



Search for a FAST Outbound Display — Criteria

Overview

The Maintenance and Utilization module Federal Automotive Statistical Tool (FAST) Outbound Display process provides the ability to identify and correct any record from the FAST outbound report year-to-date process, as well as retrieve all vehicle reporting records that failed validation edits from the different processing steps.

Navigation

Utilities > Fleet > FAST Outbound DSPL > FAST Outbound Display Search Criteria

Procedures

Search for Federal Automotive Statistical Tool (FAST) Outbound Display

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting [Reset](#) at any point of this procedure returns all fields to the default "All" setting. **Bold** numbered steps are required.

1. In the Search Criteria box, narrow the results by entering one of the following fields.

Search Criteria

*Fiscal Year	2023	▼	*Agency	D2-DFAS	▼
*Search Type	Vehicle	▼	Site	FUNC-2	▼
*Search Mode	Update	▼	Actbl UIC	N00018	▼
Process Status Cd	Select an Item	▼			
UIC	Select an Item	▼			

[Reset](#)[Search](#)

2. Use ▼ to select the Fiscal Year.





3. Use ▼ to select the Search Type.

- Choose Vehicle.

Search Criteria	
*Fiscal Year	2023 ▼
*Search Type	Vehicle ▼
*Search Mode	Update ▼
Process Status Cd	Select an Item ▼
UIC	Select an Item ▼
*Agency	D2:DFAS ▼
Site	FUNC-2 ▼
Actbl UIC	N00018 ▼

[Reset](#) [Search](#)

A. Use ▼ to select the Search Mode.

Note



If FAST REPORT is chosen, the Agency field remains, all other fields are removed, and [Generate](#) replaces [Search](#) on the Search Criteria screen.

Select [Generate](#). The FAST Report, named *Export.xlsx*, opens.

B. Use ▼ to select the Agency.

- Choose Agency File Status.





Help Reference Guide

Search Criteria

*Fiscal Year	2023	▼
*Search Type	Agency File Status	▼
*Search Mode	Update	▼
Process Status Cd	Select an Item	▼
*Agency	D2-DFAS	▼

Reset Search

- A. Use ▼ to select the Search Mode.
- B. Use ▼ to select the Agency.
- Choose Accountable UIC.

Search Criteria

*Fiscal Year	2023	▼
*Search Type	Accountable UIC	▼
*Search Mode	Update	▼
Process Status Cd	Select an Item	▼
*Agency	D2-DFAS	▼
Site	FUNC-2	▼
Actbl UIC	N00018	▼

Reset Search

- A. The Search Mode automatically populates and is not editable.
 - B. Use ▼ to select the Agency.
4. Select [Search](#). The **FAST Outbound Display Search Results** page appears.





Search for a FAST Outbound Display Record — Results

Navigation

Utilities > Fleet > FAST Outbound DSPL > Search Criteria > > FAST Outbound Display Search Results page

Procedures

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

Update the FAST Vehicle records

1. Use  to select the Search Type. *Choose Vehicle.*
2. Use  to select the Search Mode. *Choose Update.*
3. Select . *Results display in the Search Results grid.*
4. Use the (+) or (-) to expand or collapse the nested grid to select the record(s).
5. Select ☐ next to the desired record(s).
6. Select . *The **Vehicle Grid** page appears.*
7. Click the Edit hyperlink. *The **Edit Record** pop-up window appears.*

View the FAST Vehicle records

1. Use  to select the Search Type. *Choose Vehicle.*
2. Use  to select the Search Mode. *Choose View.*
3. Select . *Results display in the Search Results grid.*
4. Use the (+) or (-) to expand or collapse the nested grid to select the record(s).





5. Select ☐ next to the desired record(s).
6. Select [View](#). The **FAST Outbound Display Vehicle Grid** page appears.

Delete the FAST Vehicle records

1. Choose Update in the Search Mode drop-down.
2. Select [Search](#). Results display in the Search Results grid.
3. Use the (+) or (-) to expand or collapse the nested grid to select the record(s).
4. Select ☐ next to the desired record(s).
5. Select [Update](#). The **FAST Outbound Display Vehicle Grid** page appears.

