

## Access to the Modernized ACASS/CCASS Systems

Effective October 1, 2006, a Department of Defense (DoD) PKI Certificate will be required for all DoD users accessing CPARS, ACASS, and CCASS. Non-DoD Federal Government users may continue to access CPARS, ACASS, and CCASS without a Certificate. For additional information please visit the following web site: <http://cpars.navy.mil>

Access to the modernized ACASS and CCASS systems begins with the appointment of a “Focal Point” at each major command, district, or branch office. The Air Force, Navy, and HQ US Army Corps of Engineers have all issued guidance directing the Districts/MACOMS to appoint Focal Points. Designated Focal Points may apply for access by selecting the “Access Forms” link on the [www.cpars.navy.mil](http://www.cpars.navy.mil) web site, completing, and submitting the “Focal Point User Access Request Form”. The form may be directly accessed at: <http://cpars.navy.mil/accessforms/fpuarf.htm> . *Each major command, district, or branch office must select at least one Focal Point. The Focal Point is the person who will grant access to all other ACASS and CCASS users within their local command.*

Source Selection Officials are reminded that OMB guidance dictates the use of the Past Performance Information retrieval System (PPIRS) at <http://www.ppirs.gov>. PPIRS is an electronic repository of performance information collected by all major federal past performance collection systems. In addition to evaluations collected by the ACASS and CCASS systems, PPIRS contains evaluations for work performed by non-DoD agencies. On the <http://www.ppirs.gov> web site, select “PPIRS-RC Login” to request a Logon ID and Password. All PPIRS users must have a PKI certificate to request a user logon, or to log on to PPIRS.

Government personnel needing to access completed evaluations, contract award history, and Architect-Engineer qualifications (SF 330 Part II) may apply for access by selecting the “Access Forms” link on the [www.cpars.navy.mil](http://www.cpars.navy.mil) web site, completing, and submitting the “Business Analysis Reports Access Request Form”. The form may be directly accessed at: <http://cpars.navy.mil/accessforms/barrequest.htm>. *Government personnel access these reports for a number of reasons, including corporate visits, market research, and to identify qualified A-E firms when emergency work requirements arise.*

**POC:** CAIC Help Desk (503) 808-4590 **Email:**  
[CENWP- CAIC@usace.army.mil](mailto:CENWP-CAIC@usace.army.mil)