



Search for a Pending Transactions Due-In Inquiry — Criteria

Overview

The Property Accountability module Pending Transactions Due-In Inquiry process provides the ability to search for Due-In records.

Navigation

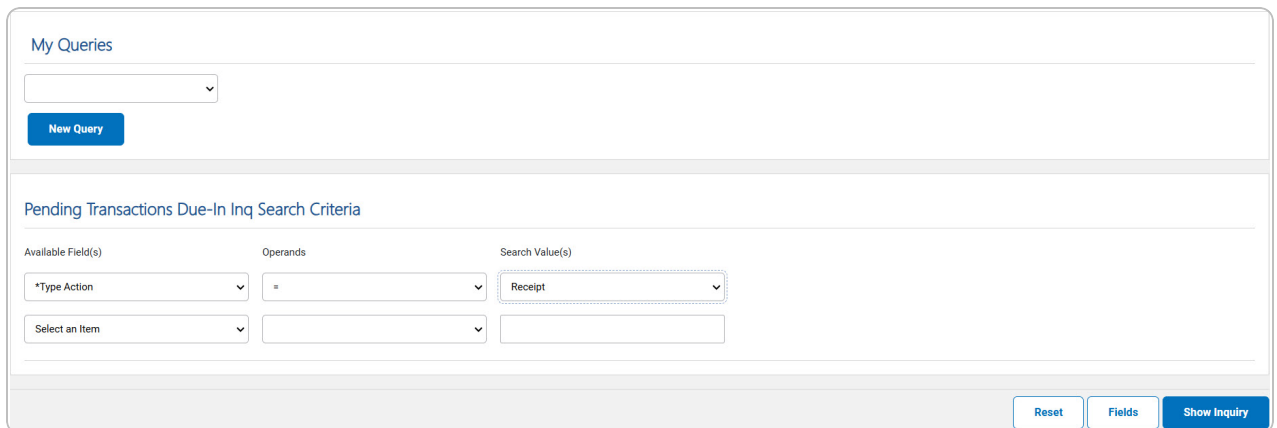
Inquiries > Pending TRAN > Due-In > Pending Transactions Due-In Inquiry Search Criteria page

Procedures

Search for a Pending Transactions Due-In Inquiry — Criteria

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.

1. In the Search Criteria box, choose which available field to use in the search.



2. Choose which Available Field(s) to use in the search.
 - A. The first Available Field(s) option (Type Action) automatically populates and is not editable.





- B. Use  to select the second Available Field.

Note



Adding another Available Field  automatically populates an additional search criteria row.

Note



Select  to modify the fields used in the inquiry. *The Fields Selection page opens.*

3. Choose which Operands to use in the search.

- A. Use  to select the first Operands.

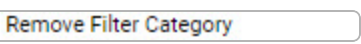
- B. Use  to select the second Operands.

4. Choose which Search Value(s) to use in the search.

- A. Use  to select the first Search Value.

- B. Use  to select the second Search Value.

Remove an Available Field Row

- a. Use  to select desired Available Field.
- b. Select . *The desired row is removed.*

5. Select . *The **Pending Transactions Due-In Inquiry — Results** page appears.*

Add a My Queries Inquiry

1. Select . *The page refreshes, and My Queries changes from a drop-down field to a text field.*





Help Reference Guide

My Queries

Pending Transactions Due-In Inq Search Criteria

Available Field(s)	Operands	Search Value(s)
*Type Action	=	Receipt
Select an Item		

2. Enter the Query Name in the field provided. *This is a 90 alphanumeric character field.*
3. Select . *The Query and the information entered in the Search Criteria grid are added to My Queries. Select to disregard the Query.*
- Select . *The **Pending Transactions Due-In Inquiry — Select Fields** page appears.*
4. OR
- Select . *The **Pending Transactions Due-In Inquiry — Results** page appears.*

Select a My Queries Inquiry

1. Use  to select the desired saved query. *The page refreshes, and the selected query information appears in the search criteria grid.*





Help Reference Guide

My Queries

[New Query](#)

Pending Transactions Due-In Inq Search Criteria

Available Field(s)	Operands	Search Value(s)
*Type Action	=	Receipt
Select an Item		

[Reset](#) [Fields](#) [Show Inquiry](#)

Select [Fields](#). The **Pending Transactions Due-In Inquiry – Select Fields** page appears.

2.

OR

Select [Show Inquiry](#). The **Pending Transactions Due-In Inquiry – Results** page appears.

Update a My Queries Inquiry

- Use  to select the desired saved query. The page refreshes, the search criteria fields change, and [New Query](#) is joined by [Update Query](#) and [Delete Query](#). The selected query information appears in the search criteria grid.

My Queries

[Delete Query](#) [New Query](#) [Update Query](#)

Pending Transactions Due-In Inq Search Criteria

Available Field(s)	Operands	Search Value(s)
*Type Action	=	Receipt
Select an Item		

[Reset](#) [Fields](#) [Show Inquiry](#)

- Select [Update Query](#). The query information is updated.





Select [Fields](#). The **Pending Transactions Due-In Inquiry — Select Fields** page appears.

