity	1/60	C	C		AN
2	Payment Office Activity	1/60	O	O		AN
3	Payment Office Activity	1/60	O	O		AN
4	Payment Office Address	1/55	C	C		AN
5	Payment Office Address	1/55	O	O		AN
6	Payment Office Address	1/55	O	O		AN
7	Payment Office Address	1/55	O	O		AN
8	Payment Office City	2/30	C	C		AN
9	Payment Office State/Province	2/2	C	C		AN
10	Payment Office ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Payment Office Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

12A*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

12A*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

12A*51st Activity Company^^^Camp David^^^^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Payment Office Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.34 Ship To CAGE / DoDAAC Or Service Acceptor DoDAAC (Line Number 13)

NOTES: There must be one instance of the Ship To CAGE / DoDAAC or Service Acceptor DoDAAC Information per transaction.

Accept By is mandatory for Navy Construction (NAVCON) and Construction and Facilities Management Invoice (CICON with a Standard Pay Office).

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Ship To CAGE / DoDAAC or Service Acceptor DoDAAC or Contracting Officer for CICON (Construction Payment Invoice) or Accept By for NAVCON or Construction and Facilities Management Invoice	5/13 6/6 6/6 6/6	M N/A M M	NA M N/A N/A	 For Invoice 2n1, only a Service Acceptor DoDAAC is allowed, not a CAGE. This role is referred to as the Contracting Officer. This role is referred to as the Accept By.	AN
2	Ship To Extension	1/6	O	O	If Ship To DoDAAC was not entered, then this Field must be left blank. If Ship To DoDAAC is used, then this Field is optional. If Field 1 is a CAGE, this Field may be used for a CAGE extension if necessary.	AN

Sample:

13*W45G19^13342^

Notes:

- Ship To CAGE/DoDAAC may be a CAGE, only if the Inspection and Acceptance points in the contract are Source/Source.

- When Line 3, Field 1 is marked “SVC” (services), then the Ship To DoDAAC for Source Acceptance should be the DoDAAC or a CAGE where the service is performed. For Destination Acceptance, the DoDAAC is the Acceptor.
- If the Payment Location is FABS, the Acceptance Location must also be FABS.

1.35 Ship To or Service Acceptor Address Information (Line Number 13A)

NOTE: There may be one instance of the Ship To or Service Acceptor Address Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Ship To Activity	1/60	C	C		AN
2	Ship To Activity	1/60	O	O		AN
3	Ship To Activity	1/60	O	O		AN
4	Ship To Address	1/55	C	C		AN
5	Ship To Address	1/55	O	O		AN
6	Ship To Address	1/55	O	O		AN
7	Ship To Address	1/55	O	O		AN
8	Ship To City	2/30	C	C		AN
9	Ship To State/Province	2/2	C	C		AN
10	Ship To ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Ship To Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

13A*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

13A*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

13A*51st Activity Company^^^Camp David^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Ship to Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.36 Local Processing Office DoDAAC (Line Number 13B)

NOTES: There may be one instance of the Local Processing Office DoDAAC Information per transaction.

LPO is optional for CICON.

LPO is mandatory for NAVCON One Pay.

LPO is optional for NAVCON CAPS-W.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Local Processing Office DoDAAC One Pay MOCAS, EBS	6/6 6/6 N/A	O M N/A	O M N/A		AN
2	Local Processing Office Extension	1/6	C	C	If Local Processing Office DoDAAC was not entered, then this Field must be left blank. If Local Processing Office DoDAAC is entered, then this Field is optional.	AN

Sample:

13B*F03000^^

Notes:

- Standard Pay DoDAAC LPO Edit – WAWF does not allow the entry of an LPO Location Code if the Pay office on the document is a Standard Pay DoDAAC. If an LPO is given, the file will be rejected with an error message.

1.37 Local Processing Office Address Information (Line Number 13C)

NOTE: There may be one instance of the Local Processing Office Address Information per transaction. The following Fields must be blank if Local Processing Office DoDAAC Line Number 13B, Field 1, is not entered.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Local Processing Office Activity	1/60	C	C		AN
2	Local Processing Office Activity	1/60	O	O		AN
3	Local Processing Office Activity	1/60	O	O		AN
4	Local Processing Office Address	1/55	C	C		AN
5	Local Processing Office Address	1/55	O	O		AN
6	Local Processing Office Address	1/55	O	O		AN
7	Local Processing Office Address	1/55	O	O		AN
8	Local Processing Office City	2/30	C	C		AN
9	Local Processing Office State/Province	2/2	C	C		AN
10	Local Processing Office ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Local Processing Office Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

13C*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

13C*FCC Company^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^

U.S. Military Address

13C*51st Activity Company^^Camp David^^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the LPO Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.38 Accept By DoDAAC (Line Number 13D)

NOTE: There may be one instance of the Accept By DoDAAC information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Accept By Office DoDAAC	6/6	O	NA		AN
2	Accept By Office Extension	1/6	C	NA	If Accept By DoDAAC was not entered, then this Field must be left blank. If Accept By DoDAAC is entered, then this Field is optional.	AN

Sample:

13D*FU4417^EXT001^

Notes:

- Line 13D is for Invoice, Invoice Fast Pay and Energy Invoice only.
- Line 13 should be used for NAVCON and Construction and Facilities Management Invoice.

1.39 Accept By Office Address Information (Line Number 13E)

NOTES: There may be one instance of the Accept By Office Address Information per transaction.

