View assistance for SAM.gov

SAM SYSTEM FOR AWARD MANAGEMENT

https://www.sam.gov/portal/SAM/#1

USER NAME | PASSWORD | LOG IN

Forgot Username? | Forgot Password?

Create an Account

HOME | SEARCH RECORDS | DATA ACCESS | GENERAL INFO | HELP

For Organization business Office

CREATE USER ACCOUNT

Your CCR username will not work in SAM. You will need a new SAM User Account to register or update your entity records. You will also need to create a SAM User Account if you are a government official and need to create Exclusions or search for FOUO information.

Create User Account

REGISTER/UPDATE ENTITY

You can register your Entity (business, individual, or government agency) to do business with the Federal Government. If you are interested in registering or updating your Entity, you must first create a user account.

Register/Update Entity

Use the SAM Status Tracker to: Check Status

SEARCH RECORDS

All entity records from CCR/FedReg and ORCA and exclusion records from EPLS, active or expired, were moved to SAM. You can search these records and new ones created in SAM. If you are a government user logged in with your SAM user account, you will automatically have access to FOUO information.

Search Records

WHAT IS SAM?

Need Help?

The System for Award Management (SAM) is an official website of the U.S. government. SAM consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. There is NO cost to use SAM. Register to do business with the U.S. government for free directly from this site. Find free help with your SAM registration on our HELP tab, including user guides, videos, and FAQs.

NEWS AND ANNOUNCEMENTS

Learn more about these topics at SAM > General Info > News > Announcements:

- Release notes are posted for the SAM.gov release deployed on December 22, 2016.
- FAR Case 2015-022 redesignated the terminology for unique identification of entities receiving federal awards effective October 31, 2016.
- Service Contract Reporting for Fiscal Year 2016 (FY16) began October 11, 2016.
- Interested in the DATA Act FAR Data Collection Pilot? Visit GSA Interact or www.cao.gov for more information.
- SAM.GOV REGISTRATION IS FREE! There is NO FEE to register or maintain your SAM.gov registration.

USER GUIDES/HELPFUL HINTS

SAM Help: Find the full SAM User Guide, Quick Start Guides, Helpful Hints, and Webinars on the HELP tab.

Use the SAM Status Tracker to check your SAM entity registration status.

Federal Service Desk: Get additional FREE help with your SAM.gov registration at our Federal Service Desk.

ATTENTION EXTRACT AND WEB SERVICE USERS

SAM Extracts and Web Services: Support for the legacy-formatted extracts and web services in SAM ended on October 31st, 2014. Federal systems using SAM data must convert to the SAM-formatted extracts and web services. If you see "You do not have access to this extract" you need to submit a Data Access Request for the appropriate role by logging in with the account that needs the role. Go to "Data Access" then click on either "System Data Access Request" or "Individual Data Access Request" (depending on your user account type) and follow the prompts to submit the request. Visit the openIAE GitHub site for more information about SAM's data, web services, and RESTful API.

View assistance for Create an Account~Choose Account Type

SAM[SM]
SYSTEM FOR AWARD MANAGEMENT

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Create an Account

Choose Account Type

Individual Account Details

Create an Individual User Account if you need to:

- Perform tasks such as register or update your entity (legacy CCR/FedReg and ORCA functionality)
- Create and manage exclusion records (legacy EPLS functionality)
- View For Official Use Only (FOUO) level data for entity registration records
- Save search criteria to run at a later time
- Request non-public data access as a Federal government user

Create Individual Account

System Account Details

Create a System User Account if you need to:

- Request non-public data access for a Federal government system
- Automate a system pull of non-public data
- Perform data transfer from SAM to your Federal government system

Create System Account

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

FAPIIS | Integrated Award Environment | GSA | USA.gov Government Made Easy

SAM SM
SYSTEM FOR AWARD MANAGEMENT

USER NAME | PASSWORD | LOG IN
Forgot Username? | Forgot Password?
Create an Account

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Create Account: Individual

- User Information
- Summary

Create Individual Account

User Information

Mandatory Errors
The email address you provided already exists in SAM. Please update the email address you provided or select Cancel to exit the new individual account creation process.

