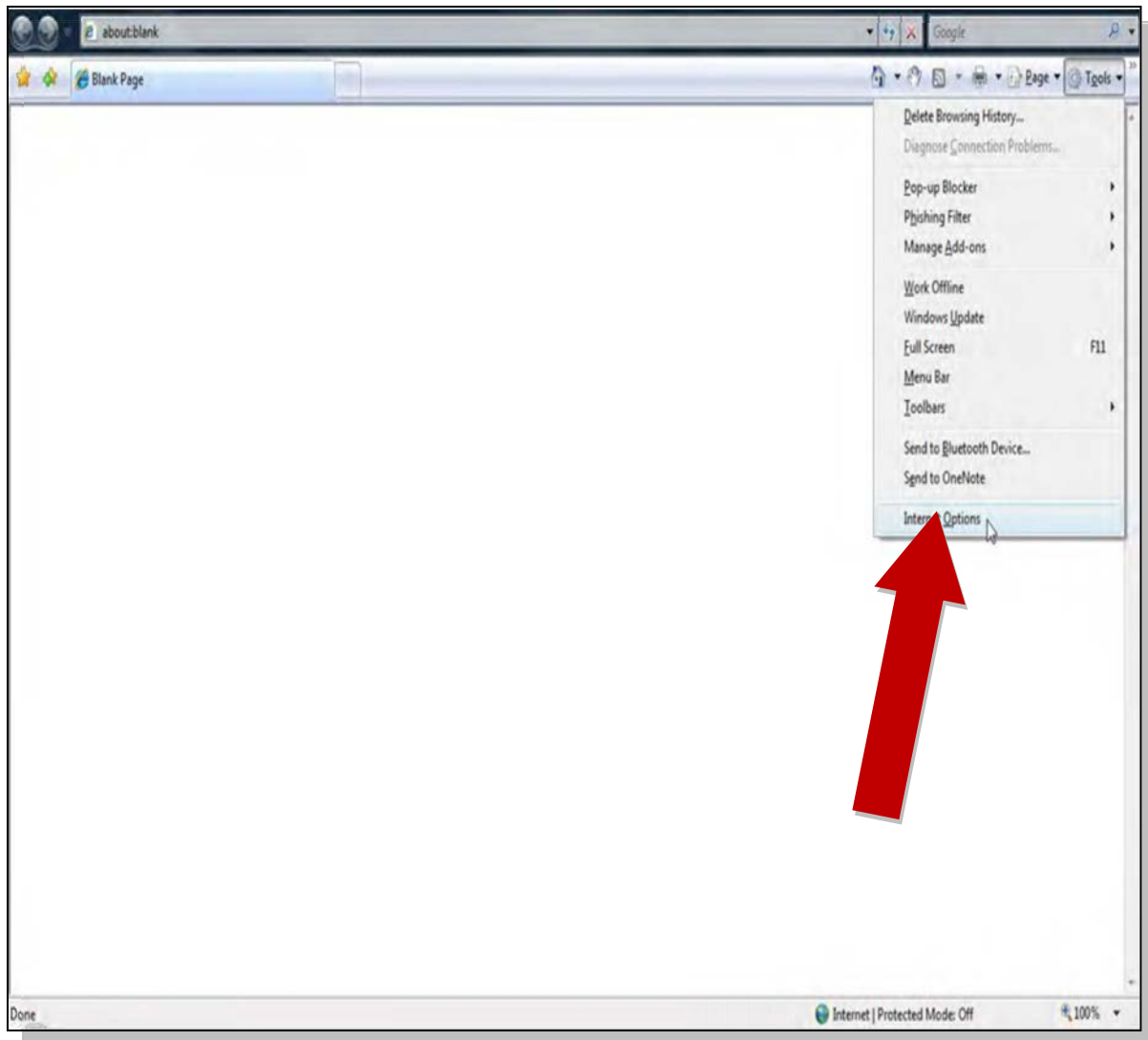


# WEB TIPS



WBSCM MINIMUM SYSTEM REQUIREMENTS WORKS BEST IN INTERNET EXPLORER 6 & 7

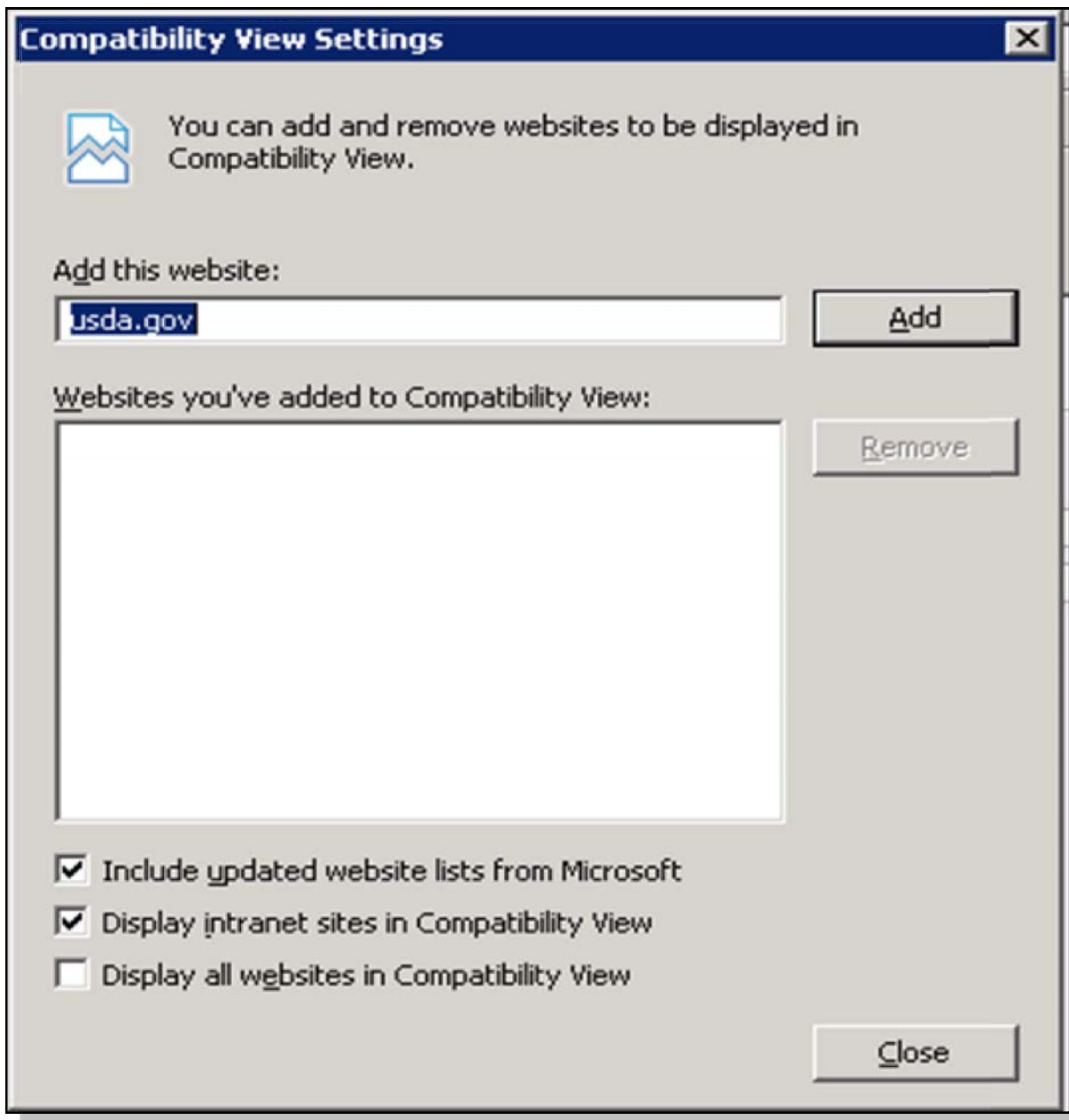
“WBSCM is not compatible with Internet Explorer 8.0 running in native mode.

- Open Internet Explorer
- Click on “tools” in the menu and choose “Compatibility view”.
- Then Select Internet Options from the Tools menu.
- In Internet Options dialog box select the Security tab.
- Next Click on Trusted “sites” add WebSupply *<https://portal.wbscm.usda.gov>*.

See next pages for “recommended” viewing options.

<http://www.usda.gov/wbscm>

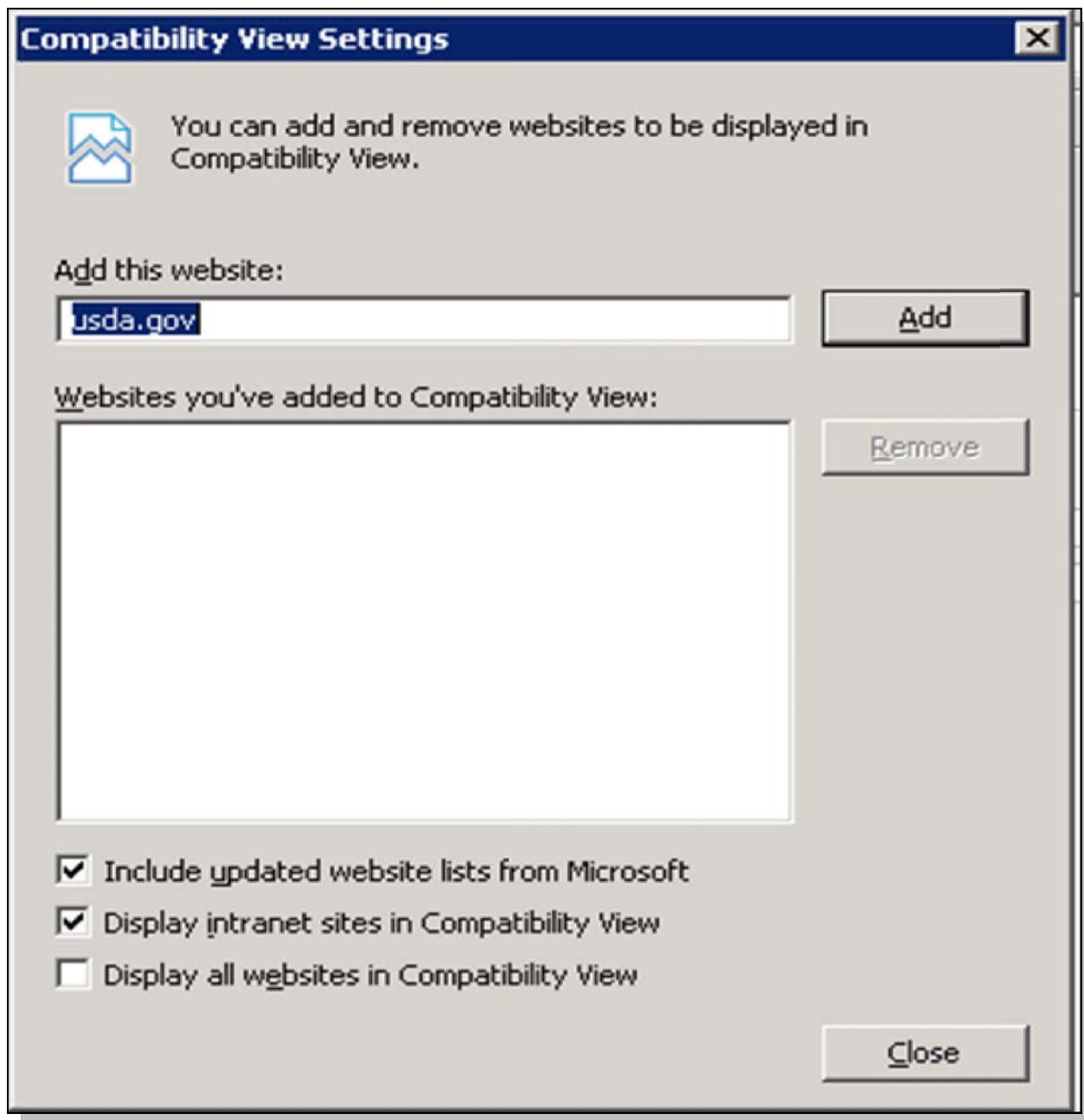
# Compatibility Mode Settings



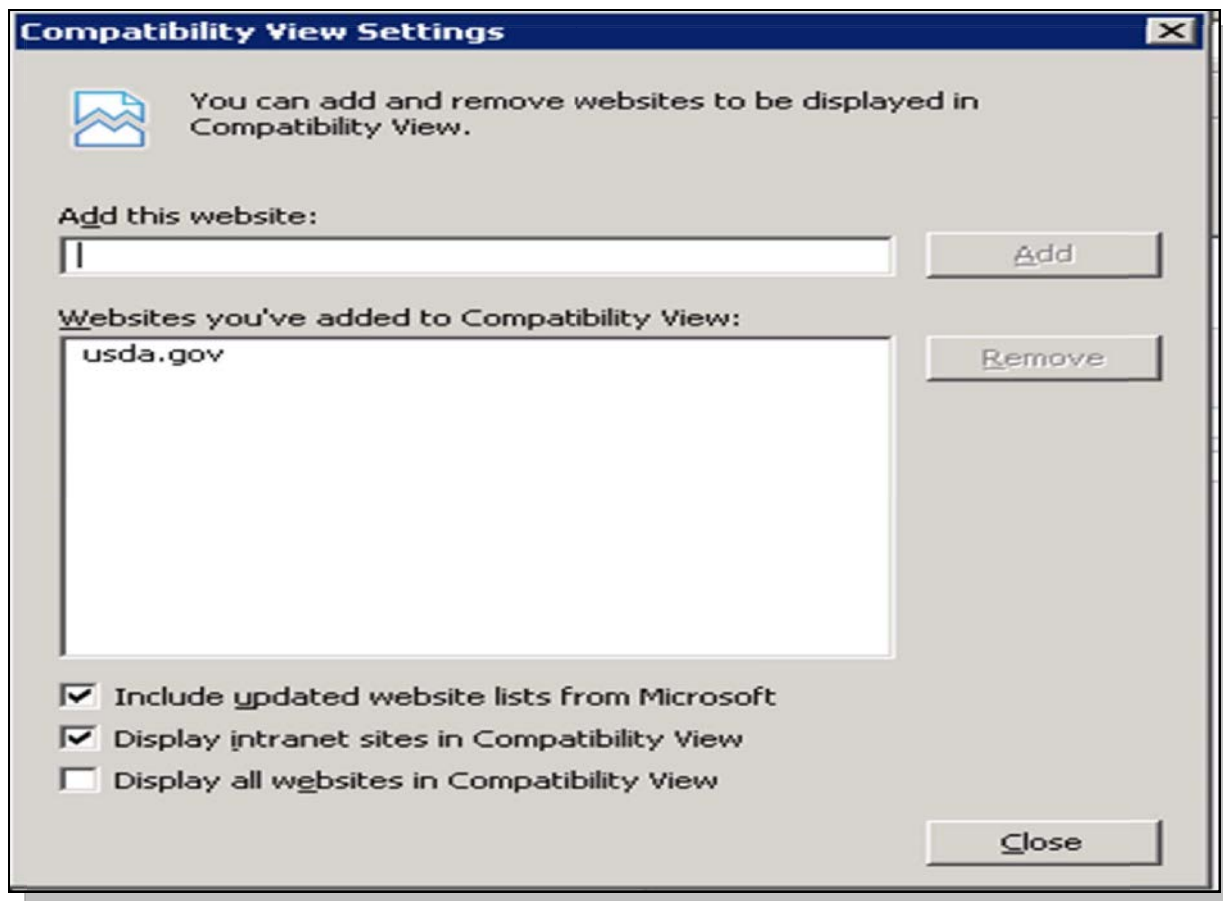
**Option 1** After opening Internet Explorer.

- Navigate to the WBSCM URL <https://portal.wbscm.usda.gov>.
- Authenticate with USDA e-Authentication to arrive at the WBSCM portal home page.
- Browser header bar should have the *compatibility mode* button toggled off.
- Click the compatibility mode button in the address bar to enable IE7 compatibility mode. Button should switch state .
- Click Close.

<http://www.usda.gov/wbscm>

**Option 2 After opening Internet Explorer.**

- Open Internet Explorer.
- Select *Compatibility View Settings* from the Tools menu.
- Click the Sites button in the Settings section.
- In the Add this website text box type *usda.gov* or *\*.wbscm.usda.gov* to the Address of website.
- Click *Add*.
- Click *Close*.



All web pages ending in USDA.gov will now appear in Internet Explorer 7 *compatibility mode*.

# E-Authentication email

From: WBSCM\_USER\_REGISTRATION@AMS.USDA.GOV  
To: FDP  
Cc:  
Subject: Action Required: Register USDA WBSCM User Account

Sent: Thu 9/20/2012 10:3

This email is for the individual identified in the greeting line and cannot be shared with any other user.

Dear Anita Commodity,

A user account has been created for you on the United States Department of Agriculture (USDA) Web-Based Supply Chain Management (WBSCM) System. In order to access this account, you will need to obtain a username and password from the USDA eAuthentication System.

**Important:**

The email address appearing in the To: line of this message, and the last name of the recipient in the greeting line must be entered in eAuthentication registration forms. Failure to follow this procedure will result in an error message during WBSCM registration.

1. If you do not already have an eAuthentication account, please access <http://www.eauth.egov.usda.gov/eauthCreateAccount.html> to request a Level 1 account.
2. Once your eAuthentication account has been activated, please access the following address to complete your WBSCM registration:  
<https://portal.wbscm.usda.gov/registration?action=init&token=f1b3jHzqACPznYWg5g%2B5vFulaQQoFSVHsQtNs%2FI0Oox3yAqBDIKAJ6mN02jXmSNR>
3. Once you have completed your WBSCM registration, please use the following URL for ALL future WBSCM logins: <http://www.usda.gov/wbscm>

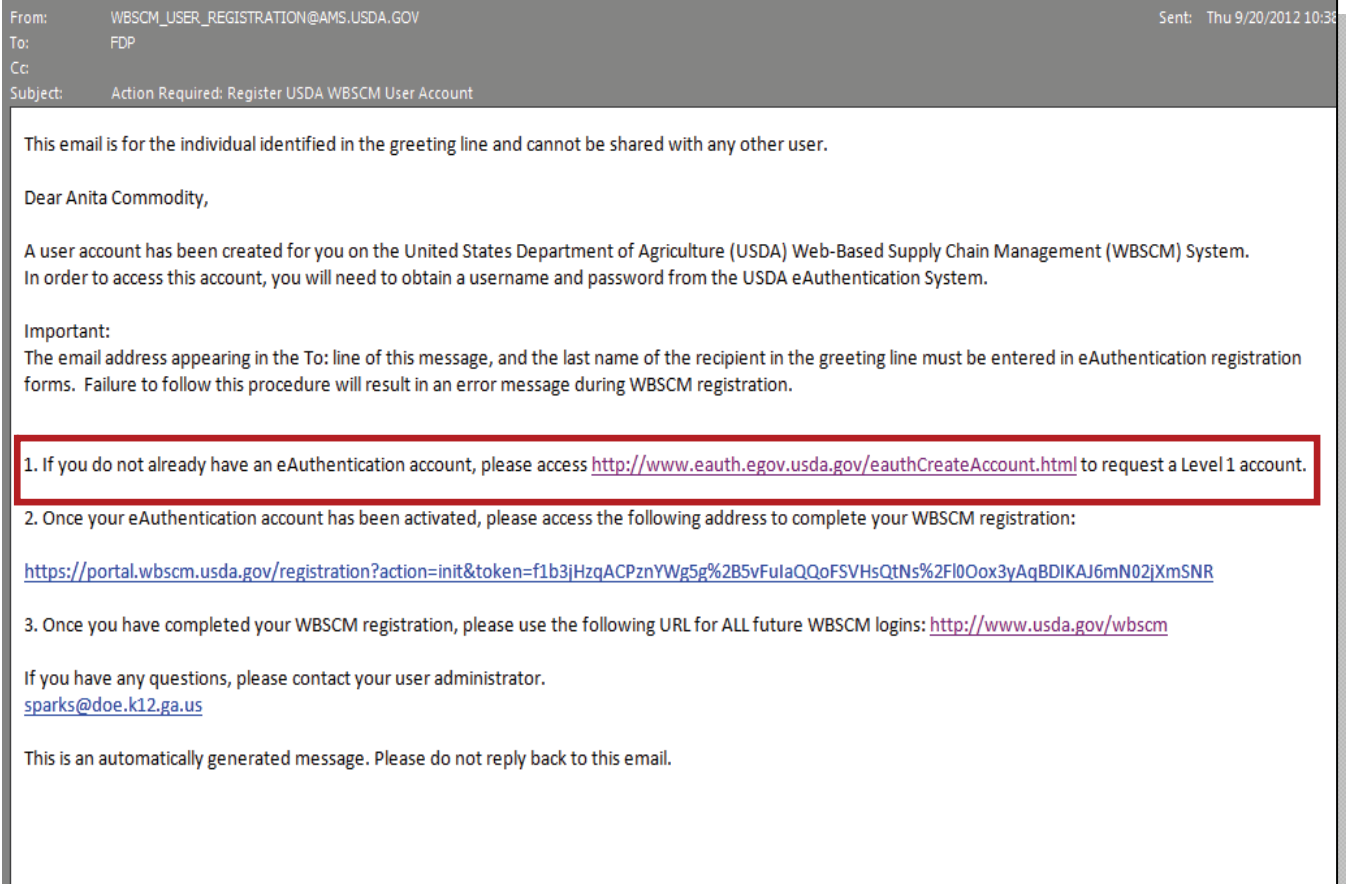
If you have any questions, please contact your user administrator.  
[sparks@doe.k12.ga.us](mailto:sparks@doe.k12.ga.us)

This is an automatically generated message. Please do not reply back to this email.