The following Fields must be blank if Accept By Office DoDAAC (Line Number 13D, Field 1) is not entered.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Accept By Office Activity	1/60	C	NA		AN
2	Accept By Office Activity	1/60	O	NA		AN
3	Accept By Office Activity	1/60	O	NA		AN
4	Accept By Office Address	1/55	C	NA		AN
5	Accept By Office Address	1/55	O	NA		AN
6	Accept By Office Address	1/55	O	NA		AN
7	Accept By Office Address	1/55	O	NA		AN
8	Accept By Office City	2/30	C	NA		AN
9	Accept By Office State/Province	2/2	C	NA		AN
10	Accept By Office ZIP Code	1/15	C	NA	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Accept By Office Country Code	2/2	C	NA		AN
12	Military Qualifier	2/2	C	NA	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	NA	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

13E*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

13E*FCC Company^^^123 Main St^^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

13E*51st Activity Company^^^Camp David^^^^^^33043-0525^^AR^FPO AA^

Notes:

- If any address information is entered then the full name of the Accept By Office and address must be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use “N/A” (not applicable).

1.40 Mark For Delivery DoDAAC (Line Number 14)

NOTES: Mark For Delivery - Use for Fast Pay transactions only.

There may be one instance of the Mark For Delivery CAGE/DoDAAC Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Mark For Delivery DoDAAC	6/6	C	N/A	If required by the Contract, then use only for Fast Pay Invoices.	AN
2	Mark For Delivery Extension	1/6	C	N/A	This Field must be left blank if Mark For Delivery DoDAAC was not entered. This Field is optional if Mark For Delivery DoDAAC is entered.	AN
3	Mark For Delivery Representative	N/A	N/A	N/A	Not used.	N/A

Sample:

14*N00383^^^

1.41 Mark For Delivery Address Information (Line Number 14A)

NOTES: Mark For Delivery Address - Use for Fast Pay transactions only.

There may be one instance of the Mark For Delivery Address Information per transaction.

The following Fields must be blank if Mark For Delivery CAGE/DoDAAC Line Number 14, Field 1, is not entered.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Mark For Delivery Activity	1/60	C	N/A		AN
2	Mark For Delivery Activity	1/60	O	N/A		AN
3	Mark For Delivery Activity	1/60	O	N/A		AN
4	Mark For Delivery Address	1/55	C	N/A		AN
5	Mark For Delivery Address	1/55	O	N/A		AN
6	Mark For Delivery Address	1/55	O	N/A		AN
7	Mark For Delivery Address	1/55	O	N/A		AN
8	Mark For Delivery City	2/30	C	N/A		AN
9	Mark For Delivery State/Province	2/2	C	N/A		AN
10	Mark For Delivery ZIP Code	1/15	C	N/A	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Mark For Delivery Country Code	2/2	C	N/A		AN
12	Military Qualifier	2/2	C	N/A	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	N/A	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

14A*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

14A*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

14A*51st Activity Company^^^Camp David^^^^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Mark For Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.42 Mark For Delivery Comments (Line Number 14B)

NOTES: Mark For Delivery Comments - Use for Fast Pay transactions only.

There may be one to 25 instances of the Mark For Delivery Comments per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Mark For Delivery Comments	1/75	0	N/A		AN

Sample:

14B*Ready to be reviewed.^

1.43 Mark For Delivery Secondary Comments (Line Number 14C)

NOTES: Mark For Delivery Secondary Comments – Use for Fast Pay transactions only.

There may be one to 25 instances of the Mark For Delivery Comments per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Mark For Delivery Secondary Comments	1/75	0	N/A		AN

Sample:

14C*Ready to be reviewed.^

1.44 Line Item Information (Line Number 15)

LOOP ID: Line Number - 15

NOTES: There must be one instance of Line Item Information. Up to 999 instances may be used per transaction.

Line Item Total monetary value of all Loops cannot exceed 10 billion. The total amount for each Line Item is determined by multiplying the Quantity Shipped by the Unit Price.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Line Item – Type 1	4/6	M	M	This Field may contain a CLIN/SLIN/ELIN. If a CLIN/SLIN/ELIN is sent in lowercase characters, they will be converted to uppercase. The letters “I” and “O” may not be used within the Line Item Number.	AN/ID
	IAPS-E, CAPS-C	4 or 6	M	M	4 AN or 6 AN	
	CAPS-W	4 or 6	M	M	4N or 4N2A	
	MOCAS	4 or 6	M	M	4N, 4N2A, 1A3AN, “NONE” or “NONE”NN	
	EBS	4 or 6	M	M	4 N or 4 N PLUS 2 A	
	One Pay	4 or 6	M	M	4 N or 4 N PLUS 2 A (only CLIN/SLIN allowed)	
	Navy ERP	4 or 6	M	M	CLIN (4N), SLIN (4N + 2AN) or ELIN (1A + 3AN)	
	Line Item – Type 2, 3	4/4	O	O	This Field may contain a Miscellaneous Fee/Charge/ Allowance. Miscellaneous Fees are at the document, not subordinate to the individual Line Items. See list below for Fee/ Charge/Allowance Codes.	
	Line Item – Type 4	2/2	O	O	This Field may contain a Tax Code. Taxes are at the document, not subordinate to the individual Line Items. See list below for Tax Codes.	
2	Line Item Type	1/1	M	M	See list below	ID
3	GFE/P	1/1	N/A	C	Use this Field only if Field 1 is a	ID

	MOCAS, CAPS-C/W		N/A	O	CLIN/SLIN/ELIN. Not allowed on Construction documents. (CICON and NAVCON) Enter a capitalized "Y" for Yes or "N" for No. If left blank, will default to "N."
	EBS, One Pay, IAPS-E	N/A	N/A	N/A	Not used.

