Welcome! The program will begin at 1:00 PM EST.

Enable live closed captioning by selecting the “Live Transcription” box in Zoom.

The slide presentation and a recording of this forum will be posted to the IAE space on Interact.GSA.gov after the event.

For questions, please go to SAM.gov/content/duns-uei

Thank you!
Getting a Unique Entity ID (SAM)

Katherine Rollins
Lead Program Manager, SAM.gov

IAE Stakeholder Forum
March 23, 2022
Questions We Will Answer Today

- **What** Is the Unique Entity ID? **When** Is it Changing?
- **Why** Is the Change from the DUNS Number to Unique Entity ID (SAM) Happening?
- **What** Does this change look like **for Me**?
- **What** is not changing?
- **Where to Get Help** After April 2022
What Is the Unique Entity ID (SAM) and When Is it Changing?
What Is the Unique Entity ID?

DUNS Number

The **authoritative** unique entity identifier used by the federal government **today** is the **DUNS Number**

- The DUNS Number is a 9-character numeric value
- Managed, granted, and owned by Dun & Bradstreet

Unique Entity ID (SAM)

The **authoritative** unique entity identifier used by the federal government **starting April 4th 2022** will be the **Unique Entity ID (SAM)**

- The Unique Entity ID (SAM) is a 12-character alpha-numeric value
- Managed, granted, and owned by the government

**DUNS** 012345678

**SAM** ABC012345678
When is the Unique Entity ID Changing?

**Today**
- DUNS Number is the authoritative identifier
- Unique Entity ID (SAM) is available in search and display of all IAE systems, not authoritative
- Users can get a Unique Entity ID (SAM) in SAM.gov with a DUNS Number from D&B
- People who need to change legal business name, address, etc. go to D&B

**April 1 @ 8:00 PM to April 4 @ 9:00 AM ET**
- **SAM.gov maintenance window for transition**

**On April 4, 2022**
- Unique Entity ID (SAM) is the authoritative identifier
- DUNS Number is **not** available in IAE systems
- Users get a Unique Entity ID (SAM) in SAM.gov—the DUNS Number is no longer needed
- People who need to change legal business name, address, etc. make the changes in SAM.gov

The federal government stops using the DUNS Number to identify entities.
When is the Unique Entity ID Changing?

March 29 @ 5 PM (ET) — April 1 @ 8 PM (ET)

If you already have a DUNS Number, April 1 will be the last day prior to the transition that you can:

- Get a Unique Entity ID (SAM)
- Register an entity

Save all work in SAM.gov before 8:00 PM (ET) to ensure it will be available again on April 4.

April 1 @ 8 PM (ET) — April 4 @ 9 AM (ET)

SAM.gov offline for system maintenance.

April 4 @ 9 AM (ET)

SAM.gov is back online. DUNS Numbers are no longer accepted. Unique Entity ID (SAM) is the identifier of record.

Resume activity at SAM.gov

- Get a Unique Entity ID (SAM)
- Start a new registration or continue with a saved registration
- Update entity information on SAM.gov instead of D&B. You’ll need to start over with any updates not saved in D&B by March 29 at 5 PM (ET).
- Proceed with annual entity registration renewal
- If you haven’t already, update your ad hoc reports and saved searches with a Unique Entity ID (SAM) field
IAE Systems Downtime Schedule

April 1
Downtime Starts at 8:00 PM ET
☐ SAM.gov
☐ eSRS
☐ FSRS
☐ FAPIIS
☐ CPARS

April 2
Downtime Starts at 8:00 AM ET
☐ FPDS
☐ Atom Feeds

Back Online No Later Than 5:00 PM ET
☐ FPDS

April 3
Back Online No Later Than 10:00 PM ET
☐ eSRS
☐ FSRS

April 4
Back Online No Later Than 9:00 AM ET
☐ SAM.gov
☐ Atom Feeds

Back Online No Later Than 6:00 PM ET
☐ FAPIIS
☐ CPARS
Why Is the Change from the DUNS Number to Unique Entity ID (SAM) Happening?
Why Is the Change from DUNS to Unique Entity ID Happening?

