



Central Contractor Registration System (CCR) Update

APD ALERT

This ALERT directs your attention to recent implementation of the final rule on the Central Contractor Registration (CCR). The final rule, Item I of Federal Acquisition Circular (FAC) 2001-16, was published in the Federal Register on October 1, 2003.

The purpose of CCR is to increase the visibility of vendor sources and establish a common source of vendor data for the Government. The centralization of data is not related to security or restrictions on privacy. It is solely to make electronic contracting faster, easier, cheaper, and less error prone for all. The information in CCR is entered and maintained by each vendor and is stored for all Federal agency use. Vendors are responsible for the accuracy of their information. Vendors are required to enter financial information into CCR. The purpose of the financial information is to facilitate payments. This financial information is only accessible by authorized Government representatives and the vendors themselves. Upon registration each vendor receives a Trading Partner Identification Number (TPIN) which is his/her secure password, which along with the DUNS number, enables the vendor to access his/her data.

CCR Vendor Notification Issues

In September 2003, USDA wrote letters to its vendors advising them to register. Several of the mission areas have also written similar letters. The USDA and mission area registration efforts unfortunately reached some unintended parties.

If a vendor is uncertain as to whether they are required to register in the CCR and chooses not to do so at this time, they will be provided an opportunity to register. If, in verifying vendor registration in the CCR, the Contracting Officer finds that the proposed awardee is not registered, the proposed awardee will be notified of the registration requirement and provided time to register in the CCR. The requirement to register in the CCR does not apply in some circumstances. Individuals, businesses, and

organizations which fall in the following categories, should disregard CCR requirements:

- Grants, cooperative agreements and real property leases;
- Timber Sale contracts;
- USDA Farm Assistance Programs such as: Conservation Reserve Program, Wetland Reserve Program, Forestry Incentives Program, Wildlife Habitat Incentives Program, and similar programs.
- USDA provided inspection services, special use permits, and similar services for which USDA is paid by an individual, business, or organization.

Next Steps in Implementation

- A copy of the vendor registration template is available at the CCR website (<http://www.ccr.gov>) under the tab marked "CCR Handbook." This template and the handbook are useful in understanding what information is required to be provided by vendors and in addressing questions that may be received from vendors. The CCR Customer Assistance Center has a toll free number 1-888-227-2423 and email ccr@dlis.dla.mil.
- Vendors have required the most assistance with determining NAICS and SIC codes. The NAICS website at <http://www.census.gov/epcd/naics02/naicod02.htm> has a search feature which is useful and additionally cross references the appropriate SIC code.
- OPPM will issue an AGAR Advisory providing a template to be used for contract modifications that incorporate applicable FAR clauses.
- OPPM will continue to work with the OCFO regarding the FAR clause 52.232-33 [Payment by Electronic Funds Transfer – Central Contractor Registration (Oct 2003)] concerning payments.

EFFECTIVE DATE: Immediately

Issue Date: October 16, 2003

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