Samples:

- 15*0001^1^N^ (CLIN)
- 15*0001AA^1^N^ (SLIN)
- 15*A001^1^N^ (ELIN)
- 15*F460^2^^ (Miscellaneous Fee)

Field 1 – Types/Codes

Field 1 – Fees / Charges

- B050 Certification
- B570 Container Deposits
- B660 Continuous Mileage
- C040 Delivery
- D340 Goods & Services
- D900 Installation
- D980 Insurance
- F110 Overrun Charge
- F155 Packaging
- F460 Postage
- F650 Preparation
- F920 Quantity Surcharge
- I260 Transportation Direct Billing
- F050 Other (see description)
- F680 Price Deviation
- F690 Prior Balance

Field 1 – Allowances

- B560 Container Allowance
- B950 Damaged Merchandise
- C310 Discount
- D350 Goods & Services Credit
- F810 Promotional Discount
- F910 Quantity Discount
- I170 Trade Discount
- I180 Trade In
- F050 Other (see description)
- F680 Price Deviation
- F690 Prior Balance

Field 1 – Taxes

- CA City Tax
- F1 FICA Tax
- FD Federal Tax
- FI Federal Income Tax Withholding
- FT Federal Excise Tax
- GR Gross Receipts Tax
- LO Local Tax (Not Sales Tax)
- LS State & Local Sales Tax
- SA State Fuel Tax
- SE State Excise Tax

Field 2 – Line Item Type

- 1 CLIN/SLIN/ELIN
- 2 Fee / Charge
- 3 Allowance
- 4 Tax

WAWF Pay System Edit Notes:

- **All Entitlement Systems** require the attachment of a document substantiating miscellaneous transportation charges greater than \$100.

MOCAS:

- CLIN/SLIN/ELIN is Mandatory per Line Item.
- CLIN/SLIN/ELIN must be 4 alphanumeric or 6 alphanumeric characters.
- Only one Miscellaneous Fee can be included on a document: only F460 or I260 is allowed.
- Taxes and allowances are not allowed.

EBS:

- CLIN/SLIN is Mandatory per Line Item.
- CLIN/SLIN must be 4 numeric or 4 numeric and 2 alpha characters.
- Only one Miscellaneous Fee can be included on a document; only Code I260 is allowed.
- Charge is limited to <\$250.00.
- EBS allows up to three taxes per Energy Invoice.

One Pay:

- CLIN/SLIN is Mandatory per Line Item.
- CLIN/SLIN must be 4 numeric or 4 numeric and 2 alpha characters. NAVCON 4N or 4N + 2A.
- Miscellaneous Fees – While all Miscellaneous Fees are allowed, Direct Transportation Charges are conditioned on the following:

For Direct Transportation Charges (Miscellaneous Fees Code I260), Line 16A (Description) is mandatory. The Vendor must submit the amount as CLIN 9999, with line item type of 1, Product/Service ID of "NONE," Product/Service ID Qualifier of VP, quantity of 1, unit of measure of EA, and Unit Price of the amount they are claiming.

- Miscellaneous Allowances – All Allowances allowed, however, as with Miscellaneous Fees, only a total of 3 fees and allowances combined will be allowed.
- Taxes – All Taxes allowed, however, only a total of 3 taxes will be allowed.
- NAVCON is the exception and does not allow Miscellaneous Fees, Allowances or Taxes.

CAPS-C/W:

- CLIN/SLIN/ELIN is Mandatory per Line Item.
- CLIN/SLIN/ELIN must be 4 alphanumeric or 6 alphanumeric.
- Miscellaneous Fees – Only valid value is I260.
- Miscellaneous Allowances & Taxes are allowed.

CAPS-W (NAVCON):

- CLIN/SLIN/ELIN must be 4 alphanumeric or 4 numeric, 2 alpha
- Miscellaneous Fees are not allowed.
- Miscellaneous Allowances & Taxes are not allowed.

IAPS-E:

- CLIN/SLIN must be 4 alphanumeric or 6 alphanumeric (IAPS-E only).
- Miscellaneous Fees – only values allowed are: B050, B570, B660, C040, D340, D900, D980, F050, F110, F155, F460, F650, F680, F920, and I260.
- Miscellaneous Allowances – only values allowed are: B560, B950, C310, D350, F050, F680, F810, F910, I170, and I180.
- Each value may be entered only once per document. A maximum of 25 Miscellaneous Fees and Miscellaneous Allowances combined will be allowed per document.
- Taxes – only values allowed are: CA, FD, FI, FT, GR, LO, LS, SA, and SE. Each value may be entered only once per document. This is an optional Field on Invoices and Invoice 2n1s.

Standard (NAVCON):

- CLIN/SLIN/ELIN must be 4 alphanumeric or 4 numeric, 2 alpha
- Miscellaneous Fees are not allowed.
- Miscellaneous Allowances & Taxes are not allowed.

Standard (Construction and Facilities Management Invoice):

- CLIN/SLIN/ELIN must be 4 alphanumeric or 4 numeric, 2 alpha

1.45 Long Line of Accounting Data – Line Level (Line Number 15A) – Skip this Line

1.46 Purchase Request Number (Line Number 15F)

NOTES: There may one instance of this line per line item loop.