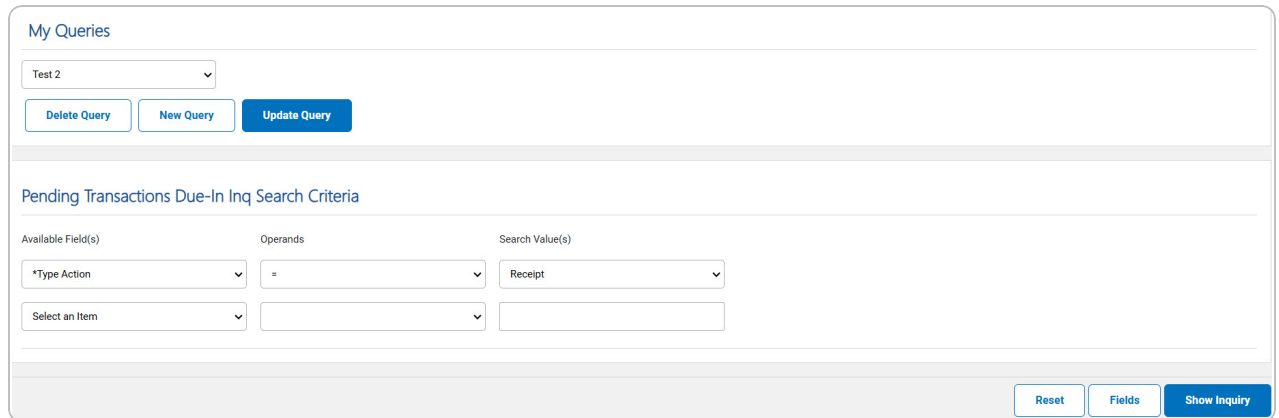
3.

OR

Select [Show Inquiry](#). The **Pending Transactions Due-In Inquiry — Results** page appears.

Delete a My Queries Inquiry

1. Use  to select the desired saved query. The page refreshes, and [New Query](#) is joined by [Update Query](#) and [Delete Query](#). The selected query information appears in the search criteria grid.



2. Select [Delete Query](#). The query information is removed.

Revise the Fields for the Inquiry

Select [Fields](#). The **Pending Transactions Due-In Inquiry — Select Fields** page appears.





Search for a Pending Transactions Due-In Inquiry — Results

Navigation

Inquiries > Pending TRAN > Due-In > Search Criteria > [Show Inquiry](#) > Pending Transactions Due-In Inquiry Search Results page

Procedures

Export the Pending Transactions Due-In Inquiry Results

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.





Help Reference Guide

Rows Retrieved = 61

1 of 2 Find | Next

Asset Id	Custodian Nbr	From Custodian Nbr To	Doc Nbr	Estbd By	Item Desc	Lot Nbr	Process Action	Type Action	Serial Nbr
			182DJK54ADPAS	WPHRN22	DESCRIPTION		WT	MP	
			182DJK54ADPAS	WPHRN22	GUN TYPE		WT	CC	
			182DJK54ADPAS	WPHRN22	MISSILE GUIDANCE SET		WT	CC	
			182DJK54ADPAS	WPHRN22	TRUCK,DUMP		WT	CC	
			182DJK54ADPAS	WPHRN22	TRUCK,DUMP		WT	CC	
			182DJK54ADPAS	WPHRN22	TRUCK,DUMP		WT	CC	
			H9224213C0610	WPHRN22	GUN		WT	CC	
			H9224213C0610	WPHRN22	GUN		WT	CC	
			M6700111C1111	WPHRN21	Deployable in transit		WA	CC	0014
			M6700411C1111	WPHRN21	Deployable in Transit		WA	RR	1113
			M6700412C0003	WPHRN22	LAUNCH,MOTOR		WT	CC	
			M6700412C0003	WPHRN22	LAUNCH,MOTOR		WT	CC	
			M6700412C1053	WPHRN22	SWM - Terminal, Multit		WT	CC	
			M6700412C1053	WPHRN22	SWM - Terminal, Multit		WT	CC	
			M6700412C1053	WPHRN22	TRAILER,CARGO		WT	CC	
			M6700412C1102	WPHRN22	Scanner		WT	CC	
			M6700412C1102	WPHRN22	WIDGET		WT	CC	
			M6700412C1102	WPHRN22	WIDGET		WT	CP	
			M6700412C1102	WPHRN22	WIDGET		WT	CP	
			M6700813C9991	WPHRN21	Source accept with MC		WA	CP	0091
			M6700813C9991	WPHRN21	Source accept with MC		WA	CP	0091
			M6700813C9994	WPHRN21	Test for 3A to DPAS		WA	CP	
			M6700813C9996	WPHRN22	Test for 2D L dodaac		WT	CP	
			M6700813C9997	WPHRN21	AcceptTest		WA	CC	
			M6700813C9998	WPHRN22	Test 2 Send only		WT	CP	
			M6700813C9999	WPHRN21	DPAS TEST		WA	CP	DPASTEST
			M6700813C9999	WPHRN21	UID Second, uid'd lte		WA	CP	987777
			M6700813C9999	WPHRN21	UID Second, uid'd lte		WA	CP	987777
			M6700813C9999	WPHRN21	UIDSECOND, nonUID l		WA	CP	
			M6700813C9999	WPHRN21	UII First then nonUII		WA	CC	98765
			M6700813C9999	WPHRN21	UII First then nonUII		WA	CP	98765
			M6700813C9999	WPHRN21	UII First, nonUID l		WA	CP	
			M6700813C9999	WPHRN22	MTEST for Route		WT	CP	
			V4222112C0184	WPHRN21	Terminal, Multiplex,		WA	CC	SN5842546
			V4222112C0184	WPHRN21	Terminal, Multiplex,		WA	CC	SN5843571
			V4222112C0184	WPHRN21	Terminal, Multiplex,		WA	CC	SN5846458
			W16XX809D0001	WPHRN22	demo		WT	CP	
			W38GNV13C0001	WPHRN21	automobile, sedan		WA	CC	00111004321
			W38GNV13C0001	WPHRN21	automobile, sedan		WA	CC	00111004322
			W38GNV13C0627	WPHRN21	RADIO SET		WA	CC	PAC201501051033
			W38GNV14C0806	WPHRN22	RECEIVER,RADIO		WT	CC	
			W59CV612C0001	WPHRN22	TERMINAL, MULTIPLEX		WT	CC	
			W59CV612C0001	WPHRN22	Terminal, Multiplex,		WT	CC	

