**DAAN-47-02**

**Carrier Tracking Information in Wide Area Workflow (WAWF)**

(August 2018)

When submitting a DD250/Receiving Report in Wide Area Workflow (WAWF)/iRAPT, DLA Aviation requests that the vendor include the applicable Transportation Control Number (TCN) and carrier shipment tracking information.

Including the Transportation Control Number and the carrier shipment tracking information will assist the contractor in meeting the On Time Delivery (OTD) standards for DLA Aviation and streamline the Delinquency resolution process.

Vendors should enter the carrier tracking number in the “Bill of Lading Number” field within the DD250/Receiving Report. If this is not possible, the vendor should send additional tracking information that is available (carrier shipping tracking information, screen shots, proof of delivery) to the Contract Administrator.

(End of Notice)