<i>Field</i>	<i>Description</i>	<i>Min/M ax</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Purchase Request Number	1/30	○	○		AN

Sample:

15F*PRN0001^

1.47 Product/Service ID Information (Line Number 16)

LOOP ID: Line Number - 15

NOTES: There may be one instance of the Product/Service ID Information per Line Item Loop.

If the Line Item Type in Line Number 15, Field 2 is “1” this Line is mandatory.

If the Line Item Type in Line Number 15, Field 2, is not “1” then skip this Line.

If an NSN is available, use “FS” in Field 2 and the associated number in Field (Field 1).

If you do not have an NSN, but you have other pertinent information associated with any other codes for the shipment, then enter that information (e.g. “CL” entered in Field 2) and the pertinent color/information (e.g., blue or yellow, etc.) in Field 1.

If an NSN or other pertinent information is not associated with the shipment, use any code other than “FS” in Field 2 with the word “NONE” in Field 1.

This line is not allowed for NAVCON.

This line is allowed for CICON.

This line will be ignored for Credit Invoices.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Product/Service ID	1/48	C	C	If FS is used in Field 2, then Product/Service ID must be 13 numeric characters. If N4 is used in Field 2, then Product/Service ID must be numeric. If MOCAS paid or DCMA Administered and “SVC” (services) is selected in Line 3, then the Product/Service ID must be “SERVICES” and the Product Service Type must be “SV”.	AN
2	Product/Service ID Qualifier MOCAS paid and/or DCMA Administered	2/2	C	C	Please refer to the Product/Service ID Qualifier Codes table maintained under the "Lookup" tab on the WAWF website. If “SPL” (supplies) is selected in Line 3, then the Product/Service ID Qualifier “SV” is not allowed. If MOCAS paid for a CI2N1, the	ID

	EBS				code "SV" for Product/Service ID Qualifier is allowed. Only Product/Service ID Qualifiers FS, IB, MG, N4, SW, UK, UX, VC and VP are allowed for Invoice and Invoice Fast Pay. Only FS, IB, MG, N4, SV, SW, UK, UX, VC and VP are allowed for 2n1.	
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Sample:

16*ProductServiceID1^FT^

1.48 Line Item Description (Line Number 16A)

LOOP ID: Line Number - 15

NOTES: There may be one to 25 instances of the Line Item Description per Line Item Loop.

If Line Item Descriptions exceed 25 instances, additional data may be provided via an attachment. (Lines 25/26)

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Description	1/75	C	C	<p>If the Line Item Type in Line Number 15, Field 2, is "1" then this Field is mandatory.</p> <p>If the Line Item Type in Line Number 15, Field 2 is not "1", this Field is optional.</p> <p>If the Line Item Type in Line Number 15, Field 2 is not "1" and this Field is not entered, it will default to the Description of the Fee/ Allowance/Tax. See Line 15.</p>	AN

Sample:

16A *pound claw hammer-rubber grip^

1.49 ACRN, SDN, & Line Level AAA (Line Number 16B)

LOOP ID: Line Number - 15

NOTES: There may be one instance of the ACRN and SDN per Line Item Loop.

If the Line Item Type in Line Number 15, Field 2 is “1” this Line is optional.

If the Line Item Type in Line Number 15, Field 2, is not “1” then skip this Line.

For reporting multiple ACRNs and Price Information, use Line 16G instead. If Line 16G, Field 1 is used, then Line 16B, Field 1 is not allowed. If Line 16B, Field 1 is used, then Line 16G, Field 1 is not allowed.

This Line is not allowed for NAVCON.

This Line is allowed for CICON.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	ACRN One Pay	2/2 N/A	O N/A	O N/A	The ACRN is converted to uppercase. Not used for One Pay. Report single and multiple ACRNs on Line 16G instead.	AN
2	SDN One Pay	1/30 13/15	O O	O O	The SDN is not converted to uppercase. Standard Document Number (SDN) must be 13, 14 or 15 alphanumeric characters for One Pay when AAI is not found in the DOD AAI table. Standard Document Number (SDN) must be 9, 13, 14 or 15 alphanumeric characters for One Pay when AAI is found in the DOD AAI table.	AN
3	AAA One Pay	6/6	O O	O O	This Field is not allowed for CICON.	AN

Sample:

16B*AA^V44890721BP08^067443^

Note:

SDN, ACRN and AAI are not allowed for Energy Invoices.

1.50 MILSTRIP Information (Line Number 16C)

LOOP ID: Line Number - 15

NOTES: There may be multiple instances of the MILSTRIP Information per Line Item Loop on the Invoice 2n1. If MILSTRIP Information is entered, the sum of the quantities entered in Field 2 must total to the Quantity Shipped Line 17, Field 1. Therefore, it may be necessary to include a Field 1 with the entry “NONE” and the remaining quantity in Field 2 necessary to balance the Line entry.

