

## **NAVSUP Enterprise Web (NEW)**

### WorkFlow Pro – Mod Assist Application – Contractor Access

The WorkFlow Pro Vendor application is an internet based electronic business system developed by NAVSUP that is contained within NAVSUP Enterprise Web. The WorkFlow Pro Vendor application allows DON vendors, under a contract agreement, to submit their post award modification requests to NAVSUP Civilian or Military contracting officers.

NAVSUP provides all vendors with a link to the WorkFlow Pro Vendor application via language in contracts or via email. Representatives from each vendor, access the URL and create an account to the WorkFlow Pro Vendor application. They must select the appropriate NAVSUP Weapons Systems Support (WSS) organization contract representative who is able to verify the account request. All vendor accounts will use their vendor email address as the User ID and must also clearly identify the Commercial and Government Entity (CAGE) code they are associated with. Vendors register for a CAGE code at the SAM.gov website. The SAM.gov is administered by the U.S. General Services Administration (GSA). The selected WSS contract representative will be notified of the new account request via email. The WSS contract representative must login to the Common Access Card (CAC) protected, government only, WorkFlow Pro Mod Assist app to approve the vendor's account. The WSS contract representative must verify the selected CAGE code before the vendor representative is permitted to login and take any action.

Once access has been approved, the Workflow Pro Vendor application allows DON vendors, under a contract agreement, to submit their post award modification requests to NAVSUP Civilian or Military contracting officers.

## Initial Screen to request access for Workflow Pro Mod Assist (Logon/Account Request)

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**WorkflowPro**

NAVIGATION  
HOME

**NAVSUP**  
NAVAL SUPPLY SYSTEMS COMMAND  
Ready. Resourceful. Responsive.

5450 Carlisle Pike  
P.O. Box 2050  
Mechanicsburg, PA 17050-2411

Accessibility/Section 508  
FOIA  
No Fear Act

All accounts are required to update their passwords on July 26th. You will be prompted to set a new password when you login.

**Login**

Email

Password

[Forgot Password?](#) [Login](#)

**New to Workflow Pro?**

Fill out our account request form and specify your Contract Specialist or Contracting Officer. The Mod Assist team will review your request and get back to you.

[Request Account](#)

OMB CONTROL NUMBER: 0703-EPWP  
OMB EXPIRATION DATE: XX/XX/XXXX

AGENCY DISCLOSURE NOTICE: The public reporting burden for this collection of information, 0703-EPWP is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or burden reduction suggestions to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

## Workflow Pro – Contractor Registration Data Collection

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**Request an Account**

**Create Your Profile**

First Name  Last Name

Title/Position  Phone Number  CAGE

Email  Password  Confirm Password

Company Name  Point of Contact

Address

City  State  Zip Code  Country

[Privacy Act Agreement](#) [Submit](#)

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