



## **FTP Guide - Appendix C Navy Shipbuilding Invoice (NSI)**



**Prepared For:  
Defense Logistics Agency**

**Effective as of version 6.11.0.  
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
5.4.0-8	1/23/13	WIT Issue 2467 v5.4 SIT Line 1, Field 2: Updated "Other Agreement\Non-Procurement Instruments" to show as two types and listed separately.
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: Added One Pay edit of 4N or 4N2A
5.5.0-3	07/11/13	WIT Issue 2771 v5.4 OAT 1 Updated CCR reference to SAM under General Instructions/Notes section/4 <sup>th</sup> bullet
5.6.0-1	01/07/14	WAWF-215 Updated to Version 5.6.0, August 2014
5.6.0-2	01/09/14	WAWF-221

		Line 2A Field 1: Updated Notes to say – The Shipment Number will be defaulted to the Invoice Number.
5.6.0-3	04/06/14	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	03/18/14	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.
5.6.0-5	05/20/14	WAWF-1007 Updated Delivery Order Nos. to 0015 on header
5.6.0-6	07/08/14	WAWF-1283 Updated to Version 5.6.0, October 2014
5.6.0-7	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	11/04/14	WAWF-1556 ECP0731 - FTP/EDI Guide Updates Added Line 2D.
5.7.0-3	02/20/15	WAWF-1908 ECP0794 guide updates Line 1 Field 1: Updated description of DoD Contract (FAR), added Uniform PIID (FAR 4.16) Line 1 Field 2: Updated description of DoD Contract (FAR), added Uniform PIID (FAR 4.16) 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)
5.8.0-1	06/23/15	WAWF-2407 Updated to Version 5.8.0, November 2015
5.8.0-2	07/07/15	WAWF-2427 ECP0794 Line 1- Updated Line 1 Field 1 and Line 1 Field 2 Contract Number and Delivery Order Edits
5.8.0-3	08/26/15	DR 1274 Line 6- Field 3: Updated iRAPT requirement to C 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’.” Added samples for Final Invoice Indicator
5.9.0-1	12/29/15	WAWF-2762 Updated version to 5.9.0, updated deployment date to June 2016

5.9.0-2	02/12/16	<p>IRAPT-913</p> <p>General Instructions-</p> <p>Notes: Added the following-</p> <p>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:</p> <ul style="list-style-type: none"> <li>• Contract Number and Delivery Order Number match.</li> <li>• Request/Invoice/Voucher Number match, excluding the trailing alpha character.</li> <li>• Previously submitted document status is not void.</li> <li>• Invoices must have the same gross amount.</li> <li>• Period of Performance Dates, Service Start/End Dates, and Estimated Delivery Date match.</li> <li>• For each matching Line Item, the Quantity Shipped and Unit Price match.</li> </ul>
5.9.1-1	08/17/16	<p>WAWF-3303</p> <p>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</p> <p>Line 1-</p> <p>Line 1 Field 1 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</p> <p>General instructions-</p> <p>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	07/05/18	<p>WAWF-5755</p> <p>Updated all instances of iRAPT to WAWF. Updated all instances of Issue Date to Effective Date.</p>
6.6	05/01/2020	<p>AGILE-3396 ECP 1268 Add Navy Specific Document Types</p> <p>Updated for Standard Pay Office</p> <p>Local Processing Office DoDAAC (Line Number 13B) - Updated note to say LPO is not allowed for Standard</p>
6.7.0-1	08/27/20	<p>ET-20739</p> <p>General instructions-</p>

		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	Agile-8842 1.21 Prime Contractor Field 1: Removed DUNS+DUNS+4 1.31 Ship To CAGE / DoDAAC Field 1: Removed DUNS+DUNS+4 Field 2: Removed DUNS+DUNS+4 from notes

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## 1 General Instructions

The following pages represent the Wide Area Workflow (WAWF) User Defined Format (UDF) for processing a Navy Shipbuilding Invoice (NSI). Invoice NSI is for One Pay, Navy ERP, and Standard pay systems only. Please refer to other UDFs to process the following documents: Receiving Reports, Receiving Report – Pack/RFID Update, Invoices, Invoice 2n1, to include Construction, 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. NSI         | 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.