- Changing from DUNS to the Unique Entity ID (SAM) is a **federal governmentwide initiative**.
- The Office of Management and Budget (OMB) directed federal agencies to **complete their transition** to the Unique Entity ID (SAM) no later than April 4, 2022.

The federal government is **streamlining** the entity registration process and **making it easier for entities** to do business with the federal government.

Entities will be assigned an identifier during registration or can request one at SAM.gov without needing to register.

**You will not need to go to a third party to obtain an identifier or to get help.**
Agency Implementation across the Federal Government

Federal agencies you do business with will provide information about how to use the Unique Entity ID in their award and payment processes.

- For example, Grants.gov has already initiated its transition.
- Go to: 
  [grants.gov/web/grants/forms/planned-uei-updates.html](https://grants.gov/web/grants/forms/planned-uei-updates.html)

Federal agencies are managing their own Unique Entity ID transition plans.

- They will update their own:
  - Procurement award processes and systems
  - Grant award processes and systems
  - Invoicing and payment processes and systems
What Does this Change Look Like for Me?
What does this change look like in SAM.gov search filters?

Today, you can search use the DUNS filter or the Unique Entity ID (SAM) filter to find an entity.

After April, you will only have the Unique Entity ID filter, and the search will not return results if the DUNS Number is entered.
What does this change look like in SAM.gov search results?

Today, you can search for an entity and see the DUNS with the Unique Entity ID (SAM) on entity search results. After April, you will only see the Unique Entity ID, and the search will not return results if the DUNS Number is entered.
What does this change look like in FPDS.gov search?

Search in FPDS.gov with DUNS and Unique Entity ID (SAM) today

Search in FPDS.gov with only the Unique Entity ID (SAM)
What does this change look like in display?

Today, when you view an entity record in detail, you can see the DUNS Number and the Unique Entity ID (SAM).
In April, you will only see the Unique Entity ID (SAM).
What does this change look like in saved searches?

If you are using a DUNS Number in a saved search on SAM.gov, you need to replace the DUNS field with the Unique Entity ID (SAM) field. If you don’t update your saved searches, they may not display the expected results after April 4.

Time to Update your Saved Searches!
What does this change look like in reports?

Right now, you can see an entity’s DUNS Number with the Unique Entity ID (SAM) in all IAE system reports.

After April, you will only see the Unique Entity ID.

Time to Update your saved Ad Hoc Reports!

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<th>Unique Entity ID (SAM)</th>
<th>Base and All Options Value (Total Contract Value)</th>
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What does this change look like in exports?

Right now, you can export entity data with both the DUNS Number and the Unique Entity ID (SAM) in all IAE systems. After April, you will only see the Unique Entity ID.
What does “validating” an existing entity look like?

- **Registered before April 4**
  
  If you registered before April 4th, you will revalidate your entity as part of the normal update/renew process.

- **Work in Progress as of April 4**
  
  If you are still working on a registration between April 1 and April 4, then you will be asked to “Validate Entity.” You will confirm your entity data with the new entity validation service.

- **After April 4**
  
  If you start the registration or Get Unique Entity ID process after April 4th, then validation with the new entity validation service is part of the process, and no additional steps are needed.
What Is NOT Changing?
Entity statuses are not changing

Right now, you can search for an entity and see those that have just a Unique Entity ID assigned and those with an active or inactive registration.

These statuses will continue to be shown in the same format through and after the April transition.

You entity’s status will not change with this transition.
Entity Workspaces are not changing

Right now, you manage your entity from the Entity Management Workspace in SAM.gov. This will continue to be your personal workspace for your entities.
All the roles and access you currently have to SAM.gov and other IAE systems will not change with the Unique Entity ID transition.
FAQs
Can I keep using my DUNS to identify my entity for government purposes after April 4th 2022?

Answer

No. After April 4th 2022 you must use the Unique Entity ID, which is a 12-character alphanumeric identifier.

