

PSCB

NOTICE TO THE TRADE - DeCA NOTICE 10-06

October 15, 2009

SUBJECT: Non-Payment to DeCA Companies (Vendors) with Expired Central Contractor Registration (CCR)

Payments to DeCA vendors are accomplished by the Defense Finance and Accounting Service (DFAS) Columbus. Both DeCA and DFAS rely upon the use of the Central Contractor Registration (CCR) system to facilitate the payment of all invoices.

CCR serves as the primary vendor database for the U.S. Federal Government. It collects, validates, stores, and disseminates data in support of agency acquisition missions – to include all acquisitions conducted by DeCA.

Both current and potential federal government vendors are required to register in CCR in order to be awarded any contracts, and to receive any payments, by the federal government. All registrants are required to complete a one-time registration to provide basic information relevant to procurement and financial transactions. In addition, vendors must also update or renew their registration at least once per year in order to maintain an “active” status. Any vendor that does not maintain their CCR account in an active status at all times will cause their payments on any existing contracts to be withheld by DFAS.

CCR validates the registrant information and electronically shares the secure and encrypted data with the federal agencies’ finance offices (e.g., DFAS) to facilitate paperless payments through electronic funds transfer (EFT).

DFAS has recently advised DeCA that several of our companies have either allowed their CCR registration to expire or have failed to update their CCR registration on an annual basis. DFAS has also indicated that, effective **November 16, 2009**, any DeCA company that has an expired CCR registration will no longer be paid under any current contract or agreement – until such time as the vendor updates their CCR account.

The purpose of this Notice to the Trade is to give all vendors advance notice to check your existing CCR accounts to ensure that they reflect an active status. Any administration necessary to update the account is the responsibility of the vendor to complete. DeCA has no capability to administer and/or maintain this government-wide database.

It is the responsibility of the company to *regularly* review and update their registration information as it changes, including ensuring that all changes to Dun and Bradstreet (D&B) and the Internal Revenue Service (IRS) are reflected.

If you would like further information, you may refer to the CCR Registration User's Guide at www.ccr.gov, or call the CCR Customer Service Center at 1-866-606-8220.

Should you encounter an error message that the IRS Validation failed, you should call the IRS at 1-866-255-0654.

My point of contact is Mr. Judge F. Mays, III or Mr. Jim Keeton at (804)734-8000, extensions 4-8923 or 4-8935, respectively.

Randall Chandler
Director of Sales