Update the FAST Agency File Status

1. Use  to select the Search Type. Choose Agency File Status.
2. Use  to select the Search Mode. Choose Update.
3. Select [Search](#). Results display in the Search Results grid.
4. Click the Update hyperlink. The **FAST Outbound Display Agency File Status Update** page appears.

Submit the FAST Agency File Status

1. Use  to select the Search Type. Choose Agency File Status.
2. Use  to select the Search Mode. Choose Submit.
3. Select [Search](#). Results display in the Search Results grid.





Help Reference Guide

Search Criteria

Search Mode Submit	Fiscal Year 2023	Agency DFAS	Process Status Cd ..
Search Type Agency File Status			

Search Results

Submit	Agency	Process Status Cd
☐	D2-DFAS	EL-Error lower level (Vehicle Errors)

- Click ☐ to select the desired Agency.
- Select . The record submits and the **FAST Outbound Display Transaction Status** page appears.

Update the FAST Accountable UIC

- Use  to select the Search Type. Choose *Accountable UIC*.
- Select . Results display in the Search Results grid.
- Use the (+) or (-) to expand or collapse the nested grid to select the record(s).
- Click the Update hyperlink. The **FAST Outbound Display Accountable UIC Update** page appears.





Update a FAST Outbound Display Vehicle Record

Navigation

Utilities > Fleet > FAST Outbound DSPL > Search Criteria > > Search Results > ☐
(desired record) > > Edit hyperlink > Edit Record pop-up window

Procedures

Update the FAST Vehicle Record

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.





Help Reference Guide

1. Select the Edit hyperlink. The **Edit Record** pop-up window appears.

Record

Asset Id 000180000077	VIN KSN098	Process Status Cd RP	Details
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Stock Nbr
2320010907771

* Vehicle Class Tag

KSN098

* Vehicle Desc

TRUCK,VAN

Mfr Nm

UNASSIGNED

Mdl Nbr

Mdl Yr

2008

* Vehicle Ownr Cd

AO-Agency Owned

* EISA Acq Cd

N/A-Not applicable

* Vehicle Armor Cd

None-None

* Exec Vehicle Cd

N/A-Executive fleet designation

* GSA-Report Util

☒

* EPAct Coverage Cd

DEFAULT-DEFAULT

* Vehicle Type

LD Van 4x2 (Cargo)

* Fuel Config Cd

GAS DE-Gasoline Dedicated

Fuel Fleet Type Cd One

Select an Item





Help Reference Guide

Fuel Fleet Type Cd Two	Select an Item ▼
Emer Response Veh	☐
Law Enfrmnt Veh	☐
* EO 13693 Designation	DEFAULT-Vehicle coverage/exe ▼
* Vehicle Age Amt	5299
* Acquired	☐
* Disposed	☐
Vehicle Loc	PA
Vehicle Loc ZIP	
Vehicle Loc Street1	999 FANTASY STREET
Vehicle Loc Street2	
Vehicle Loc City	HEAVEN
Vehicle Loc State	PA
Vehicle Loc Ltd	
Vehicle Loc Lng	
* Acq Cst Amt	10200
Fuel Unit Cd One	Select an Item ▼
Fuel Unit Cd Two	Select an Item ▼





Help Reference Guide

Fuel State Cd	Select an Item ▼
Fuel Zip Cd	
* Tot FY to Dt Deprn	0.00
* Tot FY to Dt Maint Labor	2159.41
* Tot FY to Dt Maint Non-Labor	0.00
* Tot FY to Dt Lease	0
* Tot FY to Dt Fuel Use Qy One	0
* Tot FY to Dt Fuel Use Qy Two	0
* Tot FY to Dt Fuel Cst One	0.00
* Tot FY to Dt Fuel Cst Two	0.00
* Tot FY to Dt Mileage	0
* Location Withheld	☐
* Gross Vehicle Weight Requirement	4000
* Vehicle Assignment Type	POOL-Vehicle is assigned to a r ▼
* LGHG AFV, Petroleum-Dedicated Vehicles	☐
* EPAct 701 Designation	EXEMPT-NOT subject to 701 ▼
* Accident Repair Cost Amount	0
* Indirect Cost Amount	936
Budget Element Code (BEC)	