This line is not allowed for NAVCON.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	MILSTRIP Number	1/15	O	O	This Field is allowed for an Invoice 2n1. It may also be entered for Fast Pay Invoice but only when the Pay DoDAAC is MOCAS. If the Pay DoDAAC, Line12, Field 1, is MOCAS and Line Item Type, Line Number 15, Field 2, is “1,” then this Field is optional.	AN
	MOCAS	14/15	O	O	MILSTRIP must be 14 or 15, alpha/numeric. WAWF will allow the entry of “NONE” to cover the requirement to balance quantities with total shipped quantity. If MILSTRIPs are sent in lowercase characters, then they will be converted to uppercase.	
2	MILSTRIP Quantity	1/11	C	C	If the MILSTRIP Number is entered, then this Field is mandatory.	R8.2
	MOCAS, One Pay	1/8	C	C	If a MILSTRIP is entered, then a quantity must be entered, no decimals allowed.	N
	EBS	1/11	C	C	Allows three positions to the right of the decimal if no more than seven positions to the left of the decimal are used. If DSS or DMLSS Ship To, Quantity must be a whole number with maximum field size of 10.	R8.2 or R7.3

Sample:

16C*W56HZV12345655A^12^

Notes:

- Duplicate MILSTRIPs are not allowed for Line Items.
- “NONE” can only be sent as a MILSTRIP once per Line Item and “NONE” cannot be the only MILSTRIP for a Line Item.
- MILSTRIPs are only allowed for CLIN/SLIN type Line Items (Line 15, Field 2 = 1).
- If MOCAS paid or DCMA administered and “SVC” (services) is selected in Line 3, then MILSTRIP data is not used.

1.51 Unique Identifier Header Info (UID) (Line Number 16D) – Skip this Line

1.52 Unique Identifier Description Info (UID) (Line Number 16E) – Skip this Line

1.53 Unique Identifier Detail Info (UID) (Line Number 16F) – Skip this Line

1.54 Multiple ACRNs & Price Information (Line Number 16G)

LOOP ID: Line Number - 15

NOTES: There must be two or more instances of line 16G, except for One Pay as noted below.

Use Line 16G to report multiple ACRNs and Price Information. For One Pay, use Line 16G to report single and multiple ACRNs.

If Line 16G is used for the submission of multiple ACRNs and the Price Information, then usage of Field 1 on Line 16B is not allowed.

This line is not allowed for EBS pay system, NAVCON or CICON.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	ACRN One Pay	2/2	O O	O C		AN
2	ACRN Price One Pay	1/14	O C	O C	Negative amount allowed. This Field is affected by currency code. See notes below. If ACRN is entered in Field 1, then this Field is Mandatory.	R10.2

Samples:

16G*AA^500^

16G*AB^300^

Note:

- The ACRN amount total must balance with the Line Item total of the document.
- For One Pay, ACRN amount must be between -999,999,999.99 and 999,999,999.99 and can only contain up to 2 digits to the right of the decimal. For all other pay systems, ACRN amount must be between -9,999,999,999.99 and 9,999,999,999.99 and can only contain up to 2 digits to the right of the decimal.

Field 2 – ACRN Price

- Minimum/Maximum allowable field sizes for all monetary fields other than Unit Price will be affected when using foreign currencies.
- The system will pad zeroes to right of the decimal point up to the number of digits allowed for a Currency Code.
- The system will drop zeroes to the right of the decimal point if they exceed the number of digits allowed for a Currency Code.
- If a non-zero number is given to the right of the maximum number of allowable decimal places as specified by the Currency Code, an error will be given.
- For currencies that allow more than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will be decreased to accommodate the extra digits allowed past the decimal. For instance, a monetary field that allows a maximum field size of 8.2 would allow a maximum field size of 7.3 when using a foreign currency that allows 3 decimal positions.
- For currencies that allow less than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will remain unchanged.

1.55 Chargeable Fiscal Year (Line 16H), Skip this line

1.56 Long Line of Accounting Data – ACRN Level (Line 16I) – Skip this Line

1.57 Reference Shipment Numbers & Amounts - ACRN Level (Line Number 16J)

NOTES: There may be one or more instances of Reference Shipment Number.

This line is only allowed for Invoices & Fast Pay Invoices for One Pay.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Reference Shipment Number	2/22	M	N/A	Reference Shipment Number	AN
2	Amount	1/16	C	N/A	If a Reference Shipment Number is entered in Field 1, then enter amount here. Amounts may be repeated as many times as necessary. This Field is affected by currency code. See notes below.	R9.2

Sample:

16G*BB^100.00^
 16J*DCMB001^100.00^
 16G*BC^100.00^
 16J*DCMB002^100.00^
 16G*AA^200.00^
 16J*DCMB223^100.00^
 16J*DCMB223^100.00^

Field 2 – Reference Shipment Amount

- Minimum/Maximum allowable field sizes for all monetary fields other than Unit Price will be affected when using foreign currencies.
- The system will pad zeroes to right of the decimal point up to the number of digits allowed for a Currency Code.
- The system will drop zeroes to the right of the decimal point if they exceed the number of digits allowed for a Currency Code.
- If a non-zero number is given to the right of the maximum number of allowable decimal places as specified by the Currency Code, an error will be given.
- For currencies that allow more than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will be decreased to accommodate the extra digits allowed past the decimal. For instance, a monetary field that allows a

maximum field size of 8.2 would allow a maximum field size of 7.3 when using a foreign currency that allows 3 decimal positions.

- For currencies that allow less than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will remain unchanged.

