

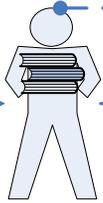
Project Planning Phase

CWIP Determination Phase

CWIP Documentation Phase

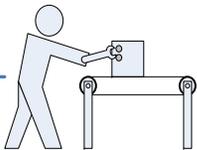
CWIP Reconciliation Phase

CWIP Capitalization Phase



CWIP Activity Manager

If the project is determined CWIP, the CWIP Activity Manager will:
1) Set up CWIP documentation files for tracking project costs; 2) Complete & submit Project Listing form to NOAA Budget; 3) Request CWIP CBS Project Codes & submit to L/S/CO Budget Contact for establishment in CBS.



CWIP Project Manager

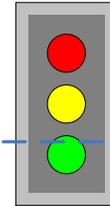
Provide the CWIP Activity Manager with copies of all obligating documents that pertain to the CWIP Activity – **must comply** with the CWIP Activity Manager's request for documentation.

CWIP Project Listing Form

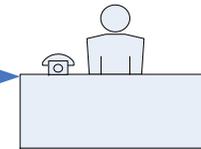
CWIP Project Code Request Form

CWIP Documentation File

The CWIP Activity Manager shall file all required documents in accordance with the CWIP Policy & Procedures in the official CWIP Documentation File. The file must be complete & auditable.

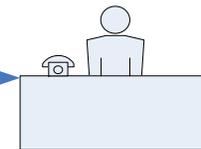


Project Listing and Code Established - GREEN LIGHT
CWIP Project/Activity No. Established – BEX
CWIP Project Code Established – L/S/Budget



Budget Execution

Upon receipt of the Project Listing Form, establish CWIP Activity No. & inform CWIP Activity Manager; provide quarterly CWIP Activity Listing to CWIP Activity Manager & update as needed.



Line/Staff/Budget Office

Upon receipt of the Project Code Request Form, establish code in CBS & inform the CWIP Activity Manager when available.