



Wednesday, January 25, 2012

Create Shipment

Find & Track

Review & Approve

Performance Metrics

▼ My Account

6

Do You Want to Reuse a Past Shipper or Create a New One?

• Reuse Existing Shipper Details

 Enter destination or item details to filter

Destination	Date Shipped	Item Details
UC Santa Barbara	8/12/12	Hazardous
Colorado State University	8/8/12	Property and GFP
Centers for Disease Control	8/3/12	Hazardous

Clone Selected Past Shipper

- Create from Scratch -

You can also create a brand new shipper with no details pre-filled from past shipments you have created.

Create Brand New Shipper



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Ship From Details

Are you submitting this shipment on behalf of another person?



Requester Information

[Look Up Contact at Sandia...](#)

Appears if answer to
previous question was
"Yes"

Ship From Address

Origination Site*

Company Name*

Street Address Line 1*

Street Address Line 2

City*

State*

Zip Code*

[Save and Continue](#)



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Ship To Details



Are you shipping classified items?

[No](#)[Yes](#)



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Ship To Details



Are you shipping classified items?

[No](#)[Yes](#)

Is your destination domestic or international?

[Inside the United States \(Domestic\)](#)[Outside the Country \(International\)](#)

Appears if the answer to
the first question is "No"



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Ship To Details

 [Change Destination Type](#)

Classified Shipping Channel ?

0501E - SANDIA NATIONAL LABORATORIES ▼

Company Name

SANDIA NATIONAL LABORATORIES

Street Address

1515 EUBANK BLVD. SE
6000 IGLOO AREA
BLDG. 6020, ROOM 103

Country*

United States ▼

City

Albuquerque

State

NM ▼

Zip Code*

87123



Delivery Window

My recipient expects this package to be delivered...

Next Day
Jan 26, 20122nd Day
Jan 27, 2012Ground
Jan 29 - Feb 2, 2012Ten Days
Feb 5, 2012Shipping classified overnight requires a justification per DOE M 471.2-1C, Chap 6,(k) ?[Save and Continue](#)

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Ship To Details



Domestic Destination Address

[Change Destination Type](#)

Company Name*

Street Address Line 1*

Street Address Line 2

Country*

City*

 Detroit

State*

 MI

Zip Code*

Will this be the final destination for your items?

 Yes No I'm Not Sure

Delivery Window

My recipient expects this package to be delivered...

Next Day
Jan 26, 20122nd Day
Jan 27, 2012Ground
Jan 29 - Feb 2, 2012Ten Days
Feb 5, 2012[Save and Continue](#)

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[Ship From](#)[Ship To](#)[Items to Ship](#)[Transport/Pickup](#)[Review & Submit](#)

Ship To Details



International Destination Address

[Change Destination Type](#)

Company Name*

Street Address Line 1*

Street Address Line 2

Country*

 United Kingdom

City*

 London

Postal Code*

 H1WRE89

Name of Recipient

 Anatoli Ivanov

Phone

 +7-35146-32661

Email

Company

 LLC SPE - Spektr Conversion

Department

Mail Stop

Building

Room

 456770

Will this be the final destination for your items?

 Yes No I'm Not Sure

Who Will Pay the Charges for Customs?

- The recipient of my items will pay
- Sandia will pay
- A third-party will pay

Name of the third-party to pay for customs [\(?\)](#)

Delivery Window

My recipient expects this package to be delivered...

Next Day
Jan 26, 20122nd Day
Jan 27, 2012Ground
Jan 29 - Feb 2, 2012Ten Days
Feb 5, 2012[Save and Continue](#)

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Ship From

Ship To

Items to Ship

Transport/Pickup

Review & Submit

• Items Currently in this Shipment

 Add New Item

Total Items: 3

- Legend

Property
GF
EICO
Hazardous

-  Duplicate Item
-  Remove Item
-  Edit Item

[Save and Continue](#)

May want to place a Save and Continue button at the top of the scrollable page as well



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[Item 1](#) [Return to Item List](#)

Add New Item

Let's figure out what type of item you have...

1. Is this item a [transportation hazard](#)?

Transportation Hazard

A transportation hazard is an item that is likely hazardous to humans and therefore must be transported with very particular procedures.

- Examples of transportation hazards...