1.58 Transportation Indicator (Line Number 16K) – Skip This Line

1.59 Quantity Shipped/Invoice or Provided Information (Line Number 17)

LOOP ID: Line Number - 15

NOTE: There may be one instance of the Quantity Invoice per Line Item Loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Quantity Shipped/Invoice or Provided Information	1/11	C	C	<p>If the Line Item Type, Line Number 15, Field 2, is "1," then this Field is mandatory.</p> <p>If the Line Item Type Line Number 15, Field 2, is not "1," then this Field is N/A.</p> <p>Number allows 8 before the decimal and 2 after (R8.2).</p> <p>For Credit Invoice, Quantity Shipped must be negative.</p>	R8.2
	MOCAS	1/8	C	C	No decimals allowed.	N
	EBS	1/11	C	C	<p>If decimals are submitted, there may be 8 to the left and 2 to the right of the decimal, or 7 to the left and 3 to the right of the decimal.</p> <p>If DSS or DMLSS Ship To, Quantity must be a whole number with maximum field size of 10.</p>	R8.2 or R7.3
2	Ship Advice Code	1/1	N/A	O	This entry is optional and if not entered will default to Blank.	ID
	MOCAS	1/1	N/A	O	<p>This Field is optional and if not entered, will default to "H."</p> <p>Ship Advice Codes must be capitalized if entered.</p>	
3	Actual Quantity	N/A	N/A	N/A	Not used	N/A

Sample:

17*12^A^^

Field 2 – *Ship Advice Code*

Blank

- A Components Missing
- B Missing Components Furnished
- C Quantity Increase
- D Quantity Decrease
- E Replacement Shipment
- F Shipped and held in bond at contractor's plant
- G Shipped and held as GFP
- H Shipped/Performed as indicated
- Z Under Run Quantity

1.60 Unit of Measure Code (Line Number 18)

LOOP ID: Line Number - 15

NOTES: There may be one instance of the Unit of Measure Code per Line Item Loop.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Unit of Measure Code MOCAS	2/2	C	C	<p>If the Line Item Type in Line Number 15, Field 2 is "1," then this Field is mandatory.</p> <p>If the Line Item Type in Line Number 15, Field 2 is not "1," then this Field is "N/A."</p> <p>WAWF only accepts X12 Unit of Measure Codes. Refer to the WAWF website under the Lookup dropdown for the Units of Measure Table.</p> <p>If a Unit of Measure code is entered, then it must be capitalized.</p> <p>When a MOCAS DoDAAC is used and "LO" (lot) code is used as the Unit of Measure and zero is reported for Quantity Shipped, the total for the Line Item will be computed to be the Unit Price Amount.</p>	AN

Sample:

18*EA^

1.61 Unit Price / Amount (Line Number 19)

LOOP ID: Line Number - 15

NOTE: There must be one instance of the Unit Price/Amount per Line Item Loop.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Unit Price	1/16	M	M	If the Line Item Type Line Number 15, Field 2, is "1," then this is the Unit Price. If the Line Item Type Line Number 15, Field 2, is "2," "3," or "4," then this is the amount of the Fee, Allowance, or Tax then the Field size is 9.2. Fees, Allowances and Taxes are affected by currency code. See notes below.	R9.6
	MOCAS, One Pay	1/15	M	M	For Unit Price allows up to 5 positions to the right of the decimal point. See Notes for Line 15 for dollar limits on Fees/Allowances/Taxes.	R9.5
	EBS				For Unit Price allows up to 6 positions to the right of the decimal point; however, a decimal is not required in this Field. Amount for transportation charges must be less than \$250.00.	R9.6
	CAPS-W				Unit Price field allows 9 digits to the left of the decimal, and 6 to the right.	

Sample:

19*123.23^

Field 1 – Fees, Allowances and Taxes

- Minimum/Maximum allowable field sizes for all monetary fields other than Unit Price will be affected when using foreign currencies.
- The system will pad zeroes to right of the decimal point up to the number of digits allowed for a Currency Code.

- The system will drop zeroes to the right of the decimal point if they exceed the number of digits allowed for a Currency Code.
- If a non-zero number is given to the right of the maximum number of allowable decimal places as specified by the Currency Code, an error will be given.
- For currencies that allow more than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will be decreased to accommodate the extra digits allowed past the decimal. For instance, a monetary field that allows a maximum field size of 8.2 would allow a maximum field size of 7.3 when using a foreign currency that allows 3 decimal positions.
- For currencies that allow less than 2 positions to the right of the decimal, the number of digits that may be entered left of the decimal point will remain unchanged.

1.62 Mark For Delivery CAGE/DoDAAC – Line Level (Line Number 19B)

NOTE: This field is only used for Fast Pay Invoices. This field is only used for EBS Pay, DSS Ship To, and Non-DCMA Admin By. There may be one instance of the Mark For Delivery CAGE/DoDAAC per Line Item Loop. There may be one or more instances of Reference Shipment Number per transaction at the Document Level.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Mark For Delivery CAGE/ DoDAAC	5/13	O	N/A		AN
2	Mark For Delivery Extension	1/6	C	N/A	This field must be left blank if Field 1 was not entered.	AN

Sample:

19B*N00383^^

1.63 Mark For Delivery Comments – Line Level (Line Number 19C)

NOTE: This field is only used for Fast Pay Invoices. This field is only used for EBS Pay, DSS Ship To, and Non-DCMA Admin By. There may be one to 25 instances of the Mark For Delivery Comments per Line Item Loop.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Mark For Delivery Comments	1/75	O	N/A		AN

Sample:

