

System for Award Management (SAM) Do Not Pay (DNP) Quick Reference Card

Frequently Asked Questions

Is SAM the same thing as EPLS and CCR?

Yes, SAM consolidated various databases into one central database. The Excluded Parties List System (EPLS), known as SAM Exclusion Records, and Central Contractors Registration (CCR), known as SAM Entity Registration, is included within the centralized SAM database.

Do I Need To Use SAM?

In accordance with the Federal Acquisition Regulation (FAR) 4.1102, “prospective contractors shall be registered in SAM prior to the receipt of an award of a contract or agreement.” Exceptions to this requirements can be found in the FAR 4.1102 §(a)(1)-(7).

The FAR states the following about exclusions: “contractors debarred, suspended, or proposed for debarment are excluded from receiving contracts, and agencies shall not solicit offers from, award contracts to, or consent to subcontracts with these contractors, unless the agency head determines that there is a compelling reason for such action.” See FAR 9.405§(a).

What is the difference between SAM Exclusion Records and SAM Entity Registration?

SAM Exclusion Records contains the data for all active exclusion records entered by the federal government identifying those parties excluded from receiving federal contracts, certain subcontracts, and federal financial and non-financial assistance and benefits.

SAM Entity Registration contains entity registration data publicly available under the Freedom of Information Act for those entities registered in SAM to do business with the federal government.

Do I need to check both SAM Exclusion Records and SAM Entity Registration?

DNP recommends agencies access both data sources. Entities may have self-registered in SAM Entity Registration but may also have an active exclusion in SAM Exclusion Records that could prevent payment or federal assistance eligibility.

How will SAM appear in DNP?

For legal and privacy reasons, DNP offers SAM to federal agencies as separate data sources, SAM Exclusion Records and SAM Entity Registration. See the back page for available data elements which will be returned within the DNP portal upon a search.

How frequently is SAM updated within DNP?

SAM is refreshed daily within DNP ensuring up-to-date results.

Why do some matches appear different through SAM and DNP?

DNP receives data directly from SAM but only returns limited data fields through the DNP application.

How do I investigate an excluded match?

Contact the excluding agency identified in the match result for further exclusion details. Payment or federal award eligibility may be determined by comparing the exclusion details to your internal business requirements.

Does DNP show if an entity has federal debt in SAM?

No, however DNP offers access to TOP Debt Check which provides federal debt data. Request access to TOP Debt Check in addition to SAM.

How do I reduce false positives?

DNP offers access to restricted data sources which provide conclusive matches. See the Public vs. Restricted section.

How do I gain access to SAM through DNP?

To initiate the DNP enrollment process, send an e-mail to donotpay@stls.frb.org or contact 1-855-837-4391.

Restricted vs. Public

Content provided in the DNP portal is classified as *Public* or *Restricted*. Eligibility to access *Public* and *Restricted* data sources in the DNP portal are subject to the DNP legal review of the agency routine use of the data.

Restricted

DNP considers a *Restricted* data source one that requires approved or controlled access and is not available to the general public.

Public

DNP considers a *Public* data source one that is available without controls or restrictions to the general public.

How To Fix Incorrect Data

DNP does not own the data that appears within SAM and is unable to update its content. Contact SAM for data inquiries or disputes.

SAM Federal Service Desk
1-866-606-8220
www.fsd.gov



SAM Exclusion Types

Ineligible (Proceedings Pending)

Cause: Preliminary ineligible based upon adequate evidence of conduct indicating a lack of business honesty or integrity, or a lack of business integrity, or regulation, statute, executive order or other legal authority, pending completion of an investigation and/or legal proceedings; or based upon initiation of proceedings to determine final ineligibility based upon regulation, statute, executive order or other legal authority or a lack of business integrity or a preponderance of the evidence of any other cause of a serious and compelling nature that it affects present responsibility.

Ineligible (Proceedings Completed)

Cause: Determined ineligible upon completion of administrative proceedings establishing by preponderance of the evidence of a cause of a serious and compelling nature that it affects present responsibility; or determined ineligible based on other regulation, statute, executive order or legal authority.

Prohibition / Restriction

Cause: May be subject to sanctions pursuant to the conditions imposed by the U.S. Department of the Treasury: Office of Foreign Assets Control, or subject to a sanction, restriction or partial denial pursuant to the conditions imposed by the U.S. Department of State or federal agency of the U.S. Government.