Save Cancel

2. Verify the Record grid.





3. *Update the Vehicle Information grid.*
- A.** Update the Vehicle Class Tag, entering the revised class tag in the field provided. *This is a 15 alphanumeric character field.*
 - B.** Update the Vehicle DESC, entering the revised description in the field provided. *This is a 250 alphanumeric character field.*
 - C.** Update the Vehicle Ownr Cd, using ▼ to select the desired code.
 - D.** Update the EISA Acq Cd, using Use ▼ to select the desired code.
 - E.** Update the Vehicle Armor Cd, using ▼ to select the desired code.
 - F.** Update the Exec Vehicle Cd, using ▼ to select the desired code.
 - G.** Verify the GSA Report UTIL contains the appropriate ☒ or ☐. *This specifies if the asset uses FAST to report the utilization.*
 - H.** Update the EPAct Coverage Cd, using ▼ to select the desired code.
 - I.** Update the Vehicle Type, using ▼ to select the desired vehicle type.
 - J.** Update the Fuel Config Cd, using ▼ to select the desired code.
 - K.** Update the EO 13693 Designation, using ▼ to select the desired designation.
 - L.** Update the Vehicle Age AMT, entering the revised amount in the field provided. *This is a 3 numeric character field.*
 - M.** Verify the Acquired contains the appropriate ☒ or ☐. *This specifies if the asset was obtained during the current Fiscal Year (checked).*
 - N.** Verify the Disposed contains the appropriate ☒ or ☐. *This specifies if the asset was disposed of during the current Fiscal Year (checked).*
 - O.** Update the ACQ CST AMT, entering the revised amount in the field provided. *This is a 15 numeric character field.*
 - P.** Update the TOT FY TO DT DEPRN, entering the revised date in the field provided. *This is a 5 numeric character field.*
 - Q.** Update the TOT FY TO DT MAINT Labor, entering the revised labor information in the field provided. *This is a 5 numeric character field.*





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- R.** Update the TOT FY TO DT MAINT Non-Labor, entering the revised non-labor information in the field provided. *This is a 5 numeric character field.*
 - S.** Update the TOT FY TO DT Lease, entering the revised lease information in the field provided. *This is a 3 numeric character field.*
 - T.** Update the TOT FY TO DT Fuel Use QY One, entering the revised quantity in the field provided. *This is a 10 numeric character field.*
 - U.** Update the TOT FY TO DT Fuel Use QY Two, entering the revised quantity in the field provided. *This is a 10 numeric character field.*
 - V.** Update the TOT FY TO DT FUEL CST One, entering the revised cost in the field provided. *This is an 18 numeric character field.*
 - W.** Update the TOT FY TO DT FUEL CST Two, entering the revised cost in the field provided. *This is an 18 numeric character field.*
 - X.** Update the TOT FY TO DT Mileage, entering the revised mileage in the field provided. *This is an 18 numeric character field.*
 - Y.** Verify the Location Withheld contains the appropriate ☒ or ☐. *This specifies if the asset is secretive enough that the whereabouts cannot be known.*
 - Z.** Update the Gross Vehicle Weight Requirement, entering the revised weight requirement in the field provided. *This is a 5 numeric character field.*
 - AA.** Update the Vehicle Assignment Type, using ▼ to select the desired vehicle assignment type.
 - AB.** Verify the LGHG AFV Petroleum-Dedicated Vehicles contains the appropriate ☒ or ☐. *This specifies if the vehicle meets all aspects of the definition for purposes of EPACT compliance.*
 - AC.** Update the EPAct 701 Designation, using ▼ to select the desired designation.
 - AD.** Update the Accident Repair Cost Amount, entering the revised amount in the field provided. *This is an 18 numeric character field.*
 - AE.** Update the Indirect Cost Amount, entering the revised amount in the field provided. *This is an 18 numeric character field.*
4. Select . The **Edit Record** pop-up window closes, and the updated information is saved.