Once your information has been entered into WBSCM you will receive the email above with instructions on creating an e-auth account.

*NOTE: If you have not received this email please contact your Food Distribution contact person.*

# Click on the first link to create an E-auth account



## All users need Level 1 access

*NOTE: If you have not received this email please contact your Food Distribution contact person.*

# Create an E-auth account

## Register for Your Account - Level 1

Form Approved OMB No. 0503-0014

### Step 1 of 4 - Level 1 Access Account Registration

USDA customers should complete the information below to create a USDA eAuthentication account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are red and marked by an asterisk (i.e. \*). Enter your first and last name exactly as it appears on your Government issued photo ID (e.g. state driver's license).

#### User Information



Required Field\*

First Name\*

Middle Initial

Last Name\*

#### Contact Information



Email\*

Confirm Email\*

#### Login Information



User ID\*

Password\*

Confirm Password\*

#### Security Questions



Please select and answer four distinct questions from the selections below. This information will be used to validate your identity if you forget your password. Each question may only be used once. For additional assistance, click the above.

1\*

Select...



2\*

Select...



3\*

Select...



4\*

Select...



Continue

# Create an E-auth account

## Register for Your Account - Level 1

Form Approved OMB No. 0503-0014

### Step 1 of 4 - Level 1 Access Account Registration

USDA customers should complete the information below to create a USDA eAuthentication account. Please read the [eAuthentication Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are **red** and marked by an asterisk (i.e. \*). Enter your first and last name exactly as it appears on your Government issued photo ID (e.g. state driver's license).

**User Information** ?

Required Field\*

First Name\*

Middle Initial

Last Name\*

**Contact Information** ?

Email\*

Confirm Email\*

**Login Information** ?

User ID\*

Password\*

Confirm Password\*

Enter all required information

**NOTE:** Your password must have all of the following

12-24 characters

At least one uppercase letter

At least one lowercase letter

At least one number

At least one special character i.e., ! # \$ % = + : ; , ? ~ \* - (spaces are not allowed)

Password **Should Not**

Be a dictionary word

Contain your profile info (ie. Mother's Maiden name, Date of Birth, PIN, Phone, Email, etc)

The previous 24 passwords may not be re-used



# Create User ID and Password

**NEW!!**

Security Questions

?

Please select and answer four distinct questions from the selections below. This information will be used to validate your identity if you forget your password. Each question may only be used once. For additional assistance, click the [?](#) above.

1\*

Select...

2\*

Select...

3\*

Select...

4\*

Select...

Continue

Security Questions are now required for all new users.

# Create an E-auth account

The screenshot shows the USDA eAuthentication website. At the top is the USDA logo and the text "United States Department of Agriculture" and "USDA eAuthentication". To the right is the EAS logo. Below the header is a navigation bar with links: Home, About eAuthentication, Help, Contact Us, and Find an LRA. A breadcrumb trail reads: "You are here: eAuthentication Account Registration > Account Request Confirmation". The main heading is "Create an eAuthentication Account". Below this is the section "Step 2 of 4 - Level 1 Access Account Verification". A message states: "If this information is incorrect, please click the edit. If the information is correct, please continue by clicking the submit button." There are two main sections for verification: "Verify User Information" and "Verify Security Questions & Answers".

**Quick Links**

- What is an account?
- Create an account
- Update your account

**Administrator Links**

- Local Registration Authority Login

**Verify User Information**

User ID: anitaco  
Name: Anita Commodity  
Email: fdp@doe.k12.ga.us

**Verify Security Questions & Answers**

Q: What city was your first job in  
A: Atlanta

Q: What is your first teacher's name  
A: Bowers

Q: Who was your prom date  
A: Bob

Q: What was your grandfather's occupation  
A: Farmer

Edit Submit

Click on submit to certify that the information you have entered is correct.

# Create an E-auth account

The screenshot shows the USDA eAuthentication website. At the top, there's a header with the USDA logo and 'United States Department of Agriculture USDA eAuthentication'. A navigation bar includes links for Home, About eAuthentication, Help, Contact Us, and Find an LRA. A sidebar on the left contains 'Quick Links' (What is an account?, Create an account, Update your account) and 'Administrator Links' (Local Registration, Authority Login). The main content area is titled 'Create an eAuthentication Account' and indicates 'Step 3 of 4 - Print Confirmation email'. It states that the account has been created but requires one more step. A confirmation email from eAuthHelpDesk@ftc.usda.gov should arrive within 1 hour. It provides account information: User ID: anitaco and Email: fdp@doe.k12.ga.us. It also includes instructions for what to do if the email is not received after 24 hours. At the bottom, there are links for eAuthentication Home, USDA.gov, Site Map, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, and USA.gov.

**USDA** United States Department of Agriculture  
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

You are here: [eAuthentication Account Registration](#) > Account Request Confirmation

## Create an eAuthentication Account

### Step 3 of 4 - Print Confirmation email

**Account Created:**

Your account has been created but you have one more step required to complete your registration!

Your confirmation email from [eAuthHelpDesk@ftc.usda.gov](mailto:eAuthHelpDesk@ftc.usda.gov) should arrive within 1 hour. Please follow the instructions in the email complete step 4 of your registration.

**eAuthentication Account Information:**

**User ID:** anitaco  
**Email:** fdp@doe.k12.ga.us

**If after 24 hours you do not receive the confirmation email:**

1. Check the email filters of your provider and email client.
2. Contact the ITS Service Desk at [eAuthHelpDesk@ftc.usda.gov](mailto:eAuthHelpDesk@ftc.usda.gov) or 800-457-3642. Please provide your User ID, first and last name, and email address.

Please [print](#) this page for future reference.

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)  
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [USA.gov](#)

Return to your email . A confirmation email will be sent from [eAuthHelpDesk@ftc.usda.gov](mailto:eAuthHelpDesk@ftc.usda.gov)

# Activate your E-auth account

From: eems.support@ocio.usda.gov  
To: FDP  
Cc:  
Subject: eAuthentication: FFI - Instructions to Activate Your USDA Account With Level 1 Access

**Step 4 of 4 - Instructions to Activate Your USDA Account with Level 1 Access**

Congratulations anitaco, you have successfully created a USDA eAuthentication account with Level 1 access.

Before you can use your account with Level 1 access you must do the following:

1. Please wait approximately 10 minutes from the receipt of this email before you activate your account with Level 1 access.
2. Click [ACTIVATE MY ACCOUNT](#)

NOTE: If you have trouble accessing your [ACTIVATE MY ACCOUNT](#) link above, please copy and paste the following URL into your browser address bar:

<https://www.eauth.usda.gov/registration/selfRegistrationActivation.aspx?ID=12860D4B9B07442DA4FB44A6367F781F>

The User ID you created is: anitaco  
The email address you provided is: [fdp@doe.k12.ga.us](mailto:fdp@doe.k12.ga.us)

**Please retain this information for future reference.**

Once you have activated your account you will have immediate access to the USDA portals and applications that accept accounts with Level 1 access.

You can also view or update your account information by clicking on the eAuthentication [USER ACCOUNT HOME](#) link.

NOTE: If you have trouble accessing your user account home link above, please copy and paste the following URL into your browser address bar:

<https://identitymanager.eems.usda.gov/iam/im/eems/ca12/index.jsp?console.tab=Home>

If you need further assistance, please contact the ITS Service Desk at [eAuthHelpDesk@ftc.usda.gov](mailto:eAuthHelpDesk@ftc.usda.gov) or call 800-457-3642.

Please include the following information in your request:

- Your first and last name
- Your eAuthentication User ID
- The URL (web address) of the website or application you were attempting to access
- The text of any error messages and a detailed description of the problem

Thank You,  
-- The USDA eAuthentication Team

Click on "ACTIVATE ACCOUNT" to make your new e-authentication account active.

# E-auth confirmation

USDA United States Department of Agriculture  
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

You are here: [eAuthentication Account Registration](#) > Account Activation

## Create an eAuthentication Account

### Step 4 of 4 - Account Activated

Your account has been activated with Level 1 Access Please wait 20 minutes from the time of activation before using the account.

**eAuthentication Account Information:**

User ID: anitaco  
Email: fdp@doe.k12.ga.us

### Non-USDA Federal Employees Requesting Level 2 Access

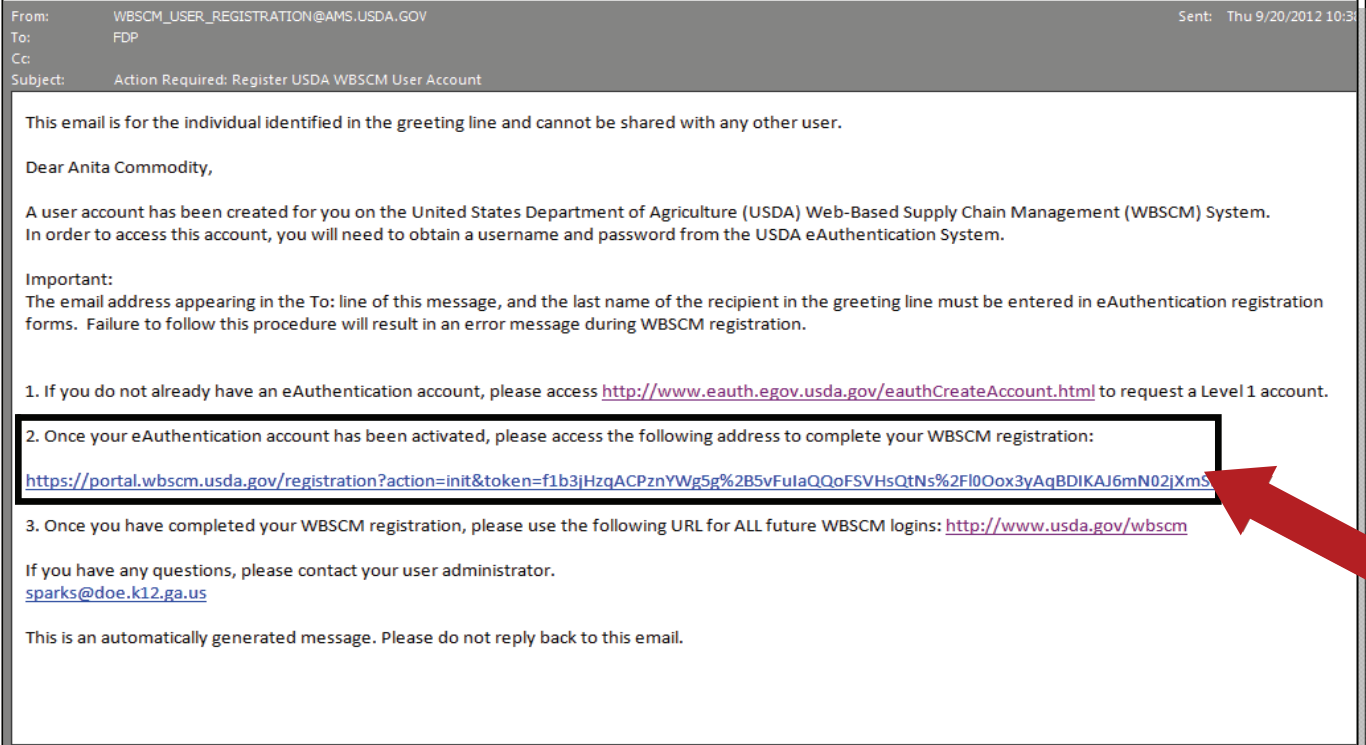
If you are not a USDA Federal Employee and have requested Level 2 Access, You must visit a USDA service center for identity-proofing by a Local Registration Authority (LRA). [Find an LRA](#)

If you cannot find an LRA, contact the ITS Service Desk  
email: [eAuthHelpDesk@ftc.usda.gov](mailto:eAuthHelpDesk@ftc.usda.gov)  
Phone: 800-457-3642

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)  
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [USA.gov](#)

Now that your account has been activated, return to the first email you received and click on the 2nd link to access WBSCM

# Complete your WBSCM Registration



Click on the second link in the WBSCM User Registration email to complete to register your new e-authentication account in WBSCM



# Enter your User ID and E-Auth Password

USDA United States Department of Agriculture  
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

**Quick Links**

- What is an account?
- Create an account
- Update your account

**Administrator Links**

- Local Registration Authority Login

**eAuthentication Login**

**Login with my User ID and Password**

User ID:  **1**

[Forgot your User ID?](#)

Password:  **2**

[Forgot your Password?](#)  
[Change My Password](#)

**3**

**Login with my USDA Employee LincPass**

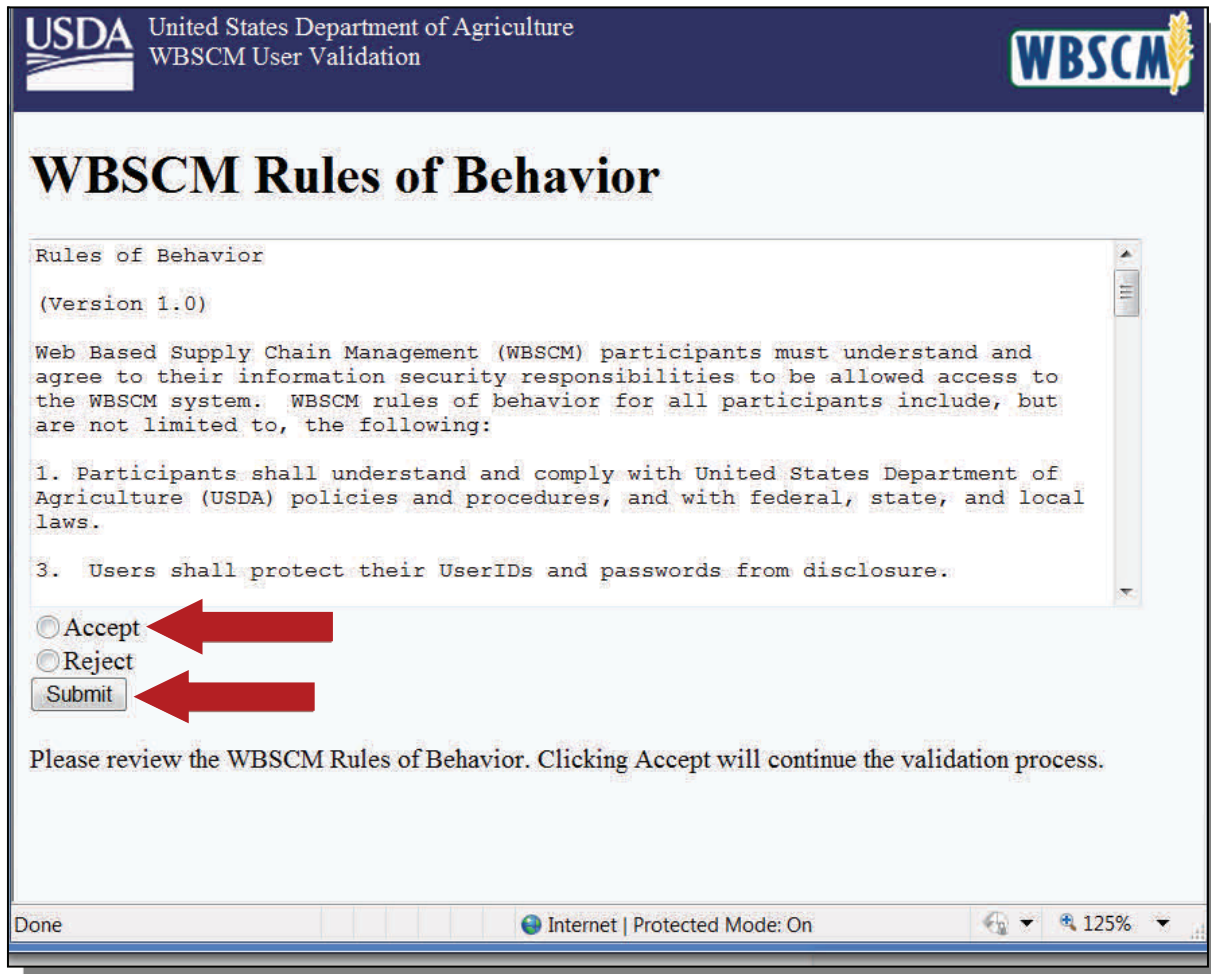
**USDA employees may now use their LincPass to login.**  
**Instructions:**

- Please verify your LincPass is inserted into the card reader for your USDA computer.
- Click the yellow "Login with my LincPass" button above.
- A pop-up box "Choose a digital certificate" may appear.
- Select the first or second certificate with your name and click "OK".
  - First time users:
    - Try your first certificate.
    - If your login fails then change your selection to your second certificate.
  - The certificate (first or second) that works for you will be the same for

Enter the user ID and password you created during the e-authentication process and click login.

*NOTE: The password is case sensitive*

# Accept WBSCM Rules of Behavior



The screenshot shows a web browser window with the USDA logo and "United States Department of Agriculture WBSCM User Validation" in the header. The main heading is "WBSCM Rules of Behavior". Below it, the text reads: "Rules of Behavior (Version 1.0) Web Based Supply Chain Management (WBSCM) participants must understand and agree to their information security responsibilities to be allowed access to the WBSCM system. WBSCM rules of behavior for all participants include, but are not limited to, the following: 1. Participants shall understand and comply with United States Department of Agriculture (USDA) policies and procedures, and with federal, state, and local laws. 3. Users shall protect their UserIDs and passwords from disclosure." At the bottom of the rules section are three radio buttons: "Accept", "Reject", and "Submit". Red arrows point to the "Accept" and "Submit" options. Below the radio buttons, a message states: "Please review the WBSCM Rules of Behavior. Clicking Accept will continue the validation process." The browser's status bar at the bottom shows "Done", "Internet | Protected Mode: On", and a zoom level of "125%".

USDA United States Department of Agriculture  
WBSCM User Validation

**WBSCM Rules of Behavior**

Rules of Behavior  
(Version 1.0)

Web Based Supply Chain Management (WBSCM) participants must understand and agree to their information security responsibilities to be allowed access to the WBSCM system. WBSCM rules of behavior for all participants include, but are not limited to, the following:

1. Participants shall understand and comply with United States Department of Agriculture (USDA) policies and procedures, and with federal, state, and local laws.
3. Users shall protect their UserIDs and passwords from disclosure.

☐ Accept  
☐ Reject


Please review the WBSCM Rules of Behavior. Clicking Accept will continue the validation process.

Done Internet | Protected Mode: On 125%

Click on "Accept" and then click submit



# Consent Agreement

 United States Department of Agriculture  
USDA eAuthentication



Home | About eAuthentication | Help | Contact Us | Find an LRA

\*\*\*\*\*WARNING\*\*\*\*\*

- You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.
- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:
  - You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search and seize any communication or data transiting or stored on this information system.
  - Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.
  - Your consent is final and irrevocable. You may not rely on any statements or informal policies purporting to provide you with any expectation of privacy regarding communications on this system, whether oral or written, by your supervisor or any other official, except USDA's Chief Information Officer.

\*\*\*\*\*WARNING\*\*\*\*\*



eAuthentication Home | [USDA.gov](#) | [Site Map](#)

# WBSCM Home Page

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

Log Off WBSCM

Home Admin Help

News and Alerts Inbox

News and Alerts | Back Forward

Detailed Navigation

- News and Alerts

Portal Favorites

Forums Forum Home

My Control Panel

Forum / Category	Views	Topics / Messages	Last Post
<a href="#">WBSCM News and Announcements</a>	6,892	1 / 1	Jul 14, 2011 1:39 PM Last Post By: <a href="#">ORTEGA, Roberto</a>
<a href="#">FNS News and Announcements</a>	1,029	0 / 0	Nov 20, 2009 8:10 AM
<a href="#">FNS News and Announcements (RA)</a>	585	0 / 0	Nov 20, 2009 8:10 AM
<a href="#">USDA Holds and Recalls</a>	1,161	0 / 0	Nov 20, 2009 8:11 AM

New content since your last visit

This is the main page of WBSCM.

The main page contains News and Announcements which will contain all WBSCM updates. Notices of holds and recalls are also contained on this page.

