



DEFENSE CONTRACT MANAGEMENT AGENCY

Accessing Procurement Integrated Enterprise Environment (PIEE) Delivery Schedule Manager (DSM)

Presented By:

DSM Team

DCMA TD

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- Delivery Schedule Manager Application
- Accessing PIEE
- Adding DSM Role in PIEE

Delivery Schedule Manager Application



- Delivery Schedule Manager (DSM) 2.7 eTools capability relocated as an Application in the PIEE environment.
- DSM 2.7 eTool turned read only on 25 May 2023.
- DSM application in PIEE was available for use upon deployment on 30 May 2023.
- This presentation is provided to give guidance to get access to PIEE and add appropriate PIEE DSM user roles.



DSM Roles						
Applications and their roles						
Suite Application	Role	Role Access	User Registered	Activator Role	Role Description	Use of the Application
Post Award Admin						
 DSM	DSM - Standard User	User	<ul style="list-style-type: none"> Government DoD Government Non-DoD 	GAM	The Standard User has full access to all functions in the DSM Module, within the user's span of control.	<p>Capabilities include all functions:</p> <ul style="list-style-type: none"> Create Customer Requests View Recent Customer Requests Search Active and Archived Customer Requests Respond to communications on Customer Requests Add attachments to Customer Requests View all actions taken on a Customer Request Resolve Customer Requests Create Delay Notices View Recent Delay Notices Search Active and Archived Delay Notices Respond to communications on Delay Notices Add attachments to Delay Notices View all actions taken on a Delay Notices Resolve Delay Notices View Delivery Forecast View Kibana reports <p>Registration:</p> <ul style="list-style-type: none"> May register with Group Name and Location Code
	DSM - Customer User	User	<ul style="list-style-type: none"> Government DoD Government Non-DoD 	GAM	The Customer User has access to functions in the DSM module, within the user's span of control.	<p>Capabilities include all functions:</p> <ul style="list-style-type: none"> Create Customer Requests View Recent Customer Requests Search Active and Archived Customer Requests Respond to communications on Customer Requests Add attachments to Customer Requests View all actions taken on a Customer Request Resolve Customer Requests View Recent Delay Notices Search Active and Archived Delay Notices Respond to communications on Delay Notices Add attachments to Delay Notices View all actions taken on a Delay Notices Resolve Delay Notices View Delivery Forecast View Kibana Reports <p>Registration:</p> <ul style="list-style-type: none"> May register with Group Name and Location Code
	DSM - View Only	Admin	<ul style="list-style-type: none"> Government DoD Government Non-DoD 	GAM	The View Only user has view-only access within the DSM module.	<p>Capabilities include all functions:</p> <ul style="list-style-type: none"> View Recent Customer Requests Search Active and Archived Customer Requests View Recent Delay Notices Search Active and Archived Delay Notices View Kibana reports <p>Registration:</p> <ul style="list-style-type: none"> May register with Group Name and Location Code

Delivery Schedule Manager Roles



Standard User

- Create and Respond to delay notices and customer requests
- Pull report data
- Applicable to DCMA Employees
- Assigned by DoDAAC or Group

Customer User

- Create and Respond to customer requests
- Respond to Delay Notices
- Pull report data
- Applicable to Government users outside DCMA (e.g. Navy, DLA, Army)
- Assigned by DoDAAC or Group

View Only

- Read only access to customer requests and delay notices
- Pull report data
- Applicable to all government employees with a need to know but no need to create content
- Assigned by DoDAAC or Group

Contractors DO NOT have access to view or create content in this application.

**Contractors refers to vendors, suppliers, manufacturing facilities. It is not referring to the Government Support Contractors for DoD.*



DoDAAC

- Most common user assignment type
- DCMA: CMO functional specialists (Admin by DoDAAC Location Code)
- Customer: one specific buying office location (Issue by DoDAAC Location Code)

Group

- Typically more for management areas
- DCMA: HQ or Operational Units (e.g. Western region)
- Customers: command that covers multiple buying office location codes



For more detailed descriptions of DSM PIEE Roles Refer to PIEE Role List links provided below:

- [PIEE Role List](#)




- Before adding DSM, you must have access to PIEE
- If you already do, you can move on to the section on Adding DSM Roles
- If you do not, here are resources to get set up in PIEE
 - [Gov't User Guidance PIEE](#)
 - [Guide](#)
 - [Video](#)
 - Once you get access to PIEE, then you can add the DSM role as described in the following content.