- 
- 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.
  - The NSI document applies to ONE-PAY,NAVY ERP, and Standard pay systems only.
  - 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.
  - 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:
-

- 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Form Counter	1/3	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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	User ID	8/30	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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Form Type	2/6	M	NSI – Navy Shipbuilding Invoice	ID

*Sample:*

B\*NSI^

#### **Field 1** – *Form Type*

NSI      Navy Shipbuilding 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Action Type	1/2	O	Valid values are "V" and "VR".	ID
2	Draft Indicator	1/1	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)

#### *Notes:*

- 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 2A)

Invoice 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.

#### Action Type Codes

V Void

VR Void & Replace

**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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Contract Number	1/19	M	Contract Number No special characters allowed.	AN
	DoD Contract (FAR)	13/13	M	If Contract Number Type is "DOD Contract (FAR)," please see notes below for Contract Number Edit.	
	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.	
2	Delivery Order Number	0/19	C	Delivery Order, Call or Release Number No special characters allowed.	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.	
3	Effective Date	8/8	O	CCYYMMDD	DT
4	Task Order	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 9<sup>th</sup> position of the Contract Number is C, F, H, M, P, or V.
- For Acquisition, Delivery Order is required when the 9<sup>th</sup> 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 9<sup>th</sup> position of the Contract Number is C, F, H, P, or V.
- For Acquisition, Delivery Order is required when the 9<sup>th</sup> 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Foreign Currency Code	3/3	O	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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Contract Number Type	1/1	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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Reference Procurement Number	1/19	O	GSA Contract Number	AN

***Sample:***

1D\*A3JF6182HDG34JA^

**1.9 Shipment Information (Line Number 2) – Skip this Line**



**1.10 Reference Shipment Number (Line Number 2A)**

**NOTES:** For NSI documents enter the Shipment Number.

There may be one instance of Shipment Number per transaction at the Document Level.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Reference Shipment Number	2/22	O	The Shipment Number will be defaulted to the Invoice Number.	AN

***Samples:***

2A\*SHIP0001^

**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>TELC</i>	<i>TELN</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) – Skip this Line.**

**1.13 Bill of Lading, TCN, & Transportation Method/Type Information (Line Number 4)  
– Skip this Line.**

**1.14 Document Level AAA, ACRN, SDS (Line Number 4A) – Skip this Line.**

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

**1.16 Discount Information (Line Number 5) – Skip this Line**

**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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Invoice Number	1/22	M	The Invoice Number will be converted to uppercase.	AN
2	Invoice Date	8/8	M	If the Invoice Number is entered then this Field is mandatory.	DT
3	Final Invoice	1/1	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.	ID
4	Vendor's Invoice Number	N/A	N/A	Not used.	N/A

**Sample:**

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

6\*NAVY111^20080722^N^^ (Not Final)



**1.18 Construction Invoice Indicator & Fixed Price Indicator (Line 6A) – Skip this Line**

**1.19 Period of Performance (Line Number 7) – Skip this Line**

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

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

***Samples:***

9\*06481^^

9\*06481^DET^

**1.22 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Prime Contractor Activity	1/60	C		AN
2	Prime Contractor Activity	1/60	O		AN
3	Prime Contractor Activity	1/60	O		AN
4	Prime Contractor Address	1/55	C		AN
5	Prime Contractor Address	1/55	O		AN
6	Prime Contractor Address	1/55	O		AN
7	Prime Contractor Address	1/55	O		AN
8	Prime Contractor City	2/30	C		AN
9	Prime Contractor State/Province	2/2	C		AN
10	Prime Contractor ZIP Code	1/15	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		AN
12	Military Qualifier	2/2	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	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).

**1.23 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Administration DoDAAC	6/6	M		AN

***Sample:***

10\*S0512A^

**1.24 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Administration Activity	1/60	C		AN
2	Administration Activity	1/60	O		AN
3	Administration Activity	1/60	O		AN
4	Administration Address	1/55	C		AN
5	Administration Address	1/55	O		AN
6	Administration Address	1/55	O		AN
7	Administration Address	1/55	O		AN
8	Administration City	2/30	C		AN
9	Administration State/Province	2/2	C		AN
10	Administration ZIP Code	1/15	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		AN
12	Military Qualifier	2/2	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	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).

**1.25 Inspect By DoDAAC (Line Number 10B)**

**NOTE:** There may be one instance of the Inspect By DoDAAC Information.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Inspect by DoDAAC	6/6	O		AN
2	Inspect by Extension	1/6	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\*FU4417^^

**Note:**

- Inspect By DoDAAC is not allowed when the Ship To DoDAAC is Navy ERP.