2. Is this item a piece of [tracked property](#) or part of one?

Enter S, R, or E number [?](#)

XXXXXXXXXXXXXXXXXX

3. Was this item [purchased under a PO contract](#)?

4. Is the item a [biological sample](#)?

5. Is the item an [accountable nuclear material \(ANM\)](#)?

6. Is the item a [nuclear explosive-like assembly \(NELA\)](#)?

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Item 1

Add New Item

Let's figure

WE NEED TO KNOW:

Is this item a transportation hazard?

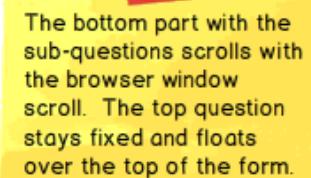
1. Is this

Does your item have...

- A battery?
- Ammunition?
- A vacuum pump?
- Dry ice?
- An explosive number?

Explosive number:

2. Is this



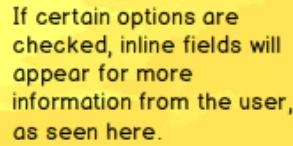
The bottom part with the sub-questions scrolls with the browser window scroll. The top question stays fixed and floats over the top of the form.

3. Was t

- An MSDS?

MSDS number:

4. Is the



If certain options are checked, inline fields will appear for more information from the user, as seen here.

5. Is the item an accountable nuclear material (ANM)? 6. Is the item a nuclear explosive-like assembly (NELA)?

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Item 1 | Return to Item List

Add New Item

Let's figure

BASED ON WHAT YOU'VE SAID:

We think this item is a [Class 9 Hazard](#).[That Sounds Right](#) [No - Let's Start Over](#)

Does your item have...

- A battery?
- Ammunition?
- A vacuum pump?
- Dry ice?
- An explosive number?

Explosive number:

- An [MSDS](#)?

MSDS number: [Help Triggers](#)5. Is the item an [accountable nuclear material \(ANM\)](#)?[Yes](#) [No](#) [I'm Not Sure](#)6. Is the item a [nuclear explosive-like assembly \(NELA\)](#)?[Yes](#) [No](#) [I'm Not Sure](#)[Save & Continue](#)

[Create Shipment](#)[Find & Track](#)[Review & Approve](#)[Performance Metrics](#)[My Account](#)Item 1
[Return to Item List](#)

Add New Item

Let's figure

WE NEED TO KNOW:

Was this item purchased under a PO contract?

1. Is this

 Yes

When your item was acquired by Sandia, it may have been acquired under a PO contract. If you know the person who originally purchased the item, you can call them to ask about the history of the item and the PO contract number.

2. Is this

 Yes This item is a piece of tracked property or part of oneS, R, or E number:

If the user has already entered "Yes" for the answer to the top level item question #2, we already know that this has an S/R/E number, and thus we auto-fill this box

Can we get PO contract details from the S/R/E number by looking up the item in Oracle PO?

3. Was t

 Yes I have the name of the Sandian who originally purchased this item

4. Is the

 Yes I don't have contact information for my item's original buyer5. Is the item an accountable nuclear material (ANM)? Yes No I'm Not Sure6. Is the item a nuclear explosive-like assembly (NELA)? Yes No I'm Not Sure[Save & Continue](#)

[Create Shipment](#)[Find & Track](#)[Review & Approve](#)[Performance Metrics](#)[My Account](#)

Item 1 | Return to Item List

Add New Item

Let's figure

BASED ON WHAT YOU'VE SAID:

This item was purchased under the specified PO contract.[That Sounds Right](#) [No - Let's Start Over](#)

PO number: XXXXXXXXXXXXXXXX

When your item was acquired by Sandia, it may have been acquired under a [PO contract](#). If you know the person who originally purchased the item, you can call them to ask about the history of the item and the PO contract number.

 This item is a piece of [tracked property](#) or part of one

S, R, or E number: XXXXXXXXXXXXXXXX

 I have the name of the Sandian who originally purchased this item

We recommend you contact the item's original buyer and get a PO contract number, then enter it below.