# Add Roles

The screenshot shows the USDA Web-Based Supply Chain Management (WBSCM) interface. The top navigation bar includes 'Home', 'Admin', 'Manage Users', and 'Organization Maintenance'. The left sidebar contains 'Manage Users', 'Detailed Navigation' (with links to 'Maintain User Profile', 'User Security Report', and 'Manage Users'), and 'Portal Favorites'. The main content area displays the 'Manage Users' page for 'Imacounty County'. It includes a 'User Search Criteria' table with columns for 'First Name', 'Last Name', and 'Last Logon Date'. Below this is a 'Create New User' button and a 'User Details' section. The 'User Details' section has tabs for 'Personal data', 'Role data', and 'Admin data'. The 'Role data' tab is active, showing a list of 'Available Roles' (Order Manager - RA, Org Admin - RA, User Admin - RA, View-Only - RA) and a 'Current Roles' list (User Admin - RA, Org Admin - RA). Red arrows numbered 1 through 6 indicate the steps to add roles: 1. Click 'Admin' in the top navigation bar. 2. Click 'Manage Users' in the left sidebar. 3. Click the block next to the user's name in the 'Manage Users' table. 4. Click the checkbox next to 'Order Manager - RA' in the 'Available Roles' list. 5. Click the 'Add' button. 6. Click the 'Save' button.

When you log in for the first time you will have limited access to WBSCM. You will need to add additional roles to your profile. You can do this by:

1. Click on Admin
2. Click Manage Users
3. Click the block next to your name
4. Click the box next to Order Manger then click Add
5. Click the box next to View Only then Click Add
6. Click Save

Once you have added the two additional roles. Log out of WBSCM and login again to see the changes.

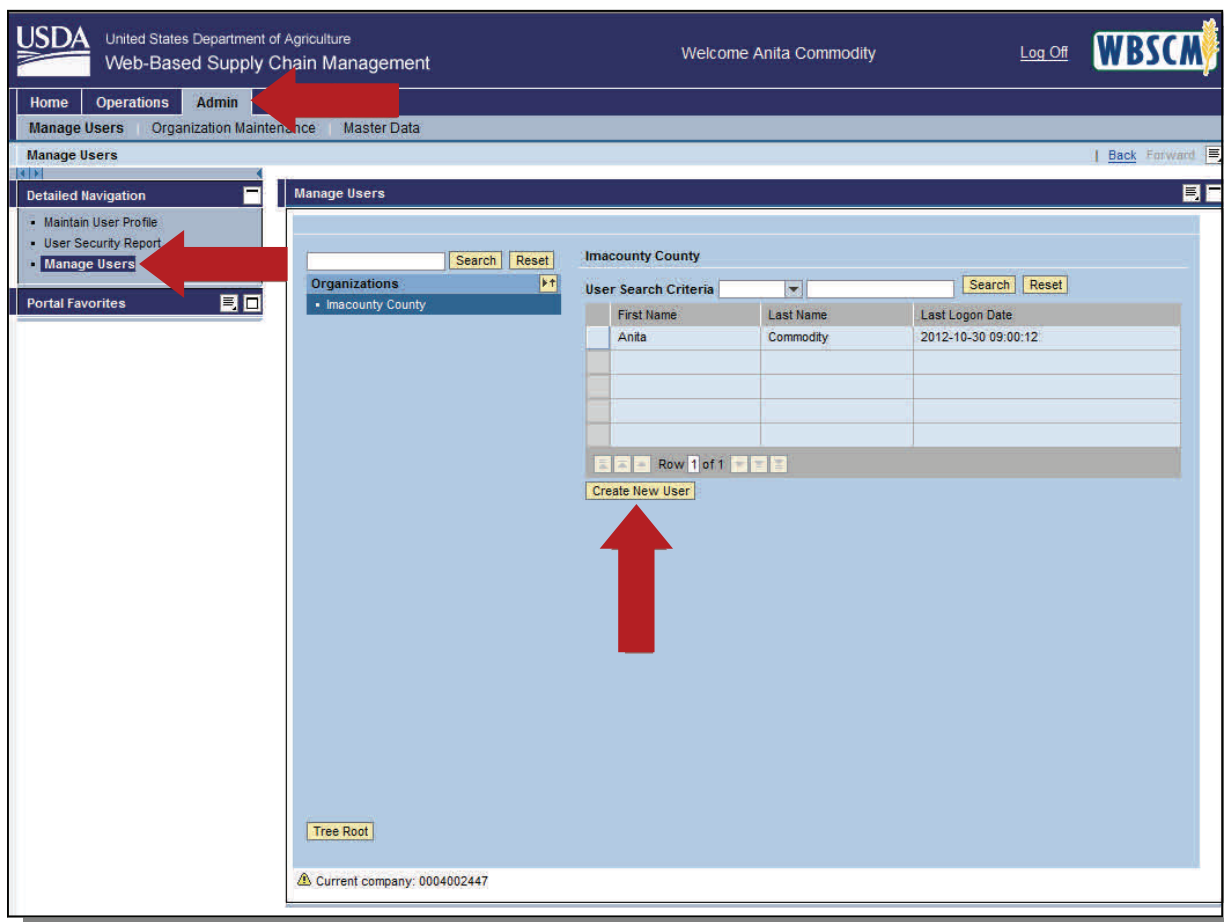
# Add Roles

The screenshot displays the 'Manage Users' interface within the WBSCM system. The top navigation bar includes the USDA logo, 'United States Department of Agriculture', 'Web-Based Supply Chain Management', a welcome message for 'Anita Commodity', and a 'Log Off' link. The left sidebar contains navigation links for 'Home', 'Admin', and 'Help', with 'Manage Users' and 'Organization Maintenance' selected. The main content area is titled 'Manage Users' and shows a search for 'Imacounty County'. Below the search, a table lists user details for 'Anita Commodity', including 'First Name', 'Last Name', and 'Last Logon Date'. The 'User Details' section is active, showing 'Available Roles' and 'Current Roles' lists. The 'Available Roles' list includes 'Order Manager - RA', 'Org Admin - RA', 'User Admin - RA', and 'View-Only - RA'. The 'Current Roles' list includes 'User Admin - RA', 'Org Admin - RA', 'Order Manager - RA', and 'View-Only - RA'. Buttons for 'Add' and 'Remove' are present between the lists. The interface also includes a 'Create New User' button and a 'Tree Root' link at the bottom left.

This is the main page of WBSCM.

The main page contains News and Announcements which will contain all WBSCM updates. Notices of holds and recalls are also contained on this page.

# To create a new user



To create a new user:

- Log into WBSCM
- Click on the "Admin" tab
- Click on "Manage Users"
- Click "Create New User"

# Enter new user information

The screenshot shows the 'Manage Users' page in the USDA WBSCM system. On the left is a sidebar with 'Detailed Navigation' including 'Maintain User Profile', 'User Security Report', and 'Manage Users'. The main area has a 'Manage Users' header and a search bar. Below the search bar is a table of users with columns for First Name, Last Name, and Last Logon Date. A 'Create New User' button is visible. The 'Create New User' form has three tabs: 'Personal data', 'Role data', and 'Admin data'. The 'Personal data' tab is active, showing fields for UserID, First Name, Last Name, Email, Title, Street Address, City, Zip Code, Country, State/Province, and Time Zone. Red arrows point to the 'Personal data' tab and the 'First Name', 'Last Name', 'Email', and 'Country' fields. The 'Save' and 'Cancel' buttons are at the bottom of the form.

Enter new user's information in the personal data tab. Then click Role Data tab

*Note: Items denoted with an asterisk (\*) are required.*

## New User Tips:

1. When creating a new user the Last Name and email address must be the same in WBSCM and eAuthentication.
2. When adding a new user in WBSCM, the Save button should be selected after the roles have been added to the new user. If the save button is selected prior to selecting the roles, the user admin can select that new user from the top and select modify to add the roles to the new user.
3. A user admin can re-send new users the WBSCM registration email by selecting the user in the manage users tab, going to the last tab (data tab), and selecting the re-send registration email.
4. Most common issues with registration:
  - a. New user selects the wrong link in the WBSCM registration email.
  - b. New user does not select the "accept" within the notification from eAuthentication. This must be done within 7 days of the creation of the eAuthentication account.
  3. User enters a different last name/email address in eAuthentication than what is in WBSCM.

# Enter new user's roles

The screenshot displays the 'Manage Users' interface in the USDA WBSM system. The 'User Details' section is open, and the 'Role data' tab is selected. The 'Available Roles' list contains four roles: 'Order Manager - RA', 'Org Admin - RA', 'User Admin - RA', and 'View-Only - RA'. The 'Current Roles' section shows 'No Current Roles Assigned'. Red arrows indicate the workflow: selecting roles from the 'Available Roles' list, clicking the 'Add' button, and finally clicking the 'Save' button to complete the process.

Enter new user's roles in the role data tab. Then click Save to complete creating a new user.

*Note: Items denoted with an asterisk (\*) are required.*

Be sure to add all roles to the new user to ensure full access to WBSM

Once you have completed this process the new user will receive

# Security Roles

## WBSCM

WBSCM Role	WBSCM Activities
<b>Org Admin</b>  <i>*Automatically added by food distribution</i>	Maintain RA Organizations Maintain RA Entitlements
<b>User Admin</b>  <i>*Automatically added by food distribution</i>	Creates Users Assign Roles
<b>Order Manager</b>	Create Requisitions Process Requisitions
<b>View</b>	Execute Reports View Reports

### WBSCM Users

- Users responsible for ordering and monitoring USDA Foods, contact your assigned Administrative Specialist, listed on page 109, to ensure you have received **all four roles**.

### WBSCM Roles

- There is no hierarchy, each role is independent.

\*When Food Distribution enters a user into WBSCM they are automatically given the roles of Org Admin and User Admin.



## Key Terms & Definitions

<b>AMS</b>	Agriculture Marketing Service- responsible for purchasing commodities for Federal food programs.
<b>Bonus</b>	Found in the Catalog, bonus items are materials that are offered for request that will not draw down from entitlement dollars.
<b>Business Partner ID</b>	A number that identifies a RA (Recipient Agency).
<b>Catalog</b>	The medium used for placing orders in WBSCM.
<b>Delivery Date</b>	The estimated time period materials will be delivered.
<b>Direct Delivery</b>	Found in the Product Catalog, materials listed under this section indicate USDA foods that will be delivered to the assigned state contracted warehouse or RA storage facility.
<b>Entitlement Dollars</b>	The Planned Assistance Level allocated to each RA (Recipient Agency) based on the previous year's meal counts.
<b>Material</b>	USDA commodity foods usually represented numerically. Previously known as a Commodity Code.
<b>Material Description</b>	Description of a specific material.
<b>NSLP</b>	National School Lunch Program.
<b>Plant</b>	Refers to a processing location where stock is stored and valued. Each Plant is assigned to one company code.

## Key Terms & Definitions continued...

<b>Processing Diversion</b>	Found in the Product Catalog, materials listed under this section indicate USDA foods to be diverted a Processor to be processed into further end products.
<b>Requisition</b>	A requisition presents the customer with an offer to request materials.
<b>Requisition Number</b>	Uniquely identifies a requisition.
<b>Sales Order Number</b>	A unique WBSCM number generated when placing requests.
<b>SDA</b>	State Distributing Agency– refers to the food distribution unit at the State office.
<b>Ship-to Party</b>	The delivery point or destination of the order. Previously known as an Entity.
<b>SpAgency</b>	“Sponsoring Agency” referring to FSA or AMS.
<b>WBSCM Status Codes</b>	Codes and definitions located on page 101.
<b>ZDOM</b>	Sales order number.

# Domestic Order Overview

## Domestic Requisitions

RAs place

FDP place

FDP consolidates requisitions into sales order

USDA-FNS approves sales order; may alter sales order type

Orders sourced to appropriate vendor or warehouse

Foods are delivered

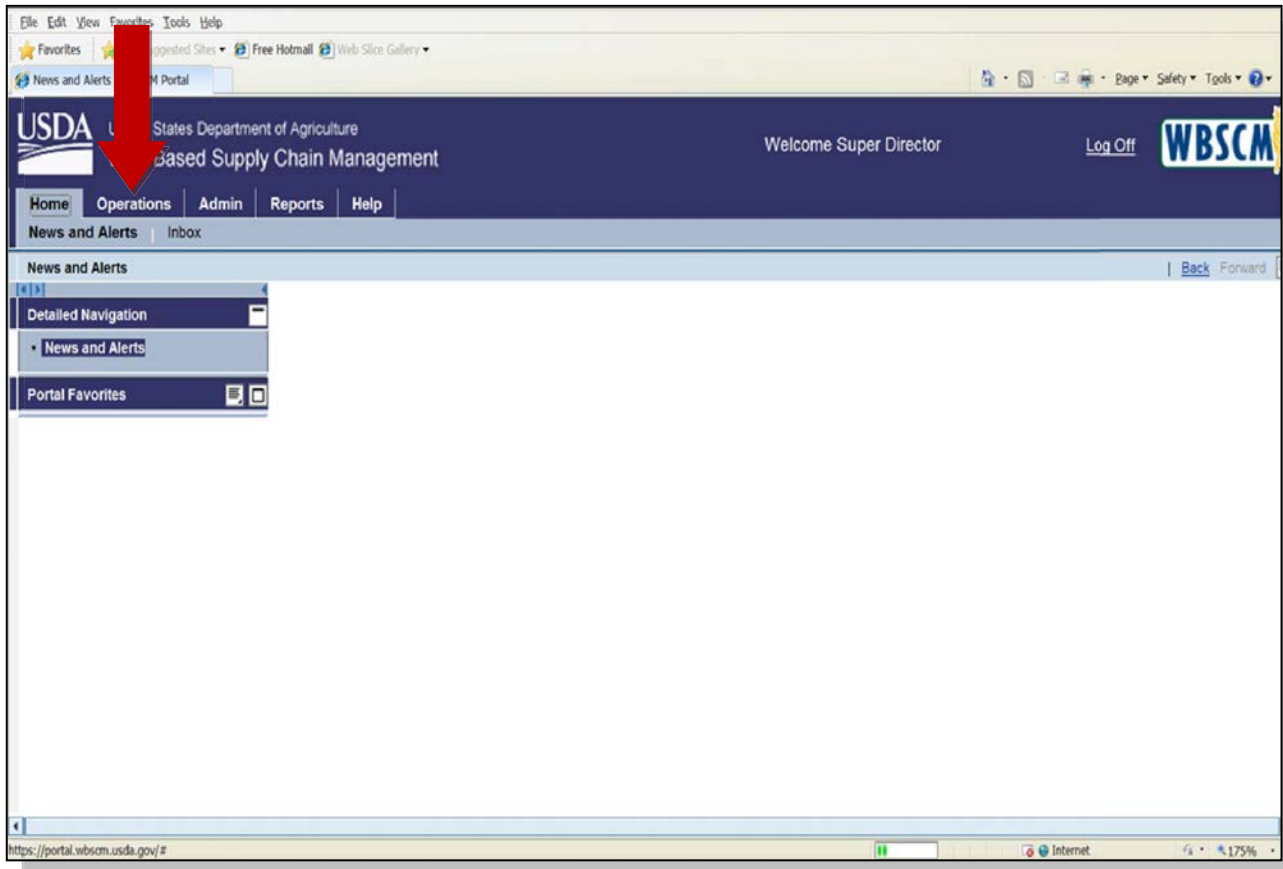
Ship-to-Party (warehouse, processor) enters receipt within 48 hours of delivery

# The 10 Steps to Effective Ordering

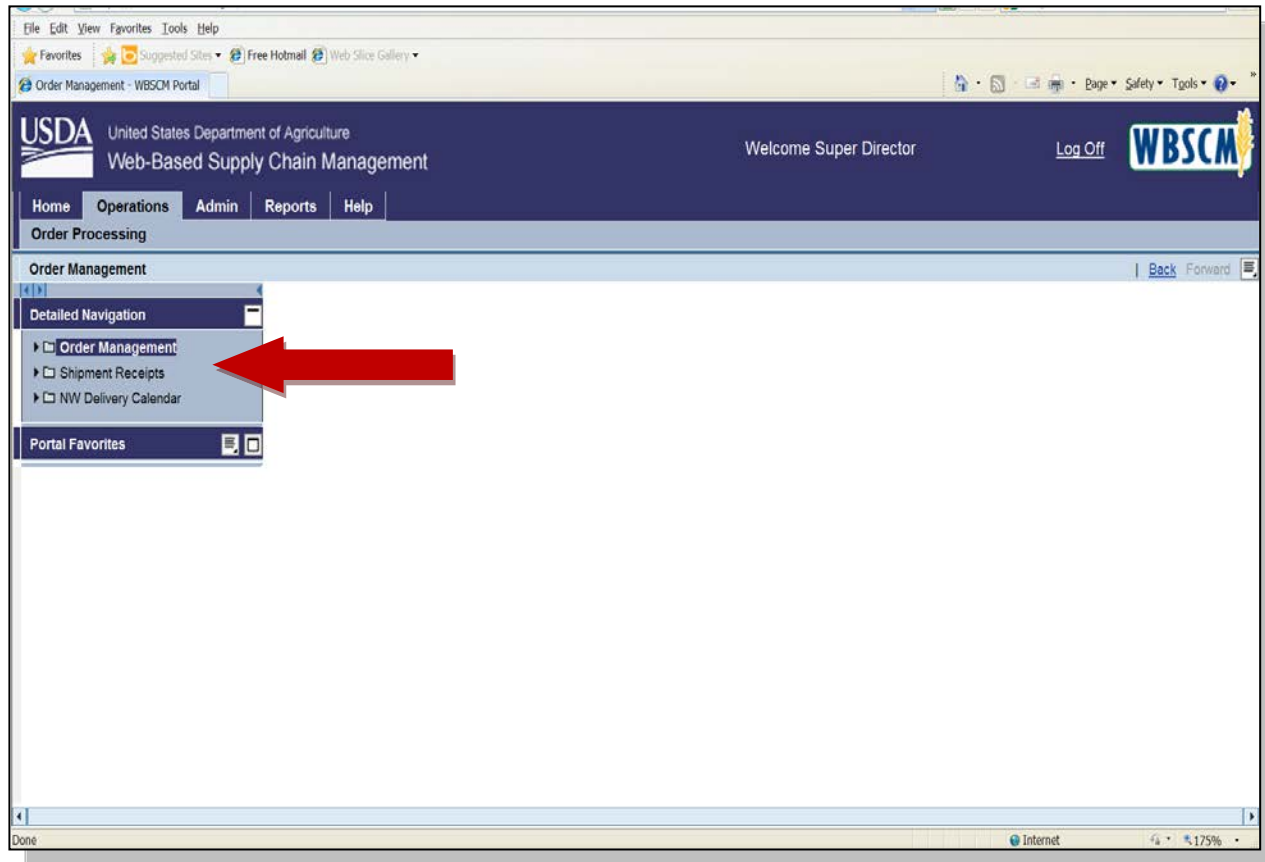


1. Confirm your current inventory balances at the warehouse and with processors
2. Deduct your planned usage from order date to delivery date
3. Add your anticipated deliveries from order date to delivery date
4. Review your planned menus for needed products
5. Know your entitlement balance
6. Log-on to WBSCM
7. Enter your order requests
8. Complete your order requests
9. Print your confirmation receipt OR record your transaction number
10. Monitor your balances at warehouses and processors

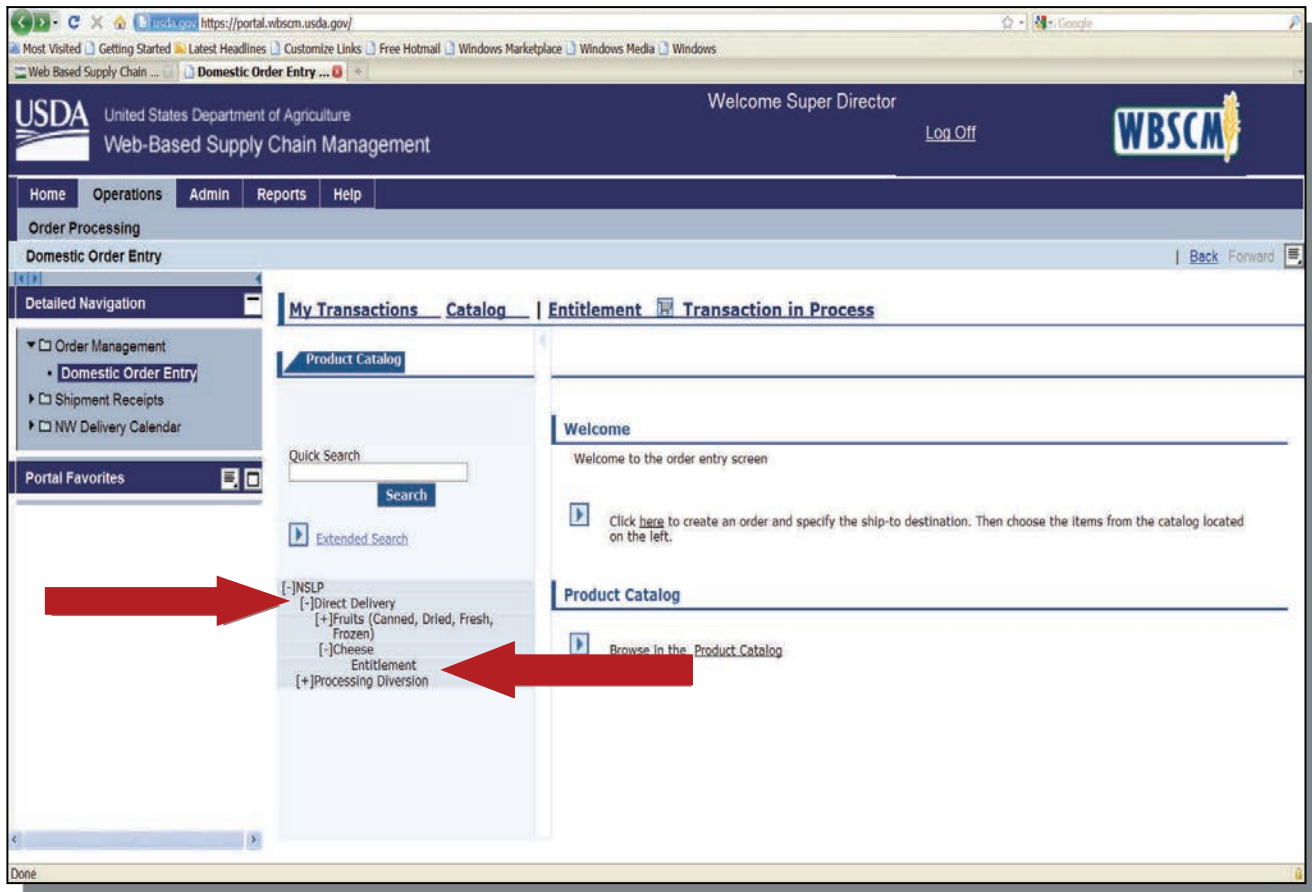
## Placing an Order Request for direct delivery



To place order requests, click on the **Operations Tab**.



