

Mass Workforce Issuance

Workforce Issuance No. 13-08

☐ Policy ☒ Information

To: Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIA State Partners

From: Alice Sweeney, Acting Director
Department of Career Services

Date: February 21, 2013

Subject: Free Webinar to Migrate to the New Contractor Registry – SAM.GOV

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners of a free webinar training to migrate from Central Contractor Registry (CCR) to SAM.GOV to be delivered Tuesday, February 26, 2013 from 1:00 – 2:00, EST.

Background: If you were previously registered in the federal Central Contractor Registry (CCR) and you have not yet made the migration to SAM please consider this webinar training. It covers essential activities for getting started on SAM guiding participants to:

- Create a new SAM user account;
- Migrate permissions from the legacy CCR system to SAM; and
- Update / renew an existing registration.

Action

Required: Please assure that all appropriate staff is aware of this information. Register online at: www.gsa.gov/portal/event/form/160683 to sign up. You must pre-register. If you get wait-listed when it's full, the content will be recorded and posted to SAM.gov after the event.

Effective: Immediately.

Inquiries: For more information on SAM and its resources, call the SAM/Federal Service Desk (Help Desk), toll free (866) 606-8220 Monday through Friday, 8 a.m. to 8 p.m. Online help, FAQs, and access to the Federal Service Desk are available anytime via FSD.gov.

Additional resources include:

[SAM User Guide](#)

[Quick Start Guide for Entities Interested in Being Eligible for Grants](#)

[Quick Start Guide for Updating/Renewing Registrations that Were Previously in CCR and Are Now in SAM](#)

[Quick Start Guide for Migrating Roles](#)

[Browser Settings for Optimal use of the System for Award Management](#)