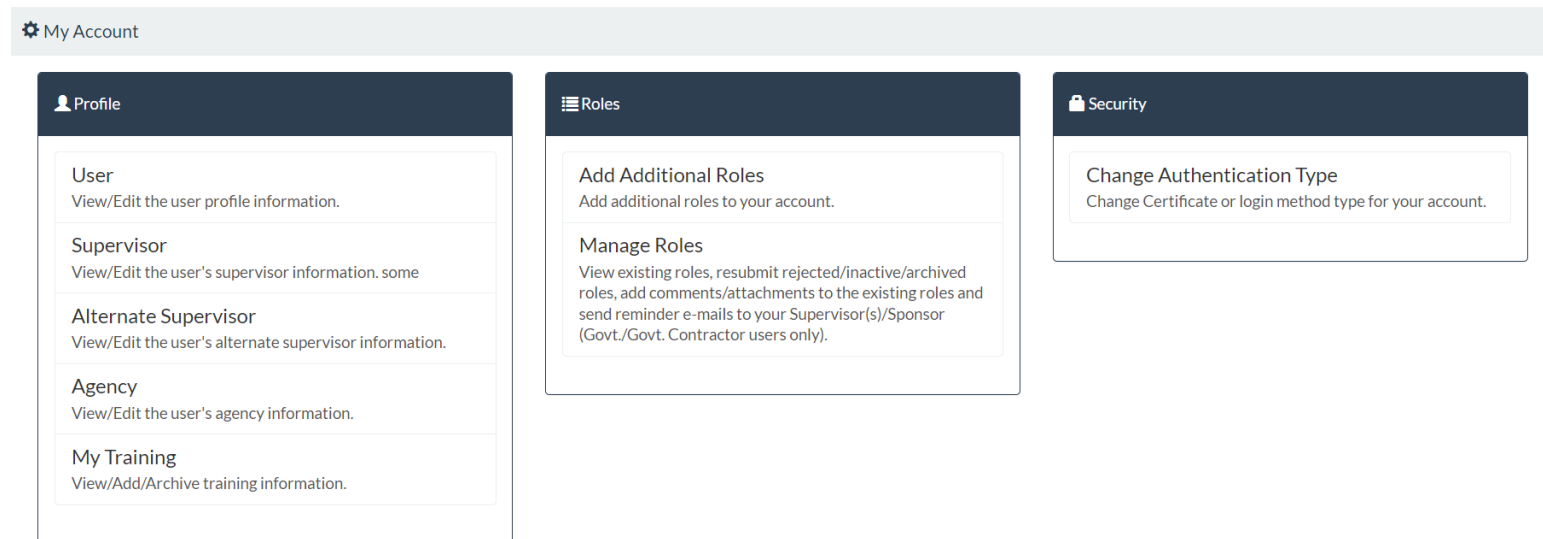
- General Info for Adding Roles:
 - When the user adds more roles to their profile using 'Add Roles' link, the Access Approval process will start, similar to the registration Access Approval process.
 - An email with one time token will be generated to the user's supervisor/sponsor.
 - If the supervisor/sponsor doesn't respond within 72 hour, the system will send out another email with a new token.
 - If Supervisor doesn't respond within 30 days, the system will mark user role status to 'Rejected'.
 - The SAM/GAM will activate the roles that have been approved. If the roles were rejected, the SAM/GAM will not be able to activate the rejected roles.
 - [Add User Role Guide](#)
 - [Add User Role Video](#)



- Go to <https://piee.eb.mil/>, Click on 
 - Follow onscreen prompts to accept
 - Login with Certificate



2. Go to My Account





3. Select Add Additional Roles

My Account

The screenshot displays the 'My Account' interface with three main sections: Profile, Roles, and Security. The 'Roles' section is highlighted with a red rectangular box. The 'Profile' section includes links for User, Supervisor, Alternate Supervisor, Agency, and My Training. The 'Roles' section includes 'Add Additional Roles' (highlighted) and 'Manage Roles'. The 'Security' section includes 'Change Authentication Type'.

Profile	Roles	Security
User View/Edit the user profile information.	Add Additional Roles Add additional roles to your account.	Change Authentication Type Change Certificate or login method type for your account.
Supervisor View/Edit the user's supervisor information. some	Manage Roles View existing roles, resubmit rejected/inactive/archived roles, add comments/attachments to the existing roles and send reminder e-mails to your Supervisor(s)/Sponsor (Govt./Govt. Contractor users only).	
Alternate Supervisor View/Edit the user's alternate supervisor information.		
Agency View/Edit the user's agency information.		
My Training View/Add/Archive training information.		