Voluntary Exclusion

Cause: Accepted an agreement to be excluded under the terms of a settlement between the person and one or more agencies.

Exclusion Types categorize an exclusion available through SAM Exclusion Records based official proceedings or restrictions as outlined in SAM.gov. For further details on Exclusion Types, see the Important Links section.

Important Links

Hold down the control key and click on the link.

FAQs

www.SAM.gov/Help/GeneralFAQs

Do Not Pay

Data Correction Contacts

<https://fiscal.treasury.gov/dnp/privacy-program.html#data-correction-process>

FAQs

<https://fiscal.treasury.gov/dnp/faqs.html>

Data Elements Returned in the DNP Portal for SAM Exclusion

When a match occurs, the search criteria along with the corresponding SAM data elements will be returned through the search method utilized within the DNP Portal.

Data Element	Definition
SSN/EIN/TIN (SAM Exclusion-Restricted only)	Social Security Number / Employer Identification Number / Taxpayer Identification Number of the individual or entity on the exclusions list.
Name	Full name of individual or entity on the exclusions list.
DUNS	DUNS (Data Universal Numbering System) Number. A unique nine-character identification number provided by the commercial company Dun and Bradstreet (D&B).
Exclusion Program	Identifies if the exclusion is Reciprocal, Nonprocurement, or Procurement.
Exclusion Type	Identifies the exclusion type that the exclusion falls under. Exclusion type is the successor to the CT code identifying the exclusion reason. Exclusion Type is a simplified, easier to understand way of identifying exclusion reasons. The types are generally "Prohibition/Restriction", "Voluntary Exclusion", or "Ineligible". In some cases the type may indicate "Proceedings Pending" or "Proceedings Completed."
Exclusion Description	This field provides the Agency performing the exclusion space to enter additional information as necessary, often an explanation on why the entity is being excluded.
Exclusion Date	Identifies the date that the exclusion is/was to be terminated. If "indefinite" is in this field, there is no set date that the exclusion will terminate.
Agency	The name of the agency that assigned the exclusion to the entity or individual.
Cage Code	Commercial And Government Entity (CAGE) Code is a five-character ID number used extensively within the federal government, assigned by the Department of Defense's Defense Logistics Agency (DLA).
SAM Number	The internal number used by SAM to identify exclusion records—since only Firm exclusion records are required to have a DUNS Number, SAM needed a way to uniquely track exclusion records of other Classification Types.
Action Date	The date that the exclusion became active.
Create Date	Identifies when the data was first entered into SAM Exclusions.
NPI (National Provider Identifier)	National Provider Identifier. The NPI replaced the UPIN as the unique number used to identify health care providers other than by SSNs. The Centers for Medicaid & Medicare Services first began assigning NPIs in 2006, and providers were required to use NPIs as of mid-2008.
Address, City, State, Country, Zip	Address of the individual or entity on the exclusions list.
Classification	Classification Type: Individual, Firm, Vessel, or Special Entity Designation



Data Elements Returned in the DNP Portal for SAM Entity Registration

When a match occurs, the search criteria along with the corresponding SAM data elements will be returned through the search method utilized within the DNP Portal.

Data Element	Definition
Registration Status	Current status of the registration. It is the SAM Extract Code field in the monthly SAM Entity file. Values are Active and Expired.
CAGE/NCAGE	CAGE (Commercial and Government Entity) or NCAGE (NATO Commercial and Government Entity) Number. It is a unique identifier assigned to an entity which provides a standardized method of identifying a given facility at a specific location.
Legal Business Name	Dun and Bradstreet Legal Business Name.
DBA	Doing Business As (DBA). The commonly used other name, such as a franchise, licensee name, or an acronym. This name must be different from the Legal Business Name.
Division Name	Company Division Name. If you do business or are identified as a division of a larger company.
Division Number	Company Division Number. If a number identifier commonly distinguishes your division.
Company URL	Corporate URL. Entity's web page Uniform Resource Locator (URL).
DUNS	DUNS (Data Universal Numbering System) Number. A unique nine-character identification number provided by the commercial company Dun and Bradstreet (D&B).
DUNS+4	Four-digit extension to a DUNS Number. Also known as an "Electronic Funds Transfer (EFT) indicator." Used to identify alternative EFT accounts for the same entity at the same physical location.
SSN/EIN/TIN	Social Security Number / Employer Identification Number / Taxpayer Identification Number of the individual or entity on the entity registration list.
Financial Institution	The name of the bank to use for EFT/banking purposes.
ABA Routing Number	American Banking Routing ID is a financial institution's nine-digit routing transit number assigned by the American Banking Association (ABA).
Account Number	Account number to which EFT payments are deposited. If an award is received, the Federal Government will use this information to process the payment.
Account Type	Account Type: C=Checking or S=Savings
Physical Street Address 1	D&B Registration Physical Street Address 1