PO from buyer: XXXXXXXXXXXXXXXX

 I don't have contact information for my item's original buyer5. Is the item an [accountable nuclear material \(ANM\)](#)?[Yes](#) [No](#) [I'm Not Sure](#)6. Is the item a [nuclear explosive-like assembly \(NELA\)](#)?[Yes](#) [No](#) [I'm Not Sure](#)[Save & Continue](#)

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3

Item 1
Return to Item List

[H] Transport Hazard [H] Tracked Property [H] PO purchase

Add New Item**Basic Details**

Property Number (S/R/E) ?

XXXXXXXXXXXXXX

Item Description*

Some text
A second line of text

Because this item was purchased on a contract and is tracked property, it is **government-furnished property**. After you submit your shipper, the item will have to be approved for transport by the original buyer of the item.

Classification Level* ?

- Unclassified
- UCI
- Classified

SNSI - Secret National Security Information ▾

SFRD - Secret Formerly Restricted Data

SRD - Secret Restricted Data

...

Property Number (S/R/E) ?

For one single instance of this item:

Unit of Measure ?

Whole items ▾
Pounds
Meters

Approximate Value (USD)* ?

\$350

X

Quantity of this item being shipped* ?

12

Are you shipping this item out for repair or refurbish?*

Yes No I'm Not Sure

RMA / RGA Number of Repair* ?

(X) Class 9 Hazard Details

Non-abbreviated description of item

Non-abbrev. Desc

Technical Description of Hazardous Constituent:

Non-abbrev. Desc

Link to MSDS(s): [LINK](#)Link to IHC: [LINK](#)

Explosives Data

DOT EX Number

XXXXXX

This hazardous item form would be selected based on the Class determined earlier from the user and would only include the fields relevant to that specific class of hazard (mirror with Trevor's hazardous review forms from the Submitter).

€ International Details

Export Control Classification Number* ?

Schedule B Number* ?

Harmonized Tariff System Number ?

Name of Manufacturer* ?

Country of Manufacturer* ?

Pakistan ▾

Has this item been modified?*

Yes No I'm Not Sure

Return Details

Is this item returning to Sandia?*

Returning Within One Year

Returning More Than One Year Later

Not Returning

Save and Continue

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 Do you need someone to pick up one or more of your items? [?](#)
[No](#)[Yes](#)

Select items to pick up:

Property Number	Description	Value	Qty.	Indicators	Details
<input checked="" type="checkbox"/> S157896		\$857.95	1		view
<input type="checkbox"/> S875698	HP Laptop	\$1869.32	1		view
<input type="checkbox"/> S157896		\$857.95	1	TRANSPORT HAZARD	view

Items to pick up: 1

Pickup Date [?](#)

- Wait until date (select)
- Don't delay pickup

Pickup Location [?](#)

Building*

Room*

How will items be packaged?* [?](#)

Bag, Pail, Envelope	
Skid, Pallet	
Other (specify in Transport Comments)	

Transport Comments to Packer

Some text
A second line of text

Are heavy items on wheels?

[Yes](#)[No](#)**Dimensions**

- Weight of heaviest item
 - Height of tallest item
 - Length of longest item
 - Width of widest item
- (all with proper units of measure)

[Save and Continue](#)



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1

Pre-Submit Field Check



Whoops! You have to correct 1 problem before submitting your shipper.

Section	Data Input	You Entered	Explanation
!	Ship To	Country	You need to fill in this field with a valid country of the destination.

[Save and Continue](#)

May want to place a
Save and Continue
button at the top of the
scrollable page as well

Congratulations! Your shipment has been submitted.

It will be reviewed by the appropriate people as soon as possible!

Since you indicated you would drop your items off yourself, you should deliver them now to the following location:

Building 957
Room 131C

[Reuse This for a New Shipment](#)

[Return to Dashboard](#)



Shipment Created and Submitted

Property Review

Packing of Items

Pickup by Carrier

Congratulations! Your shipment has been submitted.

It will be reviewed by the appropriate people as soon as possible!

You scheduled one or more items to be picked up for you. Please prepare them now for the driver, who should be coming shortly.

Transport Department: (505) 555-5555

[Reuse This for a New Shipment](#)

[Return to Dashboard](#)



Shipment Created and Submitted

International Review

Hazardous Review

Packing of Items

Pickup by Carrier

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[Performance Metrics](#)[My Account](#)

Review Workbox

You have 3 shippers awaiting your approval.