- Click on the **Order Management** option.
- The Domestic Order Entry screen will appear.



- Expand the options for NSLP by clicking the **[+] NSLP**. Note: The [+] will turn to a [-].
- Choose between the Direct Delivery or Processing Diversion options. Processing instructions can be found on page 67.

#### For Direct Delivery against your Entitlement

- Under Direct Delivery click on the commodity category you would like to order and **Entitlement** will appear.
- Click on **Entitlement**. A list of the available commodity products will appear.

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

Welcome Super Director [Log Off](#)

Home Operations Admin Reports Help

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

My Transactions Catalog Entitlement Transaction in Process

Product Catalog

Quick Search  [Search](#)

[Extended Search](#)

[-] NSLP  
 [-] Direct Delivery  
 [+] Fruits (Canned, Dried, Fresh, Frozen)  
 [-] Cheese  
 Entitlement  
 [+] Processing Diversion

Overview	Product		Price	Delivery Period	Order Due No Later Than	Full-Truck Load Quantity
Quantity	Product Number (Program / Sub-Area)	Name				
CS	100003 (NSLP / Entitlement)	CHEESE CHED YEL SHRED BAG-6/5 LB	65.67 USD	11/01/2011 11/15/2011	08/11/2011	1280.000

Products Per Page: 5

- A listing of all available products will appear.
- Find the item(s) to order using the Product Number column (same as Material Code number) that also matches the delivery date needed.
- Click on the product located in the Name column or the shopping cart icon located in the Product Number column.



Web Based Supply Chain ... Domestic Order Entry ...

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Home Operations Admin Reports Help

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

Detailed Navigation

- Order Management
  - Domestic Order Entry**
  - Shipment Receipts
  - NW Delivery Calendar

Portal Favorites

My Transactions Catalog | Entitlement [Transaction in Process](#)

Product Catalog

Quick Search  [Search](#)

[Extended Search](#)

[ - ] NSLP

- [ - ] Direct Delivery
- [ + ] Fruits (Canned, Dried, Fresh, Frozen)
- [ - ] Cheese

Entitlement

- [ + ] Processing Diversion

Product Details

[Back](#)

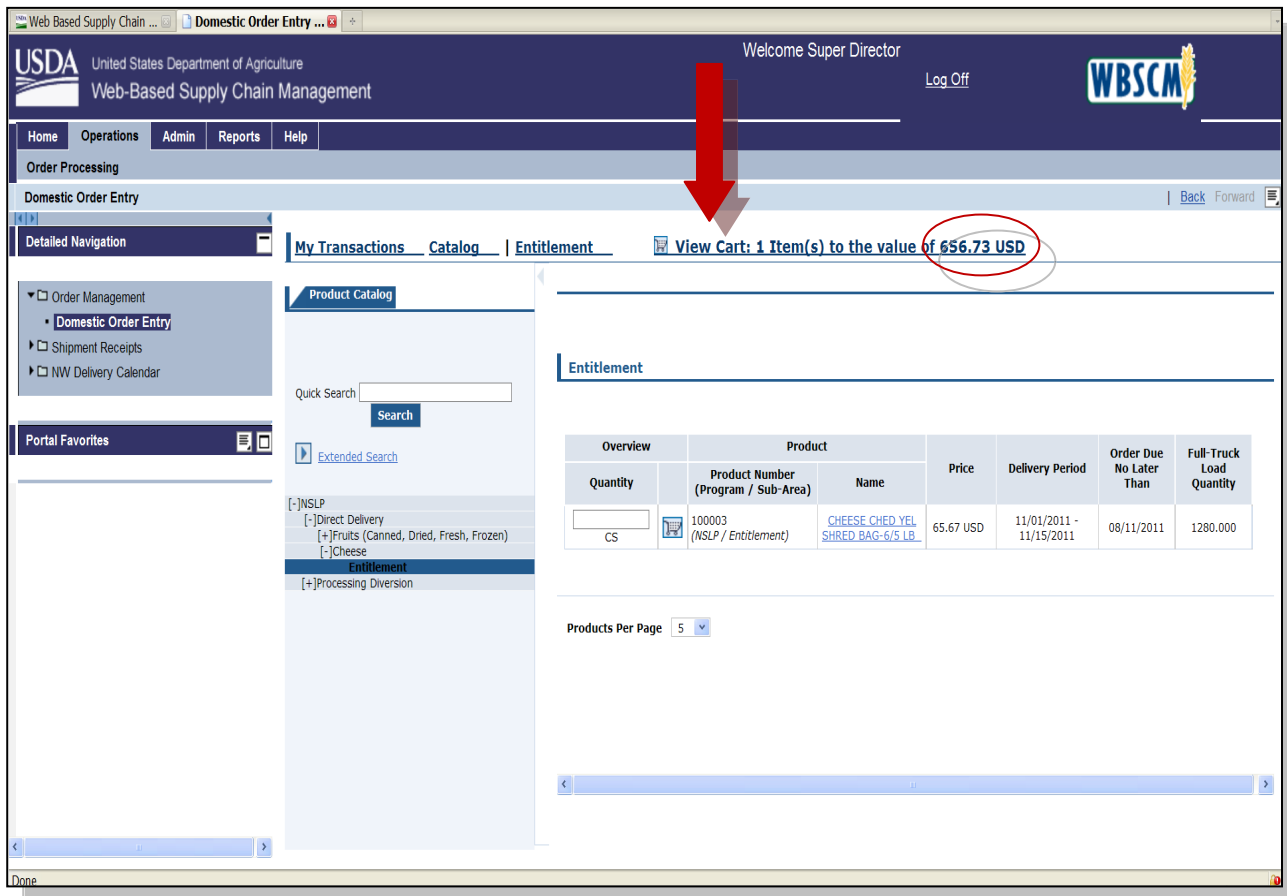
Product Number: 100003  
Name: CHEESE CHED YEL SHRED BAG 6/5 LB  
Price: 65.67 USD  
Full Truck Load Quantity: 1280.000 CS

Delivery Date	Quantity
11/15/2011	10

[Move to Cart](#)

Enter desired quantity here

- Enter the amount of cases in the Quantity field.
- Click on **Move to Cart**.



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Web-Based Supply Chain Management

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Home Operations Admin Reports Help

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

My Transactions Catalog Entitlement **View Cart: 1 Item(s) to the value of 656.73 USD**

Product Catalog

Quick Search  [Search](#)

[Extended Search](#)

[-] NSLP  
 [-] Direct Delivery  
 [+] Fruits (Canned, Dried, Fresh, Frozen)  
 [-] Cheese  
 Entitlement  
 [+] Processing Diversion

Overview		Product		Price	Delivery Period	Order Due No Later Than	Full-Truck Load Quantity
Quantity	Product Number (Program / Sub-Area)	Name					
CS	100003 (NSLP / Entitlement)	CHEESE CHED YEL SHRED BAG-6/5 LB.	65.67 USD	11/01/2011 - 11/15/2011	08/11/2011	1280.000	

Products Per Page 5

- The View Cart data shows the value of the order requests placed in the cart.
- Click **View Cart**.

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Web-Based Supply Chain Management

Welcome Super Director [Log Off](#)

Home Operations Admin Reports Help

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

My Transactions Catalog Entitlement [View Cart: 1 Item\(s\) to the value of 656.73 USD](#)

Order Process

Sold-To: 4002447

Your Reference: Training Cheese

Your Description:

Default Delivery Settings For Items

Deliver To: 5003186: NINTH DIST COOP PURCHASING, CLEVELAND, GA

To change the destination on multiple line items: 1) Choose a destination above, 2) Expand the line items display below, 3) Check the "Deliver-To Selection" checkbox for those line items to be updated, 4) Click "Update" (Tip: to update all line items, check the "Deliver-To Selection" checkbox from the table header row below to check all items).  
To change the destination on individual line items: 1) Expand the line items display below for a line item, 2) Select the new destination, 3) Click "Update".

Item	Deliver-To Selection	Product	Quantity	Unit	Program	Sub-Area	Description	User Status	Requested Delivery Date	Total Price Unit Price
100	<input checked="" type="checkbox"/>	100003	10	CS	NSLP	Entitlement	CHEESE CHED YEL SHRED BAG-6/5 LB	Ready for Approval	11/15/2011	656.73 USD 218.91 USD / 100 LB

Update [Add more to order](#) [Cancel](#) [Order](#)

For additional direct delivery requests, click on **Add more to order** and repeat steps.

If no additional order requests are to be made, the order request is ready to be placed:

- Option: Place a unique note in the **Your Reference** field for future identification.
- Use the drop down box in the **Deliver field** to find the delivery location.
- Under the **User Status** column use the drop down box to click on **Ready for Approval**.
- Click **Order**.

For instructions on how to delete an order request continue to page 77.

Take down the Order number for future reference of this order

Confirmation of receipt

Sold-To: 4002447

Order: 1000036918 from 07/15/2011 15:23

Your Reference: Training Cheese

Your Description:

Total Net Price: 656.73 USD

Item	Item Details	QTY	Unit	User Status	Total Price Unit Price
100	100003 : CHEESE CHED YEL SHRED BAG-6/5 LB Delivery Point: 5003186: NINTH DIST COOP PURCHASING, CLEVELAND, GA , CLEVELAND, GA Requested Delivery Date: 11/15/2011	10,000	CS	Ready for Approval	\$656.73 USD 218.91 USD / 100 LB

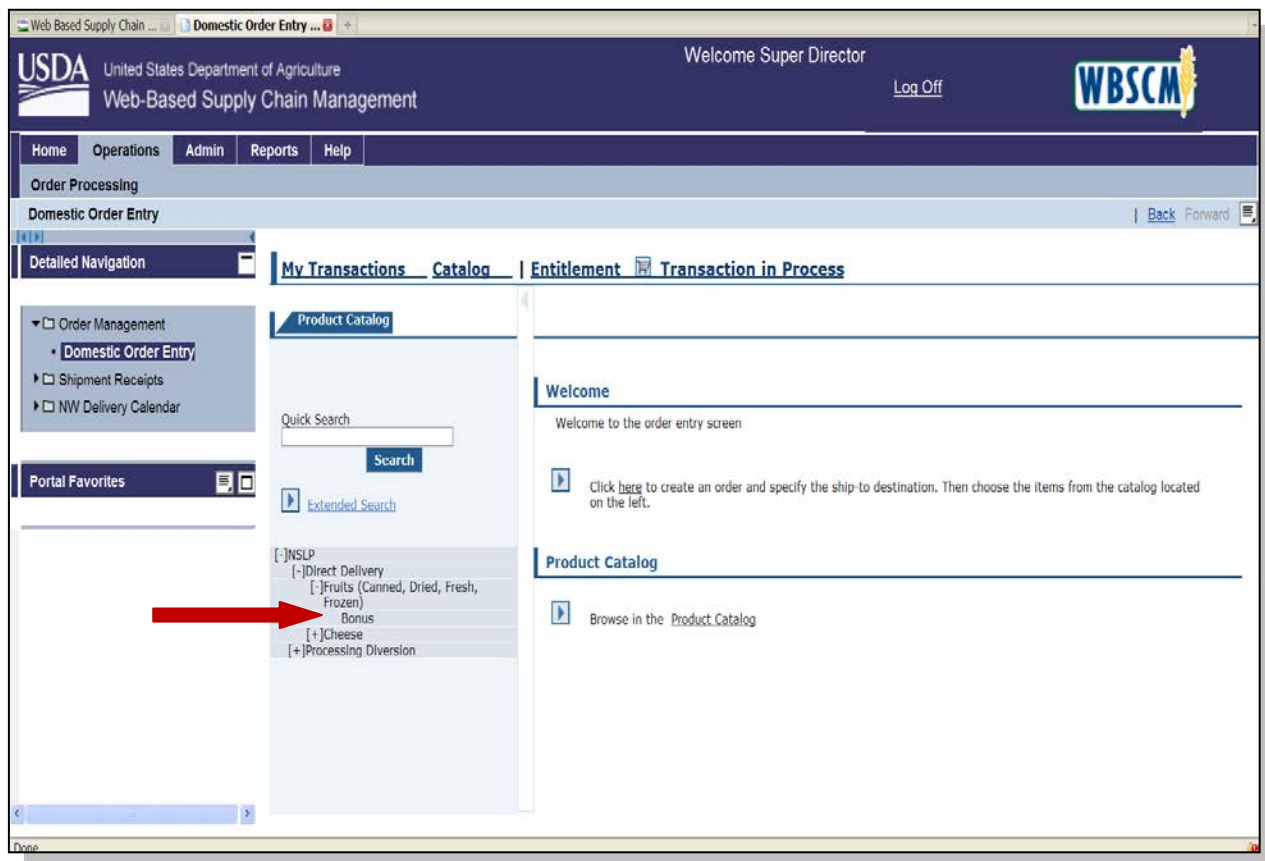
Print Close

- The order request is now complete.
- This screen is confirmation of receipt of the request.
- This information can also be accessed through reports.
- Clicking **Close**, will return the screen to the Product Catalog page.

**Continue for instructions on how to place Bonus or Processing**

**Diversion order requests.**

# Placing Bonus Order Requests



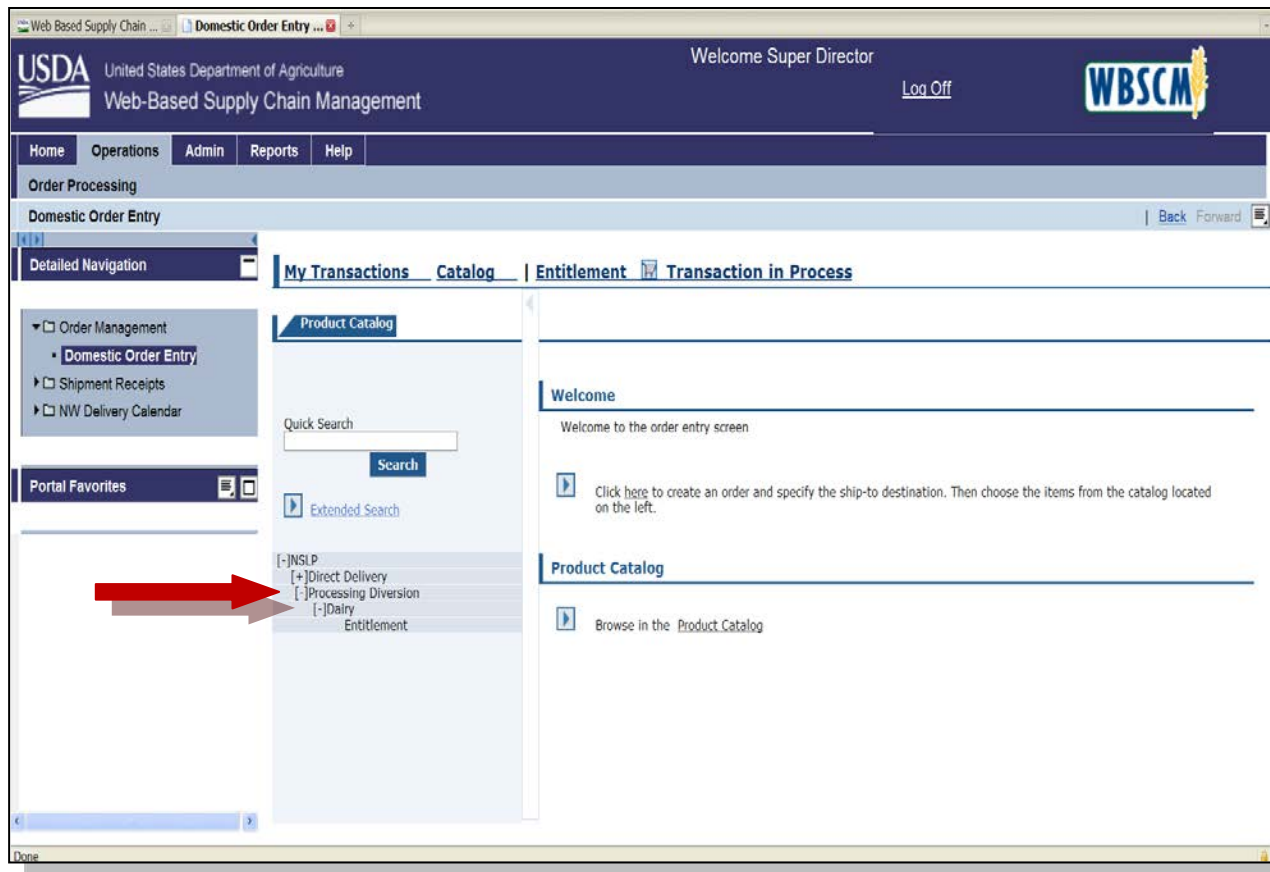
## For Direct Delivery using Bonus

- Click on **[+] Direct Delivery**. A list of the available commodity products will appear.
- Click on the commodity to order.
- Click on **Bonus**. The screens will look the same as when placing a request using Entitlement.
- Find the item(s) to order using the Product Number column (Material Code) that also matches the delivery date needed.
- Click on the product located in the Name column.
- Enter the amount of cases in the Quantity field.
- Click on **Move to Cart**.
- The View Cart data shows the value of the order requests placed in the cart. *Reminder: Because this item is Bonus, the value is not deducted from entitlement.*
- Click **View Cart**.
- Option: Place a unique note in the **Your Reference** field for future identification.
- Use the drop down box in the **Deliver field** to find the delivery location.
- Click **Order**.

To delete an order request turn to page 77.

<http://www.usda.gov/wbscm>

# Placing Processing Diversion Order Requests



## For Processing Diversion

- Click on **[+] Processing Diversion**. A list of the available commodity products will appear.
- Click on the type of commodity to order.

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Web-Based Supply Chain Management

Welcome Super Director [Log Off](#)

Home Operations Admin Reports Help

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

Detailed Navigation

- Order Management
  - Domestic Order Entry**
  - Shipment Receipts
  - NW Delivery Calendar

Portal Favorites

Product Catalog

Quick Search  [Search](#)

[Extended Search](#)

[-] NSLP  
 [+] Direct Delivery  
 [-] Processing Diversion  
 [-] Dairy  
**Entitlement**

Entitlement

Overview	Product		Price	Delivery Period	Order Due No Later Than	Full-Truck Load Quantity
Quantity	Product Number (Program / Sub-Area)	Name				
<input type="text"/> LB	100010 (NSLP / Entitlement)	<a href="#">CHEESE NATURAL AMER FBD BARREL-500 LB</a>	2.26 USD	11/01/2011 - 11/15/2011	08/11/2011	40000.000

Products Per Page

- Under type of commodity click **Entitlement**.
- Find the item(s) to order using the Product Number column (Material Code) that also matches the delivery date needed.
- Click on the product located in the Name column.

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Web-Based Supply Chain Management

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Order Processing

Domestic Order Entry [Back](#) [Forward](#)

Detailed Navigation

- Order Management
  - Domestic Order Entry**
    - Shipment Receipts
    - NW Delivery Calendar

Portal Favorites

Product Catalog

Quick Search  [Search](#)

[Extended Search](#)

[-] NSLP  
 [+] Direct Delivery  
 [-] Processing Diversion  
 [-] Dairy

Entitlement

Product Details

[Back](#)

Product Number: 100010  
 Name: CHEESE NATURAL AMER FBD BARREL-500  
 LB  
 Price: 2.26 USD  
 Full Truck Load Quantity: 40000.000  
 LB

Delivery Date	Quantity
11/15/2011	100

[Move to Cart](#)

Enter desired quantity here

- Enter the number of pounds in the Quantity field.
- Click on **Move to Cart**.