4. Edit Profile if necessary (ensure Cyber Security Training Date is up to date)
5. When done, click “Next”

Add Roles

Verify all the information within your account, and then add any necessary new roles.

Add Roles

1. Profile
2. Supervisor / Agency
3. Roles
4. Justification
5. Summary
6. Agreement

User Profile
User ID: [REDACTED]

First Name *	Middle Name	Last Name *	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Home Organization DoDAAC/FEDAAC *	Organization *	Job Series *	Job Title *
<input type="text"/>	<input type="text" value="DCMA"/>	<input type="text"/>	<input type="text"/>
Email *	Confirm Email *	Cyber Awareness Training Date *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Commercial Telephone !	Extension	Intl Country Code and Phone !	Mobile Telephone
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Citizenship *	Designation *		
<input type="text" value="US"/>	<input type="text" value="CIVILIAN"/>		

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6. Edit Supervisor and Agency information if necessary
7. When done, click “Next”

Add Roles

1. Profile
2. Supervisor / Agency
3. Roles
4. Justification
5. Summary
6. Agreement

User ID: EDIPI1265838096

Additional Profile Information

Info Please verify your Supervisor/Agency information.

Supervisor Information

First Name *	Last Name *	Job Title *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email *	Confirm Email *	
<input type="text"/>	<input type="text"/>	
DSN Telephone	Phone !	Extension
<input type="text"/>	<input type="text"/>	<input type="text"/>
Intl Country Code and Phone !		
<input type="text"/>		

Alternate Supervisor Information (Optional) ⓘ

First Name !	Last Name !	Job Title !
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email !	Confirm Email !	
<input type="text"/>	<input type="text"/>	
DSN Telephone	Phone !	Extension
<input type="text"/>	<input type="text"/>	<input type="text"/>
Intl Country Code and Phone !		
<input type="text"/>		
Reason !	Alternate Supervisor Enabled?	
<input type="text"/>	No ▼	
	Start Date	Stop Date
	<input type="text" value="YYYYMMDD"/>	<input type="text" value="YYYYMMDD"/>

Agency Information

Agency Name *	Address *		
Defense Contract Management Agency	<input type="text"/>		
City *	State	Zip *	Country *
<input type="text"/>	<input type="text" value=""/>	<input type="text" value=""/>	United States of America (the) ▼
Organization	Office Symbol		
<input type="text"/>	<input type="text"/>		

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8. In Step 1, look for DSM – Delivery Schedule manager and select it. This will bring up three potential user roles (Standard, Customer, View Only) in Step 2.

Add Roles

1. Profile
2. Supervisor / Agency
3. Roles
4. Justification
5. Summary
6. Agreement

Roles

Step 1: Select the appropriate Application from the list below

WAWF - Wide Area Workflow

Step 2: Select One or More Roles from the list below (Ctrl+Click)

Step 3: Click 'Add Roles'

User Roles for WAWF

- Acceptor
- Acceptor View Only
- Admin By View Only
- Cost Voucher Administrator
- Cost Voucher Approver
- Cost Voucher Approver View Only

Step 4: Fill out the required information for the applicable applications

Tip: If you need access to any other applications, Repeat Steps 1 to 4 again

Tip: You can view a list of all PIEE roles and their descriptions and functions in the PIEE Role List Matrix.

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PIEE 6.16.0 Procurement Integrated Enterprise Environment

My Account Help - User: [redacted] Status: Active Logout

Last Successful Login Date: [redacted]

Add Roles

1. Profile
2. Supervisor / Agency
3. Roles
4. Justification
5. Summary
6. Agreement

Roles

Step 1: Select the appropriate Application from the list below

DSM - Delivery Schedule Manager

Step 2: Select One or More Roles from the list below (Ctrl+Click)

Step 3: Click 'Add Roles'

User Roles for DSM

- DSM - Customer User
- DSM - Standard User
- DSM - View Only

Step 2: Select One or More Roles from the list below (Ctrl+Click)

Step 3: Click 'Add Roles'

User Roles for DSM

- DSM - Customer User
- DSM - Standard User
- DSM - View Only

Available Roles for the selected application. Use the up and down arrow keys to select one or more roles.

