



VIM-ASAP Editing Access DD250 creation

VIM-ASAP pre-populates almost all required data to both eliminate errors and improve a manufacturer's productivity.

Prepare DD250s

Menu Help

Ship From: 73005 - Johnson Outdoors Inc Binghamton NY 131
Contract: SPM10005D6059
Delivery Order: 0201
Destination: WT4KDV - SR 0061 CS CO STK REC ACCT, UIJ
Alternate Release Procedure? No Yes

Shipment #: JWA 0001
Final Shipment? No Yes
Mfg. Invoice #:
Weight:
Lot No.:
Mode of Shipment: 2 - Government watercraft, barge, lighter

Block 23 Comment: POC: Johnson Outdoors Inc., Dick Hodder (607) 779-2200 Extension 388

CLIN	NSN	Item Description	Order Qty	Ship	Shipped To Date	Remark
0001	8340-01-512-0240	tent,modular,general purpose sys MEDIUM	1	1	0	

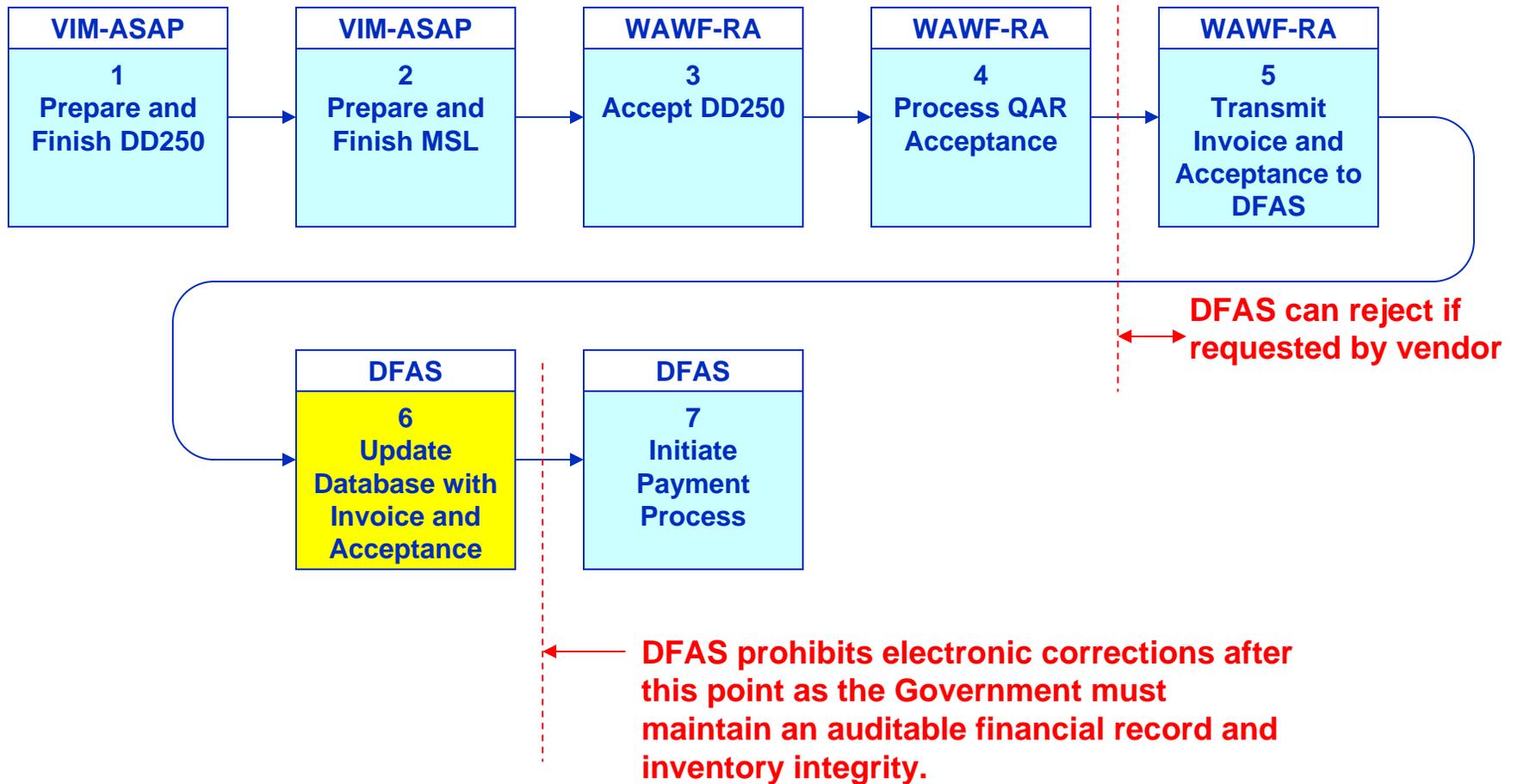
Vendor enters quantity →

The primary source of pre-populated data is EBS.



Clothing and Textile Supply-Chain DD250 Process Flow

Invoice and Receiving Report Flow





Detailed DD250 Editing Process

1. Prepare and Finish MSL: The DD250 moves on to the "Prepare Military Shipment Label" queue which also **can be edited many times until it is finished**. Vendor must select submit in the VIM-ASAP application.
2. The data is now in the queue for WAWF-RA, **but not yet transmitted**. The transmission to WAWF-RA occurs every hour on the hour. Vendor can contact the VIM help desk, if mistake is recognized, and data will not migrate to WAWF-RA.
3. Process QAR Acceptance: WAWF-RA receives the data from VIM (data migration time one hour). Data remains in process and can be **recalled** by the vendor until the QAR accepts the shipment. This can happen in a few minutes or can take days depending on the QAR.
4. QAR Accept DD250: Vendor can request **rejection** by QAR. After rejection, vendor can log onto WAWF-RA and "**Void**" the DD250. Voided DD250s can be **corrected in VIM** and **retransmitted to the QAR**. Government has ownership after acceptance.
5. WAWF transmits Invoice and Acceptance to DFAS: WAWF-RA periodically checks its database for "Accepted" DD250s and transmits an invoice and separate acceptance to DFAS.
6. Update Database with Invoice and Acceptance: DFAS processes the WAWF-RA data into its own database. The data sits in this unprocessed database for a few days until it is processed for payment. With a phone call, **DFAS permits data to be removed** so that an updated version can be **retransmitted**.
7. Initiate Payment Process: Once this process is started, DFAS prohibits retransmitted DD250s. The user is required to manually mark up a paper copy of the DD250 and mail/fax copies to DFAS, DSCP C&T, DCMA, and VIM so that everyone's records can be corrected.



Wide Area WorkFlow (WAWF) Guidance

- Website: <https://wawf.eb.mil>
- WAWF Practice Site: <https://wawftraining.eb.mil>
- Web-based Training Site: <http://www.wawftraining.com>
- WAWF Customer Support/DISA Ogden Help Desk:
Phone: (866) 618-5988 or (801) 605-7095
- Email: cscassig@ogden.disa.mil (Successful transmission of invoices are automatically generated from this e-mail address). Do not recommend vendors send e-mail questions, if immediate response is required.



Wide Area WorkFlow Solutions

Reduces Payment Cycle Time

Eliminates Lost Documents

Provides Complete Visibility

DLA Troop Support WAWF Enterprise Lead, Defense Logistics Agency