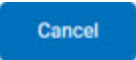
01/29/2025 18:14
Controlled Unclassified Information 1 of 2

Cancel

Note



To reach the optional fields, refer to the Pending Transactions Due-In Inquiry — Field Selection page.

- Select . The **Pending Transactions Due-In Inquiry Search Criteria** page appears.





Search the Results

1. Select the empty field Find | Next .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select to search for the entry. *The entry appears highlighted in the file.*
4. Select to find the next matching value. *This feature is available if multiple results are found.*

View the Pending Transactions Due-In Inquiry Detail

Select the desired ASSET ID row. The **Pending Transactions Due-In Inquiry Basic Detail** page appears.





Select Fields for the Pending Transactions Due-In Inquiry

Navigation

Inquiries > Pending TRAN > Due-In > Search Criteria > > Pending Transactions Due-In Inquiry Fields Selection page

Procedures

Choose the Extracted Inquiry File Details

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 **Pending Transactions Due-In Inquiry Field Selection** page appears.





Help Reference Guide

Field Selection

Extract Excel File



Extract Id

Extract Text, Comma Separated File



Privacy Type

My Selections

New Selection List

☐	Field	Field Description
☒	Asset Id	Unique locally assigned code used for identification purposes.
☒	Custodian Nbr From	Custodian Nbr From
☒	Custodian Nbr To	Revised Custodian Number
☒	Doc Nbr	Unique numbers either automatically or manually assigned to track a requisition through the system from receipt to closing and to post hand receipt actions.
☒	Estd By	The name of the entity inserting this row.
☒	Item Desc	The description of an asset. For an asset with a valid national stock number, Item Description field will be automatically filled with Approved Item Name from the Fed Log.
☒	Lot Nbr	Manufacturer assigned number that identifies items produced on the same production run.
☒	Process Action	The type of action that was done on a specific record that is being written to history.
☒	Type Action	Provides current status of a row(s) being processed
☒	Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number. Also used to identify Real Property Assets.
☒	Site Id From	Site Identification
☒	Site Id To	Revised Site Identification
☒	Stock Nbr	Number assigned to each like asset of supply purchased, stocked or distributed within the Federal government. For turn-in of assets, if valid Stock Nbr not available, use FSC and description.
☒	Last Tran Dt	Date when the last transaction took place. Automatically assigned by the system.
☒	Tran Qty	Transaction Quantity of the item being processed.
☒	UIC From	Unit Identification Code
☒	UIC To	Unit Identification Code To. Revised UIC or gaining UIC





Help Reference Guide

☐ Acq Cost	Cost of an asset at the time of receipt.
☐ Acq Price	Price of an asset at the time of receipt.
☐ Cptl Cd	Denotes capital asset not in use, or capital asset with a dollar value under the specified dollar threshold or an asset over a specified dollar threshold that is non-capital.
☐ Estbd Dt	The date this row was inserted into the database.
☐ Estimated DlvY Dt	Estimated Delivery Date.
☐ Fund Cd	Used to identify type funding used in the acquisition of assets/services.
☐ Gain Cntr Nbr	Gaining Contract Number.
☐ Gain DlvY Ord Nbr	Gaining Delivery Order Number.
☐ Inv Nbr	The number assigned to the group of assets selected for an inventory.
☐ Last UpdtD By	Last updated by (user id)
☐ Loan Cd	Indicates the loan status of a particular asset.
☐ Losing Cntr Nbr	Losing Contract Number.
☐ Losing DlvY Ord Nbr	Losing Delivery Order Number.
☐ Mfr Name	The full name of a specific manufacturer.
☐ Mfr Part Nbr	Manufacturer part number
☐ Mfr Yr	Year an asset was manufactured/built/Improved.
☐ Office Id	The name of the office where the Major Custodian is located
☐ PO Nbr	Assigned by the procurement activity and used to identify requests for a supply purchase.
☐ Rcpt Dt	Receipt Date. Date asset is received for repair and preventative maintenance
☐ Shipment Id	Describes the method of shipment.
☐ SPIIN	Four to six position field added to the basic procurement instrument identification number that identifies amendments/modifications, or calls orders under contract.
☐ Task Cd	Indicates the function/task code against which costs (including time) are charged. Mandatory if new procurement and a capital asset. The editing of this field depends upon the accounting system the user interfaces with.
☐ UII	Unique Item Identifier. Marking for a qualifying item with a permanent 2-dimensional data matrix.