Tip: List of Applications. Use the alt plus up and down arrow keys to select an application.

Tip: Fill out the required information for the applicable applications

Tip: If you need access to any other applications, Repeat Steps 1 to 4 again

Tip: You can view a list of all PIEE roles and their descriptions and functions in the PIEE Role List Matrix.

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9. In Step 2, pick the appropriate Role (You cannot pick more than one). For this example, we will use DSM Customer User but the steps are similar for all roles.
10. In Step3 Click "Add Roles"

Roles User ID

Step 1. Select the appropriate Application from the list below

DSM - Delivery Schedule Manager

Step 2. Select One or More Roles from the list below (Ctrl+Click)

User Roles for DSM

- DSM - Customer User
- DSM - Standard User
- DSM - View Only

Step 3. Click 'Add Roles'

+ Add Roles

Step 4. Fill out the required information for the applicable applications

Tip If you need access to any other applications, Repeat Steps 1 to 4 again

Tip You can view a list of all PIEE roles and their descriptions and functions in the PIEE Role List Matrix.

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Roles User ID

Info: The DSM - Customer User role may require an additional action. For Location Level access, enter the DoDAAC. For Group Level access, change the Location Code Type to Group then click the Group Lookup link for the role, to add the required group information.

Step 1. Select the appropriate Application from the list below

DSM - Delivery Schedule Manager

Step 2. Select One or More Roles from the list below (Ctrl+Click)

User Roles for DSM

- DSM - Customer User
- DSM - Standard User
- DSM - View Only

Step 3. Click 'Add Roles'

+ Add Roles

Step 4. Fill out the required information for the applicable applications

Roles Summary

Application	Role	Location Code Type	Location Code *	Extension	Group	Find My GAM	Action
DSM	DSM - Customer User	DoDAAC		N/A		Admin Lookup	Group Lookup Delete

Showing 1 to 1 of 1 entries

Tip If you need access to any other applications, Repeat Steps 1 to 4 again

Tip You can view a list of all PIEE roles and their descriptions and functions in the PIEE Role List Matrix.

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11. Now Edit the Role Summary:

- Location Code Type:
 - Select DoDDAC if you are a DoDAAC User
 - Select Group if you are Group User
- Location Code:
 - If DoDDAC, verify or type in the DoDDAC/Location Code you want (for DCMA this will be an Admin By code, for customers an Issue By Code)
 - If Group user, once Group is selected this will change automatically to N/A
- If A Group User, you will need to go to “Action” and select “Group Lookup” and search for your group. Once found you will select it and close the pop up box and will fill in your “Group” on the Role Summary.

12. Once Role Summary is updated, click “Next”

The next slides illustrates the Customer User by Group completing these steps.



Sample of Completed Role Summary for Customer User by Group

Step 4. Fill out the required information for the applicable applications

Roles Summary

Application	Role	Location Code Type	Location Code *	Extension	Group	Find My GAM	Action
DSM	DSM - Customer User	DoDAAC		N/A		Admin Lookup	Group Lookup Delete

Showing 1 to 1 of 1 entries

Step 4. Fill out the required information for the applicable applications

Roles Summary

Application	Role	Location Code Type	Location Code *	Extension	Group	Find My GAM	Action
DSM	Group DSM - Customer User	Group	N/A	N/A		Admin Lookup	Group Lookup Delete

Tip: If you need access to any other applications, Repeat Steps 1 to 4 again

Group Lookup

Group Search

Enter the Group Name or Location Code you are searching for

NOTE: Maximum 200 results will be displayed.

Group Lookup

Group Search

ARMY CONTRACTING COMMAND

NOTE: Maximum 200 results will be displayed.

Group Lookup

Group Search

ARMY CONTRACTING COMMAND

Group Name

[TOP, DEPT OF DEFENSE/DEPT OF THE ARMY/US ARMY MATERIEL COMMAND \(AMC\)/ARMY CONTRACTING COMMAND \(ACC\)](#)

Maximum 200 results will be displayed.

Step 4. Fill out the required information for the applicable applications

Roles Summary

Application	Role	Location Code Type	Location Code *	Extension	Group	Find My GAM	Action
DSM	Group DSM - Customer User	Group	N/A	N/A	ARMY CONTRACTING COMMAND (ACC)	Admin Lookup	Group Lookup Delete

Showing 1 to 1 of 1 entries

Tip: If you need access to any other applications, Repeat Steps 1 to 4 again

Tip: You can view a list of all PIEE roles and their descriptions and functions in the PIEE Role List Matrix.

