



UNITED STATES/CANADA JOINT CERTIFICATION OFFICE  
DEFENSE LOGISTICS INFORMATION CENTRE  
74 WASHINGTON AVENUE NORTH  
BATTLE CREEK, MICHIGAN 49037-3084

DLIS-LFT

SUBJECT: Approved DD Form 2345

Dear Sir/Madam:

Your application for certification under the U.S./Canada Joint Certification Program has been approved. A copy of the approved form is attached. 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. A renewal notice will be sent 60 days prior to the expiration date.

All future requests for unclassified militarily critical technical data or requests for Directly Arranged Visits (DAV) initiated by your facility should be accompanied by a copy of your facility's approved DD Form 2345, and a statement of intended data use.

Certified contractors should submit a revised DD Form 2345 whenever information previously furnished becomes outdated – if, for example, name of company, new person designated as the Data Custodian, or if there is a change of address information.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 in the "Documents" section of the JCP website [www.dlis.dla.mil/jcp](http://www.dlis.dla.mil/jcp).

A copy of the "United States/Canada Joint Certification Program Pamphlet" is also available in the "Documents" section of the U.S./Canada Joint Certification website. This pamphlet provides detailed information and instructions on the scope of the United States/Canada Joint Certification Program. We urge you to review the guidelines and procedures outlined in the pamphlet.

Please contact our office at 1-800-352-3572 or by email at [jcp-admin@dla.mil](mailto:jcp-admin@dla.mil) should you have any questions regarding the certification program.

Sincerely,

STEPHEN G. RILEY  
U.S. Representative

NORMAN WEIR  
Canadian Representative

ATTN:  
Approved DD Form 2345