WS ID	Submit Date	Priority	Type	Indicators	Why Shipped	Owner
101	8/1/2011	URGENT	GFP		PO123456	sarolan
102	8/1/2011	LOW	DISP		Donation	OWN
103	8/2/2011	HIGH	PROP			mkarne
104	8/2/2011	MEDIUM	PROP			OWN
105	8/2/2011	HIGH	PROP		Loan	OWN

Total Items: 5

Legend

- Property
- International
- EICO
- Hazardous

Potential Property

In Processing

WS ID	Submit Date	Priority	Type	Indicators	Why Shipped	Owner
101	8/1/2011	URGENT	GFP		PO123456	sarolan
102	8/1/2011	LOW	DISP		Donation	OWN
103	8/2/2011	HIGH	PROP			mkarne
104	8/2/2011	MEDIUM	PROP			OWN
105	8/2/2011	HIGH	PROP		Loan	OWN

Total Items: 5

- 101: Property/GFP Review
 102: Hazardous Review
 103: EICO Review

TO DO:

- Consider the interaction behind "owning" a review and how that function is presented to users
- Nail down which columns will be shown

WebShipper[Create Shipment](#)[Find & Track](#)[Review & Approve](#)[Performance Metrics](#)[My Account](#)[HIDE](#)

Shipper #0123456789

[Ship From & To](#)[Items to Ship](#)[Hazard Info](#)[International Exports](#)[MC&A Info](#)[Packaging Inputs](#)[Routing](#)[Approve As Is](#)[Send Back for Input](#)[Decline Shipment](#)**Ship From**

Submitter:

ZAIK, BRIAN R.
505/284-9606
BRZAIK@SANDIA.GOV

Requester:

MILMINE, LISA D.
505/284-4103
LDMILMI@SANDIA.GOV

Org. 09541
MS 0974
752 / 154

Org. 09549
MS 1498
IPOC / G3628

Origination Site:

Company Name

Street Address Line 1

Street Address Line 2

Country

City

State

Postal Code

Ship To

Address:

Company Name

Street Address Line 1

Street Address Line 2

Country

City

Postal Code

Deliver to:

Name

Phone

Email

Company

Department

Mail Stop

Building

Room

WebShipper

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Shipper #0123456789

Ship From & To

Items to Ship

Hazard Info

International Exports

MC&A Info

Packaging Inputs

Routing

Approve As Is

Send Back for Input

Decline Shipment

Property Number	Description	Value	Qty.	Indicators	Actions
+ S157896		\$857.95	1		
+ S157896	HP Laptop	\$1869.32	1	 	
+ S157896		\$857.95	1	 	

WebShipper

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Shipper #0123456789

[Ship From & To](#)[Items to Ship](#)[Hazard Info](#)[International Exports](#)[MC&A Info](#)[Packaging Inputs](#)[Routing](#)[Approve As Is](#)[Send Back for Input](#)[Decline Shipment](#)[HIDE](#)

Item 1

Item 1 of 3

Item S157986**Basic Item Details**

Classification Level*

- Unclassified
- UCI
- Classified

SNSI - Secret National Security Information

Property Number (S/R/E)

S157986

Item Description*

Some text
A second line of text

Property Number (S/R/E)

For one single instance of this item:

Unit of Measure

Whole items	
Pounds	
Meters	

Approximate Value (USD)*

\$350

Quantity of this item being shipped*

12

Are you shipping this item out for repair or refurbish?*

 Yes No I'm Not Sure

RMA / RGA Number of Repair*

International Item Details READ-ONLY**Hazardous Item Details**

Non-abbreviated description of item

Non-abbrev. Desc

Technical Description of Hazardous Constituent:

Technical Description

Link to MSDS(s): [LINK](#)

Explosives Data

DOT EX Number

Link to IHC: [LINK](#)

XXXXXX

XXXXXX

MC&A Information READ-ONLY**Return Information READ-ONLY** Mark Item as Approved and Continue

You can both view and edit this section.

You have fields to complete in this section.

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HIDE

Shipper #0123456789

 Item 1 [Return to Item List](#)

Item 1 of 3

- Ship From & To
- Items to Ship
- Hazard Info
- International Exports
- MC&A Info

You can view but not edit this section.