Page Description

Create your individual user account in SAM by entering the following information. You will review this information on the next page before you submit your user account creation request.

Mandatory fields are marked with an asterisk or star symbol. Complete all mandatory fields before continuing to the next page.

User Data:

First Name: * Jun

Last Name: * Hiratsuka

Email Address: * jun.hiratsuka.jp@us.af.mil

Confirm Email Address: * jun.hiratsuka.jp@us.af.mil

Phone: * 315-2277019 xxxx-xxxxxxxxxxxx

input Phone# same style as above

Primary Communication: ○ Phone ◉ Email

Additional Comments: Optional - Describe why you selected your primary communication method.

Country: * JAPAN

Login Details:

Username must be at least six characters in length.

Warning: Once created, username cannot be changed in SAM.

Username: *

Password must be between 8 and 15 characters in length and contain at least one number, one letter, and one special character.

Password: *

<-- Enter your information here

Confirm Password: *

Security Questions:

Security Question 1: * Where were you when you first heard about 9/11?

Security Answer 1: *

Security Question 2: * In what city did you meet your spouse/significant other?

Security Answer 2: *

Security Question 3: * What did you name your first stuffed animal?

Security Answer 3: *

CANCEL

NEXT

HOME | SEARCH RECORDS | DATA ACCESS | GENERAL INFO | HELP

Create Account: Individual

- User Information
- Summary

Create Individual Account

Summary

Page Description

Please validate that the user information you provided is correctly displayed on this page. Once you submit, your user account will be created and you cannot change the user name. Select Edit if you need to make changes before submitting.

Your Account Information

EDIT

First Name :	Jun
Last Name :	Hiratsuka
Email Address :	jun.hiratsuka.jp@us.af.mil
Phone :	3152-277019
Primary Communication :	Email
Additional Comments :	
Country :	JAPAN
Username :	JunHiratsuka
Password :	**********
Security Question 1 :	
Security Answer 1 :	
Security Question 2 :	
Security Answer 2 :	
Security Question 3 :	
Security Answer 3 :	

Share the user information within your Admin office.
Your organization's account in SAM must be renewed

CANCEL BACK SUBMIT

Content Glossary

- Query Name
- Search Criteria
- Date Query Saved
- Date Last Run

Create Account: Individual

- User Information
- Summary

Create Individual Account

Account Created- Confirmation

Confirmation

Thu Jan 26 22:03:30 EST 2017

Congratulations -- Your SAM account has been created! But, you are not done. **We just sent you an email to the email address you gave us so you can confirm your account creation.** In the email, there is a link that you must click within next 48 hours to activate your account. For now, click on DONE to go back to the SAM Home page.

PRINT DONE

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

Login

Pending Validation

Before you can login to your SAM account, SAM needs to validate that you have access to the email address you provided. An email to validate your email address has been sent. Please ensure you are able to receive emails from SAM.gov. Click the *Send Email* button to send another validation email to the address associated to the account. If you do not have access to the email address associated with your SAM account, please use the *Update Email Address* button.

SEND EMAIL | UPDATE EMAIL ADDRESS

Login

Please Enter your Username and Password to login to SAM. If you do not remember your Username or Password, please use the respective *Forgot Username?* and *Forgot Password?* links provided below.

Username :

Forgot Username?

Password :

Forgot Password?

LOG IN

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

Account Validation Email

Confirmation

Confirmation

Thu Jan 26 22:05:50 EST 2017

An account validation link has been sent to your email address. Please make sure you are able to receive emails from SAM.gov. Click the 'Done' button to exit.