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Web-Based Supply Chain Management

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Home Operations Admin Reports Help

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

Detailed Navigation

My Transactions Catalog Entitlement [View Cart: 1 Item\(s\) to the value of 226.47 USD](#)

Product Catalog

Quick Search  [Search](#)

[Extended Search](#)

[-] NSLP  
[+] Direct Delivery  
[-] Processing Diversion  
[-] Dairy

Entitlement

Overview	Product	Price	Delivery Period	Order Due No Later Than	Full-Truck Load Quantity
Quantity	Product Number (Program / Sub-Area)	Name			
LB	100010 (NSLP / Entitlement)	CHEESE NATURAL AMER FBD BARREL-500 LB.	2.26 USD	11/01/2011 - 11/15/2011	08/11/2011 40000.000

Products Per Page 5

- The View Cart data shows the value of the order requests placed in the cart.
- Click **View Cart**.

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

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Order Processing

Domestic Order Entry [Back](#) [Forward](#)

Detailed Navigation

- Order Management
  - Domestic Order Entry
  - Shipment Receipts
  - NW Delivery Calendar

Portal Favorites

My Transactions Catalog Entitlement [View Cart: 1 Item\(s\) to the value of 226.47 USD](#)

Transactions

Search For: Orders

Status: Open

Creation Date: Since Yesterday

ID Type: Transaction

ID:

Go

Order Process

Sold-To: 4002447

Your Reference: Training Cheese Processing

Your Description:

Default Delivery Settings For Items

Deliver To: 5002602: LAND O'LAKES INC, SPENCER, WI

To change the destination on multiple line items; 1) Choose a destination above, 2) Expand the line items display below, 3) Check the "Deliver-To Selection" checkbox for those line items to be updated, 4) Click "Update" (Tip: to update all line items, check the "Deliver-To Selection" checkbox from the table header row below to check all items).  
To change the destination on individual line items; 1) Expand the line items display below for a line item, 2) Select the new destination, 3) Click "Update".

<input type="checkbox"/>	Item	Deliver-To Selection <input type="checkbox"/>	Product	Quantity	Unit	Program	Sub-Area	Description	User Status	Requested Delivery Date	Total Price Unit Price
<input type="checkbox"/>	100	<input type="checkbox"/>	100010	100	LB	NSLP	Entitlement	CHEESE NATURAL AMER FBD BARREL-500 LB	Ready for Approval	11/15/2011	226.47 226.47 USD / 100

Update [Add more to order](#) [Cancel](#) [Order](#)

- Option: Place a unique note in the **Your Reference** field for future identification.
- Use the drop down box in the **Deliver field** to find the delivery location.
- Click **Order**.

To delete an order request continue to page 77.

# How to delete a Order Request

The screenshot shows the USDA Web-Based Supply Chain Management (WBCSM) interface. The top navigation bar includes links for Home, Operations, Admin, Reports, and Help. The main content area is titled "Domestic Order Entry" and shows a list of transactions. A red arrow points to the "Update" button at the bottom left. Another red arrow points to the "Add more to order" button at the bottom right. A third red arrow points to the "Order" button at the bottom right. A fourth red arrow points to the trash can icon in the table header row.

**Order: In Process**

To be updated, 3) Click "Update" (tip: to update all line items, check the "Deliver-To Selection" checkbox from the table header row below to check all items). To change the destination on individual line items: 1) Expand the line items display below for a line item, 2) Select the new destination, 3) Click "Update".

Once you have selected the update button and the line items that you selected have been updated, the Deliver-to at the header level will be blank.

Item	Deliver-To Selection	Product	Quantity	Unit	Program	Sub-Area	Description	User Status	Requested Delivery Date	Total Price Unit Price	
100	<input type="checkbox"/>	100012	10	CS	NSLP	Entitlement	CHEESE CHED RDU FAT YEL SHRED BAG-6/5 LB	Ready for Approval	12/15/2011	631.17 USD 210.39 USD / 100 LB	<input checked="" type="checkbox"/>
200	<input checked="" type="checkbox"/>	100130	15	CS	NSLP	Entitlement	BEEF SPP PATTY HOMESTYLE CKD CTN-40 LB	Ready for Approval	12/15/2011	1,545.84 USD 257.64 USD / 100 LB	<input type="checkbox"/>

Update Add more to order Cancel Order

- Select item to be deleted by clicking in the square under the trash can icon. Click on **Update**.
- To continue ordering: click on **Add more to order**.
- To complete the order: click on **Order**.

# Using the Draft Status

## -How to save an Order Request

Domestic Order Entry - ...

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

Welcome Super Director Log Off

Home Operations Admin Reports Help

Order Processing

Domestic Order Entry | Back Forward

My Transactions Catalog Entitlement View Cart: 2 Item(s) to the value of 2,177.01 USD

Order: In Process

Click "Update".

Once you have selected the update button and the line items that you want to update, the User Status column will be blank.

Use drop down box to select Draft.

Item	Deliver-To Selection	Product	Quantity	Unit	Program	Sub-Area	Description	User Status	Order Date	Total Price
100	<input checked="" type="checkbox"/>	100012	10	CS	NSLP	Entitlement	CHEESE CHED RDU FAT YEL SHRED BAG-6/5 LB	Draft	12/15/2011	631.17 USD / 100 LB
200	<input checked="" type="checkbox"/>	100130	15	CS	NSLP	Entitlement	BEEF SPP PATTY HOMESTYLE CKD CTN-40 LB	Ready for Approval	12/15/2011	1,545.84 USD / 100 LB

Update Add more to order Cancel Order

Once an item has been saved in Draft status the only three changes that can be made to the order request are:

- 1) The order can be cancelled.
- 2) The quantity can be adjusted.
- 3) The delivery location can be changed.

Order request can be saved in Drafts status only until the order is due. Orders placed in Draft status that are not changed to Ready for Approval status and ordered *before* the due date are not actual orders and need to be cancelled from the system. Keep note of when orders are due. State staff will not be able to adjust your orders if you have missed the due date.

To save an Order Request in Draft Status:

Click the drop down box under the User Status column for the item you want to save.

- Choose **Draft**.
- Click **Update**.
- Click **Order**.

**Note:** When you click **Order** any items listed as **Ready for Approval** will be placed as an order and can not be modified.

Items in **Draft** status will not be ordered until you change the status to **Ready for Approval** and clicked **Order**.

To retrieve an order that you have placed in **Draft** status continue to page 81.

# Retrieving Your Order in Draft Status OR Returned by SDA Status

The screenshot shows the USDA Web-Based Supply Chain Management (WBSCM) interface. The top navigation bar includes 'Home', 'Operations', 'Admin', 'Reports', and 'Help'. The 'Operations' tab is selected. Below it, the 'Domestic Order Entry' section is active. The 'My Transactions' tab is selected, and the 'Go' button is highlighted with a red arrow. An orange callout box says 'Select appropriate search options.'

The interface includes a search form with the following fields:

- Search For: Orders (dropdown)
- Status: Open (dropdown)
- Creation Date: Since Yesterday (dropdown)
- ID Type: Transaction (dropdown)
- ID: (text input)

A 'Go' button is located below the search fields. To the right, there is a 'New Transaction' section with a link to 'Click here to create an order and specify the ship-to destination. Then choose the items from the catalog located on the left.'

To retrieve an order request in Draft status:

- Click the **Operations** tab.
- Click **Domestic Order Entry**.
- Click **My Transactions**.

Search option lines will be pre-populated with search criteria. By using the drop-down box you can change the field to more specific criteria.

**Optional:** In the ID field use the **order number** generated when you placed the original order. See page 63.

Domestic Order Entry - WBSCH Portal

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

Welcome Super Director [Log Off](#)

[Home](#) [Operations](#) [Admin](#) [Reports](#) [Help](#)

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

Detailed Navigation

- Order Management
  - Domestic Order Entry**
  - Shipment Receipts
  - NW Delivery Calendar

Portal Favorites

[My Transactions](#) [Catalog](#) [Entitlement](#) [Transaction in Process](#)

**Transactions**

Search For:

Status:

Creation Date:

ID Type:

ID:

2 Documents Found

Status	Transaction	Your Reference
Open	1000038391	
08/24/2011		
Open	1000038379	How to save a draft
08/24/2011		

Order: 1000038379 from 08/24/2011 16:15

Your Reference: How to save a draft  
Your Description: How to save a draft  
Delivery Address: 5002982: AAFAB INC, ATLANTA, GA  
Shipping Conditions: standard

Total Net Price: 2,177.01 USD

Additional Comments:

	Item	Product	Quantity	Unit	Description	User Status	Program	Total Price Unit Price
<input checked="" type="checkbox"/>	100	100130	15.000	CS	BEEF SPP PATTY HOMESTYLE CKD CTN-40 LB	Draft	NSLP / Entitlement	\$ 1,545.84 USD 257.64 USD / 100 LB
<input type="checkbox"/>	200	100012	10.000	CS	CHEESE CHED RDU FAT YEL SHRED BAG-6/5 LB	Ready for Approval	NSLP / Entitlement	\$ 631.17 USD 210.39 USD / 100 LB

[Print](#) [Change](#) [Close](#)

- Select item in **Draft** status.
- Click **Change**.

Continue to next page for further instructions...

# Changing & Placing your Order Request from Draft Status

Domestic Order Entry - WBSM Portal

Welcome Super Director [Log Off](#)

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

Home Operations Admin Reports Help

Order Processing

Domestic Order Entry [Back](#) [Forward](#)

Detailed Navigation

- Order Management
  - Domestic Order Entry
  - Shipment Receipts
  - NW Delivery Calendar

Portal Favorites

My Transactions Catalog Entitlement 2 Item(s) to the value of 103,687.17 USD

Order: 1000038379 from 08/24/2011 16:15

Click the drop down box to change the status of the order.

Item	Product	Quantity	Unit	Description	User Status	Program	Requested Delivery Date	Total Price Unit Price
100	100130	1000	CS	BEEF SPP PATTY HOMESTYLE CKD CTN-40 LB	Ready for Approval	NSLP / Entitlement	12/15/2011	\$103,056.00 USD 257.64 USD / 100 LB
Delivery Point: 5003186: NINTH DIST COOP PURCHASING, CLEVELAND, GA								
Additional Comments:								
200	100012	10	CS	CHEESE CHED RDU FAT YEL SHRED BAG-6/5 LB	Ready for Approval	NSLP / Entitlement	12/15/2011	\$631.17 USD 210.39 USD / 100 LB

Update Close Save

- To expand the item you would like to change, **Click** the icon next to the item.

Make the desired adjustments.

- Click** the drop down box located under the User Status column and choose which status you would like to change the request to.

**The three options to change the status of your request include:**

**Ready for Approval**– If this status is chosen and saved, the order will be placed.

**Cancelled**– If this status is chosen and saved, the entire order will be cancelled.

**Draft**– If this status is chosen and saved, your order will remain in Draft status.

- Click Update.**
- Click Save.**

Continue to next page for further instructions...

<http://www.usda.gov/wbscm>

Domestic Order Entry - WBSCH Portal

Welcome Super Director

USDA United States Department of Agriculture  
Web-Based Supply Chain Management

Log Off

WBSCH

Home Operations Admin Reports Help

Order Processing

Domestic Order Entry | Back Forward

Detailed Navigation

- Order Management
  - Domestic Order Entry
  - Shipment Receipts
  - NW Delivery Calendar

Portal Favorites

My Transactions | Catalog | Entitlement | Transaction in Process

Confirmation of receipt

Sold-To: 4002447

Order: 1000038379

Your Reference: How to save a draft

Your Description: How to save a draft

Total Net Price: 103,687.17 USD

Item	Item Details	QTY	Unit	User Status	Total Price Unit Price
100	100130 : BEEF SPP PATTY HOMESTYLE CKD CTN-40 LB Delivery Point: 5003186: NINTH DIST COOP PURCHASING, CLEVELAND, GA , CLEVELAND, GA Requested Delivery Date:12/15/2011	1,000.000	CS	Ready for Approval	\$103,056.00 USD 57.64 USD / 100 LB
200	100012 : CHEESE CHED RDU FAT YEL SHRED BAG-6/5 LB Delivery Point: 5003186: NINTH DIST COOP PURCHASING, CLEVELAND, GA , CLEVELAND, GA Requested Delivery Date:12/15/2011	10.000	CS	Ready for Approval	\$631.17 USD 210.39 USD / 100 LB

Print Close

The status of the request has now been changed and placed.

The confirmation of the transaction will appear.

Take down the Order number for future reference.

- Click **Close**.



# REPORTS

## ***Before you place your request...***

### **RA Entitlement/Bonus Summary Report**

- ◆ It provides a snapshot of entitlement information for the entire school year and it will also show your DoD allocation.

## ***After you place your request...***

### **Requisition Status Report**

- ◆ View this report to confirm the correct quantities, delivery periods, delivery locations and order status.
- ◆ Status codes shown are *ready for approval, draft, approved by SDA or cancelled*
- ◆ Shows all your original ***placed***, requests
- ◆ For Morgan Produce requests view the ***Entitlement/Bonus Detail Report*** for final processors destination

## ***Monitoring your requests...***

### **RA Entitlement/Bonus Detail Report**

- ◆ This report shows complete valid orders and planned requests. Remember to view the ***Requisition Status Report*** for cancelled orders
- ◆ Shows final destination for processing requests

## ***Monitoring and for audits...***

### **Value of Material Received**

- ◆ This report can be used to monitor the value of USDA Foods received by a RA, and shipment status
- ◆ It is used for auditing purposes and should be run at the end of the school year

# RA Entitlement/Bonus Detail Report

The screenshot shows the USDA Web-Based Supply Chain Management (WBSCM) interface. At the top, the header includes the USDA logo, "United States Department of Agriculture", "Web-Based Supply Chain Management", "Welcome Anita Commodity", and "Log Off". Below the header is a navigation bar with tabs: Home, Operations, Admin, and Reports. A red arrow points to the Reports tab. Under the Reports tab, there is a sub-menu with "RA Entitlement/Bonus Detail Report" highlighted by another red arrow. On the left side, there is a "Detailed Navigation" panel with a tree structure. Under "Entitlement Management", "RA Entitlement/Bonus Detail Report" is selected, also indicated by a red arrow. The main content area shows the "RA Entitlement/Bonus Detail Report" form. It includes a "Reports : Input Criteria" section with buttons for "Execute" and "Print PDF Output". Below this is a "Reset Values" button. The form contains several input fields: "Program:" (with a dropdown menu), "Program Year:" (with a dropdown menu and a "To" field), "RA Customer Number:" (with a text input field containing "4002447" and a dropdown menu), "Entitlement / Bonus:" (with a dropdown menu), and "Order Type:" (with a dropdown menu). A "Show Variants" link is also present.

To access this report:

Click on the **Reports Tab**.

Next click on the Entitlement Management folder.

Under Entitlement Management, click RA Entitlement/Bonus Detail Report.

In the **"Program"** field, enter NSLP.

Then enter the **"Program Year"** in this format YYYY.

For example, 2013.

Your RA Customer Number will automatically populate.

Click **"Execute"** to generate report.

**Note:** This report shows complete valid orders and planned requests. Remember to view the **Requisition Status Report** for cancelled orders. It also shows final destination for processing requests.

# RA Entitlement/Bonus Summary Report

The screenshot displays the USDA Web-Based Supply Chain Management (WBSCM) interface. At the top, the USDA logo and 'United States Department of Agriculture' are visible, along with the text 'Web-Based Supply Chain Management' and 'Welcome Anita Commodity'. The 'Log Off' link is also present. The navigation bar includes 'Home', 'Operations', 'Admin', and 'Reports' tabs. The 'Reports' tab is selected. Below the navigation bar, the 'Entitlement/Bonus Summary Report' is highlighted in the left sidebar. The main content area shows the 'Reports : Input Criteria' section with fields for Program, Program Year, SDA Region Code, RA / SDA Number (4002447), and Sold-To State. The 'Execute' button is visible.

To access this report:

Click on the **Reports Tab**.

Next click on the Entitlement Management folder.

Under Entitlement Management, click RA Entitlement/Bonus Summary Report.

In the **"Program"** field, enter NSLP.

Then enter the **"Program Year"** in this format YYYY.

For example, 2013

Your RA Customer Number will automatically populate.

Click **"Execute"** to generate report.

**Note:** This report provides a snapshot of entitlement information for the entire school year and it will also show your DoD allocation.

# Requisition Status Report

The screenshot shows the USDA Web-Based Supply Chain Management (WBSCM) interface. At the top, the header includes the USDA logo, 'United States Department of Agriculture', 'Web-Based Supply Chain Management', 'Welcome Super Director', and a 'Log Off' link. Below the header is a navigation bar with tabs: 'Home', 'Operations', 'Admin', and 'Reports'. The 'Reports' tab is selected. Below the navigation bar is a sub-menu with 'Order Processing' and 'Requisition Status Report'. The 'Requisition Status Report' link is highlighted with a red arrow. On the left side, there is a 'Detailed Navigation' menu with a tree structure. The 'Requisition Status Report' link is highlighted with a red arrow. Below the 'Detailed Navigation' menu is a 'Portal Favorites' section. On the right side, there is a 'Reports : Input Criteria' section. It contains a 'Requisition Status Report' form with fields for 'Program', 'Req. Delivery Date', 'Material', 'Sold-To Party', 'Ship-To Party', 'Region', 'Requisition Number', 'Requisition Status', 'Sales Order Number', and 'Entitlement / Bonus'. The 'Program' field is set to 'NSLP'. The 'Req. Delivery Date' field is set to '07/01/2011' to '06/30/2012'. There are 'Execute' and 'Print PDF Output' buttons. A 'Reset Values' button is also present. A 'Show Variants' link is located to the right of the form.

This report will provide your **Requisition Status**.

**Click** on Reports on Tab.

Then **CLICK** Requisition Status Report

Next **enter** NSLP in the “Program” field.

**Next** “Req. Delivery Date”.

Dates must be entered in this format MM/DD/YYYY.

For example, 07/01/2011 to 06/30/2012.

**Click** “Execute” to generate report.

See page 99 for printing instructions.

<http://www.usda.gov/wbscm>

## Value of Material Received—Domestic & Price Support

The screenshot shows the USDA Web-Based Supply Chain Management (WBSCM) interface. The top navigation bar includes 'Home', 'Operations', 'Admin', 'Reports', and 'Help'. The 'Reports' tab is selected, and the 'Value of Materials Received - Domestic & Price Support' report is displayed. A red arrow points to the 'Reports : Input Criteria' tab. The report form includes fields for Program (NSLP), Req. Delivery Date (07/01/2011 to 06/30/2012), Material, Sold-To Party, Ship-To Party, Region Code, Purchasing Group, Status (E0014), Order Type, and Order Number. The 'Execute' button is highlighted.

**THIS IS YOUR AUDIT REPORT**

**Click** on Reports on Tab.

Then **CLICK** Value of Received Report Domestic & Price Support

Next **enter** NSLP in the “Program” field.

Next **enter** Req. Delivery Date.

Dates must be entered in this format MM/DD/YYYY.

For example, 07/01/2011 to 06/30/2012.

Your RA Customer Number is automatically populated.

**Click** “Execute” to generate report.

# Saving Reports in Excel format

The screenshot shows the USDA Web-Based Supply Chain Management (WBSCM) interface. The top navigation bar includes links for Home, Operations, Admin, Reports, and Help. The main content area displays the 'Requisition Status Report' with a table of requisition data. A red arrow points to the 'Export' button in the top right corner of the table area.

Requisition #	Item #	Requisition Status	Sold-To Party	Sold-To Name	RA ID	Ship-To Party	Ship-To Name
1000016705	100	Approved by SDA	4000442	GA Dept. of Education		5002602	LAND O'LAKES INC
1000016705	200	Approved by SDA		GA Dept. of Education		5001892	Schwans Food Service In
1000016746	100	Approved by SDA		GA Dept. of Education		5000785	MORGAN PRODUCE
1000016747	100	Approved by SDA		GA Dept. of Education		5002602	LAND O'LAKES INC
1000016747	200	Approved by SDA		GA Dept. of Education		5000785	MORGAN PRODUCE
1000017811	100	Approved by SDA		GA Dept. of Education		5000785	MORGAN PRODUCE
1000017811	200	Approved by SDA		GA Dept. of Education		5000785	MORGAN PRODUCE
1000017811	300	Approved by SDA		GA Dept. of Education		5002037	SOUTHERN CLASSIC FC
1000017811	400	Approved by SDA		GA Dept. of Education		5002037	SOUTHERN CLASSIC FC
1000018281	100	Cancelled		GA Dept. of Education		5002037	SOUTHERN CLASSIC FC
1000018281	200	Cancelled		GA Dept. of Education		5000785	MORGAN PRODUCE

To export a report in Excel format:

Click on the drop down arrow.