Delete a FAST Outbound Display Vehicle Record

Navigation

Utilities > Fleet > FAST Outbound DSPL > Search Criteria > > Search Results > (desired record) > > Delete hyperlink > > FAST Outbound Display Vehicle Grid page

Procedures

Delete a FAST Outbound Display Vehicle Record

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

1. **Verify the desired record row for deletion.**

Vehicle Grid

Page Size 10

Edit	Delete	Asset Id	Process Status Cd	Details	Stk Nbr	VIN	Vehicle Class Tag	Vehicle Desc
Edit	Delete	DMB00122	RP		1248163264128	0001		
Edit	Delete	DMB00124	EN	• D/N match fuel configuration	1248163264128	0003	0003	HMMWV
Edit	Delete	MYTST0001	RP		232001G770001	MYTST0001	MYTST0001	TRUCK, UTILITY BUCKET
Edit	Delete	DMB00133	EN	• D/N match fuel configuration	231001X991201	J477100R749901	J477100R749901	SEDAN, 4-DR
Edit	Delete	N000201002	EN	• D/N match fuel configuration	2320MAM003TEAM1	N000201002	N000201002	UTILITY TRUCK
Edit	Delete	CLH904100026	EN	• D/N match fuel configuration	2320000508905	VIN675149835483	VIN675149835483	TRUCK,CARGO
Edit	Delete	000180000190	EN	• D/N match fuel configuration	2320000508905	672498831242	672498831242	TRUCK,CARGO
Edit	Delete	CAC0268	EN	• D/N match fuel configuration	1075010858768	VIN1111104392	VIN1111104392	VEHICLE COMMAND
Edit	Delete	DMB00138	EN	• D/N match fuel configuration	2320MAM003TEAM1	D7361Y28743724242	D7361Y28743724242	UTILITY TRUCK

1 2 3





2. Select the Delete hyperlink. *The hyperlink changes to Undelete.*

Note



If the deletion was accidental, select the Undelete hyperlink to restore the record.

The record cannot be restored after  is clicked.

3. Select . *The record is deleted from the grid and the **FAST Outbound Display Transaction Status** page appears.*





View a FAST Outbound Display Vehicle Record

Navigation

Utilities > Fleet > FAST Outbound DSPL > Search Criteria > > Search Results > > FAST Outbound Display Vehicle Grid page

Procedures

View the FAST Outbound Display Vehicle Record

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

1. Select . The **Vehicle Grid** page appears.





Mass Change the FAST Outbound Display Records

Navigation

Utilities > Fleet > FAST Outbound DSPL > Search Criteria > > Search Results > ☐
(desired record) > > FAST Outbound Display Mass Change Grid page

Procedures

Mass Update Selected FAST Outbound Records

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

1. Select ☐ next to multiple desired records. ☒ appears.
2. Select . The **Mass Change Grid** page appears.





Help Reference Guide

Mass Change

Field Value

Vehicle Grid
Page Size

Edit	Delete	Asset Id	Process Status Cd	Details	Stk Nbr	VIN	Vehicle Class Tag	Vehicle Desc	Mfr Nm
Edit	Delete	GSA000000003	RP		2310GSA4DR	VIN2	VIN2	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000073	RP		2310GSA4DR	VIN72	VIN72	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000022	RP		2310GSA4DR	VIN21	VIN21	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000035	RP		2310GSA4DR	VIN34	VIN34	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000144	RP		2310GSA4DR	VIN143	VIN143	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000147	RP		2310GSA4DR	VIN146	VIN146	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000090	EN	• D/N match fuel configuration	2310GSA4DR	VIN89	VIN89	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000230	RP		2310002899082	VIN230	VIN230	BUS,MOTOR	OSHKOSH
Edit	Delete	GSA000000127	RP		2310GSA4DR	VIN126	VIN126	GSA LEASED 4 DR SEDAN	FORD
Edit	Delete	GSA000000163	RP		2310002899082	VIN163	VIN163	BUS,MOTOR	OSHKOSH

1 2 3 4 5 6 7 8 9 10 ...