19C*Ready to be reviewed^

1.64 Mark For Delivery Secondary Comments – Line Level (Line Number 19D)

NOTE: This field is only used for Fast Pay Invoices. This field is only used for EBS Pay, DSS Ship To, and Non-DCMA Admin By. There may be one to 25 instances of the Mark For Delivery Secondary Comments per Line Item Loop.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Mark For Delivery Secondary Comments	1/75	O	N/A		AN

Sample:

19D*Ready to be reviewed again^

1.65 Reference Taxes (Line Number 19E)

NOTE: There may be (5) instances of each Reference Tax Category per line item.
 This segment is only used for Energy Invoice.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Reference Tax Category	1/1	C	N/A	Enter 'C' for "Changed", 'D' for "Deleted" and 'N' for "New". If taxes are entered, the statement "Are all taxes reflected in the original contract applicable to this Invoice?" will default to 'N'. If taxes are not entered, this will default to 'Y'.	ID
2	Tax Type	1/5	C	N/A	Tax Type code. If 'OTH' is entered, Field 3 may be entered. Otherwise Field 3 will be ignored and will be populated.	AN
3	Tax/Fee Name	1/80	C	N/A	Tax/Fee Description. This is only used when Field 2 is 'OTH'	AN
4	Rate	1/10	C	N/A	Only used when Field 1 is C or N. If Field 5 is entered, this field may not be used.	R3.6
5	Percent	1/7	C	N/A	Only used when Field 1 is C or N. If Field 4 is entered, this field may not be used.	R2.4
6	Unit of Measure	2/2	C	N/A	Only used when Field 1 is C or N. If entered, please ensure the Unit of Measure for Reference Taxes matches the Unit Of Measure for the Line Item.	AN

Sample:

19E*C^GHA^^5.00^^EA^
 19E*D^OTH^Deleted Tax^^^^
 19E*N^OTH^New Tax^^3.4^EA^

Note:

Tax Type Codes

Please refer to the Tax Reference Table maintained under the "Lookup" tab on the WAWF website.

1.66 Issue By DoDAAC (Line Number 20)

NOTE: There may be one instance of the Issue By DoDAAC Information per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Issue By DoDAAC	6/6	O	O	If the Issue By DoDAAC is not provided, this Field will be populated from EDA if the information is available.	AN

Sample:

20*N00383^

1.67 Issue By Address Information (Line Number 20A)

NOTE: There may be one instance of the Issue By Address Information per transaction. The following Fields must be blank if Issue By DoDAAC Line Number 20, Field 1, is not entered.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Issue By Activity	1/60	C	C		AN
2	Issue By Activity	1/60	O	O		AN
3	Issue By Activity	1/60	O	O		AN
4	Issue By Address	1/55	C	C		AN
5	Issue By Address	1/55	O	O		AN
6	Issue By Address	1/55	O	O		AN
7	Issue By Address	1/55	O	O		AN
8	Issue By City	2/30	C	C		AN
9	Issue By State/Province	2/2	C	C		AN
10	Issue By ZIP Code	1/15	C	C	If Address is an APO or FPO, then cite the APO or FPO ZIP Code in this Field.	AN
11	Issue By Country Code	2/2	C	C		AN
12	Military Qualifier	2/2	C	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	C	C	Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco "AA," "AE," "AP" must be capitalized. Example: FPO AP, APO AE	AN

Samples:

U.S. Address

20A*ABC COMPANY^^^123 Main St^^^Orlando^FL^32043^^^

Non-U.S. Address

20A*FCC Company^^^123 Main St^^^Bedford^NS^B4B 1G9^CN^^^

U.S. Military Address

20A*51st Activity Company^^^Camp David^^^33043-0525^^AR^FPO AA^

Notes:

- If any Address information is entered, then the full name of the Issue By Activity and Address must also be provided.
- For U.S. Addresses, Fields 1, 4, 8, 9, and 10 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields 1, 4, 8, 9, 10, and 11 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields 1, 4, 10, 12, and 13 are the minimum required to complete the Address. Other Fields are optional.
- If a non-US address does not have a value for Field 9 (State or Province), use NA (not applicable).

1.68 Weight Information (Line Number 21) – Skip this Line

1.69 ARP, COC, & Construction Certificate Information (Line Number 21A)

NOTES: ARP and COC Information is not allowed.

There must be one instance of Construction Certificate Indicator for the CICON._

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	ARP – Alternate Release Procedure	N/A	N/A	N/A	Not used.	ID
2	COC – Certificate of Conformance	N/A	N/A	N/A	Not used.	ID
3	Construction Certificate	1/1	N/A	C	<p>Enter a capitalized “Y” for Yes or “N” for No. If left blank the Field will default to “N.” An “N” in this Field indicates that the Vendor is not willing to Certify the Invoice request. This will result in the document being rejected by WAWF and not being forwarded for review.</p> <p>Mandatory for Construction Transactions.</p> <p>Please refer to the WAWF Website: FTP/EDI Guides & Supporting Documents to view the Construction Certificate (CICON_Cert.doc)</p>	ID

Sample:

21A*^^Y^

1.70 Delivery Date (Line Number 22) – Skip this Line

1.71 Comments (Line Number 23)

NOTES: There may be one to 25 instances of the Comments per transaction if there is not a final Invoice against the Contract Number and Delivery Order.