2. Choose the desired file type:

- Click ☐ to select Extract Excel File. *The extracted file on the **View Inquiry Extract** page is an .XLS file.*

OR

Click ☐ to select Extract Text, Comma Separated File. *The extracted file on the **View Inquiry Extract** page is a .CSV file.*

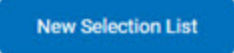
3. Enter an unique identifier in the Extract ID field provided. *This adds the identifier to the link on the **View Inquiry Extract** page, and does not change the file name.*

4. Use to select the Privacy Type.





Add a Selection List

1. Select . The page refreshes, and Selections changes from a drop-down field to a text field.

My Selections



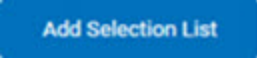
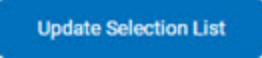

☐	Field	Field Description
☒	Asset Id	Unique locally assigned code used for identification purposes.
☒	Custodian Nbr From	Custodian Nbr From

Note



Selecting  at any time from this point of the procedure removes all revisions and returns My Selections to a drop-down field.

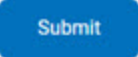
2. Select . The page refreshes, and the selected list is added.

 is replaced by  and .

Select  for small volumes of data. The **Pending Transactions Due-In Inquiry — Results** page appears.

- 3.

OR

Select  for large volumes of data. The **Pending Transactions Due-In Inquiry Transaction Status** page appears.





Use a Predetermined Field Selection List

1. Use  to display the Selection List.

My Selections

New Selection List

☐	Field	Field Description
☒	Asset Id	Unique locally assigned code used for identification purposes.
☒	Custodian Nbr From	Custodian Nbr From

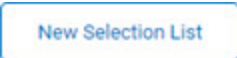
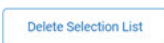
Select  for small volumes of data. The **Pending Transactions Due-In Inquiry – Results** page appears.

2.

OR

Select  for large volumes of data. The **Pending Transactions Due-In Inquiry Transaction Status** page appears.

Update a Selection List

1. Use  to select the desired Selection List. The page refreshes, the search criteria fields change, and  is joined by  and .





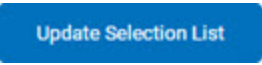
Help Reference Guide

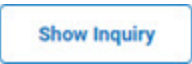
My Selections

Test 2

Delete Selection List
New Selection List
Update Selection List

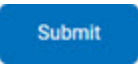
☐	Field	Field Description
☒	Asset Id	Unique locally assigned code used for identification purposes.
☒	Custodian Nbr From	Custodian Nbr From

2. Select . The page refreshes.

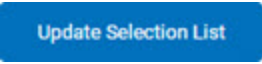
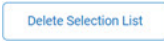
Select  for small volumes of data. The **Pending Transactions Due-In Inquiry — Results** page appears.

3.

OR

Select  for large volumes of data. The **Pending Transactions Due-In Inquiry Transaction Status** page appears.

Delete a Selection List

1. Use  to select the desired Selection List. The page refreshes, the search criteria fields change, and  is joined by  and .





My Selections

Test 2



Delete Selection List

New Selection List

Update Selection List

☐	Field	Field Description
☒	Asset Id	Unique locally assigned code used for identification purposes.
☒	Custodian Nbr From	Custodian Nbr From

2. Select . The page refreshes and the list is immediately deleted.

Modify the Fields Used for the Inquiry

Selecting  at any point of this procedure removes all revisions and closes the page.

Bold numbered steps are required.

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  at any point of this procedure returns all fields to the default "All" setting.





1. Select Fields . The **Pending Transactions Due-In Inquiry** page appears.

Field Selection

Extract Excel File ☒

Extract Text, Comma Separated File ☐

Extract Id

Privacy Type Private

My Selections

New Selection List

☐ Field	Field Description
☒ Asset Id	Unique locally assigned code used for identification purposes.
☒ Custodian Nbr From	Custodian Nbr From
☒ Custodian Nbr To	Revised Custodian Number
☒ Doc Nbr	Unique numbers either automatically or manually assigned to track a requisition through the system from receipt to closing and to post hand receipt actions.
☒ Estbd By	The name of the entity inserting this row.
☒ Item Desc	The description of an asset. For an asset with a valid national stock number, Item Description field will be automatically filled with Approved Item Name from the Fed Log.
☒ Lot Nbr	Manufacturer assigned number that identifies items produced on the same production run.
☒ Process Action	The type of action that was done on a specific record that is being written to history.
☒ Type Action	Provides current status of a row(s) being processed
☒ Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number. Also used to identify Real Property Assets.
☒ Site Id From	Site Identification
☒ Site Id To	Revised Site Identification
☒ Stock Nbr	Number assigned to each like asset of supply purchased, stocked or distributed within the Federal government. For turn-in of assets, if valid Stock Nbr not available, use FSC and description.
☒ Last Tran Dt	Date when the last transaction took place. Automatically assigned by the system.
☒ Tran Qty	Transaction Quantity of the item being processed.
☒ UIC From	Unit Identification Code
☒ UIC To	Unit Identification Code To. Revised UIC or gaining UIC





