



Job Aid
Long Procurement Number Conversion Chart (New AAC Format)

Title	Long Procurement Number Conversion Chart (New AAC Format)
Purpose	To describe the new Activity Address Code (AAC) naming convention and provide a table of old format vs. new format for codes used on procurement documents (i.e. Bid Invitation, Contracts, and Purchase Orders). The Digital Accountability and Transparency Act of 2014 (DATA Act) requires all agencies to conform with the changes to the AAC, which is used in WBSCM as a portion of the Solicitation Number and Long Procurement Number (also known as the PCA number). This change is reflected on all affected screens, reports, pdf documents, and information transmitted to the FPDS-NG system.
User Group / Role	AMS, FSA, FAS, and USAID
Description	<p>The letters "I" and "O" are not used in the codes due to their possible confusion with numbers that look similar. Instead of "I", the code uses the number "1", and instead of "O", the code uses the number "0".</p> <p>The remainder of the Long Procurement Number/Procurement Identifier does not change. Below is a sample contract from FPDS-NG illustrating how the code works.</p> <p>AGINTPP150025 old code, new code would be <u>121NTPP150025</u></p> <div style="text-align: center;"><p>121NTP 16 P 0025</p><p>↓ ↓ ↓ ↓</p><p>New 6-character Code (AAC) Fiscal Year Contract Type* Sequence Number (4-digit)</p></div> <p>* See FAR Part 4.16 for other codes. For Solicitations (Bid Invitation), the code is "S", for Contracts, the code is "C", for Purchase Order, the code is "P", and for Delivery Order, the code is "D".</p>



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The following table shows the old code and the new code, which uses the AAC format.

Old Code	New Code
AGINAOP160001	121NA016P0001
AGINAEP160001	121NAE16P0001
AGINAGP160001	121NAG16P0001
AGINAPP160001	121NAP16P0001
AGINFOP160001	121NF016P0001
AGINFEP160001	121NFE16P0001
AGINFGP160001	121NFG16P0001
AGINFPP160001	121NFP16P0001
AGINMOP160001	121NM016P0001
AGINMEP160001	121NME16P0001
AGINMGP160001	121NMG16P0001
AGINMPP160001	121NMP16P0001
AGINTBP160001	121NTB16P0001
AGINTEP160001	121NTE16P0001
AGINTFP160001	121NTF16P0001
AGINTGP160001	121NTG16P0001

Old Code	New Code
AGINTPP160001	121NTP16P0001
AGINTSP160001	121NTS16P0001
AGIFAOP160001	121FA016P0001
AGIFAGP160001	121FAG16P0001
AGIFAPP160001	121FAP16P0001
AGIFFOP160001	121FF016P0001
AGIFFGP160001	121FFG16P0001
AGIFFPP160001	121FFP16P0001
AGIFMOP160001	121FM016P0001
AGIFMGP160001	121FMG16P0001
AGIFMPP160001	121FMP16P0001
AGDCCCP160001	12DCCC16P0001
AG3J14P160001	123J1416P0001
AG3J15P160001	123J1416P0001
AG3J15P160001	123J1416P0001
AGDPROP160001	123J1416P0001

Note: The AAC format will be applied to newly created Solicitations and newly awarded POs and Contracts. This format will adopt the same SPIIN numbering convention currently utilized in WBSCM (e.g., P0001, etc.).

Existing Solicitations, POs and Contracts created prior to these changes do not need to be converted to the new format; their Long Procurement Numbers will retain the previous format for any subsequent amendments and modifications.