Select [Standard View].

Click the Export Button.

Click Export to Microsoft Excel.

A message will appear.

Follow the prompts to complete the download.

## Order Status Codes and Descriptions

<b>Draft</b>	Request can be saved until order due date and allows changes to quantity, delivery location and order cancellation
<b>Ready for approval</b>	Order has been entered but not been approved by the FDP
<b>Returned by SDA</b>	The FDP has returned an order to a RA
<b>Approved by SDA</b>	Rolled up & consolidated orders that have been submitted to USDA for purchase
<b>Returned by SpAgency</b>	Orders that have been returned to the FDP from FNS (USDA), some change needs to be made
<b>Approved by SpAgency</b>	FNS (USDA) has approved the orders for purchase
<b>On Invitation</b>	Order is currently on solicitation to be purchased. No changes can be made until after it has been purchased and is on a purchase order
<b>Purchased</b>	On a purchase order (contract)
<b>Order Received</b>	Order has been delivered and a receipt has been entered in the system
<b>Cancelled</b>	Order has been cancelled and cannot be reinstated
<b>Applied</b>	Orders are redonated/redistributed (transferred) from the State account to RA's account

Status Codes Pertaining to the SDA **only** include:

Returned by SPAgency

Approved by SPAgency

Returned by FSA/ AMS

Resubmit to FSA/AMS

# Optional Functions

The screenshot shows the USDA Web-Based Supply Chain Management (WBSCM) interface. The top navigation bar includes the USDA logo, "United States Department of Agriculture", "Web-Based Supply Chain Management", "Welcome Super Director", "Log Off", and the WBSCM logo. Below this is a menu bar with "Home", "Operations", "Admin", "Reports", and "Help". The "Reports" menu is selected, leading to the "Requisition Status Report" page. The page has a "Back" and "Forward" link. The main content area is titled "Reports : Input Criteria" and contains a "Requisition Status Report" section. This section has a "Reset Values" button and a "Show Variants" link. Below these are several input fields for search criteria, each with a dropdown arrow and a search icon. The fields are: Program, Req. Delivery Date (with a "To" field), Material (with a "To" field), Sold-To Party, Ship-To Party, Region (with a "To" field), Requisition Number (with a "To" field), Requisition Status, Sales Order Number (with a "To" field), and Entitlement / Bonus.

An **Asterisk** can be used in place of unknown information when entering your search criteria. The asterisk makes it easier to generate a report when you only have limited information.

For Example:

1. Example 1: Type '**\*10**' for an unknown **Sales Order Number** starting with '**10**'
2. Example 2: Type '**10\***' for an unknown **Sales Order Number** ending with '**10**'
3. Example 3: Type the name of the Material for example **\*Chicken** returns results ending with Chicken or Type **Chicken\*** returns results beginning with Chicken.

## To use this function:

Enter **NSLP** in Program Field.

Next enter **Req. Delivery Dates**.

You can type in **\*10** in the Material Field.

CLICK the search button. (This will generate the Value list).

Choose Material.

Then Click close.



## WBSCM Tips/FAQs

### User Registration Tips

1. When creating a new user the Last Name and email address must be the same in WBSCM and eAuthentication.
2. When adding a new user in WBSCM, the Save button should be selected after the roles have been added to the new user. If the save button is selected prior to selecting the roles, the user admin can select that new user from the top and select modify to add the roles to the new user.
3. A user admin can re-send new users the WBSCM registration email by selecting the user in the manage users tab, going to the last tab (data tab), and selecting the re-send registration email.
4. Most common issues with registration:
  - a. New user selects the wrong link in the WBSCM registration email.
  - b. New user does not select the "accept" within the notification from eAuthentication. This must be done within 7 days of the creation of the eAuthentication account.
  - c. User enters a different last name/email address in eAuthentication than what is in WBSCM.

### FAQs

#### **USER ADMIN / ORG ADMIN / ROLES - -**

**1. How does a user get access allowing them to create requisitions?**

A User Administrator for the user's organization (e.g. FNS, SDA/ITO, RA) must assign the Order Manager role as needed.

**2. Can an SDA User Administrator grant their RA users access to create orders?**

A SDA User Admin cannot create an RA Order Manager. If there is not a RA User Admin for the particular RA Organization, then the SDA User Admin can create a RA User Admin for that particular RA Organization. The User Admin for the RA organization can then add the RA Order Manager Role to themselves or any other user in their organization.

**3. I have a user who cannot see reports. What do I do?**

Usually the user has not received the "View Only" role. This role is used for viewing reports and all users need to have this role. You may also have a user who only reviews reports and having just this role allows them to do this without access to create new transactions.

## **ORDERING / CATALOG / CART / ENTITLEMENT - -**

- 4. If the RA adds materials to their cart and then logs off of the system, will it save the items in the cart?**

No.

- 5. If the RA clicks "Draft", do they click "order" or what do they need to do to save it in a "Draft"?**

They must click "Order". They can then pull the draft up by using "My Transactions" when they need to.

- 6. Will the RA be able to modify their requisition or order?**

Once they approve the requisition or order, they cannot make changes. If the SDA returns the order to the RA, then they can make some limited changes.

- 7. When a RA saves a requisition as a Draft, does it reflect in the entitlement report?**

Draft requisitions will decrement entitlement. If you know you will not be using a particular draft requisition, then you should cancel the requisition. Only in "Cancelled" status will it not impact entitlement reporting.

- 8. Is the entitlement reporting in real time?**

Yes. However, if the SDA is updating the amount an RA has for ordering (planning function); the entitlement available for the RA will be updated during the overnight batch program.

- 9. If the RA places a requisition or order, can they run their report immediately and see the updated available entitlement amount?**

Yes.

- 10. If multiple people at an RA are logged in at the same time, does that affect ordering? For example, if one person was ordering meats while another person was ordering vegetables, would that affect anything in WBSCM?**

More than one user can place orders at the same time, but once the order using the last of the entitlement has been placed, no more orders may be submitted by either user. Users within the same organization should not try and place orders for the same commodities at the same time.

- 11. Is there anywhere in the ordering process that shows what entitlement is remaining to be spent without having to run the entitlement report?**

You can select the entitlement link at the top of the order processing screen, it does require input to run the entitlement/bonus report, but it allows you to see information during the ordering process rather than having to go to the reports tab.

- 12. When placing a requisition, when you get to the confirmation screen asking if you want to send the order, if you hit cancel, what happens? Does it take you back to the order screen or does it cancel everything you've done and empty your cart?**

You're in the Cart and hit Order, then the popup comes up and you hit Cancel: it goes right back to the cart and picks up where you left off – so you can make changes and place the order or cancel.

- 13. Can we see what is "draft" and what was submitted as an actual order?**

Yes. Both the entitlement/bonus report and the req/order status report will reflect the appropriate status of a req/order.

- 14. Will the reports show what is in "draft" status?**

Yes, "Draft" will show on the req/order status reports.

- 15. On the Entitlement/Bonus Detail Report, I would like to see all the rows of information that are available. How can I do that?**

Displaying 1000 rows at a time is the Standard functionality in this type of report. The output will contain all the records but it displays only 1000. In order to see the next 1000 records, you select the 'Next' button at the bottom the screen. If you want to see all the records for a particular report at a time, go to that report, then Settings on the right hand side, select the Display tab. Enter "-1" (i.e. negative one) for number of display rows. Then it displays all the rows. Depending on the size of the report, you may experience slower response time when pulling all the available rows rather than using the default number and the "Next" button.

- 16. Are the commodity values going to change in WBSCM with the same frequency as they change in ECOS?**

Entitlement values will be updated once per month with the average cost. Actual costs will only be reflected on the PO after award.

#### **SYSTEM / DATA --**

- 17. Is there a current list of Old Commodity Codes vs. New Material Numbers and new entity codes/ship-to locations?**

Yes. The "Crosswalks" for commodity codes, SDA codes, and Entity Codes are located on the Food Distribution website located at: [www.fns.usda.gov/fdd/WBSCM](http://www.fns.usda.gov/fdd/WBSCM).

- 18. Will WBSCM kick you out after a certain amount of inactivity? If so, what is the time limit?**

Your session will time out after 30 minutes of inactivity.

- 19. I am having problems with the ordering screens rendering correctly?**

Check the versions of Internet Explorer you are using. Currently, WBSCM does not always render correctly with IE8. If you are using IE 8 or higher, go to Tools and enable compatibility mode.

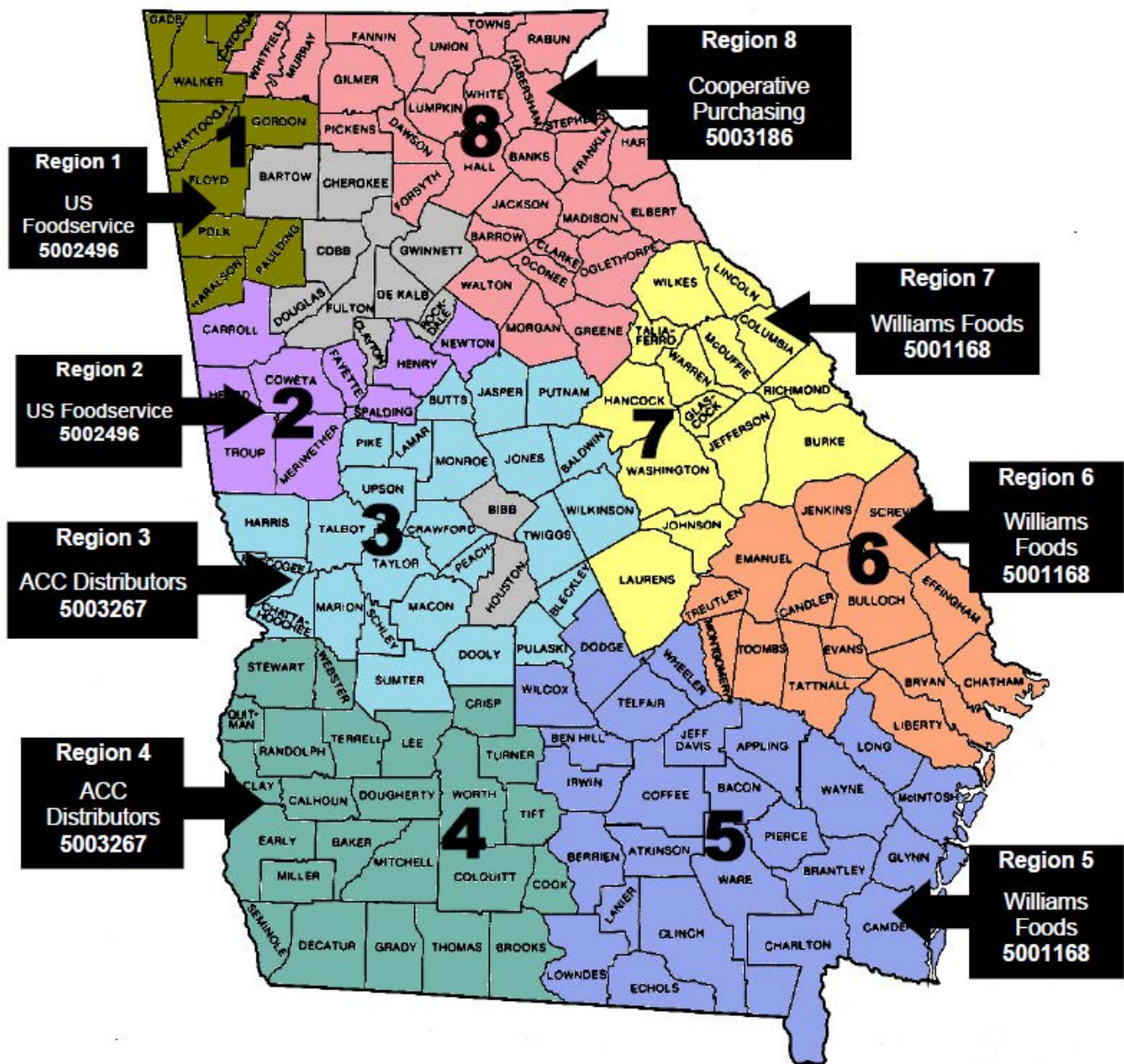
**20. I am receiving order changes emails. Are order changes the same as requisition changes?**

Yes.

**21. Where is the Commodity File in WBSCM?**

Under Admin > Master Data > List of Materials – type in Plant 1000 to remove material redundancies in Report

# Warehouse Business Partner (BP) IDs



## Direct Ship School Systems BP ID

5000074	ATLANTA CITY	5000224	DOUGLAS COUNTY
5002426	BARTOW COUNTY	5000082	FULTON COUNTY
5001909	BIBB COUNTY	5001836	GA DOC
5001000	DEKALB COUNTY	5003154	HOUSTON COUNTY
5003524	CHEROKEE COUNTY	5000837	ROCKDALE COUNTY
5001736	CLAYTON COUNTY	5000924	VALDOSTA CITY
5001104	COBB COUNTY		

**GEORGIA PROCESSORS BUSINESS PARTNER (BP) IDs**

<b>Business Partner ID</b>	<b>Processor Name</b>	<b>Material / Material Description</b>
5003642	ADVANCEPIERRE FOODS	<b>100155</b> BEEF FRESH BNLS COMBO
5003664	ADVANCEPIERRE FOODS	<b>100154</b> BEEF COARSE GROUND FRZ
5003643	ADVANCEPIERRE FOODS	<b>100397</b> PEANUT BUTTER SMOOTH DRUM-500 LB
5002780	ALPHA FOODS COMPANY	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
5003111	ASIAN FOOD SOLUTIONS INC	<b>100113</b> CHICKEN LEGS CHILLED-BULK
5002277	BEST EXPRESS FOODS INC	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125) <b>C32New material code replacing 100042 as of 1/1/2013</b>
5001988	BONGARDS' CREAMERIES	<b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b>
5002731	BROOKWOOD FARMS INC	<b>100193</b> PORK PICNIC BNLS FRZ CTN-60 LB
5003645	CAFE FAVORITES ACCOUNT 1	<b>100036</b> CHEESE BLEND AMER SKM YEL SLC LVS-6/5 LB <b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b> <b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b> 100124 TURKEY CHILLED-BULK
5002919	CARGILL KITCHEN SOLUTIONS INC	<b>100047</b> EGGS WHOLE LIQ BULK - TANK
5002679	CAVENDISH FARMS	<b>100506</b> POTATO BULK FOR PROCESS
5002765	CONAGRA FOODS	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
5003042	CONAGRA FOODS/LAMB WESTON	<b>100506</b> POTATO BULK FOR PROCESS FRZ
5003007	CONAGRA FOODS/LAMB WESTON	<b>100980</b> SWEET POTATO BULK FRESH PROC
5002956	DON LEE FARMS	<b>100154</b> BEEF COARSE GROUND FRZ CTN-60 LB
5000505	DON LEE FARMS	<b>100155</b> BEEF FRESH BNLS COMBO-20/2000 LB
5003766	ES FOODS	<b>100036</b> CHEESE BLEND AMER SKM YEL SLC LVS-6/5 LB
5003617	ES FOODS	<b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b>
5003611	ES FOODS	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
3002848	GIORGIO	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)
5004266	HEINZ	<b>100332</b> TOMATO PASTE FOR BULK PROCESSING
5002444	HIGH LINER FOODS	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b> <b>100892</b> FISH AK PLCK FRZ BULK CTN-49 LBS
5001810	HORIZON SNACK FOOD	VARIOUS FRUIT MATERIALS
5001403	HOUSE OF RAEFORD	<b>100124</b> TURKEY CHILLED-BULK
5004320	IDAHOAN	<b>110227</b> POTATO FOR PROCES DEHY PRD-BULK
5002847	INTEGRATED FOOD SERVICE	<b>100154</b> BEEF COARSE GROUND FRZ CTN-60 LB <b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b>
5002926	J & J SNACK FOOD CORPORATION	<b>100421</b> FLOUR BAKER SOFT UNBLCH-BULK
5002108	J & J SNACK FOOD CORPORATION	<b>100420</b> FLOUR BAKER HEARTH UNBLCH-BULK

**GEORGIA PROCESSORS BUSINESS PARTNER (BP) IDs**

<b>Business Partner ID</b>	<b>Processor Name</b>	<b>Material / Material Description</b>
5002090	JENNIE-O TURKEY STORE	<b>100124</b> TURKEY CHILLED-BULK <b>100883</b> TURKEY THIGHS BNLS SKNLS
5002298	JR SIMPLOT COMPANY	<b>100506</b> POTATO BULK FOR PROCESS
5002298	JR SIMPLOT COMPANY	<b>110227</b> POTATO FOR PROCES DEHY PRD-BULK
5002743	JR SIMPLOT COMPANY	<b>101015</b> POTATO BULK FOR PROCESS DEHY
5001101	JTM PROVISIONS INC	<b>100154</b> BEEF COARSE GROUND <b>100155</b> BEEF FRESH BNLS COMBO-20/2000 LB <b>100193</b> PORK PICNIC BNLS FRZ CTN-60 LB
5003105	JTM PROVISIONS INC	<b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b>
5001345	KINGS DELIGHT	<b>100103</b> CHICKEN LARGE CHILLED-BULK
5002921	MAID RITE	<b>100154</b> BEEF COARSE GROUND
5002602	LAND O'LAKES INC	<b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b>
5002260	MCCAIN FOODS USA INC	<b>100506</b> POTATO BULK FOR PROCESS FRZ
5002678	MCCAIN FOODS USA INC	<b>100980</b> SWEET POTATO BULK FRESH PROC
5001283	MICHAEL FOODS	<b>100047</b> EGGS WHOLE LIQ BULK
<b>5000785</b>	<b>MORGAN PRODUCE</b>	<b>USE FOR ANY MATERIAL IF PROCESSOR IS UNKNOWN</b>
5001369	NARDONE BROTHERS BAKING CO INC	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
5003097	NATIONAL FOOD GROUP (formerly United Commodity Group)	VARIOUS FRUIT MATERIALS
5004219	NATIONAL FOOD GROUP (formerly United Commodity Group)	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
5002795	OUT OF THE SHELL DBA LING'S	<b>100113</b> CHICKEN LEGS CHILLED-BULK
5002709	PILGRIM'S PRIDE CORPORATION	<b>100100</b> CHICKEN SMALL CHILLED-BULK
5002936	PILGRIM'S PRIDE/GOLD KIST	<b>100103</b> CHICKEN LARGE CHILLED-BULK
5002593	RED GOLD LLC	<b>100332</b> TOMATO PASTE FOR BULK PROCESSING
5002745	RICH PRODUCTS CORPORATION	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
5003110	RICH PRODUCTS CORPORATION	<b>100912</b> FLOUR BREAD-BULK
5001892	SCHWANS FOOD SERVICE INC	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
5002948	TABATCHNICK FINE FOODS INC	<b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b> <b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b>
5003755	TASTY BRANDS, LLC	<b>110242</b> CHEESE NAT AMER FBD BARREL-500 LB (40,800)- <b>New material code replacing 100010 as of 1/1/2013</b> <b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)- <b>New material code replacing 100042 as of 1/1/2013</b> <b>100055</b> MILK NONFORT NDM BAG-25 KG
5003258	TRIDENT SEAFOODS CORP	<b>100892</b> FISH AK PLCK FRZ BULK CTN-49 LBS
5003071	TYSON FOODS INC	<b>100100</b> -CHICKEN SMALL CHILLED BULK
5002669	TYSON FOODS INC	<b>100155</b> -BEEF FRESH BNLS COMBO
5001740	TYSON FOODS INC	<b>100103</b> -CHICKEN LARGE CHILLED BULK
5002965	UNO FOOD INC	<b>110244</b> CHEESE MOZ LM PART SKIM UNFZ PROC PK (41125)
5002744	WAWONA FROZEN FOODS	VARIOUS FRUIT MATERIALS



## WBSCM Material Number vs. ECOS Commodity Codes

This list contains the unique material number that describes a USDA Food.

Use this list when placing requests or running reports in WBSCM.