### 1.26 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Inspect By Activity	1/60	C		AN
2	Inspect By Activity	1/60	O		AN
3	Inspect By Activity	1/60	O		AN
4	Inspect By Address	1/55	C		AN
5	Inspect By Address	1/55	O		AN
6	Inspect By Address	1/55	O		AN
7	Inspect By Address	1/55	O		AN
8	Inspect By City	2/30	C		AN
9	Inspect By State/Province	2/2	C		AN
10	Inspect By ZIP Code	1/15	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		AN
12	Military Qualifier	2/2	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	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).

**1.27 Ship From CAGE / DoDAAC and FOB (Line Number 11) – Skip this Line.**

**1.28 Ship From Address Information (Line Number 11A) – Skip this Line**

**1.29 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Payment Office DoDAAC	6/6	M		AN

**Sample:**

12\*N68688^

**1.30 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Payment Office Activity	1/60	C		AN
2	Payment Office Activity	1/60	O		AN
3	Payment Office Activity	1/60	O		AN
4	Payment Office Address	1/55	C		AN
5	Payment Office Address	1/55	O		AN
6	Payment Office Address	1/55	O		AN
7	Payment Office Address	1/55	O		AN
8	Payment Office City	2/30	C		AN
9	Payment Office State/Province	2/2	C		AN
10	Payment Office ZIP Code	1/15	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		AN
12	Military Qualifier	2/2	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	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).

**1.31 Ship To CAGE / DoDAAC (Line Number 13)****NOTE:** There must be one instance of the Ship To CAGE.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Ship To CAGE / DoDAAC	5/13	M		AN
2	Ship To Extension	1/6	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^

**1.32 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Ship To Activity	1/60	C		AN
2	Ship To Activity	1/60	O		AN
3	Ship To Activity	1/60	O		AN
4	Ship To Address	1/55	C		AN
5	Ship To Address	1/55	O		AN
6	Ship To Address	1/55	O		AN
7	Ship To Address	1/55	O		AN
8	Ship To City	2/30	C		AN
9	Ship To State/Province	2/2	C		AN
10	Ship To ZIP Code	1/15	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		AN
12	Military Qualifier	2/2	C	Enter "AR" for Armed Service Location Designator (For APO/FPO).  "AR" must be capitalized.	AN
13	Military Location	2/6	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).

**1.33 Local Processing Office DoDAAC (Line Number 13B)**

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

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Local Processing Office DoDAAC	6/6	O		AN
	One Pay	6/6	M		
2	Local Processing Office Extension	1/6	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\*N20002^^

**Notes:**

- LPO is mandatory for One Pay and must be a valid SUPSHIP DoDAAC.
- LPO is not allowed for Navy ERP or Standard.

**1.34 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Local Processing Office Activity	1/60	C		AN
2	Local Processing Office Activity	1/60	O		AN
3	Local Processing Office Activity	1/60	O		AN
4	Local Processing Office Address	1/55	C		AN
5	Local Processing Office Address	1/55	O		AN
6	Local Processing Office Address	1/55	O		AN
7	Local Processing Office Address	1/55	O		AN
8	Local Processing Office City	2/30	C		AN
9	Local Processing Office State/Province	2/2	C		AN
10	Local Processing Office ZIP Code	1/15	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		AN
12	Military Qualifier	2/2	C	Enter "AR" for Armed Service Location Designator (For APO/FPO).  "AR" must be capitalized.	AN
13	Military Location	2/6	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).

**1.35 Mark For Delivery DoDAAC (Line Number 14) – Skip this Line**



**1.36 Mark For Delivery Address Information (Line Number 14A) – Skip this Line**

**1.37 Mark For Delivery Comments (Line Number 14B) – Skip this Line**

**1.38 Mark For Delivery Secondary Comments (Line Number 14C) – Skip this Line**

**1.39 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 must be less than 100 billion.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Line Item	4 or 6	M	For form type NSI, this Field may contain a CLIN/SLIN only. The letters "I" and "O" may not be used within the Line Item Number.	AN
	Navy ERP	4 or 6	M	4 N or 4 N PLUS 2 AN	
	MOCAS	4 or 6	M	CLIN (4N), SLIN (4N + 2AN)	
	One Pay	4 or 6	M	4N, 4N2A, 1A3AN, "NONE" or "NONE"NN 4N, 4N2A If a CLIN/SLIN is sent in lowercase characters, they will be converted to uppercase.	
2	Line Item Type	1/1	M	This field will always be '1' for NSI documents, indicating the line item type is a CLIN/SLIN.	ID
3	GFE/P	N/A	N/A	Not used.	N/A

