

DISTRIBUTION SHEET

To J.H. Portsmouth	From Waste Tracking and Transportaiton Automation Systems	Page 1 of 1 Date 02/28/95
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Project Title/Work Order ATMS V2.0 Logistics Module PBI Acceptance Criteria	EDT No. 604882 ECN No.
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Name	MSIN	Text With All Attach.	Text Only	Attach./ Appendix Only	EDT/ECN Only
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7. Abstract

Automated Transportation Management System V2.0 Logistics Module Performance Based Incentive Acceptance Criteria. The purpose of this document is to define the minimum criteria to guarantee acceptance of the Logistics Module.

8. RELEASE STAMP

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MASTER

**AUTOMATED TRANSPORTATION MANAGEMENT SYSTEM V2.0 (ATMS V2.0)
LOGISTICS MODULE PERFORMANCE BASED INCENTIVE (PBI)
ACCEPTANCE CRITERIA**

1.0 INTRODUCTION

This document defines the acceptance criteria for the Automated Transportation Management System V2.0 (ATMS V2.0) - Logistics Module Performance Based Incentive (PBI). This acceptance criteria will be the primary basis for the generation of acceptance test procedures. The purpose of this document is to define the minimum criteria that must be fulfilled in order for the Performance Objective: System Availability of Version 2.0 of the Automated Transportation Management System (ATMS) Release 2.0 (Logistics) to the DOE Operations Offices, to be accepted by the customer.

1.1 OVERVIEW

In order to provide a structure that would facilitate the compilation of acceptance criteria, the criteria is organized into groupings of various business practices. Using this approach, a list of requirements has been defined that must be met in order to obtain customer acceptance. Acceptance criteria, which are used to determine if the specified requirements have been satisfied, are provided for each requirement.

After completion of system construction, the system will be tested to ensure that all acceptance criteria can be demonstrated.

1.2 DEFINITIONS AND ACRONYMS

ANSI	- American National Standards Institute
ATMS	- Automated Transportation Management System
ASCII	- American Standard Code for Information Interchange
BOL	- Bill of Lading
CBL	- Commercial Bill of Lading
CFR	- Code of Federal Regulations
DOE	- Department of Energy
EDI	- Electronic Data Interchange
EDIA	- Electronic Data Interchange Association
GUI	- Graphical User Interface
IATA	- International Air Transport Association
ICAO	- International Civil Aviation Organization
IMD	- Information Management Division
PBI	- Performance Based Incentive
PMTS	- Packaging Management and Tracking System
SCAC	- Standard Carrier Alpha Code
SMAC	- Shipment Mobility Accountability Collection system
SRS	- Software Requirements Specification
TDCC	- Transportation Data Coordinator Committee
TMD	- Transportation Management Division
UN/NA	- United Nation/North American
WHC	- Westinghouse Hanford Company
VAN	- Value Added Network

2.0 GENERAL ACCEPTANCE CRITERIA

The purpose of ATMS V2.0 is to provide the DOE traffic offices with a networked, Graphical User Interface (GUI) Tool to perform their day to day traffic functions with respect to inbound and outbound shipments, their status, and authorization to pay invoices on required shipments. Currently ATMS V1.0 (a DOS based system) is used to perform these business functions. The overall object of ATMS V2.0 is to duplicate all of the functionality provided by ATMS V1.0 as of 02/01/95 on a networked, multi-user system using a GUI, along with specific enhancement which are called out in this document.

The following acceptance criteria must be demonstrated in order for the Performance Based Incentive to be satisfied. Notification of System acceptance will be provided to Rand S. Weidert - ATMS Project Manager, Dennis A. Guettler - Program Manager, and Rich L. Larson - Information and Scientific Systems Manager by James H. Portsmouth - Manager or his designee.

This section will describe the general acceptance criteria which will be available system wide.

2.1 System Performance and Security

Demonstrate the username/password access security.

Demonstrate the ability to have more than one user accessing the system while downloading data via EDI.

Demonstrate the ability to grant and restrict access (update, query, insert, and delete) to data on a need to know basis per Privacy Act requirements.

Demonstrate that a single point of entry into the ATMS is used.

Demonstrate the ability to perform point of entry editing on all fields which a validation table associated to them.

Demonstrate the ability to perform edits on data where this ability has been granted.

Demonstrate the ability to perform verification edits.

Demonstrate the ability to receive online help on any screen and any field within the ATMS.

Demonstrate the ability to provide security settings (ie. passwords and user identification numbers).

2.2 Transaction Audit Record

Demonstrate the ability to record and retrieve all changes pertinent to data stored in the ATMS. The retrievable information should indicate the individual performing the change, the date of the change, and the actual data that was added, modified or deleted.