**\*Please note that not all USDA foods listed are available in Georgia.**

Material	Material Descr.	ECOS
100394	ALMONDS ROASTED WHOLE SHELL CTN-25 LB	A255
100264	APPLE JUICE CAN-12/46 OZ	A282
100893	APPLE JUICE PLST BTL-8/64 FL OZ	A274
100206	APPLE SLICES CAN-6/10	A345
100258	APPLE SLICES FRZ CTN-30 LB	A346
100523	APPLES BRAEBURN FRESH B CARTON-40 LB	A343
100511	APPLES CORTLAND FRESH CTN-37 LB	A343
100513	APPLES DELICIOUS FRESH CTN-40 LB	A343
100517	APPLES EMPIRE FRESH CTN-40 LB	A343
100284	APPLES FRESH SLC-100/2 OZ	A337
100286	APPLES FRESH SLC-200/2 OZ	A339
100285	APPLES FRESH SLC-64/2 OZ	A338
100519	APPLES FRESH VARIOUS TYPE SUBST	A343
100522	APPLES FUJI FRESH F CARTON-40 LB	A343
100521	APPLES GALA FRESH G CARTON-40 LB	A343
100510	APPLES GOLDEN DELICIOUS FRESH CTN-37 LB	A343
100512	APPLES GRANNY SMITH FRESH CTN-37 LB	A343
100520	APPLES JONAGOLD FRESH JG CARTON-40 LB	A343
100509	APPLES JONATHAN FRESH CTN-37 LB	A343
100508	APPLES MCINTOSH FRESH CTN-37 LB	A343
100514	APPLES RED DELICIOUS FRESH CTN-40 LB	A343
100515	APPLES ROME BEAUTY FRESH CTN-40 LB	A343
100516	APPLES YORK IMPERIAL FRESH CTN-40 LB	A343
100207	APPLESAUCE CAN-24/300	A351
100208	APPLESAUCE CAN-6/10	A350
100260	APRICOT FRZ CTN-40 LB	A447
100261	APRICOT FRZ CUP-96/4.5 OZ	A449
100210	APRICOT HALVES CAN-24/300	A353
100259	APRICOT SLICES FRZ BOX-20 LB	A358
100209	APRICOTS CAN-6/10	A360
100216	APRICOTS DICED PEELED CAN-6/10	A382
100305	ASPARAGUS CAN-24/300	A132
100346	ASPARAGUS FRZ CTN-12/2.5 LB	A054
100304	ASPARAGUS SPEARS WHOLE CAN-12/15 OZ	A136
100918	BAKERY FLOUR MIX LOWFAT BAG-6/5 LB	B364
100371	BEANS BABY LIMA CAN-6/10	A082
100378	BEANS BABY LIMA DRY PKG-12/2 LB	A912
110020	BEANS BLACK CAN-24/300	A050
100359	BEANS BLACK TURTLE CAN-6/10	A908
100367	BEANS BLACK EYE CAN-24/300	A062
100368	BEANS BLACK EYE CAN-6/10	A084



Material	Material Descr.	ECOS CODE
100374	BEANS BLACKEYE DRY PKG-12/2 LB	A910
100384	BEANS DARK RED KIDNEY DRY PKG-12/2 LB	A906
101020	BEANS DRY GARBANZO PKG-12/2 LB	A911
100376	BEANS DRY SPLIT PEA PKG-12/2 LB	A918
100360	BEANS GARBANZO CAN-6/10	A089
110089	BEANS GARBANZO DRY BAG-25 LB	A933
100373	BEANS GREAT NORTHERN CAN-6/10	A088
100381	BEANS GREAT NORTHERN DRY BAG-25 LB	A925
100380	BEANS GREAT NORTHERN DRY PKG-12/2 LB	A917
100306	BEANS GREEN CAN-24/300	A059
100307	BEANS GREEN CAN-6/10	A061
100351	BEANS GREEN FRZ CTN-30 LB	A070
100372	BEANS LIGHT RED KIDNEY CAN-24/300	A076
100385	BEANS LIGHT RED KIDNEY DRY PKG-12/2 LB	A920
100377	BEANS NAVY PEA DRY BAG-25 LB	A924
100369	BEANS PINK CAN-6/10	A083
100379	BEANS PINK DRY PKG-12/2 LB	A913
110021	BEANS PINTO CAN-24/300	A049
100365	BEANS PINTO CAN-6/10	A079
100383	BEANS PINTO DRY BAG-25 LB	A942
100382	BEANS PINTO DRY PKG-12/2 LB	A914
100370	BEANS RED KIDNEY CAN-6/10	A086
100361	BEANS REFRIED CAN-24/300	A093
100362	BEANS REFRIED CAN-6/10	A085
100366	BEANS SMALL RED CAN-6/10	A087
100375	BEANS SMALL RED DRY PKG-12/2 LB	A916
100363	BEANS VEGETARIAN CAN-24/300	A090
100364	BEANS VEGETARIAN CAN-6/10	A091
100161	BEEF 100% PATTY FRZ CTN-40 LB	A626
100156	BEEF BNLS SPECIAL TRM FRZ CTN-60 LB	A602
100132	BEEF BRD PATTY CKD PKG-4/10 LB	A715
100127	BEEF CAN-24/24 OZ	A721
100138	BEEF CHILI W/O BEANS CAN-24/24 OZ	A702
100154	BEEF COARSE GROUND FRZ CTN-60 LB	A594
100134	BEEF CRUMBLES W/SPP PKG-4/10 LB	A717
100158	BEEF FINE GROUND FRZ CTN-40 LB	A608
100159	BEEF FINE GROUND FRZ PKG-40/1 LB	A609
100155	BEEF FRESH BNLS COMBO-20/2000 LB	A704
110091	BEEF FRESH BNLS GRASS FED CMB-20/2000 LB	A735
110085	BEEF IRRADIATED FINE GRND FRZ CTN-40 LB	A579
110082	BEEF IRRADIATED PATTY FRZ CTN-40 LB	A578
100163	BEEF LEAN FNLY TXTRD PATTY FRZ CTN-40 LB	A580
100162	BEEF LEAN PATTY FRZ CTN-40 LB	A627
110135	BEEF POT RST W/GRAVY-CKD FRZ PKG 20/2 LB	NO FNS CODE
110136	BEEF POT RST W/GRAVY-CKD FRZ PKG 8/5 LB	NO FNS CODE
100129	BEEF ROAST CKD 8-10 LB CTN-32-40	A705
110098	BEEF ROAST CKD SLC FRZ PKG-20/2 LB	A618
110096	BEEF ROAST CKD SLC FRZ PKG-8/5 LB	A615

Material	Material Descr.	ECOS CODE
100133	BEEF SLOPPY JOE MIX CKD PKG-4/10 LB	A716
100171	BEEF SPCLTRIMBNLS CHILL COMBO-20/2000 LB	A612
100160	BEEF SPP PATTY FRZ CTN-40 LB	A616
100130	BEEF SPP PATTY HOMESTYLE CKD CTN-40 LB	A706
100526	BEEF STEW CAN-24/24 OZ	A590
100131	BEEF TACO FILLING CKD PKG-4/10 LB	A714
100084	BISON GROUND FRZ PKG-20/2 LB	A634
110001	BISON GROUND FRZ PKG-40/1 LB	A631
100135	BISON STEW CAN-24/24 OZ	A611
100246	BLACKBERRY EVERGREEN FRZ CTN-30 LB	A379
100251	BLACKBERRY EVERGRN PUREE CTN-6/5.75 LB	A376
100245	BLACKBERRY FRZ IQF CTN-30 LB	A370
100247	BLACKBERRY MARION FRZ CTN-30 LB	A369
100252	BLACKBERRYMARION PUREE FRZ CTN-6/5.75 LB	A377
100302	BLUEBERRY CULTIVATED DRIED CTN-10 LB	A309
100303	BLUEBERRY CULTIVATED DRIED CTN-25 LB	A310
100903	BLUEBERRY CULTIVATED DRIED PKG-8/2 LB	A307
100263	BLUEBERRY CULTIVATED FRZ CTN-12/2.5 LB	A308
100244	BLUEBERRY CULTIVATED FRZ CTN-30 LB	A367
100243	BLUEBERRY WILD FRZ CTN-30 LB	A366
100242	BLUEBERRY WILD FRZ CTN-8/3 LB	A387
100090	BUFFALO GROUND LEAN FRZ PKG-20/2 LB	A635
100921	BUTTERY SPREAD LIGHT TUBS-12/15 OZ	B004
100923	BUTTERY SPREAD LIGHT TUBS-12/2-7.5 OZ	B003
100922	BUTTERY SPREAD LIGHT TUBS-18/15 OZ	B005
100983	BUTTERY SPREAD LIGHT TUBS-18/16 OZ	B002
100308	CARROTS CAN-24/300	A098
100309	CARROTS CAN-6/10	A100
100982	CARROTS FRESH BABY CUTS BAG-100/2 OZ	A094
100352	CARROTS FRZ CTN-30 LB	A099
100201	CATFISH STRIPS BRD PAR-FRIED PKG 4/10 LB	A752
100200	CATFISH STRIPS BRD PKG 20/2 LB	A751
100464	CEREAL BABY INFANT RICE CTN-12/8 OZ	B161
100934	CEREAL BABY INFANT RICE CTN-8/8 OZ	B146
101043	CEREAL BABY INFANT RICE SUBST	NO FNS CODE
100447	CEREAL CORN 1152 PKG-14/16 OZ	B851
100449	CEREAL CORN FLKS 1080 PKG-12/18 OZ	B879
100927	CEREAL CORN FLKS 1344 PKG-12/18 OZ	B802
100926	CEREAL CORN FLKS 1440 PKG-8/18 OZ	B832
100530	CEREAL CORN FLKS -SUBST	NO FNS CODE
100450	CEREAL CORN RICE BISC 1296 PKG-14/12 OZ	B855
100928	CEREAL CORN RICE BISC 1344 PKG-14/12 OZ	B801
100446	CEREAL CORN SQUARES 1344 PKG-14/14 OZ	B834
100929	CEREAL OAT CIRCLES 1344 PKG-12/14 OZ	B804
100930	CEREAL OAT CIRCLES 1440 PKG-10/18 OZ	B831
110133	CEREAL OAT CIRCLES 1440 PKG-8/18 OZ	B831
100750	CEREAL OAT CIRCLES -SUBST	NO FNS CODE
100455	CEREAL RICE 1080 PKG-16/12 OZ	B845

Material	Material Descr.	ECOS CODE
100457	CEREAL RICE CRISP 1008 PKG-16/12 OZ	B833
100931	CEREAL RICE CRISP 1440 PKG-8/18 OZ	B830
100749	CEREAL RICE CRISP -SUBST	NO FNS CODE
101010	CEREAL RTE CORN AND RICE BISCUITS-SUBST	NO FNS CODE
101009	CEREAL RTE CORN SQUARES-SUBST	NO FNS CODE
100933	CEREAL WT BRAN FLKS 1344 PKG-14/17.3OZ	B803
100462	CEREAL WT BRAN FLKS 1440 PKG-14/17.3OZ	B876
100751	CEREAL WT BRAN FLKS -SUBST	NO FNS CODE
100984	CHEESE BLEND AM SKIM SLC-LVS 6/5-GENERIC	NO FNS CODE
100035	CHEESE BLEND AMER SKM LVS-12/2 LB	B007
100037	CHEESE BLEND AMER SKM WHT SLC LVS-6/5 LB	B133
100036	CHEESE BLEND AMER SKM YEL SLC LVS-6/5 LB	B119
100985	CHEESE CHED BLOCK 40 LB-GENERIC	NO FNS CODE
101041	CHEESE CHED CHUNKS-PKG 12/2 LB-GENERIC	NO FNS CODE
100986	CHEESE CHED CUTS 4/10 LB-GENERIC	NO FNS CODE
100987	CHEESE CHED RDU FAT BLOCK 40 LB-GENERIC	NO FNS CODE
100988	CHEESE CHED RDU FAT CUTS 4/10 LB-GENERIC	NO FNS CODE
100989	CHEESE CHED RDU FAT SHRD-BAG 6/5-GENERIC	NO FNS CODE
100011	CHEESE CHED RDU FAT WHT SHRED BAG-6/5 LB	B028
100992	CHEESE CHED RDU FAT WHT SHRED-PKG 12/1LB	B922
100009	CHEESE CHED RDU FAT YEL BLOCK-40 LB	B057
100008	CHEESE CHED RDU FAT YEL CUTS-4/10 LB	B034
100012	CHEESE CHED RDU FAT YEL SHRED BAG-6/5 LB	B027
100993	CHEESE CHED RDU FAT YEL SHRED-PKG 12/1LB	B924
100994	CHEESE CHED SHRED-BAG 6/5 LB-GENERIC	NO FNS CODE
101042	CHEESE CHED SHRED-PKG 12/1 LB-GENERIC	NO FNS CODE
100005	CHEESE CHED WHT BLOCK-40 LB	B071
100995	CHEESE CHED WHT CHUNKS-PKG 12/2 LB	B925
100004	CHEESE CHED WHT CUTS-4/10 LB	B087
100002	CHEESE CHED WHT SHRED BAG-6/5 LB	B032
100996	CHEESE CHED WHT SHRED-PKG 12/1 LB	B921
100007	CHEESE CHED YEL BLOCK-40 LB	B072
100997	CHEESE CHED YEL CHUNKS-PKG 12/2 LB	B926
100006	CHEESE CHED YEL CUTS-4/10 LB	B088
100003	CHEESE CHED YEL SHRED BAG-6/5 LB	B031
100998	CHEESE CHED YEL SHRED-PKG 12/1 LB	B923
100999	CHEESE MOZ LITE CHUNK PKG 12/1 LB	B929
100034	CHEESE MOZ LITE SHRED FRZ BOX-30 LB	B035
101001	CHEESE MOZ LITE SHRED PKG-12/1 LB	B928
100022	CHEESE MOZ LM PART SKIM FRZ LVS-8/6 LB	B042
101000	CHEESE MOZ LM PART SKIM UNFZ 12/1 LB	B203
100042	CHEESE MOZ LM PART SKIM UNFZ PROCESSR PK	B077
100021	CHEESE MOZ LM PART SKM SHRD FRZ BOX-30LB	B037
101002	CHEESE MOZ LM PART SKM SHRED PKG-12/1 LB	B927
100010	CHEESE NATURAL AMER FBD BARREL-500 LB	B049
100020	CHEESE PROCESS BLOCK-40 LB	B030
100017	CHEESE PROCESS LVS-6/5 LB	B064
101003	CHEESE PROCESS SLC-LVS 6/5 LB-GENERIC	NO FNS CODE

Material	Material Descr.	ECOS CODE
100019	CHEESE PROCESS WHT SLC LVS-6/5 LB	B066
100018	CHEESE PROCESS YEL SLC LVS-6/5 LB	B065
100299	CHERRIES DRIED PKG-4/4 LB	A293
100298	CHERRIES DRIED PKG-8/2 LB	A292
100237	CHERRIES FRZ IQF CTN-40 LB	A364
100236	CHERRIES RD TRT PITTED IQF BAG-12/2.5 LB	A389
100227	CHERRIES RED TART PITTED CAN-24/300	A388
100228	CHERRIES RED TART PITTED CAN-6/10	A363
100235	CHERRIES RED TART PITTED FRZ CTN-30 LB	A365
100265	CHERRY APPLE JUICE CAN 12/46 OZ	A276
100894	CHERRY APPLE JUICE PLST BTL-8/64 FL OZ	A275
100877	CHICKEN BONED CAN-12/50 OZ	A507
100094	CHICKEN BONED CAN-48/12.5 OZ	A532
100116	CHICKEN BRD 7 PC CTN-30 LB	A526
100876	CHICKEN CONSUMER CUTUP FRZ CTN-12/3.5 LB	A498
100092	CHICKEN CONSUMER PACK CUT UP PKG-12/4 LB	A557
110010	CHICKEN CUT-UP FRZ BAGS 10/3.0-5.5 LB	A495
100098	CHICKEN CUT-UP FRZ CTN-40 LB	A515
100101	CHICKEN DICED CTN-40 LB	A517
100878	CHICKEN DRUMSTICK FRZ CTN-40 LB	A508
100115	CHICKEN DRUMSTICKS CHILLED -BULK	A573
110090	CHICKEN DRUMSTICKS FRZ PKG-8/5 LB	A748
100117	CHICKEN FAJITA STRIPS CTN-30 LB	A563
100103	CHICKEN LARGE CHILLED -BULK	A522
100104	CHICKEN LEG QTR BAG-15 KG	A524
100106	CHICKEN LEG QTR BAG-20 KG	A525
100107	CHICKEN LEG QTR BAG-4/5 KG	A523
100105	CHICKEN LEG QTR CTN-40 LB	A509
110030	CHICKEN LEG QTR FRZ BAG-15 KG 40015 LB	A486
110094	CHICKEN LEG QTR FRZ BAG-4/10 LB	A492
110092	CHICKEN LEG QTRS FRZ PKG-8/5 LB	A749
100113	CHICKEN LEGS CHILLED -BULK	A518
100118	CHICKEN LIGHT MATURE CHILLED -BULK	A510
110080	CHICKEN OVEN ROASTED FRZ 8 PC CTN-30 LB	A494
100100	CHICKEN SMALL CHILLED -BULK	A521
110050	CHICKEN THIGH QTR FRZ BAG-15 KG	A491
110041	CHICKEN THIGH/DRUMSTICK FRZ CTN-6/4.5 LB	A493
110087	CHICKEN THIGH/DRUMSTICK FRZ PKG-4/10 LB	A487
100114	CHICKEN THIGHS CHILLED -BULK	A531
100879	CHICKEN THIGHS FRZ CTN-40 LB	A514
110088	CHICKEN THIGHS FRZ PKG -4/10 LB	A488
100880	CHICKEN WHOLE BAGGED FRZ CTN-36-43 LB	A503
100349	CORN COB FRZ CSE-96	A129
100310	CORN CREAM STYLE CAN-24/300	A122
100348	CORN FRZ CTN-30 LB	A130
100311	CORN WHOLE KERNEL CAN-24/300	A119
100313	CORN WHOLE KERNEL(LIQ) CAN-6/10	A110
100312	CORN WHOLE VAC CAN PKG-6/75 OZ	A116

Material	Material Descr.	ECOS CODE
100444	CORN YELLOW TOTE-2700 LB	B136
100472	CORNMEAL DEGERMED YELLOW BAG-4/10 LB	B142
100471	CORNMEAL DEGERMED YELLOW BAG-8/5 LB	B138
100910	CRACKERS UNSALTED BOX-12/16 OZ	B371
100403	CRACKERS UNSALTED TOPS BOX-12/16 OZ	B370
100300	CRANBERRIES DRIED CTN-30 LB	A289
100301	CRANBERRIES DRIED PKG-5/5 LB	A291
100273	CRANBERRY APPLE JUICE CAN-12/46 OZ	A279
100275	CRANBERRY JUICE CONC CAN-12/11.5 OZ	A297
100274	CRANBERRY JUICE CONC PLST BTL-8/64 OZ	A296
100213	CRANBERRY SAUCE CAN-24/300	A287
100214	CRANBERRY SAUCE CAN-6/10	A288
100262	CRANBERRY WHOLE FRZ CTN-40 LB	A306
100899	CRANBERRYAPPLE JUICE PLST BTL-8/64 FL OZ	A273
100287	DATES WHOLE PKG 24/1 LB	A471
100043	EGG MIX DRIED PKG-4/10 LB	A575
100044	EGG MIX DRIED PKG-48/6 OZ	A570
100433	EGGNOODLE 1/2 INCH WIDE PKG-12/1 LB	B424
100936	EGGS 15 DOZEN	A813
100045	EGGS WHOLE FRZ CTN-30 LB	A569
100046	EGGS WHOLE FRZ CTN-6/5 LB	A568
100047	EGGS WHOLE LIQ BULK -TANK	A566
100473	FARINA WHEAT PKG-24/14 OZ	B160
100288	FIG DRIED PKG-24/1 LB	A476
110144	FIG PIECES CTN-25 LB	NO FNS CODE
100289	FIG PIECES PKG-24/1 LB	A477
100892	FISH AK PLCK FRZ BULK CTN-49 LBS	A747
100398	FLOUR ALL PURP ENRCH BLCH BAG-4/10 LB	B183
100399	FLOUR ALL PURP ENRCH BLCH BAG-50 LB	B190
100400	FLOUR ALL PURP ENRCH BLCH BAG-8/5 LB	B182
100401	FLOUR ALL PURP ENRCH UNBLCH BAG-4/10 LB	B188
100402	FLOUR ALL PURP ENRCH UNBLCH BAG-50 LB	B191
100413	FLOUR BAKER HARD UNBLCH BAG-50 LB	B276
100412	FLOUR BAKER HARD WHT BLCH BAG-100 LB	B280
100411	FLOUR BAKER HARD WHT BLCH BAG-50 LB	B275
100417	FLOUR BAKER HARD WHT BLCH-BULK	B285
100418	FLOUR BAKER HARD WHT UNBLCH-BULK	B286
100414	FLOUR BAKER HEARTH BLCH BAG-100 LB	B300
100419	FLOUR BAKER HEARTH BLCH-BULK	B301
100420	FLOUR BAKER HEARTH UNBLCH-BULK	B303
100421	FLOUR BAKER SOFT UNBLCH-BULK	B321
100415	FLOUR BAKER SOFT WHT BLCH-BAG 50 LB	B323
100405	FLOUR BREAD ENRCH BLCH BAG-50 LB	B240
100404	FLOUR BREAD ENRCH BLCH-BAG 4/10 LB	B233
100406	FLOUR BREAD ENRCH UNBLCH BAG-4/10 LB	B238
100912	FLOUR BREAD-BULK	B198
100422	FLOUR ENRCH SEMOLINA-BULK	B196
100911	FLOUR HIGH GLUTEN -BULK	B304