If your entity is already registered, go to SAM to see your already assigned Unique Entity ID.
If I have a DUNS for government needs, do I need to go to SAM.gov?

Yes. If you just had to go to D&B to get a DUNS and were told you did not need a SAM.gov registration, then you should go to SAM.gov and select to “Get Unique Entity ID.” You will go through several validation steps, and then receive an ID.
Do I still need to register my entity?

Answer

This transition does not impact or change the requirements for entity registration in SAM.gov. If you needed to complete a registration in SAM.gov before April, you will need to do so after April as well.

If you just had to go to D&B to get a DUNS and were told you did not need a SAM.gov registration, then you instead now come to SAM.gov and select to “Get Unique Entity ID.”
Do I still need to renew my entity?

Answer

This transition does not impact or change the requirements for entity registrations to update annually. To maintain an active registration, you will be required to renew your registration at least annually.

Once you have a Unique Entity ID assigned, you do not need to renew to keep this ID. The annual renewal process is for registrations.
Will my entity data change?

Answer

No. We are assigning a Unique Entity ID in addition to the DUNS. We are not changing any entity data with this transition.

All other data fields, e.g., purpose of registration, type of entity, CAGE, NCAGE, TIN, POC, will all remain until an authorized users updates in SAM.gov per the normal update process.
How do I use my DUNS+4 after April?

Answer

The Unique Entity ID is a one-to-one transition with the DUNS. The +4 was an electronic funds transfer (EFT) indicator used within the entity record. The EFT data elements and field are not changing, and are separate from the Unique Entity ID field.

If you have a current requirement to use the DUNS+4, please check with your connecting agency for Unique Entity ID and EFT data after April 4th.
How do I update my entity’s legal name or address after April 4th?

Answer

If you have an entity in any draft or pending status, you can select to “Validate Entity,” which will allow you to correct and confirm these details.

If you have an entity with a Unique Entity ID assigned, or have an active or inactive registration, you can select “Update” which will allow the entity to correct and confirm these details.

If you do not see the “Validate Entity” option, simply select “Update” and then “Registration,” which will allow you to correct and confirm your information.
Where Do I Get Help after April?
We will continue to update our SAM.gov help pages for all the latest information around the Unique Entity ID transition and assignment.
We will also continue to update our FSD help pages for all the latest information around the Unique Entity ID transition and assignment impacting any IAE system.
Getting Help with Unique Entity ID After April 2022

Starting in April 2022, you will no longer use the DUNS Number to get a Unique Entity ID or to register. You will no longer need to go to Dun & Bradstreet if you need help validating your entity.

Instead, there will be a “Create Incident” button where, if you need help getting your Unique Entity ID (e.g. the system can’t find a entity match), the system can create a help ticket with your information and assign an FSD ticket number. You will then receive the link to your ticket information.
Getting Help with Your Entity Hierarchy After April 2022

Starting on April 4, 2022, if you have a question about your entity’s hierarchy as seen in your SAM.gov workspace, you will contact the Federal Service Desk (FSD) to get clarification or make a correction.
Changing your name and address after April 2022

Starting in April 2022, you will no longer go to Dun & Bradstreet if you need to make a change.

Instead, you will begin an entity registration update in SAM.gov. There will be a “Create Incident” button where, if your entity name or address on record do not match your new information, the system can create a help ticket with your information and assign an FSD ticket number. You will then receive the link to your ticket information.
We Want Your Feedback!

Our feedback tool is on the footer of all pages on SAM.gov

We welcome you to provide feedback on this site. If you have a technical issue or need a question answered, please go to the Federal Service Desk.
The Integrated Award Environment

See latest on how GSA is preparing for the federal transition at:
GSA.gov/EntityID

Join us on Interact for the latest updates:
interact.gsa.gov/group/integrated-award-environment-iae-industry-community

Join the Technical Interface Community by emailing
IAE_Admin@gsa.gov
Questions?

Thank you!