There must be one to 25 instances of the Comments per transaction if there is a previously submitted final Invoice against the Contract Number and Delivery Order.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Initiator Comments	1/75	C	C		AN

Sample:

23*This is a comment for the whole document^

1.72 Accounting Data – FORM LEVEL (Line Number 24) – Skip this Line

1.73 Attachment Indicator (Line Number 25)

NOTE: There must be one instance of the Attachment Indicator per transaction.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Attachment Indicator	1/1	M	M	Enter a capitalized "Y" for Yes or "N" for No.	ID

Sample:

25*Y^

Note:

If creating a NAVCON document, there must be at least one attachment. If creating a NAVCON document and the Final Invoice Indicator is Y and Construction Indicator is Y, then at least 2 attachments are required. (Refer to Line 6A.)

If creating a Construction and Facilities Management Invoice document, there must be at least one attachment. If creating a NAVCON document and the Final Invoice Indicator is Y and Construction Indicator is Y, then at least 2 attachments are required. (Refer to Line 6A.)

1.74 Attachment Files (Line Number 26)

NOTES: There may be multiple instances of the Attachment Files per transaction.

When attachments are included with documents submitted via SFTP, if document submission fails in WAWF, the attachment must be resubmitted at the same time the document is resubmitted.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Attachment Files	1/100	C	C	<p>If the Attachment in Line Number 25, Field 1, is "Y," then this Field is mandatory.</p> <p>This Field will contain the name of the file to be attached to the document.</p> <p>File names must be unique. If a file name is sent that already exists, then the existing file will be overwritten.</p> <p>If the same file must be attached to multiple documents, then vary the file name slightly for each Attachment.</p> <p>WAWF will accept the following types of attachments: BMP: Bitmap DOC: Microsoft Word Application HTM: Hypertext Markup HTML: Hypertext Markup Language JPG: Joint Photographic Exerts Group Format MSG: Microsoft Outlook Application. PDF: Adobe Acrobat Portable Document Format PPT: Microsoft PowerPoint Application RTF: Rich Text Format TIF: Tagged Image File Format TXT: Plain text format XLS: Microsoft Excel Application</p>	ID

Sample:

26*document.doc^

Notes:

- The naming convention for attachments is as follows: Only underscores may be used in the file name. No spaces or special characters are allowed in the file name.
- The document name is case sensitive and must exactly match the name of the attachment being sent.
- The attachment must be submitted prior to the submission of the transaction. If multiple attachments are submitted, they must have unique names.
- If for any reason the original transaction with an attachment fails import to WAWF, the attachments must be resubmitted as well as the transaction.
- A single attachment file may not exceed 5 megabytes for non-DLA documents, and may not exceed 20 megabytes for DLA Energy related documents. Multiple attachment files may be submitted.

Example: CAGEx_ccyymmdd.XXX (no spaces allowed)

1.75 Electronic Funds Transfer (Line Number 27)

NOTES: There may be one instance of Electronic Funds Transfer per transaction.

EFT fields are optional for Vendors with foreign CAGEs (*in FPDW*) and NATO CAGEs (*in SAM*). They will be ignored for other Vendors.

If one EFT field is entered, the remaining fields must be entered. Either IBAN or ACH Routing Number must be entered. Both can be entered.

If a foreign vendor forgoes entering EFT data on their FTP/EDI document and their CAM has elected to prepopulate EFT Information onto documents, WAWF will attempt to prepopulate that data from the Prime Contractor's CAGE Profile. If no data is found for that CAGE Code, the document will be submitted without EFT Information.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Name Reflected on Bank Account	2/30	C	C	Mandatory if other EFT fields are entered.	AN
2	Bank Account Number	1/30	C	C	Mandatory if other EFT fields are entered.	AN
3	Account Type	1/80	C	C	Mandatory if other EFT fields are entered. Must be either 'Checking' or 'Savings'.	AN
4	Bank Name	1/60	C	C	Mandatory if other EFT fields are entered.	AN
5	SWIFT Code	1/30	C	C	Mandatory if other EFT fields are entered.	AN
6	ACH Routing Number	1/30	C	C	Either ACH Routing Number or IBAN must be entered. Both can be entered.	AN
7	IBAN	1/45	C	C	Either ACH Routing Number or IBAN must be entered. Both can be entered.	AN
8	Bank Branch Name	1/60	C	C	Mandatory if other EFT fields are entered.	AN
9	Bank Address	1/55	C	C	Mandatory if other EFT fields are entered.	AN
10	Bank City	2/30	C	C	Mandatory if other EFT fields are entered.	AN

Samples:

27*Zagrosjet^9045967038^Checking^Central Bank of
Iraq^12345678^123456789^987654321012345^Baghdad - Main Branch^Al-Mansour, Al-
Ameerat, Area 601, St. 11, Bldg. 36^Baghdad^

1.76 SEPARATOR or END (Label SEPARATOR or END)

NOTES: The SEPARATOR (=SEPARATOR=) must be used between transactions when there are multiple transactions in the file. There may be one or more instances of the SEPARATOR per file.

DO NOT USE SEPARATOR IF FILE ONLY CONTAINS ONE DOCUMENT.

There must be one instance of the END (=END=) per file and it must be at the end of the file.

<i>Field</i>	<i>Description</i>	<i>Min/ Max</i>	<i>Invoice</i>	<i>Invoice 2n1</i>	<i>Notes</i>	<i>Type</i>
1	Separator	11/11	C	C	Use “=SEPARATOR=” to signal that there are more documents in the file.	ID
	End	5/5	M	M	Use “=END=” to signal that this is the end of the file.	

Samples:

=SEPARATOR=

=END=