Material	Material Descr.	ECOS CODE
100913	FLOUR PIEROGIE WHT WHEAT -BULK	B201
100914	FLOUR TORTILLA BULK BAG-50 LB	B227
100915	FLOUR TORTILLA WHOLE WT BULK BAG-50 LB	B228
100408	FLOUR WHOLE WHEAT BAG-25 LB	B355
100407	FLOUR WHOLE WHEAT BAG-4/10 LB	B351
100409	FLOUR WHOLE WHEAT BAG-50 LB	B360
100410	FLOUR WHOLE WHEAT BAG-8/5 LB	B352
100917	FLOUR YOSHON -BULK	B253
100916	FLOUR YOSHON BULK BAG-100 LB	B252
100297	FRUIT AND NUT MIX DRIED PKG-24/1 LB	A260
100296	FRUIT AND NUT MIX DRIED PKG-5/5 LB	A261
100215	FRUIT COCKTAIL CAN-24/300	A403
100895	GRAPE CONCORD JUICE PLST BTL-8/64 FL OZ	A269
100266	GRAPE JUICE ASEPTIC CTN-12/46 OZ	A284
100267	GRAPE JUICE CAN-12/46 OZ	A285
100268	GRAPE JUICE CONCORD PLST BTL-8/64 OZ	A277
100281	GRAPEFRUIT FRESH CTN-34-39 LB	A356
100896	GRAPEFRUIT JUCE PLST BTL-8/64 FL OZ	A272
100269	GRAPEFRUIT JUICE CAN-12/46 OZ	A280
100470	GRITS CORN WHITE BAG-8/5 LB	B382
100469	GRITS FINE YELLOW BAG-8/5 LB	B384
100904	HOMINY CAN-24/300	A052
100071	INFANT FORMULA MILK BASED DRY-SUBST	NO FNS CODE
100525	INFANT FORMULA MILK DRY CAN-6/12 OZ	B420
110110	INFANT FORMULA MILK DRY CAN-6/12.5 OZ	B431
100072	INFANT FORMULA MILK DRY CAN-6/12.9 OZ	B417
100075	INFANT FORMULA MILK DRY CAN-6/14.1 OZ	B158
100074	INFANT FORMULA MILK DRY CAN-6/14.3 OZ	B155
100073	INFANT FORMULA MILK DRY CAN-6/25.7 OZ	B422
110053	K APPLESAUCE CAN-6/10	A350
110111	K APRICOTS CAN-6/10	A360
110065	K BEANS DRY SPLIT PEA BAG-25 LB	A924
110066	K BEANS GREAT NORTHERN DRY BAG-25 LB	A925
110058	K BEANS GREEN CAN-6/10	A061
110063	K BEANS GREEN FRZ CTN-30 LB	A070
110074	K CARROTS FRESH BABY CUTS BAG-100/2 OZ	A094
110064	K CARROTS FRZ CTN-30 LB	A099
100038	K CHEESE PROCESS WHT SLC LVS-6/5 LB	B067
110052	K CHICKEN CUT-UP FRZ CTN-40 LB	A515
110061	K CORN COB FRZ CSE-96	A129
110059	K CORN WHOLE KERNEL(LIQ) CAN-6/10	A110
110072	K FLOUR YOSHON -BULK	B253
110071	K FLOUR YOSHON BULK BAG-100 LB	B252
110068	K OIL VEGETABLE BTL-8/48 OZ	B666
110069	K OIL VEGETABLE BTL-9/48 OZ	B665
110057	K ORANGE JUICE CONC FRZ CAN-12/32 OZ	A301
110056	K PEACH FREESTONEDICED FRZ CUP-96/4.4 OZ	A416
110054	K PEACHES CLING CAN-6/10	A408



Material	Material Descr.	ECOS CODE
110067	K PEANUT BUTTER SMOOTH JAR-6/5 LB	B473
110055	K PEARS SLICES CAN-6/10	A433
110060	K PEAS CAN-6/10	A140
110062	K PEAS GREEN FRZ CTN-30 LB	A160
110070	K RICE US#2 LONG GRAIN BAG-25 LB	B505
110073	K SUNFLOWER SEED BUTTER 6-5#'S	B477
110102	K TOMATO PASTE CAN-6/10	A252
110101	K TOMATO SAUCE CAN-6/10	A239
100087	LAMB LEG ROAST CTN-38-40 LB	A624
100089	LAMB SHOULDER CHOP CTN-38-42 LB	A620
101014	LENTILS DRY BAG 25 LB	A134
100388	LENTILS DRY PKG 12/2 LB	A135
100136	LUNCHEON MEAT CAN-24/24 OZ	A725
100431	MACARONI & CHEESE 1368 PKG-48/7.25 OZ	B433
101024	MACARONI & CHEESE 1404 PKG-48/7.25 OZ	B429
100416	MASA FLOUR CORN INSTANT YELLOW BAG-50 LB	B345
100152	MEAT MISC CAN-12/15 OZ	A730
100153	MEAT MISC CAN-6/108 OZ	A731
100050	MILK 1% MILKFAT UHT 1500 BOX-12/32 FL OZ	B385
100875	MILK 1% MILKFAT UHT 2640 BOX-27/8 FL OZ	B386
100053	MILK 2% MILKFAT UHT 2400 BOX-27/8 FL OZ	B411
100048	MILK 2% MILKFAT UHT 2640 BOX-27/8 FL OZ	B410
100051	MILK EVAPORATED CAN-24/12 FL OZ	B117
100060	MILK FORTIFIED NDM -BAG 25 KG	NO FNS CODE
100068	MILK INSTANT NDM BAG-25 KG	B131
100065	MILK INSTANT NDM PKG-12/25.6 OZ	B095
100069	MILK INSTANT NDM PKG-6/4 LB	B090
100055	MILK NONFORT NDM BAG-25 KG	B114
100058	MILK NONFORT NDM MH-BAG 25 KG	NO FNS CODE
100211	MIXED FRUIT CAN-24/300	A404
100212	MIXED FRUIT CAN-6/10	A470
100467	OATS ROLLED BAG-25 LB	B444
100468	OATS ROLLED BAG-50 LB	B450
100466	OATS ROLLED PKG-12/3 LB	B445
100465	OATS ROLLED TUBE-12/42 OZ	B437
100504	OATS-BULK	B451
100442	OIL SOYBEAN LOW SAT FAT BTL-6/1 GAL	B664
100439	OIL VEGETABLE BTL-6/1 GAL	B670
100440	OIL VEGETABLE BTL-8/48 OZ	B666
100441	OIL VEGETABLE BTL-9/48 OZ	B665
100443	OIL VEGETABLE-BULK	B672
100271	ORANGE JUICE CAN-12/46 OZ	A300
100276	ORANGE JUICE CONC FRZ CAN-12/32 OZ	A301
100204	ORANGE JUICE CONC -TANKERS	A303
100205	ORANGE JUICE DRUM-55 GAL	A305
100897	ORANGE JUICE PLST BTL-8/64 FL OZ	A271
100277	ORANGE JUICE SINGLE CTN-70/4 OZ	A299
100283	ORANGES CTN-34-39 LB	A357

Material	Material Descr.	ECOS CODE
100429	PASTA MACARONI PLAIN ELBOW CTN-20 LB	B430
100428	PASTA MACARONI PLAIN ELBOW PKG-24/1 LB	B425
100432	PASTA ROTINI MACARONI CTN-20 LB	B435
100425	PASTA SPAGHETTI CTN-20 LB	B840
100426	PASTA SPAGHETTI PKG-12/2 LB	B835
100240	PEACH FREESTONE DICED FRZ CUP-96/4 OZ	A422
100241	PEACH FREESTONE DICED FRZ CUP-96/4.4 OZ	A416
100219	PEACHES CLING CAN-6/10	A408
100217	PEACHES CLING CUP-48/4 OZ	A418
100220	PEACHES CLING DICED CAN-6/10	A409
100218	PEACHES CLING SLICES CAN-24/300	A411
100221	PEACHES FREESTONE CAN-24/2.5	A406
100222	PEACHES FREESTONE CAN-24/300	A421
100238	PEACHES FREESTONE SLICES FRZ CTN-12/2 LB	A419
100239	PEACHES FREESTONE SLICES FRZ CTN-20 LB	A424
100397	PEANUT BUTTER SMOOTH DRUM-500 LB	B480
100395	PEANUT BUTTER SMOOTH JAR-12/18 OZ	B474
100396	PEANUT BUTTER SMOOTH JAR-6/5 LB	B473
100391	PEANUTS ROASTED REG UNSL PKG-12/16 OZ	B502
100390	PEANUTS ROASTED REGULAR PKG-24/12 OZ	B501
100392	PEANUTS ROASTED REGULAR-CAN 6/#10	B500
100389	PEANUTS ROASTED RUNNER UNSL-CAN 6/#10	B498
100282	PEARS BARTLETT FRESH CTN-45 LB	A435
100280	PEARS BOSC FRESH CTN-45 LB	A442
100223	PEARS CAN-24/300	A437
100279	PEARS D'ANJOU FRESH CTN-45 LB	A441
100225	PEARS DICED CAN-6/10	A434
100226	PEARS HALVES CAN-6/10	A431
100224	PEARS SLICES CAN-6/10	A433
100314	PEAS CAN-24/300	A144
100315	PEAS CAN-6/10	A140
100350	PEAS GREEN FRZ CTN-30 LB	A160
100386	PEAS GREEN PKG-12/2 LB	A922
100229	PINEAPPLE CAN-24/2	A446
100230	PINEAPPLE CHUNKS CAN-6/10	A448
100231	PINEAPPLE CRUSHED CAN-6/10	A444
100270	PINEAPPLE JUICE CAN-12/46 OZ	A286
100232	PINEAPPLE TIDBITS CAN-6/10	A443
100291	PLUMS PITTED DRIED CTN 25 LB	A490
100290	PLUMS PITTED DRIED PKG-24/1 LB	A489
100233	PLUMS PURPLE CAN-24/300	A464
100181	PORK BNLS FRESH COMBO CTN-20/2000 LB	A710
100139	PORK CAN-24/24 OZ	A722
100144	PORK CRUMBLES W/ SPP PKG-4/10 LB	A720
100189	PORK HAM CUBED FRZ PKG 8/5 LB	A728
100186	PORK HAM WATERAD CHILLED PKG-4/10 LB	A694
100182	PORK HAM WATERAD FRZ CTN-12/3 LB	A669
100184	PORK HAM WATERAD FRZ PKG 4/10 LB	A693



Material	Material Descr.	ECOS CODE
100891	PORK HAM WATERAD SLC FRZ PKG-20/2 LB	A733
100187	PORK HAM WATERAD SLC FRZ PKG-8/5 LB	A726
100188	PORK HAM WTRADCBEDFRZ PKG-4/10 OR 8/5 LB	A727
100143	PORK LINK 1-OZ CKD PKG-4/10 LB	A719
100890	PORK PATTY 2 OZ CKD PKG-4/10 LB	A732
100149	PORK PATTY BRD CKD PKG-4/10 LB	A713
100193	PORK PICNIC BNLS FRZ CTN-60 LB	A632
100173	PORK ROAST LEG FRZ CTN-32-40 LB	A672
100146	PORK SEASND PATTY 1.2 OZ CKD PKG-4/10 LB	A708
100145	PORK SEASND PATTY 2.7 OZ CKD PKG-4/10 LB	A707
100148	PORK SLOPPY JOE MIX CKD PKG-4/10 LB	A712
100147	PORK TACO FILLING CKD PKG-10/4 LB	A709
100150	PORK TACO FILLING CKD PKG-4/10 LB	A718
101015	POTATO BULK FOR PROCESS DEHY	A213
100506	POTATO BULK FOR PROCESS FRZ	A232
100337	POTATOES DEHYDRATED FLKS PKG-12/1 LB	A196
100338	POTATOES DEHYDRATED FLKS PKG-6/5 LB	A200
100357	POTATOES OVENS FRY PKG-6/5 LB	A210
101019	POTATOES ROUND WHITE FRESH BAG-10/5 LB	A229
101016	POTATOES ROUND WHITE FRESH BAG-5/10 LB	A226
100341	POTATOES ROUND WHT FRESH BAG-50 LB	A215
100358	POTATOES ROUNDS FRZ PKG-6/5 LB	A204
101017	POTATOES RUSSET FRESH BAG-10/5 LB	A227
101018	POTATOES RUSSET FRESH BAG-5/10 LB	A228
100340	POTATOES RUSSET FRESH CTN-50 LB	A214
100356	POTATOES WEDGE FAT FREE FRZ PKG-6/5 LB	A173
100355	POTATOES WEDGE FRZ PKG-6/5 LB	A174
100331	POTATOES WHT SLICES CAN-24/300	A170
100319	PUMPKIN CAN-24/300	A164
100293	RAISINS BOX-144/1.33 OZ	A504
100294	RAISINS CTN-30 LB	A500
100295	RAISINS PKG-24/15 OZ	A501
100292	RAISINS PKG-48/1 LB	A502
100248	RASPBERRY FRZ CTN-25 LB	A372
100250	RASPBERRY RED FRZ PUREE CTN-6/5.75 LB	A373
100249	RASPBERRY RED FRZ PUREE PAIL-28 LB	A391
100499	RICE BRN US#1 BAG-25 LB	B545
101034	RICE BRN US#1 BAG-50 LB	B550
101031	RICE BRN US#1 LONG PARBOILED BAG-25 LB	B539
100500	RICE BRN US#1 LONG PARBOILED PKG-24/2 LB	B537
100501	RICE BRN US#1 LONG PARBOILED PKG-30/2 LB	B538
101032	RICE BRN US#1 PKG-24/2 LB	B540
101033	RICE BRN US#1 PKG-30/2 LB	B541
101026	RICE MILLED BAG-25 LB	B515
101027	RICE MILLED BAG-50 LB	B520
100483	RICE MILLED PKG-24/2 LB	B510
101029	RICE MILLED PKG-30/2 LB	B525
100494	RICE US#1 LONG GRAIN PARBOILED BAG-25 LB	B507

Material	Material Descr.	ECOS CODE
100495	RICE US#1 LONG GRAIN PARBOILED BAG-50 LB	B508
100496	RICE US#1 MEDIUM GRAIN BAG-25 LB	B522
101028	RICE US#1 MEDIUM GRAIN BAG-50 LB	B524
100497	RICE US#1 MEDIUM GRAIN PKG-24/2 LB	B523
101030	RICE US#1 MEDIUM GRAIN PKG-30/2 LB	B529
100490	RICE US#2 LONG GRAIN BAG-25 LB	B505
100493	RICE US#2 LONG GRAIN BAG-50 LB	B506
100491	RICE US#2 LONG GRAIN PKG-24/2 LB	B518
100492	RICE US#2 LONG GRAIN PKG-30/2 LB	B528
100486	RICE US#2 MEDIUM GRAIN BAG-25 LB	B513
100489	RICE US#2 MEDIUM GRAIN BAG-50 LB	B521
100487	RICE US#2 MEDIUM GRAIN PKG-24/2 LB	B517
100488	RICE US#2 MEDIUM GRAIN PKG-30/2 LB	B527
101025	RICE US#2 SHORT GRAIN BAG-25 LB	B511
100484	RICE US#2 SHORT GRAIN PKG-24/2 LB	B514
100485	RICE US#2 SHORT GRAIN PKG-30/2 LB	B526
100502	SALAD DRESS RC BTL-4/1 GAL	B682
100199	SALMON CND-4 LB	A808
100198	SALMON PINK CAN-24/14.75 OZ	A802
100436	SHT HYD VEG OIL CAN-12/3 LB	B720
100437	SHT HYD VEG OIL CUBE-50 LB	B730
100438	SHT LIQ VEG OIL BTL-6/1 GAL	B685
101008	SOUP RTS CHED CHEESE CARTON-1/32 FL OZ	B920
100939	SOUP RTS MUSHROOM CTN 18000-1/32 FL OZ	B917
100940	SOUP RTS MUSHROOM CTN 18360-1/32 FL OZ	B916
100941	SOUP RTS TOMATO CTN 18000-1/32 FL OZ	B919
100942	SOUP RTS TOMATO CTN 18360-1/32 FL OZ	B918
100322	SOUP TOMATO CAN-24/1	A219
100321	SOUP VEGETABLE CAN-24/1	A218
100335	SPAGHETTI SAUCE MEATLESS CAN-24/300	A236
100336	SPAGHETTI SAUCE MEATLESS CAN-6/10	A243
100323	SPINACH CAN-24/300	A167
100253	STRAWBERRY FRZ CTN-30 LB	A375
100256	STRAWBERRY FRZ CUP-96/4.5 OZ	A417
100254	STRAWBERRY SLICES FRZ CTN-30 LB	A380
100935	SUNFLOWER SEED BUTTER 6-5#S	B477
110120	SUNFLOWER SEED BUTTER BARREL-520 LB	B478
100980	SWEET POTATO BULK FRESH PROC	A212
100343	SWEET POTATO FRESH CTN-40 LB	A230
100345	SWEET POTATO FRESH VEXAR BAG-190/5 LB	A235
101013	SWEET POTATOES FRENCH CUT FRZ PKG-6/5 LB	A051
100318	SWEET POTATOES MASHED CAN-6/10	A222
100354	SWEET POTATOES MASHED FRZ PKG-6/5 LB	A225
100353	SWEET POTATOES RANDOM CUT FRZ PKG-6/5 LB	A224
100316	SWEET POTATOES W/ SYRUP CAN-24/300	A223
100317	SWEET POTATOES W/ SYRUP CAN-6/10	A220
100507	SYRUP CORN PLST BTL-12/24 OZ	A258
100324	TOMATO CAN-24/300	A240

Material	Material Descr.	ECOS CODE
100325	TOMATO CAN-6/10	A247
100328	TOMATO DICED CAN-24/300	A234
100329	TOMATO DICED CAN-6/10	A241
100342	TOMATO FRESH CTN-25 LB	A238
100272	TOMATO JUICE CAN-12/46 OZ	A290
100898	TOMATO JUICE PLST BTL-8/64 FL OZ	A270
100327	TOMATO PASTE CAN-6/10	A252
100326	TOMATO PASTE DRUM-55 GAL	A249
100332	TOMATO PASTE FOR BULK PROCESSING	A048
100330	TOMATO SALSA CAN-6/10	A237
100333	TOMATO SAUCE CAN-24/300	A244
100334	TOMATO SAUCE CAN-6/10	A239
100505	TOMATOES BULK	A233
100194	TUNA CHUNK LIGHT CAN-24/12 OZ	A743
100195	TUNA CHUNK LIGHT CAN-6/66.5 OZ	A742
100196	TUNA CHUNK LIGHT POUCH-8/43 OZ	A745
100121	TURKEY BREAST DELI FRZ CTN-40 LB	A549
100884	TURKEY BREAST DELI SMALL FRZ CTN-40 LB	A551
100122	TURKEY BREAST SMKD DELI FRZ CTN-40 LB	A550
100885	TURKEY BREASTS BNLS SKNLS FRZ -BULK	A764
100124	TURKEY CHILLED -BULK	A534
100887	TURKEY COMM BREAST LG FRZ CTN-32-64 LB	A546
100888	TURKEY COMM BREAST SM FRZ CTN-24-40 LB	A545
100123	TURKEY CONSUMER PACK WHOLE CTN-30-60 LB	A529
100120	TURKEY GROUND FRZ -BULK	A535
100886	TURKEY HAM SMALL FRZ CTN-40 LB	A581
100126	TURKEY HAMS SMKD FRZ CTN-40 LB	A548
110022	TURKEY ROAST DELI FRZ-BULK	A763
100125	TURKEY ROASTS FRZ CTN-32-48 LB	A537
100119	TURKEY TACO FILLING CTN-30 LB	A565
100883	TURKEY THIGHS BNLS SKNLS CHILLED-BULK	A582
100320	VEG MIX CAN-24/300	A057
100908	WALNUT ENG PCS CTN-24/1 LB	A259
100909	WALNUT ENG PCS CTN-30 LB	A257
100919	WHOLE GRAIN PASTA MACARONI CTN-20 LB	B426
101023	WHOLE GRAIN PASTA MACARONI PKG-24/1 LB	B427
100434	WHOLE GRAIN PASTA ROTINI MAC CTN-20 LB	B428
100435	WHOLE GRAIN PASTA ROTINI MAC PKG-20/1 LB	B423
100427	WHOLE GRAIN SPAGHETTI CTN-20 LB	B836
101035	WHOLE GRAIN SPAGHETTI PKG-12/2 LB	B837
101022	WHOLE WHEAT PANCAKES FZN PKG 12/12	B152
100937	WHOLE WHEAT PANCAKES FZN-144 COUNT	B151
101011	WHOLE WHEAT PANCAKES FZN-SUBST	NO FNS CODE
101021	WHOLE WHEAT TORTILLA 8" CTN 24/12 1.5	B149
100938	WHOLE WHEAT TORTILLA 8" CTN-12/24 1.5	B153
101012	WHOLE WHEAT TORTILLA 8" SUBST	NO FNS CODE



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