

The Federal Procurement Data System-Next Generation (FPDS-NG) is an enterprise reporting system that provides visibility into procurement activities and contracts across government agencies. The intent is to equip government and the public at-large with tools to understand how tax dollars are spent and how they may be better utilized.

The Office of the Secretary of Defense (OSD) has mandated that DOD EMALL must comply with FPDS initiatives by reporting its commercial order data. DOD EMALL v13.2.1 implements the FPDS reporting interface.

### FPDS Instructions

Click CHECKOUT to enter *Checkout Summary*.

Users may optionally click RETURN TO SEARCH to continue shopping.

**FPDS Information** ?

The following orders require Federal Procurement Data System (FPDS) reporting.

Supplier	Order Number	FPDS Award	<input type="checkbox"/>
CAPP, Inc.	T00005044927	INCOMPLETE	<input type="checkbox"/>

The *FPDS Information* panel now displays on the *Checkout Summary* screen for commercial orders paid via Government Purchase Card (GPC).

**Supplier:** Supplier name associated to the order.

**Order Number:** Supplier order identifier.

**FPDS Award:** Indicates whether the FPDS award form is completed for the associated order.

*FPDS Information* will not display for users paying with MILSTRIP, Non-Standard GPC, Corporate Credit Card, or State Purchase Card.

Click the checkbox for the associated supplier order.

The COMPLETE SELECTED button is activated.

Click COMPLETE SELECTED.

Supplier: CAPP, Inc.  
 LTA ID:  
 Supplier Order ID: T00005044927  
 Order Total: 232.51 USD

Item Description	Mfr Part #	Document Number	Qty	Unit Price	Price
Goodyear Belt A/B/C/D/E, All Types		N001813051001E	1	232.51 USD	
1 line items					

The *Edit FPDS Award* screen displays the following supplier order and line item details:

- Supplier**
- LTA ID**
- Supplier Order ID**
- Order Total**
- Item Description**
- Mfr. Part #**
- Document Number**

Qty  
Unit Price  
[Line Item Total] Price

**FPDS Award Questions**

Answer the following questions listed under *Award Questions* as they pertain to the selected supplier order (see Appendix, §4.2 for listing of user options for each *Award Question*):

**a. Is this being ordered in support of a Major Program?**

**Award Questions**

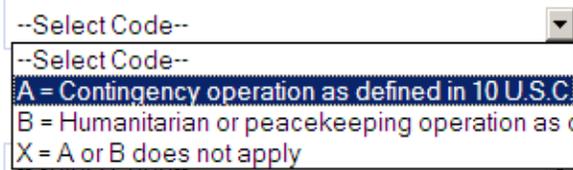
Is this being ordered in support of a Major Program? \*



If **Yes**, enter the name of the **Major Program**.

**b. Is this being ordered in support of a Contingency, Humanitarian, or Peacekeeping operation?**

Is this being ordered in support of a Contingency, Humanitarian, or Peacekeeping operation? \*



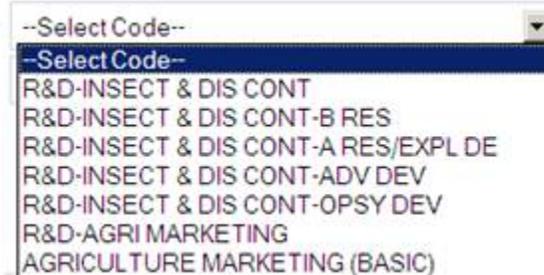
**c. Is this part of a national interest item?**

Is this part of a national interest item? \*



**d. Select a Product/Service Code.**

Select a Product/Service Code: \*



**e. Is this a Performance-Based Service Acquisition?**

Is this a Performance-Based Service Acquisition: \*



**FPDS Award Options**

Select the **Contracting Agency Code** associated to your organization.

### FPDS-NG Options

Contracting Agency Code: \* AGRICULTURE, DEPARTMENT OF

Contracting Office Code: N40084

**Contracting Office Code** auto-populates using the Orderer's Registration DODAAC.

Check the **Save FPDS-NG Options to Express Settings** checkbox to auto-populate the **Contracting Agency Code** on future orders.

**Save FPDS-NG Options to Express Settings** is checked by default. Existing Express Setting values will be overwritten, if checked.

Save FPDS-NG Options to Express Settings

**FPDS Options** saved to the user's Express Settings are retained in the database only;