

Dun & Bradstreet Universal Numbering System (DUNS) Number

STANDARD

Data following this standard should conform to the following:

DATA TYPE	Character (to allow leading zeros in this data field when required) ¹
SYNTAX	NNNNNNNNNN
RANGE	N represents a number from 0 through 9; hyphens and spaces are not allowed
RECOMMENDED FIELD NAME	DUNS

INSTRUCTIONS

As of the approval date and whenever applicable, this data element will be used in any new automated system, data set, database, or information application, including new Geographic Information System (GIS) data and applications. This data element will also be used in any major modifications to existing systems or versions of these data-related items that use the assigned nine-digit DUNS numbers to identify and track Service organizations that (1) buy or sell goods to other Federal entities; and (2) are registered in the [Business Partner Network \(BPN\)](#), the single source for vendor data for the Federal government.

Effective June 1, 2003, the Interim Service Policy on Intragovernmental Transactions stipulates that all Service organizations in the CMT System must have DUNS Numbers and be registered in the GSA's BPN.

Service staff are strongly encouraged to utilize this data element in existing systems, data sets, databases, and information applications when appropriate. Where existing systems and data-related items are not in compliance, they should be modified to achieve compatibility and implement this data standard.

SAMPLE DATA FOLLOWING THIS STANDARD

None available.

RELATED REFERENCE RESOURCES

Applicable policies and memo:

[Part 274, FW 2, Establishing Service Data Standards](#)

[OMB Memorandum M-03-01](#), Business Rules for Intragovernmental Transactions

¹ For some technologies (e.g. SQL) a format may be used to accommodate leading zeroes. This is preferable to using a character field for numeric values.