Help Reference Guide

☐	Acq Cost	Cost of an asset at the time of receipt.
☐	Acq Price	Price of an asset at the time of receipt.
☐	Cptl Cd	Denotes capital asset not in use, or capital asset with a dollar value under the specified dollar threshold or an asset over a specified dollar threshold that is non-capital.
☐	Estbd Dt	The date this row was inserted into the database.
☐	Estimated DlvY Dt	Estimated Delivery Date.
☐	Fund Cd	Used to identify type funding used in the acquisition of assets/services.
☐	Gain Cntr Nbr	Gaining Contract Number.
☐	Gain DlvY Ord Nbr	Gaining Delivery Order Number.
☐	Inv Nbr	The number assigned to the group of assets selected for an inventory.
☐	Last UpdtD By	Last updated by (user id)
☐	Loan Cd	Indicates the loan status of a particular asset.
☐	Losng Cntr Nbr	Losing Contract Number.
☐	Losng DlvY Ord Nbr	Losing Delivery Order Number.
☐	Mfr Name	The full name of a specific manufacturer.
☐	Mfr Part Nbr	Manufacturer part number
☐	Mfr Yr	Year an asset was manufactured/built/Improved.
☐	Office Id	The name of the office where the Major Custodian is located
☐	PO Nbr	Assigned by the procurement activity and used to identify requests for a supply purchase.
☐	Rcpt Dt	Receipt Date. Date asset is received for repair and preventative maintenance
☐	Shipment Id	Describes the method of shipment.
☐	SPIIN	Four to six position field added to the basic procurement instrument identification number that identifies amendments/modifications, or calls orders under contract.
☐	Task Cd	Indicates the function/task code against which costs (including time) are charged. Mandatory if new procurement and a capital asset. The editing of this field depends upon the accounting system the user interfaces with.
☐	UII	Unique Item Identifier. Marking for a qualifying item with a permanent 2-dimensional data matrix.

2. Select the fields required for the inquiry. *The first 17 fields are automatically selected.*

Note



The number of fields selected determines the amount of data returned from the data-base. The more data returned, the longer the inquiry takes.

Select for small volumes of data. *The **Pending Transactions Due-In Inquiry — Results** page appears.*

3.

OR

Select for large volumes of data. *The **Pending Transactions Due-In Inquiry Transaction Status** page appears.*





View the Pending Transactions Due-In Inquiry Detail — Basic

Navigation

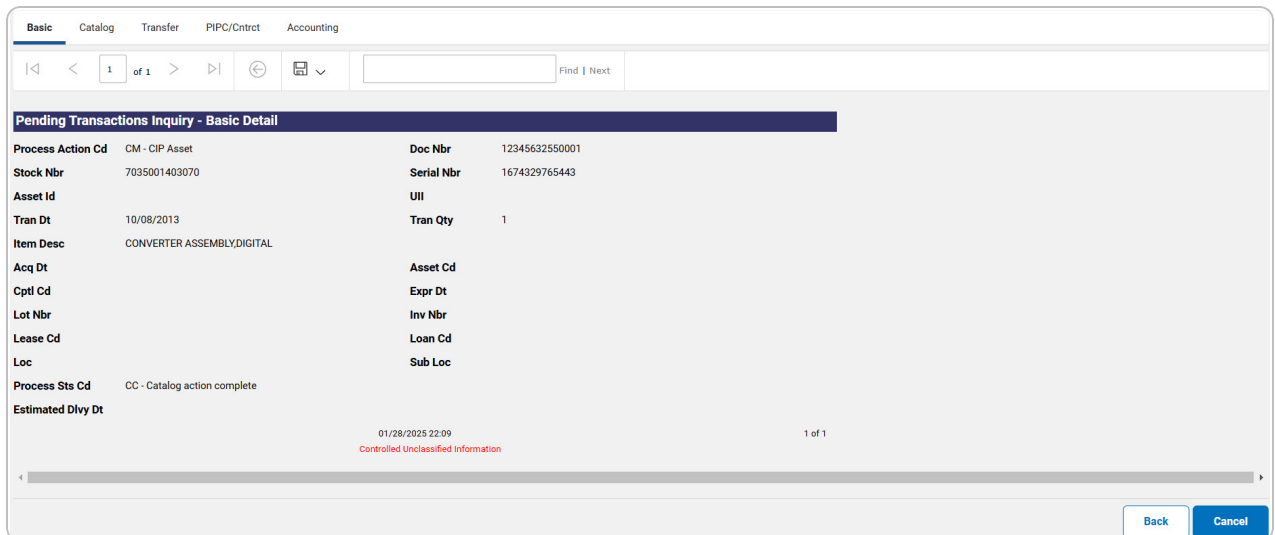
Inquiries > Pending TRAN > Due-In > Search Criteria > [Show Inquiry](#) > Search Results > Inquiry Row hyperlink > Pending Transactions Due-In Inquiry Basic Detail page

Procedures

Export the Pending Transactions Due-In Inquiry Basic Detail

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

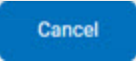
1. Verify the Pending Transactions Due-In Inquiry Basic Detail grid.



2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.





Select . The **Pending Transactions Due-In Inquiry — Criteria** page appears.

4.

OR

Select the Catalog tab. The **Pending Transactions Due-In Inquiry Detail — Catalog** page appears.

OR

Select the Transfer tab. The **Pending Transactions Due-In Inquiry Detail — Transfer** page appears.

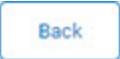
OR

Select the PIPC/CNTRCT tab. The **Pending Transactions Due-In Inquiry Detail — PIPC/CNTRCT** page appears.