***Samples:***

15\*0001^1^^ (CLIN)

15\*0001AB^1^^ (SLIN)

15\*A001^1^^ (ELIN)

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

**1.41 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/Max</i>	<i>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Purchase Request Number	1/30	O		AN

***Sample:***

15F\*PRN0001^

**1.42 Product/Service ID Information (Line Number 16) – Skip this Line**

**1.43 Line Item Description (Line Number 16A)**

LOOP ID: Line Number - 15

**NOTES:** There must 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Description	1/75	M		AN

**Sample:**

16A \*pound claw hammer-rubber grip^



**1.44 ACRN, SDN, & Line Level AAA (Line Number 16B) – Skip this Line**

**1.45 MILSTRIP Information (Line Number 16C) – Skip this Line**

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

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

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

**1.49 Multiple ACRNs & Price Information (Line Number 16G) – Skip this Line**

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

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



**1.52 Reference Shipment Numbers & Amounts - ACRN Level (Line Number 16J) – Skip this Line**

**1.53 Transportation Indicator (Line Number 16K) – Skip This Line**

**1.54 Quantity Shipped/Invoice or Provided Information (Line Number 17) – Skip this Line**

**1.55 Unit of Measure Code (Line Number 18) – Skip this Line**

**1.56 Unit Price / Amount (Line Number 19)**

LOOP ID: Line Number - 15

**NOTES:** There must be one instance of Line 19 per Line Item Loop.

For NSI documents, Line Number 19 is used to report the Amount Billed.

<i>Field</i>	<i>Description</i>	<i>Min/Max</i>	<i>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Unit Price	1/14	M	For NSI documents enter the Amount Billed. Amount Billed is affected by currency code. See notes below.  Positive, negative, or zero Amount Billed values are allowed; however, the Document Total Amount (sum of all Amount Billed values) must be positive.	R11.2

**Sample:**

19\*123.23^

**Field 1 – Amount Billed**

- 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.

**1.57 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Issue By DoDAAC	6/6	O	If the Issue By DoDAAC is available, it should be entered.  If the Issue By DoDAAC is not provided, this Field will be populated from EDA if the information is available.	AN

**Sample:**

20\*N68894^

**1.58 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Issue By Activity	1/60	C		AN
2	Issue By Activity	1/60	O		AN
3	Issue By Activity	1/60	O		AN
4	Issue By Address	1/55	C		AN
5	Issue By Address	1/55	O		AN
6	Issue By Address	1/55	O		AN
7	Issue By Address	1/55	O		AN
8	Issue By City	2/30	C		AN
9	Issue By State/Province	2/2	C		AN
10	Issue By ZIP Code	1/15	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		AN
12	Military Qualifier	2/2	C	Enter "AR" for Armed Service Location Designator (For APO/FPO). "AR" must be capitalized.	AN
13	Military Location	2/6	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).



**1.59 Weight Information (Line Number 21) – Skip this Line**

**1.60 ARP, COC, & Construction Certificate Information (Line Number 21A) – Skip this Line**

**1.61 Delivery Date (Line Number 22) – Skip this Line**

**1.62 Comments (Line Number 23)**

**NOTES:** There may be one to 25 instances of the Comments per transaction.

Comments are required 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Initiator Comments	1/75	C		AN

***Sample:***

23\*This is a comment for the whole document^

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

**1.64 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Attachment Indicator	1/1	M	Enter a capitalized "Y" for Yes or "N" for No.	ID

**Sample:**

25\*Y^

**1.65 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Attachment Files	1/100	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:</p> <p>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.
- An attachment may be up to 5 megabytes in size. There is no limit, however, to the number of attachments per transaction. It is suggested that the content be divided into two or more attachments if it is larger than 5 megabytes.

**Example:** CAGEx\_ccyymmdd.XXX (no spaces allowed)



**1.66 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>NSI</i>	<i>Notes</i>	<i>Type</i>
1	Separator	11/11	C	Use "=SEPARATOR=" to signal that there are more documents in the file.	ID
	End	5/5	M	Use "=END=" to signal that this is the end of the file.	

***Samples:***

=SEPARATOR=

=END=