Demonstrate the ability for selected individuals to obtain audit record data.

2.3 User Interface

Demonstrate the menu structure and function performance.

Demonstrate the use of programmed buttons to aid in processing and navigation.

Demonstrate that error messages are informative and easily understood.

2.4 Reporting

Reporting capabilities will be provided with the ATMS. The reporting capabilities will consist of pre-programmed reports and pre-formatted reports. All reports will have the option of executing online, to the screen, file, or printer. Reports that are specific to a certain area of business are provided under their respective topics.

2.5 Data Retrieval

Demonstrate the ability to retrieve data from backup.

Demonstrate the ability to recover all changes committed to the database in the case of a system failure.

Demonstrate the ability to retrieve data from the database populating fields on the screen.

Demonstrate the ability to record and retrieve all changes pertaining to the data stored in the ATMS Logistics Module.

2.6 Download

Demonstrate the ability to download data from the ATMS database to the Transportation Information Network - Shipment Mobility Accountability Collection (SMAC) System. These downloads can be electronically sent or placed on a disk.

2.7 Flexibility

Demonstrate the ability to interact with other modules within the ATMS.

2.8 Training and User Documentation

Demonstrate the training facility built into the ATMS which provides the user with instructions covering capabilities provided by the system.

Demonstrate a safeguard which requires the training tutorial be completed by each user before being able to use other functions in the system.

2.9 Help System

Demonstrate the Help facility with in the ATMS. Both screen help and field help features are required.

3.0 SYSTEM ADMINISTRATION ACCEPTANCE CRITERIA

This section describes the acceptance criteria for the System Administration Module of ATMS as it is required to support the Logistics Module.

3.1 General

This section describes the general acceptance criteria for the system administration module.

Demonstrate the ability to provide look up tables containing codes and their clear text translation.

Demonstrate the ability to provide a list of values table to decode codes used in the ATMS Logistics Module.

Demonstrate the ability to allow each site to modify existing default values for their site.

Demonstrate the ability to provide a view and update default list of values. A users privileges may limit which lists of values can be viewed and/or updated.

Demonstrate the ability to provide an extensive use of coded lists of values for input validation, and provide a facility to maintain them.

Demonstrate the ability to provide the capability to modify or add additional codes and definitions.

Demonstrate the ability to grant and restrict access (update, query, insert, and delete) to the data.

3.2 Logistics Specific Administration

This section describes the system administration acceptance criteria specific to the prepayment audit.

Demonstrate the ability to provide audit error codes to indicate what caused a freight bill to be unapproved for payment.

4.0 LOGISTICS ACCEPTANCE CRITERIA

This section describes the acceptance criteria for the Logistics Module of the ATMS.

4.1 General

This section describes the general acceptance criteria for the electronic data interchange functionality within the Logistics Module.

Demonstrate the ability to run this process while other users are using the system.

Demonstrate the ability for this process to utilize existing systems to transmit and receive EDI information.

Demonstrate the ability to provide payment authorization requiring: Carrier, SCAC, invoice number, invoice date, Pro number, delivery date, and total charges. Optional data: BOL number, weight, line-haul charge, accessorial charge, commodity code, description of freight, and freight rates per cwt. Demonstrate the ability to enter invoice information manually or through EDI.

Demonstrate the ability to enter carrier invoices, freight bills and delivery receipts manually.

Demonstrate the ability for the local systems to track which information must be sent to the SMAC system.

Demonstrate the ability for air, motor, and rail freight bills to be matched to the bill of lading or receiving reports. This is not always true for air express shipments since the delivery receipt is not always received.

Demonstrate the ability to verify freight has not been previously paid. The system must check for duplicates.

Demonstrate the ability to match EDI shipment status, messages, and receiving report, to freight bills. If unmatched the bill is not approved.

Demonstrate the ability to automatically attempt to match key fields, (e.g. carrier, pro-number, weight, etc.) Matched bills within cost tolerance are approved. Cost Tolerances are site specific and require a percentage (e.g. 5 or 10% - whichever is least), and an actual whichever is the least amount.

Demonstrate the ability to specify tolerance of difference in costs by site.

Demonstrate the ability to not approve third party freight bills automatically and go on an exception report.

Demonstrate the ability to set the Pre-Payment Audit Tolerance to the minimum acceptable variance permitted between the estimated charges and the actual charges billed for overcharges.

Demonstrate the ability to match Bill of Lading/Delivery Receipts with the Freight Bill to transfer data to indicate data errors, place them on the payment reconciliation exception report.

Demonstrate the ability to update the actual charge to become part of the historical shipment.

Demonstrate the ability to enter carrier, SCAC, invoice number, invoice date, Pro number, delivery date, and total charges, from motor freight bills, rail waybills, air express, air freight carrier airbills, and parcel service invoices (UPS).