OR

Select the Accounting tab. The **Pending Transactions Due-In Inquiry Detail — Accounting** page appears.

OR

Select . The **Pending Transactions Due-In Inquiry — Results** page appears.

Search the Results

1. Select the empty field  .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





View the Pending Transactions Due-In Inquiry Detail — Catalog

Navigation

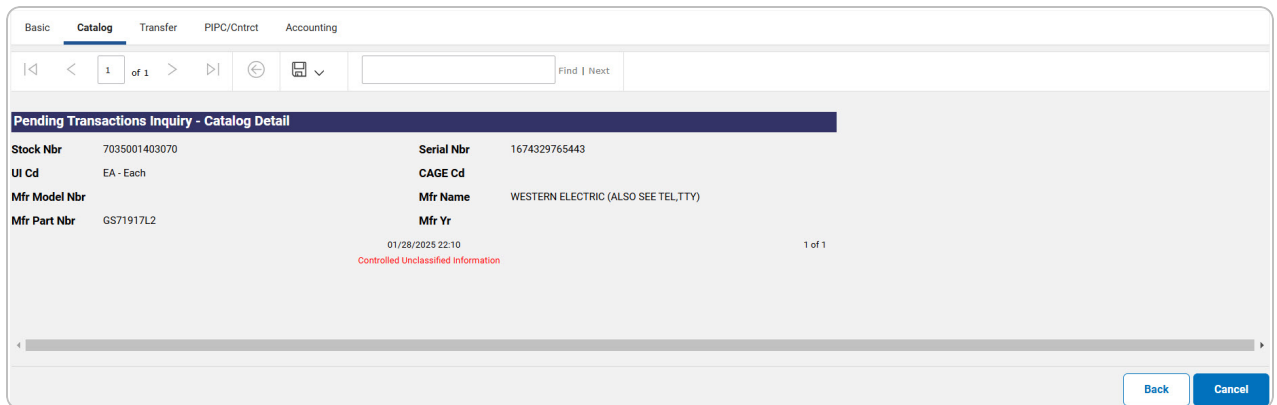
Inquiries > Pending TRAN > Due-In > Search Criteria > [Show Inquiry](#) > Search Results > Inquiry Row hyperlink > Basic Detail > Catalog Tab > Pending Transactions Due-In Inquiry Catalog Detail page

Procedures

Export the Pending Transactions Due-In Inquiry Catalog Detail

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Verify the Pending Transactions Due-In Inquiry Catalog Detail grid.



The screenshot shows the 'Pending Transactions Inquiry - Catalog Detail' grid. It includes fields for Stock Nbr (7035001403070), Serial Nbr (1674329765443), UI Cd (EA - Each), CAGE Cd, Mfr Model Nbr, Mfr Name (WESTERN ELECTRIC (ALSO SEE TEL,TTY)), Mfr Part Nbr (GS71917L2), and Mfr Yr. A timestamp '01/28/2025 22:10' and 'Controlled Unclassified Information' are also visible. The grid is titled 'Pending Transactions Inquiry - Catalog Detail' and has a 'Find | Next' button. At the bottom right, there are 'Back' and 'Cancel' buttons.

2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.

Select [Cancel](#). The **Pending Transactions Due-In Inquiry — Criteria** page appears.

- 4.





OR

Select the Basic tab. The **Pending Transactions Due-In Inquiry — Criteria Inquiry Detail — Basic** page appears.

OR

Select the Transfer tab. The **Pending Transactions Due-In Inquiry Detail — Transfer** page appears.

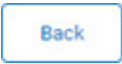
OR

Select the PIPC/CNTRCT tab. The **Pending Transactions Due-In Inquiry Detail — PIPC/CNTRCT** page appears.

OR

Select the Accounting tab. The **Pending Transactions Due-In Inquiry Detail — Accounting** page appears.

OR

Select . The **Pending Transactions Due-In Inquiry — Results** page appears.

Search the Results

1. Select the empty field  .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





View the Pending Transactions Due-In Inquiry Detail — Transfer

Navigation

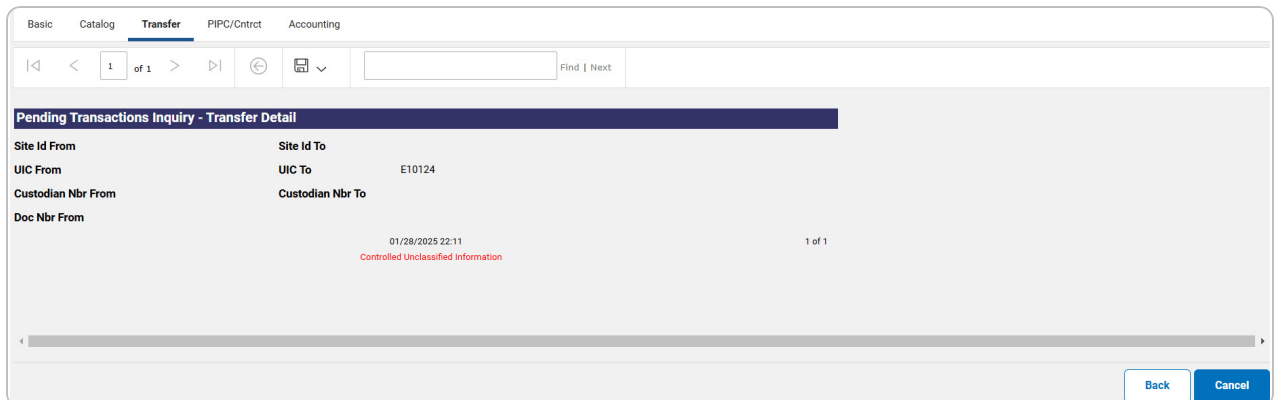
Inquiries > Pending TRAN > Due-In > Search Criteria > [Show Inquiry](#) > Search Results > Inquiry Row hyperlink > Basic Detail > Transfer Tab > Pending Transactions Due-In Inquiry Transfer Detail page