DONE

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

HIRATSUKA, JUN JP DOD AFMC AFOSR/AOARD

From: notification@sam.gov
Sent: Friday, January 27, 2017 12:06 PM
To: HIRATSUKA, JUN JP DOD AFMC AFOSR/AOARD
Subject: Account Validation

Please click the URL within 48hrs to activate your account.
https://www.sam.gov/portal/public/SAM?activationCode=43cPO2snsHv5R4b

SAM[SM]
SYSTEM FOR AWARD MANAGEMENT

Create an Account

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Login

Enter Username and Password

Page Description

Please enter your Username and Password to login to SAM. These are your login credentials. This is the final step in creating your SAM user account. Once you enter your credentials and select Login, you will be taken to the SAM Terms and Conditions page.

Provide Credentials

Username : JunHiratsuka

Password : ••••••••••

Login

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

Name: Jun Hiratsuka

Account Activated - Confirmation

Confirmation

Thu Jan 26 22:08:45 EST 2017

Thank you for activating your SAM account! You will be taken to the User Dashboard page. Once on the User Dashboard, you will have the option to migrate an account from a legacy system. Use the **Done** button to continue.

PRINT DONE

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

SAM Terms and Conditions

Review Terms and Conditions

I. Usage Agreement

This is a Federal computer system and is the property of the United States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implicit expectation of privacy in anything viewed, created, downloaded, or stored on this system, including email, internet, and intranet use. Any or all uses of this system (including all peripheral devices and output media) and all files on this system may be intercepted, monitored, read, captured, recorded, disclosed, copied, audited, and/or inspected by authorized System for Award Management (SAM) personnel, the Office of Inspector General (OIG), and/or other law enforcement personnel, as well as authorized officials of other agencies. Access or use of this computer by any person, whether authorized or unauthorized, constitutes consent to such interception, monitoring, reading, capturing, recording, disclosure, copying, auditing, and/or inspection at the discretion of authorized SAM personnel, law enforcement personnel (including OIG), and/or authorized officials other agencies. Unauthorized use of this system is prohibited and may constitute a violation of 18 U.S.C 1030 or other Federal laws and regulations may result in criminal, civil, and/or administrative action. By continuing to use this system, you indicate your awareness of, and consent to, these terms and conditions and acknowledge that

DECLINE ACCEPT

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

MY SAM

- My User Roles
- Entity Registrations
- My Account Settings
- My Data Access
- General

Welcome, Jun Hiratsuka

Welcome to your My SAM page. Start here to learn what you can do in SAM. Your options are customized to your user account and roles. Select a section from the sub-navigation menu to begin. Here is an overview of the most popular sections.

My User Roles

Your SAM user account needs roles to do most things in SAM. Select My User Roles from the My SAM sub-navigation menu to view your current roles, request new roles, or manage role invitations.

Entity Registrations

Do you want to do business with the U.S. Federal Government? Select Entity Registrations from the My SAM sub-navigation menu to create, update, renew, or deactivate your entity registration.

My Data Access

Are you a Federal government user who needs sensitive registrant data, or access to a non-public SAM data extract or web service, to manage contract or grant awards? Select My Data Access from the My SAM sub-navigation menu to request or renew access to non-public data in SAM.

If you have any questions, select Help from the main navigation menu to access user guides, training materials, FAQs, or contact our Service Desk.

Understanding the 2012 NAICS Codes & SBA Size Standards:

SAM uses the 2012 North American Industry Classification System (NAICS) Codes and the Small Business Administration (SBA) Table of Small Business Size Standards to help small business owners assess their small business status by industry. Visit SBA's Size Standards page for more information.

When you register in SAM to pursue federal contracts, you provide worldwide size metrics and select the NAICS Code(s) most applicable to your business in the Assertions section of your registration. You then certify to the NAICS table displaying your small business status by industry in your Representations and Certifications.

Periodically, SBA updates the size standards for certain industries or sectors. If the size standard changes, and this affects the "Yes" and "No" answer (meaning Small or Other Than Small) on your NAICS tables at 52.212-3 and 52.219-1, SAM will place an