3. Use  to select the Field. *When the Field is chosen, the Value field appears.*
4. Enter the Value in the field provided, or use  or to select the Value. *The Value field is dependent upon the Field choice. The entry depends upon which Field is chosen.*
 - A. Update the Vehicle Class Tag, entering the revised class tag in the field provided. *This is a 15 alphanumeric character field.*
 - B. Update the Vehicle Desc, entering the revised description in the field provided. *This is a 250 alphanumeric character field.*
 - C. Update the Vehicle Ownr Cd, using  to select the desired code.
 - D. Update the EISA Acq Cd, using Use  to select the desired code.





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- E.** Update the Vehicle Armor Cd, using ▼ to select the desired code.
- F.** Update the Exec Vehicle Cd, using ▼ to select the desired code.
- G.** Verify the GSA Report UTIL contains the appropriate ☒ or ☐. *This specifies if the asset uses FAST to report the utilization.*
- H.** Update the EPAct Coverage Cd, using ▼ to select the desired code.
- I.** Update the Vehicle Type, using ▼ to select the desired vehicle type.
- J.** Update the Fuel Config Cd, using ▼ to select the desired code.
- K.** Update the EO 13693 Designation, using ▼ to select the desired designation.
- L.** Update the Vehicle Age AMT, entering the revised amount in the field provided. *This is a 3 numeric character field.*
- M.** Verify the Acquired contains the appropriate ☒ or ☐. *This specifies if the asset was obtained during the current Fiscal Year (checked).*
- N.** Verify the Disposed contains the appropriate ☒ or ☐. *This specifies if the asset was disposed of during the current Fiscal Year (checked).*
- O.** Update the ACQ CSTAMT, entering the revised amount in the field provided. *This is a 15 numeric character field.*
- P.** Update the TOT FY TO DTDEPRN, entering the revised date in the field provided. *This is a 5 numeric character field.*
- Q.** Update the TOT FY TO DTMAINT Labor, entering the revised labor information in the field provided. *This is a 5 numeric character field.*
- R.** Update the TOT FY TO DTMAINT Non-Labor, entering the revised non-labor information in the field provided. *This is a 5 numeric character field.*
- S.** Update the TOT FY TO DT Lease, entering the revised lease information in the field provided. *This is a 3 numeric character field.*
- T.** Update the TOT FY TO DT Fuel Use QY One, entering the revised quantity in the field provided. *This is a 10 numeric character field.*
- U.** Update the TOT FY TO DT Fuel Use QY Two, entering the revised quantity in the field provided. *This is a 10 numeric character field.*





Help Reference Guide

- V.** Update the TOT FY TO DTFUEL CST One, entering the revised cost in the field provided. *This is an 18 numeric character field.*
 - W.** Update the TOT FY TO DTFUEL CST Two, entering the revised cost in the field provided. *This is an 18 numeric character field.*
 - X.** Update the TOT FY TO DT Mileage, entering the revised mileage in the field provided. *This is an 18 numeric character field.*
 - Y.** Verify the Location Withheld contains the appropriate ☒ or ☐. *This specifies if the asset is secretive enough that the whereabouts cannot be known.*
 - Z.** Update the Gross Vehicle Weight Requirement, entering the revised weight requirement in the field provided. *This is a 5 numeric character field.*
 - AA.** Update the Vehicle Assignment Type, using  to select the desired vehicle assignment type.
 - AB.** Verify the LGHG AFV Petroleum-Dedicated Vehicles contains the appropriate ☒ or ☐. *This specifies if the vehicle meets all aspects of the definition for purposes of EPACT compliance.*
 - AC.** Update the EPAct 701 Designation, using  to select the desired designation.
 - AD.** Update the Accident Repair Cost Amount, entering the revised amount in the field provided. *This is an 18 numeric character field.*
 - AE.** Update the Indirect Cost Amount, entering the revised amount in the field provided. *This is an 18 numeric character field.*
5. Select . *The appropriate field changes in the Vehicle grid.*
 6. Repeat steps 3 - 5 to revise more fields.
 7. Select . *The records submit and the **FAST Outbound Display Transaction Status** page appears.*