Procedures

Export the Pending Transactions Due-In Inquiry Detail — Transfer

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Verify the Pending Transactions Due-In Inquiry Transfer Detail grid.



The screenshot shows the 'Pending Transactions Inquiry - Transfer Detail' grid. The grid has columns for Site Id From, Site Id To, UIC From, UIC To, Custodian Nbr From, and Custodian Nbr To. The UIC To field contains the value 'E10124'. Below the grid, there is a date stamp '01/28/2025 22:11' and the text 'Controlled Unclassified Information'. The grid is labeled '1 of 1'. At the bottom right, there are 'Back' and 'Cancel' buttons.

2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.

Select [Cancel](#). The **Pending Transactions Due-In Inquiry — Criteria** page appears.

- 4.





OR

Select the Basic tab. The **Pending Transactions Due-In Inquiry — Criteria Inquiry Detail — Basic** page appears.

OR

Select the Catalog tab. The **Pending Transactions Due-In Inquiry Detail — Catalog** page appears.

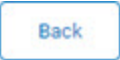
OR

Select the PIPC/CNTRCT tab. The **Pending Transactions Due-In Inquiry Detail — PIPC/CNTRCT** page appears.

OR

Select the Accounting tab. The **Pending Transactions Due-In Inquiry Detail — Accounting** page appears.

OR

Select . The **Pending Transactions Due-In Inquiry — Results** page appears.

Search the Results

1. Select the empty field  .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





View the Pending Transactions Due-In Inquiry Detail — PIPC/CNTRCT

Navigation

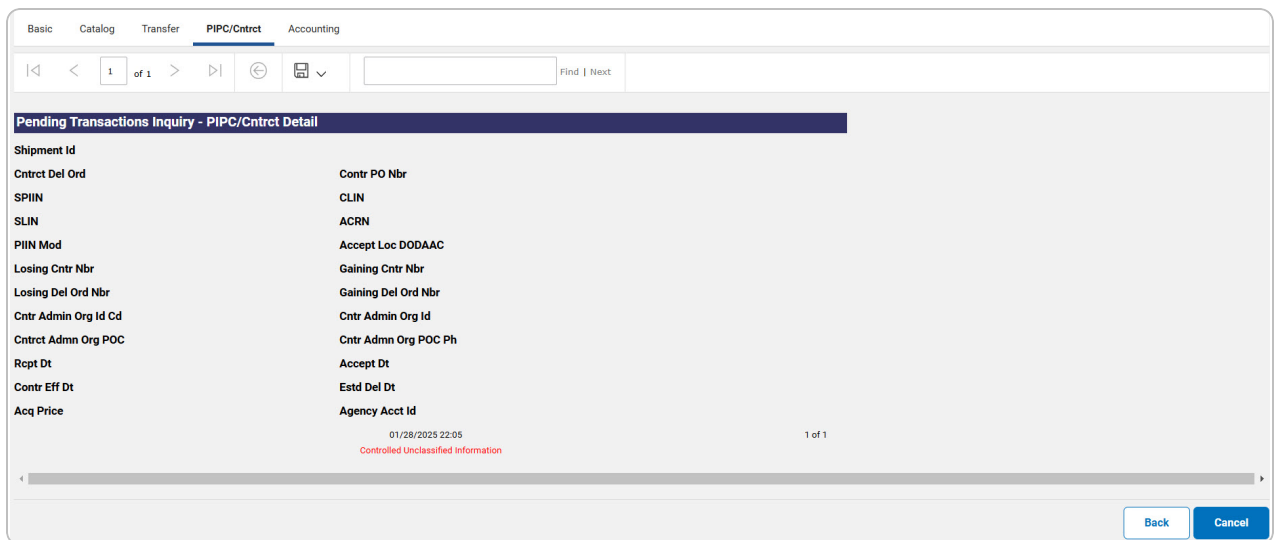
Inquiries > Pending TRAN > Due-In > Search Criteria > [Show Inquiry](#) > Search Results > Inquiry Row hyperlink > Basic Detail > PIPC/CNTRCT Tab > Pending Transactions Due-Out Inquiry PIPC/CNTRCT Detail page

Procedures

Export the Pending Transactions Due-In Inquiry Detail — PIPC/CNTRCT

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Verify the Pending Transactions Due-In Inquiry PIPC/CNTRCT Detail grid.

