



## Controlled Data Access

To gain access to solicitations in FedBizOps (FBO) containing **controlled data**, someone in your organization must be registered as a Data Custodian with the United States/Canada Joint Certification Program resulting in your company being assigned a Joint Certification Program (JCP) number.

To register as a Data Custodian you must complete and submit a Military Critical Technical Data Agreement - DD2345 (a one page form). To find this form do a google search for "DD2345". Clicking on a listed website will generate the download of a form fillable DD2345. *You cannot submit the DD2345 online. You must print out the completed form and mail it to the address indicated.*

To find out if you already have a JCP number, go to [https://www.dlis.dla.mil/bincs/begin\\_search.aspx](https://www.dlis.dla.mil/bincs/begin_search.aspx)

and search by your DUNS Number or CAGE Code.

**CAUTION:** Besides assuring that you have a JCP Number make sure you have also registered in FBO [www.fbo.gov](http://www.fbo.gov) using your company's DUNS number; otherwise, FBO may not be able to find you in the system and you'll end up in a SAM "loop" requiring a call to the Federal Service Desk for help. If you have questions on any of this contact your PTAC counselor.

*Ernie Gray, Maine PTAC Counselor*

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[www.maineptac.org](http://www.maineptac.org)