Update a FAST Outbound Display Agency File Status Record

Navigation

Utilities > Fleet > FAST Outbound DSPL > Search Criteria > > Search Results > Update hyperlink > FAST Outbound Display Agency File Status Update page

Procedures

Update the FAST Outbound Display Agency File Status

Selecting at any point of this procedure removes all revisions and closes the page, whereas selecting returns all fields to the default "All" setting. **Bold** numbered steps are required.

1. Select the Update hyperlink. The **FAST Outbound Display Agency File Status Update** page appears.





Help Reference Guide

Agency File Status

Agency Cd DA-ARMY

Fiscal Year 2023

Process Status Cd EL-Error lower level

FAST File Nm

FAST Submit Dt/Tm

FAST Response Dt/Tm

Remarks

Errors

There are no errors for the selected record.

5 Accountable UIC error(s) found under this agency.

26 Vehicle error(s) found under this agency.

Cancel

Reset

Update

2. Verify the *Agency File Status* grid.
3. Verify the *Errors* grid, fixing them as needed.
4. Select **Update**. The **FAST Outbound Display Transaction Status** page appears.





Update a FAST Outbound Display Accountable UIC Record

Navigation

Utilities > Fleet > FAST Outbound DSPL > Search Criteria > > Search Results > Update hyperlink > FAST Outbound Display Accountable UIC Update page

Procedures

Update the FAST Outbound Display Accountable UIC

Selecting at any point of this procedure removes all revisions and closes the page, whereas selecting returns all fields to the default "All" setting. **Bold** numbered steps are required.

1. Select the Update hyperlink. The **FAST Outbound Display Accountable UIC Update** page appears.





Help Reference Guide

Accountable UIC

Agency Cd	DA-ARMY
Site Id	DA-ASLT
Actbl UIC	WFFMAA
Domestic	☐
*FAST Agency Nm	
*FAST Agency Abbrv	
POC Report To Nm	FRED MALEY
POC Report To Addr 1	
POC Report To Addr 2	
POC Report To City	
POC Report to ZIP	17901
POC Report To E-mail	
POC Report To Phn Nbr	
POC Report To Fax Nbr	
Indirect Costs	936
Budget Element Cd	
Hist Remarks	

Errors

Clear	Syntactic Error	FAST Error Id	FAST Error Desc	Remarks
☐				
☐	False		Mandatory Entry	FAST abbreviatc information does

Cancel

Reset

Update

2. Update the Accountable UIC grid.





Help Reference Guide

- A. Update the FAST Agency NM, entering the revised name in the field provided. *This is a 50 alphanumeric character field.*
 - B. Update the FAST Agency ABBRV, entering the revised abbreviation in the field provided. *This is a 20 alphanumeric character field.*
 - C. Update the POC Report to ZIP, entering the revised code in the field provided. *This is a 10 alphanumeric character field.*
3. Verify the Errors grid, fixing them as needed.

Errors

Clear	Syntactic Error	FAST Error Id	FAST Error Desc	Remarks
☐				
☐	False		Mandatory Entry	FAST abbreviation information does not exist.

0 Vehicle error(s) found under this Accountable UIC.

4. Click ☐ to select the Error to Clear. *After the error is fixed, the error clears when the record is updated.*
5. Select . *The record submits and the **FAST Outbound Display Transaction Status** page appears.*