- Routing
- Approve As Is
- Send Back for Input
- Decline Shipment

Item S157986

Basic Details READ AND WRITE

International Item Details



Export Control Classification Number

Schedule B Number

XXXXXXXXXX

XXXXXXXXXX

Harmonized Tariff System Number

XXXXXXXXXX

Name of Manufacturer

Wocket Inc.

Country of Manufacturer

Germany

Has this item been modified?

Hazardous Item Details



Non-abbreviated description of item

Non-abbrev. Desc

Technical Description of Hazardous Constituent:

Technical Description

Link to MSDS(s): [LINK](#)

Explosives Data

DOT EX Number

Link to IHC: [LINK](#)

XXXXXX

XXXXXX

MC&A Information



MC&A Control Number(s)

XXXX, XXXX

Item Identifiers

XXXXXXXXXX

Return Information READ-ONLY

[Mark Item as Approved and Continue](#)

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[Ship From & To](#)[Items to Ship](#)[Hazard Info](#)[International Exports](#)[MC&A Info](#)[Packaging Inputs](#)[Routing](#)[Approve As Is](#)[Send Back for Input](#)[Decline Shipment](#)

Quantity*

XXXXXX

Quantity Type*

XXXXXX

Mass/Volume of Hazardous Constituent Per Item*

XXXXXX

DOT Special Permit Number*

Permit/NA

Total Mass/Volume of Hazardous Constituent in Shipment:

Derived

 NELA Office of Secure Transportation (OST)[Mark Page as Approved and Continue](#)

Fields that are required for the reviewer to fill out are marked with (*). The "Mark Page as Approved and Continue" button is disabled and grayed out until all of the required fields have been entered.



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Ship From & To

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Decline Shipment

International Export Information

Foreign Customs Payment

- The recipient of my items will pay
 Sandia will pay
 A third-party will pay

Name of the third-party to pay for customs

XXXXXXXXXXXX

Electronic Export Declaration (EEI)

- Is an EEI prepared?

- Yes

Internal Transaction Number

XXXXXXXXXXXX

- No

- I Don't Know

Export Authorization

- Specify Export Authorization

International Handcarry Permanent Handcarry



Destination Control Statements

- Check one of the following statements to print on the Shipper:

- These commodities, technology or software were exported from the United States in
 These commodities are authorized by the U.S. Government for export only to COUNTRY OF
 The shipment of this material / equipment to DOE is with the understanding that DOE will
 I certify that all chemical substances in this shipment comply with all applicable rules or orders
 Other: Some text
A second line of text

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Shipper #0123456789

Ship From & To

Items to Ship

Hazard Info

International Exports

MC&A Info

Packaging Inputs

Routing

Approve As Is

Send Back for Input

Decline Shipment

MC&A Information

741 Number

TID

Authorization Number

XXXXXXXXXX

MC&A Measurement Date

xx/xx/xxxx

TID Number(s)

XXXXX, XXXXXX

[Mark Item as Approved and Continue](#)

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HIDE

Shipper #0123456789

Ship From & To

Items to Ship

Hazard Info

International Exports

MC&A Info

! Packaging Inputs

! Routing

Approve As Is

Send Back for Input

Decline Shipment

CFR Data

Load CFR Data by UN Number:

LOAD

Inset title or a discrete H1 within the form box?

Proper Shipping Name: Excepted Quantity: Packaging Regulation Section: Reportable Quantity: Guidenum: Limited Quantity: E Codes:

Packaging Labels

Packaging Instructions

Packaging Instructions

Ship By:

Truck Air ...

Info Label:

 Item One
 Item Two
 Item Three

Packaging approved by competent authority:

Overpack:

Excepted Package (IF RAD):

Net Explosive Weight Symbol (IF EXP): Net Explosive Weight Quantity (IF EXP): Net Explosive Weight Units (IF EXP): Hazard Class: Sub Risk: Packing Group:

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Routing

[Approve As Is](#)[Send Back for Input](#)[Decline Shipment](#)

Routing Instructions

General Shipment Comments

Comment field

Routing Instructions to Traffic Analyst

Routing to TA

Routing Instructions to Packer

Routing to Packer

Additional Instructions

Addtn'l Instructions

[Mark Page as Approved and Continue](#)

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Shipper #0123456789

[Ship From & To](#)[Items to Ship](#)[Hazard Info](#)[International Export](#)[Packaging Inputs](#) [Routing](#)[Approve As Is](#)[Send Back for Input](#)[Decline Shipment](#)

Routing Instructions

Approve Shipper

Doing this will mark this shipper as having been approved by your organization and complete the **Hazard Review** necessary to ship out the items.