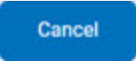


The screenshot shows a web application interface with tabs: Basic, Catalog, Transfer, **PIPC/CNTRCT**, and Accounting. Below the tabs is a navigation bar with icons for back, forward, and search, along with a search box and a 'Find | Next' button. The main content area is titled 'Pending Transactions Inquiry - PIPC/CNTRCT Detail' and displays a grid of data. The grid has two columns: 'Shipment Id' and 'Contr PO Nbr'. The data rows include: SPIIN, CLIN, SLIN, ACRN, PIIN Mod, Accept Loc DODAAC, Losing Cntr Nbr, Gaining Cntr Nbr, Losing Del Ord Nbr, Gaining Del Ord Nbr, Cntr Admin Org Id Cd, Cntr Admin Org Id, Cntr Admin Org POC Ph, Accept Dt, Contr Eff Dt, Estd Del Dt, Acq Price, Agency Acct Id. At the bottom of the grid, there is a date stamp '01/28/2025 22:05' and a status indicator 'Controlled Unclassified Information'. The bottom right corner of the interface has 'Back' and 'Cancel' buttons.

2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.





Select . The **Pending Transactions Due-In Inquiry — Criteria** page appears.

4.

OR

Select the Basic tab. The **Pending Transactions Due-In Inquiry — Criteria Inquiry Detail — Basic** page appears.

OR

Select the Catalog tab. The **Pending Transactions Due-In Inquiry Detail — Catalog** page appears.

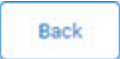
OR

Select the Transfer tab. The **Pending Transactions Due-In Inquiry Detail — Transfer** page appears.

OR

Select the Accounting tab. The **Pending Transactions Due-In Inquiry Detail — Accounting** page appears.

OR

Select . The **Pending Transactions Due-Out Inquiry — Results** page appears.

Search the Results

1. Select the empty field  .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





View the Pending Transactions Due-In Inquiry Detail — Accounting

Navigation

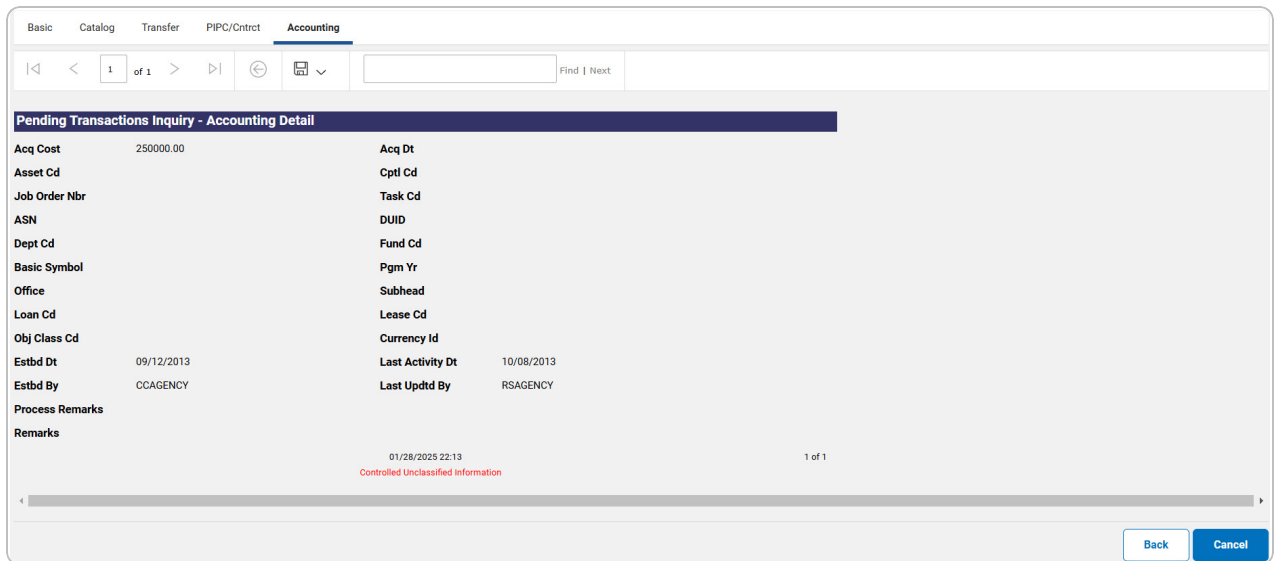
Inquiries > Pending TRAN > Due-In > Search Criteria > [Show Inquiry](#) > Search Results > Inquiry Row hyperlink > Basic Detail > Accounting Tab > Pending Transactions Due-In Inquiry Accounting Detail page

Procedures

Export the Pending Transactions Due-In Inquiry Accounting Detail

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

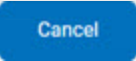
1. Verify the Pending Transactions Due-In Inquiry Accounting Detail grid.



2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.





Select . The **Pending Transactions Due-In Inquiry — Criteria** page appears.

4.

OR

Select the Basic tab. The **Pending Transactions Due-In Inquiry — Criteria Inquiry Detail — Basic** page appears.

OR

Select the Catalog tab. The **Pending Transactions Due-In Inquiry Detail — Catalog** page appears.

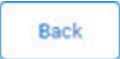
OR

Select the Transfer tab. The **Pending Transactions Due-In Inquiry Detail — Transfer** page appears.

OR

Select the PIPC/CNTRCT tab. The **Pending Transactions Due-In Inquiry Detail — PIPC/CNTRCT** page appears.

OR

Select . The **Pending Transactions Due-In Inquiry — Results** page appears.

Search the Results

1. Select the empty field  .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*