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13. Fill in Justification and click “Next”:

Justification / Attachments

Info Provide justification for access and upload any necessary attachments.

Justification *

Attachments

Browse... Upload

Warning! Procurement Integrated Enterprise Environment is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.

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14. Review Registration Summary page and click “Next”

Registration Summary - Please Verify All the information

User Information

Job ID
 Government
 User Type:

Common Access Card / Personal Identity
 Verification
 Login Method:

First Name* _____ Middle Name _____ Last Name* _____ Suffix _____
 Home Organization DODAAC/FEDAC* _____ Organization* _____ Job Series* _____ Job Title* _____
 Grade/Rank* _____
 U.S. Military Training Date* _____
 U.S. Military Training Dates* _____
 Commercial Telephone # _____ Extension _____ Intl Country Code and Phone # _____ Mobile Telephone _____ DDM Telephone _____
 Citizenship* _____ Designation* _____
 US _____ CIVILIAN _____

Education Information

First Name* _____ Last Name* _____ Job Title* _____
 Email* _____
 DDM Telephone _____ Phone* _____ Extension _____ Intl Country Code and Phone # _____

Agency Information

Agency Name* _____ Address* _____
 City* _____ State* _____ Zip* _____ Country _____ UNITED STATES
 Department _____ Unique Symbol _____

Alternate Supervisor Information

First Name* _____ Last Name* _____ Job Title* _____
 Email* _____
 DDM Telephone _____ Phone* _____ Extension _____ Intl Country Code and Phone # _____
 Reason* _____

User Roles

Role	Location Code Type	Location Code	Extension	Group
CDM Customer User				US ARMY MATERIEL COMMAND (AMC)

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15. Review Agreement Page and Click “Signature”

16. Click “Submit Registration”

Sign Agreement

By signing, I accept the System User Agreement and Rules of Behavior / Acceptable Use Policy.

The PIEE signature requirement has changed to allow support for all the major browsers. Click [here](#) for more information.

Agreement

Statement of Accountability Agreement

I understand my obligation to protect my password/certificate. I assume the responsibility for the data and the use of the system. I agree to the Standard Mandatory Notice & Consent Provision For All DoD Information System User Agreements 9 May 2008.

Security and Privacy Rules of Behavior (ROB) / Acceptable Use Policy (AUP) 14 Jan 2010.

The U.S. Government routinely intercepts and monitors communications on this Information system for purposes including, but not limited to, penetration testing, communications security (COMSEC) monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counter-intelligence (CI) investigations. At any time, the U.S. Government may inspect and seize data stored on this information system. Communications using, or data stored on, this information system are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any U.S. Government-authorized purpose. This information system includes security measures (e.g., authentication and access controls) to protect U.S. Government interests—not for your personal benefit or privacy. Notwithstanding the above, using an information system does not constitute consent to personnel misconduct, law enforcement or counterintelligence investigative searching or monitoring of the content of privileged communications or data (including work product) that are related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Under these circumstances, such communications and work product are private and confidential as further explained below. Nothing in the User Agreement shall be interpreted to limit the user's consent to, or in any other way restrict or affect, any U.S. Government actions for purposes of network administration, operation, protection, or defense, or for communications security. This includes all communications and data on an information system, regardless of any applicable privilege or confidentiality. The user consents to interception/capture and seizure of ALL communications and data for any authorized purpose (including personnel misconduct, law enforcement, or counter-intelligence investigation). However, consent to interception/capture or seizure of communications and data is not consent to the use of privileged communications or data for personnel misconduct, law enforcement, or counterintelligence investigation against any party and does not negate any applicable privilege or confidentiality that otherwise applies.

By signing below, I accept the System User Agreement and Rules of Behavior / Acceptable Use Policy.

Signature Date **Government Organization ***

2023/05/16 NO0383



- PIEE Web Based DSM Training:
<https://pieetraining.eb.mil/wbt/xhtml/index.xhtml>
- DSM PIEE User Role List
 - PIEE Role List:
<https://pieetraining.eb.mil/wbt/xhtml/wbt/portal/overview/PIEERoleList.xhtml>
- DCMA DSM Resource page <https://www.dcma.mil/WBT/dsm/DSM>
- Mailbox: dcma.gregg-adams.hq.mbx.piee-dsm-centralized-inbox@mail.mil.