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DD FORM 250 / WIDE AREA WORK FLOW PREPARATION

A Wide Area Work Flow Receiving Report, signed by a Defense Contract Management Agency (DCMA) or Government Quality Assurance Representative (QAR), is required prior to shipment of the applicable Goods from Seller's facility.

Seller shall notify the Boeing Supply Chain Services Wide Area Work Flow (WAWF) focal via e-mail, <u>c17acctadmin@boeing.com</u>, of intent to ship 7 days prior to shipment. Seller shall include the following information in its e-mail: contract number, item number, part number, quantity to be shipped, estimated ship date and Internal Control Number (ICN) included in the contract.

When Buyer notifies Seller that the WAWF Receiving Report is complete, Seller shall request the Government Representative that services its facility to schedule inspection and/or acceptance.

Buyer shall provide Seller an electronic copy of the DD Form 250 via e-mail. Two copies shall be included in the shipment.