Notifications of your approval will be sent to:

Brian Zaik (Submitter)
Lisa Milmine (Requester)

[APPROVE HAZARDS FOR SHIPMENT](#)[CANCEL](#)[Mark Page as Approved and Continue](#)

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HIDE

Shipper #0123456789

Routing Instructions**Send Shipper Back for Review**

Return the incomplete or erroneous shipper back to the person who submitted it with instructions. Provide instructions here:

Reasons for sending back

Your comments will be sent to:

Brian Zaik (Submitter)
Lisa Milmine (Requester)

[Ship From & To](#)[Items to Ship](#)[Hazard Info](#)[International E](#)[Packaging Inp](#) [Routing](#)[Approve As Is](#)[Send Back for Review](#)[Decline Shipp](#)[SEND BACK WITH COMMENTS](#)[CANCEL](#)[Mark Page as Approved and Continue](#)

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Shipper #0123456789

[Ship From & To](#)[Items to Ship](#)[Hazard Info](#)[International Exports](#)[Packaging Inputs](#)

Routing

[Approve As Is](#)[Send Back for Input](#)[Decline Shipment](#)

Routing Instructions

Decline Shipment



WARNING! Declining this shipment will mark it as closed and stop all reviews currently associated with it. This action cannot be undone, and all the items will have to be re-entered within a new shipper. **Are you sure you want to do this?**

Notifications of your decline will be sent to:

Brian Zaik (Submitter)
Lisa Milmine (Requester)

[DECLINE SHIPMENT](#)[CANCEL](#)[Mark Page as Approved and Continue](#)



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Ship From

Ship To

SHOW REVIEW MENU

WebShipper

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[Create Shipment](#)[Find & Track](#)[Review & Approve](#)[Performance Metrics](#)[My Account](#)

Type shipper number, shipment destination, or other shipment keywords to search

[Advanced Search](#)

Shippers in Process

WS ID	Status	Submit Date	Delivery Window	Destination	Indicators	Actions
101	International Review	8/1/2011	2nd Day (08/3/11)	LLC SPE - Spektr Conversion		Reuse for Shipment ▾
102						
103						
104						
105						



WebShipper

Wednesday, January 25, 2012

Create Shipment

Find & Track

Review & Approve

Performance Metrics

My Account



101

[Advanced Search](#)

Search Results

WS ID	Status	Submit Date	Delivery Window	Destination	Indicators	Actions
★ 101	International Review	8/1/2011	2nd Day (08/3/11)	LLC SPE - Spektr Conversion		Reuse for Shipment ▾

WebShipper

https://webshipper.sandia.gov

WebShipper

Wednesday, January 25, 2023

Create Shipment Find & Track Review & Approve Performance Metrics My Account

Webshipper Number: [] From: [/ /] [Calendar] To: [/ /] [Calendar]

Requester Name: [] [Search] Ship To Address: [] [Search]

Submitter Name: [] [Search] Project/Task: [] []

Ship Status: Unshipped Shipped Both

[Search using these parameters](#) [Clear Fields](#)

[Basic Search](#)

(HIDE)

Search Results

ear

Description

ANSWER

Hazardous Int

Property Reviewer View Field Search

Reset

Search

This is a special area to for reviewers to search those fields that are displayed in their view. we would have to dynamically build the search from the db. the area is only shown for those users listed as a reviewer

WebShipper

Wednesday, January 25, 2012

[Create Shipment](#)[Find & Track](#)[Review & Approve](#)[Performance Metrics](#)[My Account](#)

Webshipper Number

101

From

/ /



To

/ /



Requester Name



Ship To Address



Submitter Name



Project/Task

Ship Status

 Unshipped Shipped Both[Search using these parameters](#)[Clear Fields](#)[Basic Search](#)

HIDE

Search Results

WS ID	Status	Submit Date	Delivery Window	Destination	Indicators	Actions
* 101	International Review	8/1/2011	2nd Day (08/3/11)	LLC SPE - Spektr Conversion		Reuse for Shipment