Demonstrate the ability to provide additional shipment information to be added or updated with the data on the final approved bill

Demonstrate the ability to provide a correction form for freight bills that can be corrected and then approved for payment, the form will accompany the payment.

Demonstrate the ability to provide the shipment information after the fact using the carriers delivery receipt.

Demonstrate the ability to update active shipments by delivery receipts.

Demonstrate the ability to provide a way to determine the preferred carrier and save rating and routing information if it was not saved prior to the bill being received.

Demonstrate the ability to save the reason when a payment is not authorized.

Demonstrate the ability to enter a password to authorize payments against any unapproved freight bill.

Demonstrate the ability to tag any changes authorizing a previously unapproved payment with the ID of the user making the change.

Demonstrate the ability to indicated in the automated bill information and the automated shipment description if a bill is wrong, but a lesser amount can be authorized.

Demonstrate the ability to resolve the information for the disallowed bills to be entered.

Demonstrate the ability to approve all undercharges and flag the record for a balance due.

Demonstrate the ability to move from the active to historical when a shipment is complete.

Demonstrate the ability to use the delivery receipt to identify when shipments are complete.

Demonstrate the ability to provide a manual or electronic notification of receipt of a shipment status or freight bill.

Demonstrate the ability to check the status of a shipment.

4.2 Electronic Data Interchange Functionality

This section describes the acceptance criteria for the electronic data interchange module of ATMS.

4.2.1 EDI Data Validation Criteria

This section describes the electronic data interchange acceptance criteria specific to data validation.

Demonstrate the ability to generate an exception report when shipment information is received electronically and is unable to be accepted by the database, along with error messages.

Demonstrate the ability to verify edi data and provide a report of the rejected data.

4.2.2 EDI Receiving Criteria

This section describes the electronic data interchange acceptance criteria specific to EDI receiving of electronic documents using American National Standards Institute (ANSI) X.12 or EDIA (TDCC) standard transaction sets.

Demonstrate the ability to enter invoice information manually or through EDI.

Demonstrate the ability to download ASCII files generated from EDI, freight bills (110 and 210) and freight bill statuses (214).

4.3 Shipping Paper Preparation

This section contains the acceptance criteria for shipping paper preparation. This section will be used for the Bill of Lading, and Shippers Declaration acceptance criteria.

Demonstrate the ability to scroll through the text of automated regulations.

Demonstrate the ability to do a keyword search.

Demonstrate the ability to cut and paste text from regulations to a shipment file.

Demonstrate the ability to produce a Commercial Bill of Lading (CBL) with the necessary Emergency Response Guides.

Demonstrate the ability to produce a Shipping Order.

Demonstrate the ability to produce a Memorandum.

Demonstrate the ability to produce the Shippers Declaration for Dangerous Goods.

Demonstrate the ability to disallow dating a CBL with a past date.

5.0 OUTPUT MANAGER ACCEPTANCE CRITERIA

This section describes the acceptance criteria for the output manager module of ATMS in respect to the Logistics Module.

Demonstrate the ability to produce a replicated Freight Bill from the Freight Bill screen.

Demonstrate the ability to prepare carrier airbills.

Demonstrate the ability to print requested reports by purchase order number, shipment number, date of planned/actual shipment, destination, carrier, origin, type or shipment, bill or lading number, or mode of transport, or any portion or range of the same.

Demonstrate the ability to print draft CBLs from the planned shipment file without a BOL number.

Demonstrate the ability to disallow the printing of a CBL for a shipment that has not been rated and has no carrier assigned. However, the ability to override this control must be provided.

Demonstrate the ability to print the emergency response information containing all necessary information according to 49 CFR 172, Subpart G. This information is taken from the traced hazardous materials shipments and the shipment emergency response information, and includes:

- Basic; description and technical name of the hazardous material, ICAO Technical Instructions, IMDG Code or TDG regulations, as appropriate;
- Immediate hazards to health;
- Risks of fire or explosion;
- Immediate precautions to be taken in the even of an accident or incident;
- Immediate methods for handling fire;
- Initial methods for handling spills and leaks in the absence of fire;
- Preliminary first aid measures;
- Emergency response telephone number.

Demonstrate the ability to generate a Temporary Pay Report.

Demonstrate the ability to place unapproved bills on an exception report.

Demonstrate the ability to show approved bills on an authorized payment (Final Pay) report.

Demonstrate the ability to provide error correction codes on correction notices.

Demonstrate the ability to calculate and report on the difference between actual carrier charges and the payment that was authorized.

Demonstrate the ability to calculate and report on the difference between shipment charges and charges actually paid.