Data Element	Definition
Physical Street Address 2	D&B Registration Physical Street Address 2
Physical City	D&B Registration Physical City
Physical State	D&B Registration Physical State
Physical Foreign Provence	D&B Registration Physical Foreign Provence
Physical Zip	D&B Registration Physical Zip Code
Physical Country	D&B Registration Physical Country
Mailing Name	Mailing Name. Full name: First, Middle, and Last. Comes from the Government Business Point of Contact name fields.
Mailing Street Address 1	Mailing Street Address 1 (if unable to receive mail at physical address.)
Mailing Street Address 2	Mailing Street Address 2 (if unable to receive mail at physical address.)
Mailing City	Mailing City (if unable to receive mail at physical address.)
Mailing State	Mailing State (if unable to receive mail at physical address.)
Mailing Foreign Provence	Mailing Foreign Provence (if unable to receive mail at physical address.)
Mailing Zip	Mailing Zip Code (if unable to receive mail at physical address.)
Mailing Country	Mailing Country (if unable to receive mail at physical address.)
Business Start Date	Date the entity was formed or established.
Expiration Date	The date when the entity's registration expires.
Delinquent Federal Debt	Delinquent Federal Debt. Values: Y and N. Yes/No flag (whether entity has a delinquent federal debt. A non-entry [-] indicates that this registrant has not yet been verified with Treasury. Foreign registrations are not verified.

Data Elements Returned in the DNP Portal for SAM Entity Registration (Continued)

The following are subfield data elements selectable within the Portal. All subfields are automatically included in the report generated by the Save/Print Detail hyperlink.

Organization Code Data Element	Definition
Organization Code	The structure of the entity as defined by the IRS. Example values include 2J-Sole Proprietorship, 2L-Corporate Entity (Not Tax Exempt), CY-Country - Foreign Government, and X6-International Organization.
Business Code Data Element	Definition
Business Code Description	Translation of a 2 digit SBA Business Type code into a textual description of the code. Examples include: 20: Foreign Owned and Located, A3: Labor Surplus Area Firm, A2: Woman Owned Business, 23: Minority Owned Business, etc.
Disaster Response Data Element	Definition
Display Description	Textual description of the Area Served or the services rendered for the Disaster Response Registry. Example value is "Geographic Area Served."
Display Value	The state, city, county, or MSA where the service was rendered. Examples: "Any Area- Any Area" and "State - North Carolina."
NAICS Data Element	Definition
Emerging Small Business Indicator	Any small business concern whose size is no greater than 50 percent of the numerical size standard applicable to the Standard Industrial Classification (SIC) code assigned to a contracting opportunity.
NAICS Code	North American Industry Classification System (NAICS) Codes. A method for classifying business establishments.
NAICS Description	Expanded definition of NAICS Code.
Small Business Indicator	Certified as a Small Business by the Small Business Administration.
Product Service Code Data Element	Definition
Product Service Code	Four-character, and alpha-numeric codes. Product service codes are used by the United States government to describe the products, services, and research and development purchased by the government.
Product Service Code Description	Textual description of Product Service Code. Explains the meaning of the 4 digit code.
Federal Supply Classification Data Element	Definition
Federal Supply Classification Code	Federal Supply Classification Code: A subset of Product Service Code. Federal Supply Class (FSC) codes are used to group products into logical families for management purposes. They are four-digit fields.
Federal Supply Classification Description	Textual description of Federal Supply Classification Code. Explains the meaning of the 4 digit FSC.

SBA Code Data Element	Definition
SBA Code	Small Business Administration Code. Examples include: A4, A6, JT, XX.
SBA Description	Textual description of the SBA Code.
Address Information Data Element	Definition
Name	Point of Contact name.
Address 1	The first line of the address.
Address 2	The second line of the address.
Address Type Code	Indicates which address type is captured.
City	City
State	State
Fax	Fax Number
Foreign Provenance	Foreign Provenance; If outside the United States, this would be the Provenance of the foreign country.
Country	Country
US Phone	US Phone Number
Zip	Postal Zip Code