



UNITED STATES/CANADA JOINT CERTIFICATION OFFICE
DLA Logistics Information Services 74 Washington Ave N
Battle Creek, Michigan 49037-3084

Subject: Approved Militarily Critical Technical Data Agreement, DD Form 2345

To Whom It May Concern

Your application for certification under the United States/Canada Joint Certification Program (JCP) has been accepted. A copy of the approved form is included. The certification number assigned to your facility is shown in Item 7.b on the attached form. This number is valid for a five year period with the expiration date shown in Item 7.c.

Any requests for unclassified Militarily Critical Technical Data to the relevant DoD Controlling Office must be accompanied by a statement of intended use and a copy of your approved DD Form 2345. Please note the Joint Certification Office does not provide Technical Data Packages. Any requests for a Directly Arranged Visits (DAVs) must also be forwarded by letter to the installation to be visited and include a copy of your approved DD Form 2345.

Certified contractors must submit a revised DD Form 2345 whenever information previously provided becomes outdated; for example, name of company, new person designated as the Data Custodian, or if there is a change of address information. A fillable PDF version of a blank DD Form 2345 is available from the main web page of the JCP website:
<https://public.logisticsinformationservice.dla.mil/jcp/>

Please contact our office at 1-800-352-3572 or by email at jcp-admin@dlamail should you have any questions concerning the Joint Certification Program.

In closing, it is highly recommended that a copy of this letter and your approved DD Form 2345 be retained and kept in a safe place for future use.

Sincerely,

Joint Certification Office
Website: <https://public.logisticsinformationservice.dla.mil/jcp/>
E-mail: (Preferred) jcp-admin@dlamail
Toll Free Number: 1-800-352-3572